UPDATED 2026

EMERGENCY OPERATIONS PLAN

STAUNTON-AUGUSTA-WAYNESBORO

Resolution for Adoption of the Staunton-Augusta-Waynesboro Emergency Operations Plan

WHEREAS, the Council of the City of Waynesboro, Virginia recognizes the need to prepare for, respond to, and recover from natural and manmade disasters; and

WHEREAS, the City of Waynesboro has a responsibility to provide for the safety and well-being of its citizens and visitors; and

WHEREAS, the City of Waynesboro has established and appointed a Director and Coordinator of Emergency Management;

NOW, THEREFORE, BE IT RESOLVED by the Governing Council of the City of Waynesboro, Virginia, this Emergency Operations Plan as revised is officially adopted, and

IT IS FURTHER RESOLVED AND ORDERED that the Director of Emergency Management, or his/her designee, is tasked and authorized to maintain and revise as necessary this document during the next four (4) year period or until such time it be ordered to come before this council.

_____

Mayor, City Council

ATTEST:

_____

Clerk

Adopted this ___ day of _____ 2026

Resolution for Adoption of the Staunton-Augusta-Waynesboro Emergency Operations Plan

WHEREAS, the Council of the City of Staunton, Virginia recognizes the need to prepare for, respond to, and recover from natural and manmade disasters; and

WHEREAS, the City of Staunton has a responsibility to provide for the safety and well-being of its citizens and visitors; and

WHEREAS, the City of Staunton has established and appointed a Director and Coordinator of Emergency Management;

NOW, THEREFORE, BE IT RESOLVED by the Governing Council of the City of Staunton, Virginia, this Emergency Operations Plan as revised is officially adopted, and

IT IS FURTHER RESOLVED AND ORDERED that the Director of Emergency Management, or his/her designee, is tasked and authorized to maintain and revise as necessary this document during the next four (4) year period or until such time it be ordered to come before this council.

_____

Mayor, City Council

ATTEST:

_____

Clerk

Adopted this ___ day of _____ 2026

Resolution for Adoption of the Staunton-Augusta-Waynesboro Emergency Operations Plan

WHEREAS, the Board of Supervisors of the County of Augusta, Virginia recognizes the need to prepare for, respond to, and recover from natural and manmade disasters; and

WHEREAS, the County of Augusta has a responsibility to provide for the safety and well-being of its citizens and visitors; and

WHEREAS, the County of Augusta has established and appointed a Director and Coordinator of Emergency Management;

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the County of Augusta, Virginia, this Emergency Operations Plan as revised is officially adopted, and

IT IS FURTHER RESOLVED AND ORDERED that the Director of Emergency Management, or his/her designee, is tasked and authorized to maintain and revise as necessary this document during the next four (4) year period or until such time it be ordered to come before this board.

_____
Chairman, County Board of Supervisors

ATTEST:

_____
Clerk

Adopted this ___ day of _____ 2026

PREFACE

Augusta County and the Cities of Staunton and Waynesboro are vulnerable to a variety of natural hazards including flooding, hurricanes, high winds, tornados, droughts, sinkholes, extreme temperatures, severe winter weather, and infectious disease outbreaks; technological hazards including hazardous materials releases, infrastructure failures, utility outages, and communication system disruptions; and human-caused events such as active assailant incidents. This Emergency Operations Plan (EOP) addresses hazards faced by the local jurisdictions to provide an organizational framework and operational concepts to minimize loss of life and property and expedite the restoration of essential services following an emergency, severe weather, or disaster.

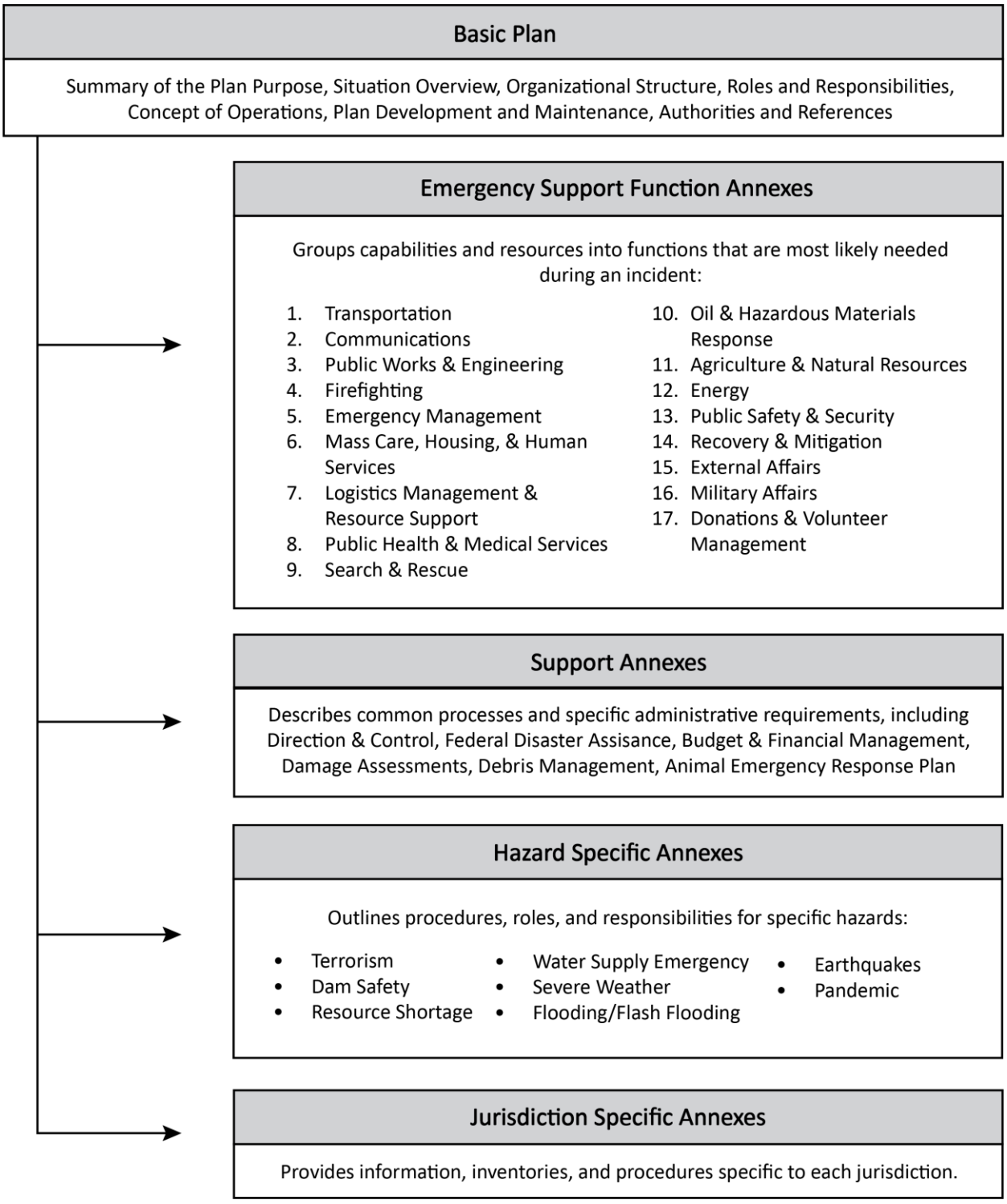
Components of the Staunton-Augusta-Waynesboro Emergency Operations Plan (S-A-W EOP):

- The **Basic Plan**, using an all-hazards approach to incident management, describes the concepts and structures of response and recovery operations; identifies staff, departments, and organizations that lead and support emergency management functions; and defines emergency preparedness, response, recovery, and mitigation responsibilities of local governments, nongovernmental organizations (NGOs), and private partners.

- **Emergency Support Function (ESF) Annexes** provide the structure for emergency operations by identifying lead and support departments and organizations and explain in general terms how those functions will be organized and implemented. This plan includes 17 ESFs, consistent with Federal and State standards.

- Three other types of annexes included in the S-A-W EOP are **Support Annexes, Hazard Specific Annexes,** and **Jurisdiction Specific Annexes**. The Support Annexes address those functions that are applicable to every type of incident and support all the Emergency Support Functions. Hazard Specific Annexes address hazard situations requiring specialized response and recovery procedures. Jurisdiction Specific Annexes provide additional information and procedures specific to each jurisdiction.

PLAN ORGANIZATION



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1. INTRODUCTION

This Plan provides the basis for response and recovery operations in Augusta County and the Cities of Staunton and Waynesboro, Virginia. Successful emergency planning requires a comprehensive, all-hazards approach, as the Staunton-Augusta-Waynesboro (S-A-W) area is vulnerable to a variety of natural hazards including flooding, hurricanes, high winds, tornados, droughts, sinkholes, extreme temperatures, severe winter weather, and infectious disease outbreaks; technological hazards including hazardous materials releases, infrastructure failures, utility outages, and communication system disruptions; and human-caused events such as active assailant incidents.

The *Commonwealth of Virginia Emergency Services and Disaster Law of 2000* (Code of Virginia, § 44-146.13 to § 44-146.28.1) requires the Commonwealth and local jurisdictions to develop and maintain a Local Emergency Operations Plan (EOP). The EOP serves as the baseline by which each local jurisdiction prepares for, mitigates against, responds to, and recovers from natural disasters and emergencies. Every four years, each local jurisdiction must comprehensively review and revise the EOP to ensure it remains current. The revised plan shall be formally adopted by the locality's governing body. This plan fulfills this requirement for Augusta County and the Cities of Staunton and Waynesboro, integrating these jurisdictions into the mutually supportive statewide emergency management system.

The Staunton-Augusta-Waynesboro Emergency Operations Plan (S-A-W EOP) consists of a Basic Plan; Functional, Support, and Hazard-Specific Annexes; and Jurisdiction-Specific Annexes. The Basic Plan describes the general concept of emergency operations and assigns duties and responsibilities to agency heads or organizations that are either part of or support local government during emergencies. These broad responsibilities include four areas of emergency management: preparedness, response, recovery, and mitigation. The Functional Annexes address the Emergency Support Functions, which are an element of the National Incident Management System (NIMS). NIMS is used in planning documents at the national, state, and local levels, including the National Response Framework (NRF), the Commonwealth of Virginia Emergency Operations Plan (COVEOP), and local Emergency Operations Plans (EOPs). The Support Annexes, Hazard-Specific Annexes, and Jurisdiction-Specific Annexes enhance the plan with more detailed information for specific emergency management topics.

The purpose of the S-A-W EOP Basic Plan and Functional Annexes is to establish the concepts and procedures by which the local jurisdictions can effectively apply available resources to minimize casualties and property damage and restore essential services as quickly as possible. The S-A-W EOP was developed by the Emergency Management Coordinators of the three jurisdictions. Additional assistance and input were provided by local organizations that play key roles during emergencies and disasters, the Central Shenandoah Planning District Commission and other applicable regional agencies, and the Virginia Department of Emergency Management.

1.1 Record of Changes

The S-A-W EOP will be reviewed and revised if any of the following situations occur:

- A formal update of planning guidance or standards
- A change in elected officials
- A plan activation, major exercise, or major disaster
- A change in local demographics or any hazard or threat profile, or
- The enactment of new or amended laws or ordinances or policy changes

Change Number	Date of Change	Page or Section Changed	Summary of Change	Name of Person Authorizing Change
1				
2				
3				
4				
5				
6				
7				
8				

1.2 Record of Distribution

Group	Agency/ Department	Title of Recipient	How Distributed (Electronic or Hard-Copy)

2. PURPOSE, SCOPE, AND ASSUMPTIONS

2.1 Purpose

The purpose of the plan is to establish a framework for Augusta County and the Cities of Staunton and Waynesboro to prevent incidents, mitigate their effects, prepare for potential threats, respond effectively during crises, and recover and rebuild afterwards. By facilitating a unified command system that emphasizes seamless coordination of resources, consistent communication channels, and strategic actions, the plan works to protect lives, minimize damage to structures, equipment, and the environment, and reduce the overall impact of emergencies.

This EOP has been developed to guide the jurisdictions based on the following objectives:

- Establish local government policies and procedures to respond to emergencies;
- Describe the local governments' emergency management organization;
- Identify the roles and responsibilities of local government staff during an emergency;
- Identify lines of authority and relationships; and
- Describe the local Emergency Operations Center (EOC).

2.2 Scope

This EOP and all of its contents apply to the entire jurisdiction and its citizens, including populations with access and functional needs. The EOP applies to any emergency associated with a natural, technological, or human-caused incident that may affect Augusta County and the Cities of Staunton and Waynesboro and result in the need for a planned, coordinated response by multiple departments and/or supporting agencies. The EOP establishes an emergency organization and defines responsibilities for all staff and individuals (public and private) with roles in the phases of emergency management, including preparedness, response, recovery, and mitigation.

This EOP is compliant with the National Incident Management System (NIMS) and employs a multiagency operational structure based on the principles of the Incident Command System (ICS) to manage, coordinate, and direct resources committed to an incident. Augusta County and the Cities of Staunton and Waynesboro are practitioners of NIMS. They are committed to ensuring that the required training is provided to all individuals with direct responsibility for implementing the plan and critical functions within it.

Augusta County and the Cities of Staunton and Waynesboro include all residents, governmental entities and departments, businesses, and non-profit organizations within their bounds, as well as individuals and entities operating or transiting through them. The jurisdictions contract key services that have a direct bearing on their emergency management organization. Close planning and coordination with these agencies and organizations is essential to the preparedness and response capabilities of these jurisdictions.

During emergencies, the Emergency Management Coordinator or their designee serves as the lead emergency management representative. Requests for additional support are submitted to the state through WebEOC. If the needs cannot be fulfilled at the state level, the request will be forwarded to the federal level in accordance with NIMS.

2.3 Planning Assumptions

Planning assumptions used in the development of this plan include:

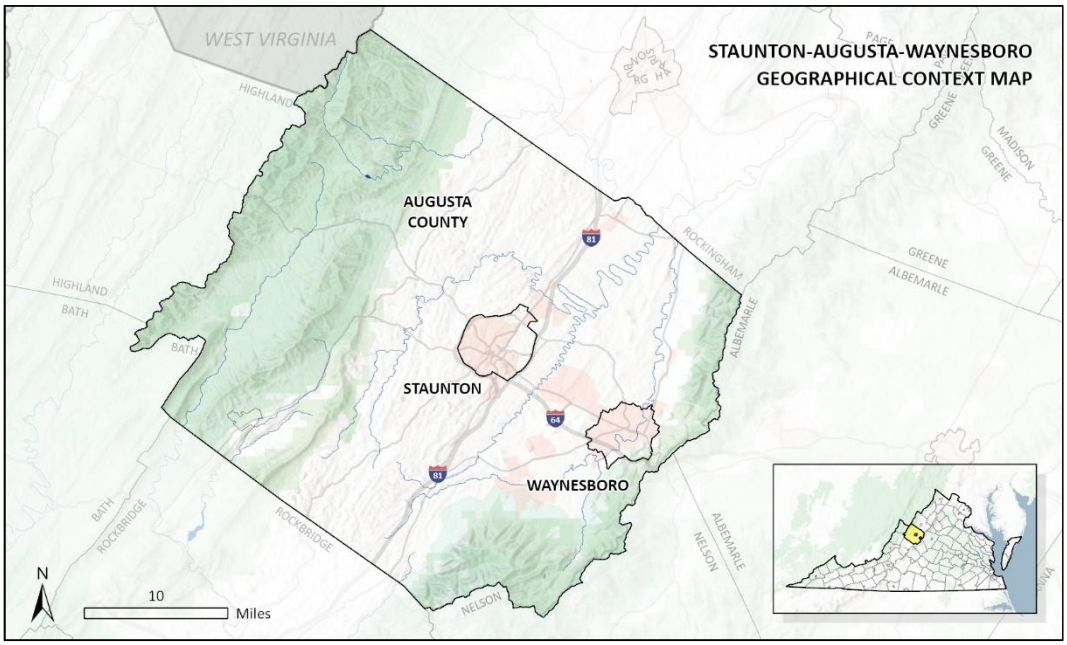
- An effective EOP provides clear guidance to those with operational responsibilities on what to do and why and instructs external entities on what to expect and how to provide support.
- Emergency planning includes the key areas of preparedness, response, recovery, and mitigation.
- Incident management activities will be initiated and conducted using the principles contained in the National Incident Management System (NIMS).
- Incidents are typically managed at the lowest possible level of government.
- Incidents, emergencies, or disasters will require full coordination of operations and resources, and may:
    - Occur at any time with little or no warning.
    - Require multiple jurisdictions and public and private sectors to participate in significant information-sharing.
    - Have local, state, or national impacts and require significant intergovernmental resource coordination.
    - Involve multiple, highly varied hazards or threats on a local, regional, statewide, or national scale.
    - Result in mass casualties; displaced persons; property loss; environmental damage; disruption of the economy, normal life support systems, essential public services, and critical infrastructure.

  - Overwhelm the capabilities of first responders, local jurisdictions, and private-sector service providers.
  - Attract a sizeable influx of donations, as well as independent and spontaneous volunteers.
  - Require prolonged, sustained incident management operations and support activities for long-term recovery and mitigation.
- The combined expertise and capabilities of government at all levels, the private sector, and non-governmental organizations will be required to prevent incidents, mitigate their effects, prepare for potential threats, respond effectively during crises, and recover and rebuild afterwards.
- The top priority for the jurisdictions is to protect life and property while mitigating damage and limiting the impacts to the communities and the environment, with the goal of returning to the new normal after a disaster.
- Memoranda of Understanding (MOUs) have been established with surrounding jurisdictions to provide services that will be needed during an emergency.
- Emergency plans are actionable, current, and maintained.

3. SITUATION OVERVIEW

3.1 General Description

The region that is comprised of Augusta County and the Cities of Staunton and Waynesboro is centrally located within the Shenandoah Valley, between the Blue Ridge and Alleghany Mountains in West Central Virginia. Combined, the jurisdictions cover 1,002 square miles. In fact, Augusta County is the second largest county by land area in Virginia. A significant portion of the region is part of publicly owned land, including the Blue Ridge Parkway, the Washington and Jefferson National Forests, and Shenandoah National Park. Major water bodies include the Calfpasture, North, South, and Middle Rivers; Back, Christians, and Smith Creeks; and Elkhorn and Sherando Lakes.



Physical Context			
Metric	Augusta County	City of Staunton	City of Waynesboro
Land Area	967 mi^2	19.9 mi^2	15 mi^2
Highest Elevation	4,463 ft	1,417 ft	1,286 ft
Population Density	80.9 people/mi^2	1,293.4 people/mi^2	1,508 people/mi^2

Major Infrastructure

Major highway transportation routes include Interstate 81, Interstate 64, U.S. Rt. 11, U.S. Rt. 250, and U.S. Rt. 340. Several railroads intersect the jurisdictions, including Norfolk Sothern, CSX, Buckingham Branch, and Shenandoah Valley. There are also two main airports: Shenandoah Valley Airport and Eagles Nest.

Population Characteristics

This section provides a snapshot of the population characteristics in Augusta County and the Cities of Staunton and Waynesboro. This information is the most recent data available (2023-2024) from the Weldon Cooper Center for Public Service or the U.S. Census Bureau. The following population characteristics may further inform plan implementation.

Estimated Total Population (2024)			
Total	Augusta County	City of Staunton	City of Waynesboro
126,810	77,901	25,971	22,938

Source: Weldon Cooper Center

Estimated Percent of Population Growth by 2030			
Total	Augusta County	City of Staunton	City of Waynesboro
3.4% (+4,308)	2.8% (+2,181)	6.6% (+1,714)	1.8% (+413)

Source: Weldon Cooper Center

Population Estimates by Sex			
Sex	Augusta County	City of Staunton	City of Waynesboro
Male	39,781 (51%)	11,903 (46%)	11,165 (49%)
Female	38,466 (49%)	14,012 (54%)	14,012 (51%)

Source: U.S. Census Bureau, American Community Survey

Population Estimates by Ethnicity			
Ethnicity	Augusta County	City of Staunton	City of Waynesboro
White	87.1%	78.9%	72.6%
Black or African American	4.7%	10.0%	11.0%
Hispanic	4.2%	4.4%	9.2%
Asian	0.3%	1.5%	1.8%
American Indian	0.0%	0.1%	0.0%
Pacific Islander	0.1%	0.3%	0.0%
Two or More	3.1%	4.6%	5.4%
Other	0.5%	0.2%	0.0%

Source: U.S. Census Bureau, American Community Survey

Population Estimates by Age			
Age Group	Augusta County	City of Staunton	City of Waynesboro
Under 18 years	17.9%	19.5%	23.3%
18 – 65 years	58.9%	59.0%	58.3%
Over 65 years	23.2%	21.5%	18.4%

Source: U.S. Census Bureau, American Community Survey

Estimated Median Household Characteristics			
Metric	Augusta County	City of Staunton	City of Waynesboro
Household Size	2.4 people	2.1 people	2.3 people
Resident Age	45.3 years	41 years	38.9 years

Source: U.S. Census Bureau, American Community Survey

Median Income Estimates			
Type	Augusta County	City of Staunton	City of Waynesboro
Household	$79,972	$62,586	$56,364
Per Capita	$38,459	$35,941	$32,036

Source: U.S. Census Bureau, American Community Survey

Estimated Percent of Population with a Disability			
Total Region	Augusta County	City of Staunton	City of Waynesboro
16.1%	15.2%	15.4%	19.8%

Source: U.S. Census Bureau, American Community Survey

3.2 Hazards Risk Analysis

Because of the proximity of the localities and the similarities in terrain and other natural factors, the hazards associated with the three jurisdictions were determined to be equivalent in probability. Furthermore, Augusta County and the Cities of Staunton and Waynesboro participate in a regional Threat and Hazard Identification Analysis, which can be found in the Central Shenandoah Hazard Mitigation Plan (CSHMP), maintained by the Central Shenandoah Planning District Commission. Based on the analysis in that plan, the primary hazards and threats to the area are identified and ranked on the following page.

Note: Refer to the Central Shenandoah Hazard Mitigation Plan for a more in-depth description of the data and process that lead to the results of this analysis.

Hazard	Type	Rank
Flooding	Natural Hazard	High
Wildfire	Natural Hazard	High
Severe Winter Weather	Natural Hazard	High
Hazardous Materials Release	Technological Hazard	High
Infrastructure Failure (includes Dam Failure)	Technological Hazard	Medium
Hurricanes	Natural Hazard	Medium
Drought	Natural Hazard	Medium
Sinkholes	Natural Hazard	Medium
Extreme Temperatures	Natural Hazard	Medium
Infectious Disease Outbreak	Natural Hazard	Medium
High Winds (includes Tornados)	Natural Hazard	Low
Active Assailant	Human-Caused Event	Low

3.3 Capability Assessment

All three jurisdictions participate in the annual, state-wide Local Capability Assessment for Readiness (LCAR) program. LCAR provides a local assessment tool to understand strengths and areas for improvement; identifies needs and justifies expenditures; provides a source of data and allows for a state-wide view of local preparedness. The LCAR, which meets State requirement § 44-146.19F that all political subdivisions provide an annually updated emergency management assessment, serves as a companion document to the Staunton-Augusta-Waynesboro Emergency Operations Plan.

3.4 Mitigation Overview

Hazard mitigation focuses on reducing or eliminating long-term risk to life and property to diminish the actual or potential impact of incidents effectively. Mitigation measures may be implemented prior to, during, or after an incident. Augusta County, Staunton, and Waynesboro participate in the planning and update of the regional Central Shenandoah Hazard Mitigation Plan (CSHMP).

The CSHMP covers twenty-one jurisdictions located in the Central Shenandoah Planning District and is produced by the Central Shenandoah Planning District Commission with significant input from the local jurisdictions represented in the plan. The goal of this plan is to reduce loss of life and property damage by minimizing the impact of future disasters. It achieves this by identifying potential hazards, assessing vulnerabilities, and implementing long-term strategies to lessen the effects of these hazards. The CSHMP serves as a companion document to the Staunton-Augusta-Waynesboro Emergency Operations Plan.

4. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

4.1 Incident Management

The Commonwealth of Virginia Emergency Management and Disaster Law of 2000, as amended, states that emergency services organizations and operations be structured around existing constitutional government. Each locality within the jurisdiction has a party or parties responsible for emergency management and operations. Cities and Counties should appoint a Coordinator of Emergency Management in accordance with § 44-146.19A and § 44-146.19B, respectively.

Augusta County

- The Chairman of the Board of Supervisors acts as the Director of Emergency Management and provides direction and control during times of emergency.
- The Emergency Management Coordinator has primary day-to-day emergency management responsibility.

City of Staunton

- The City Manager acts as Director of Emergency Management and provides direction and control during times of emergency.
- The Fire Chief acts as Emergency Services Coordinator and has primary day-to-day emergency management preparedness responsibility.

City of Waynesboro

- The City Manager, in conjunction with the Director of Emergency Management, provides direction and control during times of emergency.
- Director of Emergency Management has primary day-to-day emergency management responsibility.

The three jurisdictions base their Incident Management Organizations on the National Incident Management System (NIMS) Incident Command System (ICS). ICS is a standardized approach to the command, control, and coordination of on-scene incident management that provides a common hierarchy within which personnel from multiple organizations can be effective. It specifies a structure for incident management that integrates and coordinates a combination of procedures, personnel, equipment, facilities, and communications. This system includes five major functional areas, staffed as needed, for a given incident: Command, Operations, Planning, Logistics, and Finance/Administration. Jurisdiction-specific organizational charts are provided in the annexes.

4.2 Roles and Responsibilities

The Directors of Emergency Management and the Emergency Management Coordinators, together with the City Manager or the County Administrator, oversee the emergency management organization. They are empowered to review and approve emergency mutual aid plans and agreements, disaster mitigation, preparedness, response, and recovery plans, and such ordinances, resolutions, rules, and regulations as are necessary to implement them. A successful local emergency management program involves local government officials, local government agencies, the private sector, and non-profit organizations.

4.2.1 Roles

Elected Officials

- Establish the local emergency management program.
- Appoint the local emergency management staff.
- Adopt and implement the Emergency Operations Plan.
- Make policy-level decisions.

Emergency Management Director/Coordinator

- Determine the appropriate level of activation based on the situation by identifying the hazards and evaluating the risk.
- Ensure the EOC is adequately set up and at a constant level of readiness.
- Direct and coordinate from the EOC during disaster operations by:
    - Establishing strategies and objectives,
    - Authorizing implementation of the Incident Action Plan,
    - Conducting briefings for the command and general staff,
    - Developing media strategies in coordination with the PIO,
    - Ensuring a liaison officer is appointed to maintain effective coordination,
    - Managing incident operations, and
    - Coordinating staff activities.
- Coordinate local resources before, during, and after an event.
- Approve and enter the request for additional resources and/or the release of resources.
- Authorize the release of critical information to the public through various media outlets.
- Work with local agencies to establish shelter agreements.

- Determine the need to evacuate endangered areas and determine action needed.
- Test emergency plans through training and exercises.
- Build a relationship with community partners and nearby localities.

Local Government Departments/Agencies

- Develop and maintain detailed emergency plans, standard operating procedures (SOPs), and continuity of operations plans (COOPs).
- Gather information, determine immediate needs, and actions
- Attend all applicable briefings.
- Participate in the development of plans along with the training and exercises of those plans.
- Identify sources of emergency supplies, equipment, and transportation.
- Negotiate and maintain mutual aid agreements, which are identified in the plan.
- Maintain records of disaster related expenditures and actions, including appropriate documentation (utilize ICS 214 form when appliable).
- Protect and preserve vital records essential for the continuity of government and delivery of essential functions.
- Establish and maintain list of succession of key personnel.

4.2.1 Department/Agency Responsibilities

Emergency Communications Center (911)

- Call intake and processing
- Communications
- Initial warning and alerting
- Real-time information relay
- Resource dispatch

Police Department/Sheriff's Office

- Law enforcement
- Mass emergency notification
- Initial warning and alerting
- Security of vital facilities, supplies, and emergency site
- Traffic control
- Search and rescue

- Evacuation and access control of threatened areas
- Assist Health Department with identification of the dead
- Evacuation and control of prisoners

Fire Departments

- Fire prevention and suppression
- Assist with emergency medical treatment
- Assist with evacuation
- Assist with detection and monitoring of hazardous materials incidents, including radiological materials
- Train for and respond to hazardous material releases
- Assist with mass emergency notification
- Technical Rescue
- Search and Rescue
- Command and control
- Fire Departments may be used as temporary shelters or refuges of last resort

School Systems, Superintendent of Schools

- Provide facilities for the reception and care of evacuees
- Provide facilities and resources for mass feeding
- Provide evacuation transportation

Virginia Department of Social Services and American Red Cross

- Reception and care of evacuees
- Provide registration and record keeping
- Provide mass feeding
- Provide crisis counseling services as required
- Provide emergency welfare services for displaced individuals
- Coordinate the services of quasi-public and volunteer relief organizations
- Provide special assistance for the elderly and handicapped as required

Virginia Department of Health – Central Shenandoah Health District

- Hazardous waste management and enforcement
- Epidemic control measures
- Assist with medical support to individuals in shelters
- Issue health advisories

- Establish emergency care centers
- Emergency mortuary and interment coordination
- Assist with radiological monitoring
- Insect and rodent control
- Inspection of food, milk, and water supply, and ensure the continued supply of potable water
- Coordination and control of biological and radiological material
- Identification of the dead, assisted by the local and State Police
- Coordination with area hospitals
- Assure the provision of minimum essential sanitation services

Emergency Medical Services (EMS)

- Provide emergency medical care, transportation, triage, treatment, etc.
- Assist with the evacuation of endangered areas
- Assist with the dissemination of warnings
- Assist with other tasks as assigned
- Liaison with Virginia Office of EMS
- Assist with mass emergency notification

Augusta Water and County Maintenance, Staunton and Waynesboro Departments of Public Works

- Coordinate the maintenance and continued operation of utilities
- Assist in identifying essential facilities
- Debris removal
- Assist with assuring the continued supply of potable water
- Assist with providing minimum essential sanitation service
- Assist with damage assessment
- Assist with hazardous materials cleanup

Augusta Health

- Provide emergency medical services
- Assist in expanding medical and mortuary services to other facilities if required

County/City Attorneys

- Advise the County/Cities concerning legal responsibilities, powers, and liabilities regarding emergency operations and post-disaster assistance
- Draft emergency legislation as requested

Planning Department/Community Development/GIS

- Assist with resource and supply
- Assist with damage assessment/condemnation of damaged buildings
- Assist with reports and records
- Provide maps, charts, and population data as necessary
- Ensure that all repairs and rebuilding comply with local building codes and land-use regulations

Northern Virginia Emergency Response System

- Regional coordination - Facilitate cross-jurisdictional collaboration
- Multi-disciplinary integration - Bridge public safety agencies, healthcare delivery systems, and private sector partners for unified response
- Interoperability support - Ensure standardized emergency equipment and technology work seamlessly across jurisdictions
- Surge capacity coordination - Enable mutual aid and resource sharing between partner agencies during major incidents
- Recovery support - Assist partner organizations in post-incident recovery and restoration of services

Virginia Tech Extension Service

- Damage assessment
- Assist with the preparation of required reports and records

Local Medical Examiner/Chief Medical Examiner's Office

- Emergency mortuary and internment coordination
- Coordination and control of biological items
- Identification of the dead, assisted by the local police and

sheriff offices, and the State Police
- Coordination with area hospitals

Amateur Radio Emergency Services (ARES)

- Provide emergency communications in EOC and other areas as needed
- Help with developing an amateur radio program
- Establish a working relationship with Emergency Management and other public safety partners

Other City/County Departments and Agencies

- Assist with damage assessment
- Assist with debris removal/clean up
- Assist with volunteer and donation management
- Assist in disaster recovery centers

5. CONCEPT OF OPERATIONS

5.1 General Provisions

5.1.1 The heads of operating agencies will maintain plans and procedures to be able to effectively accomplish their assigned responsibilities. Department and agency heads will identify sources from which emergency supplies, equipment, and transportation may be promptly obtained when required. Department and agency heads will also establish lists of succession of key emergency personnel.

5.1.2 During an emergency, departments and agencies will remain responsible for protecting and preserving records essential for continuity of government operations. Accurate records of disaster-related expenditures will be maintained to provide a basis for reimbursement should federal disaster assistance be needed.

5.1.3 The day-to-day activities of the preparedness program include developing and maintaining the EOP and maintaining the EOC in a constant state of readiness and carrying out other activities as outlined in local and state regulations.

5.1.4 In developing or revising the EOP, assurances will be made to ensure its compatibility with the plans and procedures of key facilities and private organizations within the jurisdictions, as appropriate.

5.1.5 The constituted legal authorities for approving Emergency Operations Plans are as follows:

- Augusta County: Board of Supervisors
- City of Staunton: City Council
- City of Waynesboro: City Council

5.1.6 The Directors, Coordinators, Deputy Coordinators and/or the County Administrator or City Managers, with support from designated local officials, will exercise direction and control from the EOC during disaster operations. The EOC may be partially or fully manned (in-person or virtual, as appropriate), depending on the kind and size of the disaster. The EOC will provide logistical and administrative support to response personnel deployed to the disaster site(s).

5.1.7 Parties responsible for direction and control during emergency situations will determine when to evacuate large areas and will issue evacuation or

other protective orders as needed, in coordination with emergency management. The Sheriff's Department or Police Departments will implement evacuation and provide security for evacuated areas. In the event of a hazardous materials incident, the local Fire Chief or their designated representative on scene should implement immediate protective actions, including evacuation as appropriate.

5.1.8 Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of the emergency. Efforts that would normally be required of those functions will be redirected to accomplish the emergency task by the agency concerned.

5.1.9 The localities must be prepared to bear the initial impact of a disaster without additional assistance. Help may not be immediately available from the state or federal government after a natural or man-made disaster. During an emergency, the Director and the Coordinator of Emergency Management, or the Director's Deputies, will work with all appropriate agencies, boards, and departments within the local jurisdiction to respond effectively.

When an emergency exceeds local capability to respond, assistance will be requested from surrounding jurisdictions, and state and federal government. Incident command and response operations will remain with the local jurisdiction. Requests for state assistance will be made through the VEOC via WebEOC and must go through the local Emergency Manager.

5.1.10 Emergency assistance may be made available from neighboring jurisdictions in accordance with mutual aid agreements. Emergency forces may also be sent to assist adjoining jurisdictions. Such assistance will be in accordance with existing mutual aid agreements or, in the absence of official agreements, will be directed by the Director/Coordinator of Emergency Management and/or other designated officials when such assistance is deemed necessary and feasible.

5.1.11 The Director/Coordinator of Emergency Management, the Department of Social Services, and/or the Red Cross will assist disaster victims in obtaining post-disaster assistance, such as temporary housing and low-interest loans.

5.1.12 The localities will apply the plan equitably and ensure the needs of minority and vulnerable communities are met during emergencies.

5.1.13 This plan is effective as a basis for training and pre-disaster preparedness upon adoption. It is effective for execution when:

- Any disaster threatens or occurs in the Cities and or County and a local disaster is declared under the provisions of § 44-146.21 of the Code of Virginia.
- A state of emergency is declared by the Governor.

5.2 Implementation of the National Incident Management System (NIMS)

The localities use the National Incident Management System (NIMS) for incident management. The basic framework of NIMS incorporates the use of the Incident Command System (ICS) and the Multi-Agency Coordination System (MACS). Augusta County and the Cities of Staunton and Waynesboro will implement the Incident Command System (ICS) for all incidents and events within their jurisdictions. ICS will be used as a standardized systematic approach for the development of the EOP. ICS is required for all on-scene and EOC activations under the all-hazards incident management approach.

Utilization of NIMS and ICS:

- Allows for the integration of facilities, equipment, personnel, procedures and communications operating within a common organizational structure.
- Enables a coordinated response among various jurisdictions and functional agencies, both public and private.
- Establishes common processes for planning and managing resources.
- Provides structure and organization that covers all emergency management phases: preparedness, response, mitigation, and recovery.

5.3 Declaration of a Local Emergency

Pursuant to Virginia Code § 44-146.21, a local emergency may be declared by the Local Director of Emergency Management with the consent of the governing body of the political subdivision. If the governing body is unable to convene due to the disaster or other exigent circumstances, the following officials may declare a local emergency, in order of succession:

- The Director of Emergency Management.
- The Deputy Director of Emergency Management.
- In the absence of both, any member of the governing body.

Such a declaration is subject to confirmation by the governing body at its next regularly scheduled meeting or at a special meeting convened within 45 days, whichever occurs first.

A declaration of a local emergency:

- Activates the response and recovery programs of all applicable local and inter-jurisdictional Emergency Operations Plans (EOPs);
- Authorizes the provision of aid and assistance in accordance with those plans; and
- Requires that the State Emergency Operations Center (EOC) be notified immediately following the declaration.

Following the declaration, damage and impact assessments begin at the local level. Local officials must:

- Submit situation reports (SITREPs) to the Virginia Emergency Operations Center (VEOC) throughout the incident; and
- Provide an Initial Damage Assessment (IDA) to the VEOC or Virginia Department of Emergency Management (VDEM) regional staff within 72 hours after the end of immediate response operations.

When the governing body determines that all necessary emergency actions have been completed, it shall take formal action to terminate the declared local emergency.

5.4 Request for State Assistance

When local resources are insufficient to cope with the effects of a disaster and the County and/or Cities request state assistance, the following procedures will apply:

- The Emergency Management Director, or their designee, will submit a Request for Assistance (RFA) in WebEOC.
- VDEM Regional Staff may assist local and regional partners with submitting RFAs in WebEOC at the request of the local and regional partners.
- The local jurisdiction(s) will monitor the status of the RFA in WebEOC.
- Once the RFA is accepted and assigned to an agency that can provide support, the jurisdiction(s) will communicate with VDEM regional staff, and eventually the agency providing support, to coordinate delivery and receipt of the resource requested.

VDEM Regional Staff may request localities to enter additional information into WebEOC for the duration of the incident. This information may include, but is not

limited to, situation reports (SITREPs). VDEM Regional Staff establish the frequency of local SITREPs using the appropriate board in WebEOC. Local SITREPs should, at a minimum, provide status updates in the following areas:

- Declaration status
- EOC status
- Shelter status
- Evacuations
- Government and school closings
- Event injuries and fatalities
- Damage to critical infrastructure and residences

This information helps ensure VDEM Regional Staff and the Virginia Emergency Support Team (VEST) at the Virginia Emergency Operations Center (VEOC) understand the impacts of an incident across impacted localities and may help determine if there is a need to recommend that the Governor declare a State of Emergency in the Commonwealth, if one has not already been declared.

Incidents resulting in singular resource shortages (excluding water) may result in the need to petition the Governor to declare a local emergency. When multiple resource shortages occur, this is unnecessary. Resource shortages are defined in the Code of Virginia § 44-146.16; information regarding the Declaration of Local Emergencies can be found in § 44-146.21.

5.5 Coordination with the Virginia Fusion Center

The jurisdictions will coordinate with the Virginia Fusion Center (VFC), a support agency to the Virginia Emergency Operations Center (VOEC), for information collection, analysis, and dissemination. These centers are the highest priority for the allocation of available federal resources, including the deployment of personnel and connectivity with federal data systems. The Situational Awareness Unit (SAU) operates 24-7 and can be reached at (804) 674-2400.

5.6 Administration, Finance, and Logistics Support

5.6.1 Mutual Aid

When the resources of the three localities are overwhelmed, they may request assistance from neighboring jurisdictions, the State, or federal agencies. Mutual Aid Agreements (MAAs) or Memorandums of Understanding (MOUs) may be established to provide reciprocal support during disasters exceeding local capacity. All assistance will be rendered in accordance with the terms of the applicable MAA or MOU.

5.6.2 Management of Volunteers and Donations

Please refer to Emergency Support Function #17.

5.6.3 Budget and Financial Information

Please refer to Budget and Financial Management Support Annex.

5.7 Response to Crime Victims

In the event of an emergency involving crime victims as defined by § 19.2-11.01 of the Code of Virginia, Augusta County, the City of Staunton, and/or the City of Waynesboro will contact the Virginia Department of Criminal Justice Services (DCJS) and the Virginia Criminal Injuries Compensation Fund (VCICF) to deploy. Both entities will lead coordinating services and assistance to the victims.

Department of Criminal Justice Services
Julia Fuller-Wilson, Violence Against Women Program Administrator and State Crisis Response Coordinator
Victims Services, Division of Programs and Services
Virginia Department of Criminal Justice Services
1100 Bank Street, Richmond, VA 23219
(804) 371-0386 F: (804) 786-3414
Crisis Response Emergency Cell: (804) 840-4276
julia.fuller-wilson@dcjs.virginia.gov

Virginia Victim Fund (VVF)/Criminal Injury Compensation Fund
Cathy Day
(804) 774-4137
After Hours Cell: (804) 840-4802
Cathy.Day@virginiavictimsfund.org

6. DIRECTION, CONTROL, AND COORDINATION

6.1 Emergency Operations Centers

Direction and control for emergency operations will be provided from following Emergency Operations Centers (EOCs):

Augusta County:

County Administration Building, 18 Government Center Lane, Verona
Backup: Sheriff's Department, 127 Lee Highway, Verona

City of Staunton:

Staunton-Augusta Rescue Squad Building, 1601 North Coalter Street, Staunton
Backup: Staunton Fire Department, 500 N. Augusta Street, Staunton

City of Waynesboro:

City Building, 250 South Wayne Ave, Waynesboro
Backup: City Fire Department, 300 W. Broad Street, Waynesboro

6.2 EOC Activation

The Emergency Management Director, and/or their designee, may activate the EOC if the following conditions exist:

- There is an imminent threat to public safety or health.
- There is a planned or special event that requires coordination.
- A multi-department response is required to resolve or recover from the emergency or disaster event.
- Local emergency ordinances are implemented to control the major emergency or disaster event.

Upon activation of the EOC, representatives from the Lead Departments will staff the EOC. Activation of the EOC can occur at the designated Emergency Operations Center or a backup facility; as a hybrid activation; or fully virtual. EOC operations may be dependent on the type of incident and available resources such as internet connectivity, cell phone service, interoperability, and other requirements that may impact operations.

6.3 Activation Levels

6.3.1 Preparedness

Agencies conduct normal operations while maintaining emergency readiness. When emergencies are anticipated, personnel are placed on standby and agencies execute tasks outlined by their functional annex. Activities may include:

- Develop, update, and test emergency plans.
- Identify critical facilities/services and develop protection plans.
- Develop mutual support agreements.
- Confirm staff assignments and duties for emergency operations.
- Establish expense tracking and recordkeeping procedures.
- Prepare to disseminate emergency information to public.

6.3.2 Response

Agencies are focused on activities that directly relate to the emergency situation(s). All actions revolve around life preservation and reducing damage to property and infrastructure. The EOC is activated and staffed, shelters open as needed, and evacuation orders issued when necessary. A local emergency is declared as appropriate, damage assessment begins, expense recordkeeping is maintained, and the EOP is implemented.

6.3.3 Recovery

Activities during this phase revolve around restoring normal conditions. Damage assessments are completed, habitability determinations made, and repairs initiated. Actions prioritize restoring essential facilities and services, providing temporary housing and food as needed, and requesting post-disaster assistance to return the community to normal or improved conditions.

6.3.4 Mitigation

Mitigation occurs concurrently with normal operations and the preparedness phase to reduce hazard vulnerability and impact. Activities include completing hazard analyses, identifying high-impact threats, and promoting mitigation measures to reduce disaster vulnerability and impact on the locality or region. This activation level is addressed in Support Annex #3 – Hazard Mitigation and is generally not included in individual Emergency Support Function Annexes.

7. PLAN DEVELOPMENT AND MAINTENANCE

7.1 Coordination and Maintenance

7.1.1 Coordination

Similar to the National Incident Management System (NIMS), the three local jurisdictions use a "unified approach" in the planning process of the Staunton-Augusta-Waynesboro Emergency Operations Plan (S-A-W EOP). Individual staff members, jurisdiction departments, other governmental agencies, non-governmental organizations, the private sector, and those who have a role in incident management are included in the S-A-W EOP planning process. This group is led by the Emergency Management Coordinators who serve as the directing force in the creation of the Emergency Operations Plan and its required updates.

7.1.2 Maintenance

The Coordinator of Emergency Management for Augusta County and the Cities of Staunton and Waynesboro maintain the Staunton-Augusta-Waynesboro Emergency Operations Plan. The S-A-W EOP is continually reviewed and periodically updated to incorporate information required by legislative directives or from procedural changes based on lessons learned from exercises or actual events. Any department or organization may propose and develop a change to the EOP. The Emergency Management Coordinators are responsible for coordinating a review for any proposed changes. The S-A-W EOP will be reviewed and adopted in its entirety every four years by the Augusta County Board of Supervisors, the Waynesboro City Council, and the Staunton City Council.

7.2 Testing, Training, and Exercises

Trained and knowledgeable personnel are essential for the prompt and proper execution of any Emergency Operations Plan and sub-plans. The three jurisdictions will ensure that all response personnel have a thorough understanding of their assigned responsibilities in a disaster situation, as well as how their role and responsibilities interface with the other response components of the Emergency Operations Plan. All personnel will be provided with the necessary training to execute those responsibilities in an effective and responsible manner.

The Coordinator of Emergency Management is responsible for the development, administration, and maintenance of a comprehensive training and exercise program tailored to the needs each respective locality. This program will be

comprised of a general core, functionally specific, as well as on-going refresher training programs designed to attain and sustain an acceptable level of emergency preparedness.

Training will be based on federal and state guidance. Instructors will be selected from local government officials and staff, federal and state governments, private industry, the military, as well as quasi-public and volunteer groups trained in emergency management functions. All training and exercises conducted will be documented. Training needs will be identified and records maintained for all personnel assigned emergency management duties in a disaster.

The Coordinator of Emergency Management, or designated representative, will develop, plan, and conduct discussion based and/or operation-based exercises annually. These exercises will be designed to not only test the Emergency Operations Plan and sub-plans, but to train all appropriate officials, emergency response personnel, employees, and improve the overall emergency response organization and capability. Quasi-public and volunteer groups and/or agencies will be encouraged to participate. Deficiencies identified by the exercise will be addressed immediately.

7.3 Implementation

This Plan is effective for execution upon and pursuant to the adoption by the three jurisdictions. The Board of Supervisors for the County and the Councils for the two cities will pass a resolution adopting the Plan. The Coordinators of Emergency Management will ensure that this document is subject to annual maintenance, review, and any updates necessary.

7.3.1 After-Action Reports (AARs)

After any disaster response or exercise of the EOP, an After-Action Report (ARR) should be developed in compliance with the procedures outlined in the Homeland Security Exercise and Evaluation Program (HSEEP).

An AAR results from an administrative process used by the jurisdictions to review and discuss the response to identify strengths and weaknesses in the emergency management and response program.

The AAR should:

- Review actions taken;
- Identify equipment shortcomings;
- Improve operational readiness;
- Highlight strengths/initiatives; and
- Identify areas for improvement.

7.3.2 Corrective Actions

AARs are essential for identifying issues that impeded operations or innovative approaches that were introduced during the response and recovery that may be applicable to future incidents. In order for issues to be addressed, these issues need to be identified and documented.

The local Department(s) of Emergency Management will coordinate AARs, as appropriate, and provide documentation, disseminations, and archiving of findings. The results of the AAR will be provided to the local Coordinator(s) of Emergency Management for documenting, tracking, and corrective action processes. Through a collaborative and objective process with incident organizations, a corrective action plan will be developed and established for future incident response, mitigation, strategies/actions, and corrective action plans. Corrective actions will be taken directly from the AAR process and associated documents.

BASIC PLAN: APPENDIX 1
SUCCESSION OF AUTHORITY

Continuity of Government is critical to the successful execution of emergency operations. Therefore, the following lines of succession are specified in anticipation of any contingency, which might result in the unavailability of the ranking member of the response hierarchy. The decision-making authority for each organization or service function is listed below by position in decreasing order.

Augusta County

Organization/Service Function	Authority in Line of Succession
Director of Emergency Management	1. Board of Supervisors Chairperson 2. County Administrator 3. Board of Supervisors Member
Emergency Management Coordinator	1. Emergency Management Coordinator 2. Fire Chief

City of Staunton

Organization/Service Function	Authority in Line of Succession
Director of Emergency Management	1. City Manager 2. Fire Chief
Emergency Management Coordinator	1. Fire Chief 2. Deputy Fire Chief(s)

City of Waynesboro

Organization/Service Function	Authority in Line of Succession
Direction and Control in Emergencies	1. City Manager 2. Director of Emergency Management
Day-to-day Emergency Management Responsibilities	1. Director of Emergency Management 2. Fire Chief

BASIC PLAN: APPENDIX 2
DISASTER DECLARATIONS

A. Declaration of a State of Emergency

The Governor serves as the Director of Emergency Management in the Commonwealth. As authorized by the Code of Virginia § 44-146.17, the Governor "shall take such action as is necessary for the adequate promotion and coordination of state local emergency services activities relating to the safety and welfare of the Commonwealth in time of natural or man-made disasters". By executive order, the Governor may declare a state of emergency for all or part of the Commonwealth when a threat or actual event has the potential to impact people, infrastructure, or private or public property. As authorized by the Code, the executive order has the force and effect of law.

Before requesting assistance from the Commonwealth, local officials declare an emergency to exist in their jurisdiction. Even the threat of disaster, such as an approaching hurricane, can prompt the initiation of local and state declarations. These actions permit governmental agencies to mobilize resources, conduct disaster preparedness, response, and recovery activities as assigned in their plans, and authorize expenditures to cover disaster-related activities.

A "state of emergency" declaration is one of the executive directives the Governor must issue before requesting federal assistance under the Stafford Act. It indicates that the state is committing all available resources before requesting assistance from the federal government, and that the consequences of the event are, or will be, greater than the Commonwealth's capabilities to meet the requirements necessary to resolve the impact of the event.

B. Presidential Declaration

Under provisions of the Stafford Act, as defined by 42 U.S.C § 5121 et seq., the Governor may request two types of presidential declarations for disaster assistance: Emergency or Major Disaster. According to Sec. 102 of the Stafford Act, they are defined as:

- An **emergency** declaration is for "any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and Local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States."

- A **major disaster** declaration is for "a major disaster categorized as a natural catastrophe (including any hurricane, tornado, storm, high water, wind driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide,

snowstorm, or drought), or regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President, causes damage of sufficient severity and magnitude to warrant major disaster assistance under the Stafford Act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby."

An Emergency Declaration is designed to provide federal disaster assistance to meet a specific emergency need or to implement emergency protective measures such as sandbagging, evacuation, and sheltering, etc., which is more limited in scope in contrast to a Major Disaster Declaration. A Major Disaster Declaration makes a broad range of federal disaster assistance programs available to the impacted area that are designed to assist disaster victims, businesses, and public entities in the recovery process. Some of these programs require a non-federal cost share.

- **Individual Assistance** provides aid to individuals, families, and businesses whose property has been damaged or destroyed, and whose losses are not covered by insurance using local, state, and federal resources following a disaster incident.

- **Public Assistance** provides supplemental financial assistance to states, local governments, and selected private non-profit organizations for debris removal, emergency protective measures, and permanent restoration of infrastructure.

- **Hazard Mitigation** provides funding support for the development and implementation of plans and projects to reduce disaster losses, protect life and property from future damages, and enhance overall community resiliency.

As part of the disaster declaration process, a Joint Preliminary Damage Assessment is requested by the state and conducted in the localities affected to assist in determining whether a request is appropriate, as well as to develop the necessary information to support the request and validate that the impacts exceed state and local resources. The findings from the Joint Preliminary Damage Assessment assist in determining what disaster assistance and associated programs should be requested and activated under the Stafford Act, as well as made available from other federal programs and resources. Upon receiving the request, FEMA reviews and evaluates the request and supporting documentation at the regional and national levels and develops and submits a recommendation to the President based on their findings. A federal declaration can be received for Individual Assistance, Public Assistance individually, or for both.

The federal code (44 CFR § 206.35 and 206.36) specifies the information needed in the Governor's request for assistance. The Governor must indicate and validate that appropriate executive actions have been taken to include the direct execution of the authorities specified in the Code of Virginia and the Commonwealth of Virginia Emergency Operations Plan (COVEOP). This includes declaring a state of emergency to exist in the

Commonwealth and implementing the plans and procedures authorized in the *Code*. The Governor also needs to furnish information on the nature and amount of state and local resources that have been or will be committed to alleviate the results of the disaster, provide an estimate of the amount and severity of damage and the impact on the private and public sector, and provide an estimate of the type and amount of assistance needed under the Stafford Act. The Governor must certify that, for the current disaster, state and local government obligations and expenditures (of which state commitments are a significant proportion) will comply with all applicable cost-sharing requirements. In addition, the name of the State Coordinating Officer for the event is named in the Governor's letter of request.

SAMPLE RESOLUTION FOR THE
DECLARATION OF A LOCAL EMERGENCY

AT A SPECIAL MEETING OF THE [*Board of Supervisors/City Council*] OF [*Locality*], VIRGINIA, HELD AT _____, ON
_____, 20_____,

RESOLUTION DECLARING A LOCAL EMERGENCY TO
EXIST IN [*Locality*], VIRGINIA

WHEREAS, the [*Board of Supervisors/City Council*] of [*Locality*], Virginia, does hereby find as follows:

1. That due to the occurrence of _____, the [*County/City*] faces a condition of extreme peril to the lives, safety and property of its citizens; and

2. As a result of this extreme peril, the proclamation of the existence of an emergency is necessary to permit the full powers of government to deal effectively with this condition.

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the [*Board of Supervisors/City Council*] of [*Locality*], Virginia, that a local emergency now exists throughout the [*Locality*]; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of this emergency the powers, functions, and duties of the [*Director of Emergency Management/Services*] and the [*Emergency Services organization*] and functions of the [*Locality*] shall be those prescribed by the laws of the Commonwealth of Virginia and the ordinances, resolutions, and approved plans of the [*County/City*] in order to mitigate the effects of said emergency.

In order to carry out the effect of this resolution, a sum of money, not to exceed $_____, is hereby appropriated from the [*County/City*]'s unappropriated fund balance to cover the reasonable operational costs of emergency services. Pending further report to this Board, additional appropriations as shall be deemed necessary to cover the expected scope of this emergency.

Dated: _____ [*Board of Supervisors/City Council*], [*Locality*], VA

_____

_____

_____

_____

Attest: _____
Clerk, [*Board of Supervisors/City Council*]
[*Locality*], Commonwealth of Virginia

BASIC PLAN: APPENDIX 3
ACRONYMS

AAR	After Action Report
ARC	American Red Cross
ARES	Amateur Radio Emergency Service
CAP	Civil Air Patrol
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CERT	Community Emergency Response Team
CSHMP	Central Shenandoah Hazard Mitigation Plan
DAC	Disaster Application Center
DHS	Department of Homeland Security
EAS	Emergency Alert System
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
FEMA	Federal Emergency Management Agency
HAZMAT	Hazardous Materials
HMERP	Hazardous Materials Emergency Response Plan
HMP	Hazard Mitigation Plan
IC	Incident Commander
ICS	Incident Command System
IFLOWS	Integrated Flood Observing and Warning System

IPAWS	Integrated Public Alert and Warning System
JFO	Joint Field Office
LEPC	Local Emergency Planning Committee
MEDEVAC	Medical Evacuation
MRC	Medical Reserve Corps
MT	Mitigation
NIMS	National Incident Management System
NRP	National Response Plan
PIO	Public Information Officer
RACES	Radio Amateur Civil Emergency Service
SARA	Superfund Amendments and Reauthorization Act
SDS	Safety Data Sheets
SITREP	Situation Report
SOP	Standing Operating Procedures
SPCA	Society for the Prevention of Cruelty to Animals
UC	Unified Command
VDEM	Virginia Department of Emergency Management
VDH	Virginia Department of Health
VDOF	Virginia Department of Forestry
VFDA	Virginia Funeral Directors Association, Inc.

BASIC PLAN: APPENDIX 4
KEY TERMS AND DEFINITIONS

All-Hazards: Describing an incident, natural or manmade, that warrants action to protect life, property, environment, and public health or safety, and to minimize disruptions of government, social, or economic activities.

Amateur Radio Emergency Service (ARES)/Radio Amateur Civil Emergency Service (RACES): The Amateur Radio Emergency Service is a non-commercial radio service authorized by the Federal Communications Center in the United States. Amateur Radio Operators volunteer their services to provide emergency communications services to natural and manmade disasters, when many traditional communications capabilities (such as the public telephone system and the three Government services systems) become overloaded or inoperable. Amateur Radio Emergency Services (ARES) is part of the American Radio Relay League (ARRL), the coordinating amateur radio organization in the United States. In times of national emergency, the FCC can ban radio amateur transmissions except for those participating in RACES. State and local governments can activate RACES in an emergency. Virginia has declared that membership in ARES is also membership in RACES.

Assembly Area: Local site identified by local authorities to bring together transit dependent populations and mass transit resources with the express purpose to move people out of a risk locality.

Catastrophic Incident: Any natural or manmade incident, including terrorism, that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions.

Chain of Command: A series of command, control, executive, or management positions in hierarchical order of authority.

Command: The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

Continuity of Operations: A process of identifying the essential functions – including staff, systems, and procedures that ensures the continuation of an agency's ability to operate.

Critical Infrastructure: Systems, assets, and networks, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.

Dam: A barrier built across a watercourse for the purpose of impounding, controlling, or diverting the flow of water.

Demobilization: The orderly, safe, and efficient return of a resource to its original location and status.

Displaced Persons: These are individuals for who transportation to their homes is either unavailable or not feasible due to the nature of the event and who need to be moved to shelters.

Emergency: A sudden and unforeseeable occurrence or condition, either as to its onset or as to its extent, of such disastrous severity or magnitude that governmental action beyond that authorized or contemplated by existing law is required because governmental inaction for the period required to amend the law to meet the exigency would work immediate and irrevocable harm upon the citizens of the Commonwealth or some clearly defined portion or portions thereof.

Emergency Alert System: A network of broadcast stations interconnecting facilities authorized by the Federal Communications Commission (FCC) to operate in a controlled manner to warn and inform the public of needed protective actions in the event of a disaster or emergency situation.

Emergency Communications Center – 911: The communications center that is manned 24 hours a day to handle routine fire, medical, rescue, and police emergencies in the region. It forms the core of the primary EOC, which would be manned as required for major emergencies or natural disasters.

Emergency Management: The preparation for and the carrying out of functions (other than functions for which military forces are primarily responsible) to prevent, minimize, and repair injury and damage resulting from natural, manmade, or war-caused disasters. These functions include firefighting, police, medical and health, rescue first aid, warning, communications, evacuation, resource management, plant protection, restoration of public utility services, and other functions related to preserving the public health, safety, and welfare.

Emergency Operations Center (EOC): Centrally located government or community building, equipped with communications and emergency power, for coordination of government services, volunteer organizations, and emergency public information 24 hours per day throughout the emergency period.

Emergency Responder: Includes local, state, and federal emergency services, public safety, law enforcement, emergency medical services (pre-hospital and hospital), search and rescue, fire services, and related personnel, agencies, and authorities.

Emergency Support Functions (ESFs): Used by the Federal Government and many state governments as the primary mechanism at the operational level to organize and provide assistance. ESFs align categories of resources and provide strategic objectives for their use. ESFs utilize standardized resource management concepts such as typing, inventorying, and tracking to

facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident.

Exercise: An activity designed to promote emergency preparedness; test or evaluate emergency operations plans, procedures, or facilities; train personnel in emergency response duties; and demonstrate operational capability. There are three specific types of exercises: tabletop, functional, and full-scale.

Family Assistance Center (FAC): A facility that is normally established as the result of a mass casualty/fatality incident wherein a significant number of victims and/or family members are expected to request information and assistance.

Flood: A general and temporary condition of partial or complete inundation of normally dry land areas from overflow of inland or tidal waters, unusual or rapid accumulation or runoff of surface waters, or mudslides/mudflows caused by accumulation of water.

Geographic Information System (GIS): A computer system capable of assembling, storing, manipulating, and displaying geographically referenced information.

Hazard: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Hazardous Materials: Substances and materials in quantities and forms that may pose an unreasonable risk to health and safety or to property when transported in commerce. Hazardous materials include: explosives, radioactive materials, etiologic agents, flammable liquids or solids, combustible liquids or solids, poisons or poisonous gases, oxidizing or corrosive materials, irritants, compressed gases, and hazardous waste (as defined in the United States Department of Transportation Regulations).

Hazardous Materials Emergency Response Plan (HMERP): The plan was developed in response to the requirements of Section 303(a) of the Emergency Planning and Community Right-to-Know Act (Title III) of Superfund Amendments and Reauthorization Act of 1986. It is intended to be a tool for a community's use in recognizing the risks of a hazardous materials release, in evaluating preparedness for such an event, and in planning response and recovery actions. This plan is separate from an Emergency Operations Plan.

Hurricane: An intense storm system with pronounced rotary circulation in which the maximum sustained surface wind is 74 mph or more.

Incident: An occurrence or event, natural or manmade, that requires a response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-

related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

Incident Command System (ICS): A model for disaster response that uses common terminology, modular organization, integrated communications, unified command structure, action planning, manageable span of control, pre-designed facilities, and comprehensive resource management. In the ICS there are five functional elements: Command, Operations, Logistics, Planning, and Finance/Administration.

Incident Commander: The individual responsible for the management of all incident operations.

In-kind Donations: Donations other than cash, usually materials or volunteer service, for people and communities impacted by disasters.

Integrated Public Alert and Warning System (IPAWS): An architecture that unifies the Emergency Alert System (EAS), National Warning System, Wireless Emergency Alerts, and NOAA Weather Radio under a single platform that enables alerts to be aggregated over a network and distributed to the appropriate system for public dissemination.

Joint Field Office: The central coordination point among federal, state, and local agencies and voluntary organizations for delivering recovery assistance programs.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical or functional.

Local Emergency: The condition declared by the local governing body when, in its judgment, the threat or actual occurrence of a disaster is or threatens to be of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate loss of life, property damage, or hardship. A local emergency arising wholly or substantially out of a resource shortage may be declared only by the Governor, upon petition of a local governing body, when he deems the situation to be of sufficient magnitude to warrant coordinated local government action to prevent or alleviate the hardship or suffering threatened or caused thereby.

Local Emergency Planning Committee (LEPC): Appointed representatives of local government, private industry, businesses, environmental groups, and emergency response organizations charged with meeting the hazardous materials planning requirements of the Superfund Amendments and Reauthorization Act of 1986 (SARA Title III).

Long-Term Recovery: A process of recovery that may continue for a number of months or years, depending on the severity and extent of the damage sustained. For example, long-term recovery may include the complete redevelopment of damaged areas.

Major Disaster: Any natural or manmade disaster in any part of the United States which, in the determination of the President of the United States, is or thereafter determined to be of

sufficient severity and magnitude to warrant disaster assistance above and beyond emergency services by the Federal government to supplement the efforts and available resources of the several states, local governments, and relief organizations in alleviating the damage, loss, hardship or suffering caused thereby and is so declared by him.

Manmade Disaster: Any industrial, nuclear, or transportation accident, explosion, conflagration, power failure, resource shortage, or other condition such as sabotage, oil spills, and other injurious environmental contaminations which threaten or cause damage to property, human suffering, hardship, or loss of life.

Mass Care: The actions that are taken to protect evacuees and other disaster survivors from the effects of the disaster. Activities include mass evacuation, mass sheltering, mass feeding, access and functional needs support, and household pet and service animal coordination.

Mitigation: Activities that actually eliminate or reduce the chance occurrence or the effects of a disaster. Examples of mitigation measures include, but are not limited to, the development of zoning laws and land use ordinances, State building code provisions, regulations and licensing for handling and storage of hazardous materials, and the inspection and enforcement of such ordinances, codes, and regulations.

Mutual Aid Agreement: A written agreement between agencies and/or jurisdictions in which they agree to assist one another, upon request, by furnishing personnel and/or equipment in an emergency situation.

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

National Response Framework: Is a guide to how the nation conducts all-hazard response. It is built upon scalable, flexible, and adaptable coordinating structures to align key roles and responsibilities across the nation.

Natural Disaster: Any hurricane, tornado, storm, flood, high water, wind-driven water, tidal wave, earthquake, drought, fire, or other natural catastrophe resulting in damage, hardship, suffering, or possible loss of life.

Non-governmental Organization (NGO): An entity with an association that is based on interests of its members, individuals, or institutions. It is not created by a government, but it may work cooperatively with government.

Preparedness: The development of plans to ensure the most effective, efficient response to a disaster or emergency. Preparedness activities are designed to help save lives and minimize

damage by preparing people to respond appropriately when an emergency is imminent. Preparedness also includes establishing training, exercises, and resources necessary to achieve readiness for all hazards, including weapons of mass destruction incidents.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property.

Public Assistance Program: The program established by the Stafford Act and administered by the Federal Emergency Management Agency that provides supplemental assistance to public entities for the costs of emergency protective actions, debris removal, and repair and restoration of facilities such as roads, schools, and other public buildings.

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

Resource Shortage: The absence, unavailability, or reduced supply of any raw or processed natural resource or any commodities, goods, or services of any kind which bear a substantial relationship to the health, safety, welfare, and economic well-being of the citizens of the Commonwealth.

Response: Immediate actions to save lives, protect property and the environment, and meet basic human needs. Response also includes the execution of emergency plans and actions to support short-term recovery.

Risk: The potential for an unwanted outcome resulting from an incident or occurrence, as determined by its likelihood and the associated consequences.

Service Animal: Any guide dog, signal dog, or other animal individually trained to provide assistance to an individual with special needs.

Severe Weather Watch: Atmospheric conditions indicate that severe weather is possible, but has not yet occurred (e.g., Hurricane Watch, Flashflood Watch, Tornado Watch, etc.).

Severe Weather Warning: Severe weather conditions which could cause serious property damage or loss of life have occurred – have been actually observed or reported. For example, a Flashflood Warning means that heavy rains are occurring and low-lying areas are likely to be flooded.

Situation Report: A form which, when completed at the end of each day of local EOC operations, will provide the County/City with an official daily summary of the status of an emergency and of

the local emergency response. A copy should be submitted to the State EOC.

Span of Control: As defined in the Incident Command System, span of control is the number of subordinates one supervisor can manage effectively. Guidelines for the desirable span of control recommend three to seven persons. The optimal number of subordinates is five for one supervisor.

State of Emergency: The condition declared by the Governor when, in his judgment, a threatened or actual disaster in any part of the State is of sufficient severity and magnitude to warrant disaster assistance by the State to supplement local efforts to prevent or alleviate loss of life and property damage.

Superfund Amendments and Reauthorization Act of 1986: Established federal regulations for the handling of hazardous materials.

Threat: An indication of possible violence, harm, or danger.

Tornado: A local atmospheric storm, generally of short duration, formed by winds rotating at very high speeds, usually in a counter-clockwise direction. The vortex, up to several hundred yards wide, is visible to the observer as a whirlpool-like column of winds rotating about a hollow cavity or funnel. Winds can be as low as 65 miles per hour, but may reach 300 miles per hour or higher.

Tropical Depression: A tropical cyclone in which the maximum sustained surface wind speed is 38 mph or less.

Tropical Storm Force Winds: A tropical cyclone in which the maximum sustained surface wind speed ranges from 39 mph – 73 mph.

Unaffiliated Volunteer: An individual who is not formally associated with a recognized voluntary disaster relief organization; also know as a “spontaneous” or “emergent” volunteer.

Unified Command: Shared responsibility for overall incident management as a result of a multi-jurisdictional or multi-agency incident.

Volunteer: Any individual accepted to perform services by the lead agency (which has the authority to accept volunteer services) when the individual performs services without promise, expectation, or receipt of compensation for services performed.

Vulnerability: A physical feature or operational attribute that renders an entity open to exploitation or susceptible to a given hazard.

BASIC PLAN: APPENDIX 5
AUTHORITIES AND REFERENCES

The organizational and operational concepts set forth in the plan are promulgated under the following authorities and references:

Local

- Augusta County Comprehensive Plan
- City of Staunton Comprehensive Plan
- City of Waynesboro Comprehensive Plan
- Staunton-Augusta-Waynesboro Hazardous Materials Emergency Response Plan (S-A-W HMERP)
- Augusta County Community Wildfire Protection Plan

Regional

- Central Shenandoah Hazard Mitigation Plan
- Central Shenandoah Regional Wildfire Protection Plan

State

- Code of Virginia Title 44, Chapter 3.2. Emergency Services and Disaster Law (§44-146.13 et seq.)
- Commonwealth of Virginia Emergency Operations Plan (COVEOP)
- Code of Virginia §44-146.19 Powers and Duties of Political Subdivisions
- Code of Virginia §44-146.20 Joint Action by Political Subdivisions
- Code of Virginia §44-146.21 Declaration of a Local Emergency
- Code of Virginia §44-146.28:1 Compact Enacted into law; terms. Emergency Management Assistance Compact
- Code of Virginia §19.2-11.01 Crime Victim and Witness Rights

Federal

- Emergency Planning & Community Right-to-Know Act (EPCRA)
- Developing and Maintaining Emergency Operation Plans Comprehensive Preparedness Guide (CPG) 101, Version 3.0 (September 2021)
- Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelter (November 2010)

- A Whole Community Approach to Emergency Management: Principles, Themes and Pathways for Action (December 2011)
- Disability, Access and Functional Needs Emergency Management Planning Guidance (June 2015)
- Americans with Disabilities Act (1990)
- ADA Amendments Act (2008), P.L. 110-325, and those associated with them
- Rehabilitation Act (1973), Sections 501, 503, 504 and 508
- Older Americans Act (1965), Title III
- Emergency Management Assistance Compact (EMAC) (1996)
- Executive Order 13407 – Public Alert and Warning System
- 1995 Presidential Memorandum "Emergency Alert System (EAS) Statement of Requirements"
- Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, 42 U.S.C. 5121, et seq. as amended
- Homeland Security Presidential Directive 5, Management of Domestic Incidents (February 2003)
- Homeland Security Presidential Directive 8, National Preparedness (December 2003)
- The Code of Federal Regulations, Title 44, Chapter 1, Federal Emergency Management Agency (October 2007)
- Post Katrina Emergency Management Reform Act of 2006
- National Response Framework (as revised)
- National Incident Management System (NIMS)
- Presidential Decision Directive (PDD) 39 (*U.S. Policy on Counterterrorism*) and 62 (*Combatting Terrorism*): terrorism investigations delegated to U.S. Dept. of Justice/FBI
- PETS Act

INTRODUCTION

Emergency Support Functions

The functional annexes describe the emergency operations of departments within the local jurisdictions or local agencies. These annexes include specific details and direction for the departments and agencies and support the Basic Plan. These annexes are organized around the Emergency Support Functions (ESFs) format which is an element of the National Incident Management System (NIMS). ESFs are mechanisms for grouping functions most frequently used to provide support during disasters and emergencies. NIMS is used as a management system by the Cities of Staunton and Waynesboro and Augusta County. NIMS is incorporated in the planning process of the three jurisdictions, as well as the Commonwealth of Virginia Emergency Operations Plan (COVEOP) at the state level, and the National Response Framework (NRF) at the federal level. The Emergency Support Function format allows for the facilitation of communication between all levels of government, especially during large scale emergencies.

Emergency Support Function (ESF) Matrix of Responsibilities																	
Agency	#1 – Transportation	#2 – Communications	#3 – Pub. Works/Eng.	#4 – Firefighting	#5 – Emergency Mgmt.	#6 – Mass Care, Housing	#7 – Logistics + Resources	#8 – Public Health/Medical	#9 – Search + Rescue	#10 – Oil and HazMat	#11 – Agriculture/Natural	#12 – Energy	#13 – Public Safety	#14 – Recovery + Mitigation	#15 – External Affairs	#16 – Military Affairs	#17 – Donations/Volunteers
County/City Admin	**P**	**P**		**P**	**P**	**P**	**P**	**P**	**P**	**P**	**P**	**P**		**P**	**P**	*S*	**P**
Emergency Mgmt.	**P**	**P**		**P**	**P**	**P**	**P**	**P**	**P**	**P**	**P**	**P**		**P**	**P**	*S*	**P**
Fire & Rescue	*S*			**P**	*S*			*S*	**P**	**P**				*S*	*S*		
Law Enforcement	*S*				*S*			*S*	*S*	*S*			**P**	*S*	*S*		
ECCs/911 Centers		**P**			*S*			*S*									
Public Info. Officer		**P**			*S*										**P**		
Finance Dept.							**P**										
Public Works	*S*		**P**				*S*										
Community Dev.			**P**											**P**			
Engineering Dept.			**P**														
Parks and Recreation	*S*		**P**				*S*										
School Systems	*S*	*S*												*S*			
Local Media		*S*															
Utilities			*S*									*S*					
Service Providers		*S*															
Augusta Water			**P**														
Amateur Radio Ops.		*S*															
SV Social Services						*S*	*S*	*S*									
Com. Services Board						*S*											
S-A-W CERT							*S*	*S*	*S*						*S*		*S*
Regional Hospitals								*S*									
CSPDC/Transit	*S*													*S*			

Emergency Support Function (ESF) Matrix of Responsibilities																	
Agency	#1 – Transportation	#2 – Communications	#3 – Pub. Works/Eng.	#4 – Firefighting	#5 – Emergency Mgmt.	#6 – Mass Care, Housing	#7 – Logistics + Resources	#8 – Public Health/Medical	#9 – Search + Rescue	#10 – Oil and HazMat	#11 – Agriculture/Natural	#12 – Energy	#13 – Public Safety	#14 – Recovery + Mitigation	#15 – External Affairs	#16 – Military Affairs	#17 – Donations/Volunteers
VDEM	*S*	*S*	*S*	*S*	*S*	*S*	*S*	*S*	*S*	*S*	*S*	*S*		*S*	*S*	*S*	*S*
VDOT	*S*		*S*							*S*							
VDOF	*S*			*S*													
VDEQ			*S*							*S*							
VDMME												*S*					
VDACS											*S*						
VA Coop. Extension											*S*						
VDH						*S*		**P**		*S*	*S*			*S*			
VDDHH		*S*				*S*											
VDBVH		*S*				*S*											
VA VOAD																	*S*
VA SCC												*S*					
VA State Police									*S*	*S*			*S*				
VA National Guard	*S*															**P**	
US Forest Service				*S*													
Nat. Weather Service		*S*															
American Red Cross						*S*	*S*	*S*									*S*
Salvation Army						*S*	*S*	*S*									
Medical Reserve Corps								*S*									

Key: **P** = Primary, *S* = Support

EMERGENCY SUPPORT FUNCTION #1 - TRANSPORTATION

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Virginia Department Transportation
- Virginia Department of Forestry
- Virginia National Guard
- Regional Mass Transit Systems
- Local Fire Departments
- Local Law Enforcement
- Local School Systems
- Local Departments of Public Works or Parks and Recreation

3. Purpose:

The purpose of Emergency Support Function #1 is to provide coordinated transportation response operations and restoration of infrastructure within the three jurisdictions.

4. Scope and Applicability:

ESF #1 involves agencies and actions directly related to all matters pertaining to transportation during times of emergency. These actions include, but are not limited to:

- Coordinating evacuation transportation
- Transporting personnel and/or resources to incident sites
- Facilitating damage assessments to prioritize and allocate available resources
- Maintaining and repairing roadways and infrastructure

5. Policies:

5.1 All agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Localities should first exhaust their own channels of support (e.g., procurement contracting, mutual aid agreements) before requesting resource support from the State.

5.3 Coordinate with ESF #3 - Public Works and Engineering to prioritize cleanup of debris from roads if resources are available.

5.4 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

Directors, Coordinators, and Deputy Coordinators for each of the three jurisdictions and their respective staff will be responsible for ensuring appropriate operating procedures and practices are in place to adequately provide for transportation during emergency situations. All departments will be responsible for developing their own plans, standard operating procedures, and mutual aid agreements in their functional area to successfully carry out their tasks.

The District Administrator, Virginia Department of Transportation (VDOT) – Staunton District and other appropriate VDOT staff will be the primary coordinator for matters pertaining to transportation during times of emergency, assisted by local emergency response and public works representatives.

7. Concept of Operations:

The maintenance of primary roadways is the responsibility of the jurisdiction in which the roadways are located. Local departments of Public Works or Parks in Recreation, in conjunction with Virginia Department of Transportation, maintain the primary responsibility for debris removal and assurance of ease of mobility.

The Emergency Operations Centers of each jurisdiction should serve as the data collection points for transportation related issues. Information relating to obstructed roadways, transportation needs and assets, and other transportation related information should be filtered through the EOC for prioritization and dissemination to applicable parties.

Should a disaster substantially overwhelm local resources, support and assistance will be requested from neighboring jurisdictions and the State, respectively.

During times of evacuation, all transportation assets should be made available for emergency management use. Representatives at the Emergency Operations Center will be responsible for tracking and coordinating the use of all transportation assets.

Commercial transportation carriers and shippers will conduct business operations as normal whenever possible. Any exemptions to State rules and regulations to facilitate movement of necessary equipment/supplies to provide relief to disaster areas will be requested/filtered/disseminated through the Emergency Operations Center(s) to the State representatives as applicable.

8. Emergency Management Actions:

Emergency Management actions during emergency operations are as follows:

8.1 Preparedness

- ☐ Develop, maintain, and update plans and procedures for use during an emergency.
- ☐ Designate an individual to coordinate transportation services.
- ☐ Maintain education and training that is required for a safe and efficient response to an incident.
- ☐ Establish a working relationship and review emergency roles with the local agencies involved in transportation.
- ☐ Provide information to the public regarding potential effects on transportation routes and assets.
- ☐ Inform stakeholders of potential need for emergency operations.

8.2 Response

- ☐ Alert all personnel and begin preparations to mobilize resources.
- ☐ Coordinate transportation assets and priorities. Prepare appropriate facilities for possible use.
- ☐ Assess initial damage and decide on the priorities for reconstruction and restoration of critical transportation facilities.
- ☐ Implement mutual aid agreements and incorporate resources from adjacent jurisdictions as appropriate.
- ☐ The District Administrator of the Department of Transportation or his representative will coordinate state-related transportation issues from an appropriate location.
- ☐ Maintain a record of disaster-related expenses.

8.3 Recovery

- ☐ Continue to restore infrastructure in accordance with established priorities.
- ☐ Assist in relocation/movement of evacuees, response personnel, supplies, and equipment to restore normal operations.

9. Roles and Responsibilities:

9.1 Staunton, Waynesboro, and Augusta County

- Coordinate the flow of information during each phase of the incident within each jurisdiction, between the jurisdictions, to first responders, with other adjacent local jurisdictions, to State and federal agencies, to the media, and to citizens.
- Maintain accurate documentation of available resources to use for transportation-related operations.

9.2 Virginia Department of Emergency Management

- Coordinate State assets as needed.

9.3 Virginia Department of Transportation

- Assist in management and coordination of transportation priorities and resources.

9.4 Virginia Department of Forestry

- Report any transportation-related information to applicable EOC's for dissemination.
- Assist with debris removal and traffic control when possible.

9.5 Regional Mass Transit Systems

- Assist in management and coordination of transportation resources.
- Be prepared to provide transportation assets to facilitate movement of evacuees.
- Maintain accurate documentation of available personnel and resources.

9.6 Local Fire Departments

- Report any transportation-related information to the EOC(s) for tracking and dissemination.
- Assist with traffic control as necessary.
- Assist in the dissemination of evacuation orders.
- Assist in clearing roadways when possible.

9.7 Local Law Enforcement

- Report any transportation-related information to the EOC(s) for tracking and dissemination.
- Assist with traffic control as necessary.
- Assist in the dissemination of evacuation orders.

9.8 Local School Systems

- Be prepared to provide transportation assets to facilitate movement of evacuees.
- Maintain accurate documentation of available personnel and resources.

9.9 Local Departments of Public Works or Parks and Recreation

- Assist with debris removal.
- Assist with the restoration of vital services.

EMERGENCY SUPPORT FUNCTION #2 - COMMUNICATIONS

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services
- Public Information Officer
- Emergency Communications Centers/911 Centers

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Virginia Department for the Deaf and Hard of Hearing (VDDHH)
- Virginia Department for the Blind and Vision Impaired (VDBVI)
- Virginia Communications Cache
- National Weather Service
- Attorneys for Staunton, Waynesboro, and Augusta County
- Local Print and Broadcast Media
- Local School Systems
- Radio Amateur Civil Emergency Service
- Communication Utilities (Telephone, Internet, Television Service Providers)

3. Purpose:

The purpose of Emergency Support Function #2 is to provide communications for the direction and control of emergency operations throughout the County and Cities, and to keep the public informed concerning threatened or actual emergency situations by providing protective action guidance as appropriate.

4. Scope and Applicability:

For the purposes of this ESF, communications will be defined as information transfer. It involves the technology associated with the representation, transfer, interpretation, and processing of data among persons, places, and machines. Activities within the scope of ESF #2 include: coordination, provision, support and/or restoration of locally managed communication systems and infrastructure during incident response, recovery, and training. All actions will be consistent with local, state, and Federal Communications Commission (FCC) rules, regulations, and policies. The Public Information Officer (PIO) will work jointly with local media outlets. The PIO's role may shift to the City Manager / County Administrator, the Coordinator/Deputy Coordinator, or other department heads, depending on the type of incident and circumstances involved.

5. Policies:

5.1 All agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Localities should first exhaust their own channels of support (e.g., procurement contracting, mutual aid agreements) before requesting resource support from the State.

5.3 Sign-language or non-English speaking interpreters will be provided when needed and available by the three local jurisdictions, with the assistance of appropriate State agencies or local organizations, when necessary.

5.4 In the event that an inoperable communications situation arises during or after a particular incident, the three jurisdictions will communicate between themselves and with other individuals and organizations by any alternative methods of communication available, such as radio communication, with the assistance of the Radio Amateur Civil Emergency Service (RACES), or through radio patches, volunteer messengers, etc.

5.5 Each jurisdiction's Emergency Operations Center Dispatch will follow standard operating procedures (SOPs) for specific incidents. In the event of a long-term incident or when short-staffed, existing staff will be augmented with extra staff and "just in time" training can be provided to other jurisdictional staff to fill gaps.

5.6 For this Emergency Support Function, lists of relevant contacts and resources are maintained and located at the Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

Directors, Coordinators, and Deputy Coordinators for each of the three jurisdictions and their respective staff will be responsible for information exchange between each of their organizations, volunteer first responder organizations, and others directly involved in the management of the incident. They will also be responsible for communicating with surrounding jurisdictions and the VEOC to notify them that an incident has taken place or to request mutual aid assistance or additional resources.

The Public Information Officers (PIOs) will disseminate emergency public information as requested by the Directors, Coordinators, or Deputy Coordinators of Emergency Management/Services. The PIOs will work jointly with and have official access to local media outlets such as radio, television, print, or online media.

7. Concept of Operations:

The Directors and/or Coordinators of Emergency Management/Services are the points of contact for receipt of all warnings and notifications of actual or impending emergencies or disasters. The Emergency Operations Centers' dispatchers will notify other key personnel and department heads as required by the type of report and Standard Operating Procedures (SOPs).

Telephone and cellular communications companies will ensure that communications essential to emergency services are maintained. One phone line in at least one or more of the Emergency Operations Centers (EOC) will be reserved for citizen inquiries. This citizen phone line should be located apart from emergency dispatchers and direction and control phones.

Amateur radio operators will provide emergency back-up radio communications between the EOC Dispatch and the VEOC should normal communications be disrupted. They will also provide communications at locations with in-the-field operators such as shelters, hospitals, and on-scene incident commanders, when and if available.

The Public Information Officers (PIOs) will report to their respective Emergency Operations Center at the time of the emergency. The PIO will coordinate the release of information over government cable access channels, written documents, internet webpages and social media sites, and local media outlets. This is in coordination with ESF #15 – External Affairs.

Weather forecasts and warning information will be provided by the National Weather Service. State-level emergency public information will be broadcast by the Emergency Alert System (EAS). The VEOC has the primary responsibility of keeping the public informed when the emergency affects a widespread area. Augusta County and the City of Staunton's local alert systems are through Everbridge. The City of Waynesboro uses a Reverse 911 system to notify its residents.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Develop procedures for communications, including setting up telephones in the Emergency Command Centers (ECCs) on short notice and backup radio communications for field operations. ECC staff and Fire-Rescue staff will assist with set-up as needed.
- ☐ Establish procedures to coordinate with amateur radio operators for backup communications and enhanced field communications when normal systems are disrupted.

- ☐ Develop procedures for warning, describing the warning devices to be used, ensuring complete geographical coverage, and assigning responsibilities for activating warning systems. Include provisions for warning special facilities and populations, as appropriate.
- ☐ Ensure the operational capability of the Emergency Command Center(s).
- ☐ Maintain, test, and upgrade all communication equipment to ensure and enhance communications capability during emergencies.
- ☐ Assure the availability of backup power systems and generators at all emergency communications stations including local EAS radio stations.
- ☐ Assign emergency duties and provide specialized training, as needed.
- ☐ Establish a working arrangement between the local Emergency Operations Center and local media outlets.
- ☐ Coordinate with ESF #15 – External Affairs to develop public information materials, including standard press releases, hazard awareness content for media distribution, and accessible information for special populations (elderly, visually/hearing impaired, non-English speaking). Establish citizen inquiry hotlines and designate phone numbers and personnel to handle public inquiries.

8.2 Response

- ☐ Alert all personnel.
- ☐ Alert special facilities, if appropriate, that would require assistance to evacuate from threatened areas.
- ☐ Activate communications equipment and personnel to handle citizen inquiries.
- ☐ After coordination with the Virginia Emergency Operations Center, and time permitting, the Public Information Officer will begin to disseminate emergency public information via news releases to the local news media.
- ☐ Develop accurate and complete information regarding incident cause, size, current situation, and resources committed.
- ☐ Continue to keep the public informed of the situation and of recommended protective actions.
- ☐ Coordinate, as necessary, with amateur radio operators to enhance the existing communications network and possibly facilitate communications with selected in-the-field operators.
- ☐ Maintain a record of disaster-related expenses.

8.3 Recovery

- ☐ Continue to maintain essential emergency communication through the established network or through amateur radio operators, if necessary, until the emergency has subsided.
- ☐ Continue to provide communications equipment and personnel until the fears and concerns of the public have been alleviated.
- ☐ Continue to keep the public informed about local recovery operations.
- ☐ Assist state and federal officials in disseminating public health notices and information concerning relief assistance.

9. Roles and Responsibilities:

9.1 Staunton, Waynesboro, and Augusta County

- Coordinate the flow of information during each phase of the incident within each jurisdiction, between the jurisdictions, to first responders, with other adjacent local jurisdictions, to State and federal agencies, to the media, and to citizens.

9.2 Virginia Department of Emergency Management

- Coordinate State assets as needed.

9.3 Virginia Department for the Deaf and Hard of Hearing

- Assist in finding local sign language interpreters, if needed.

9.4 Virginia Department for the Blind and Visually Impaired

- Assist with providing alternate formats, such as Braille, for preparedness and/or recovery publications, if needed.

9.5 Radio Amateur Civil Emergency Service

- Provide secondary communications means for direction and coordination of emergency/disaster operations.

EMERGENCY SUPPORT FUNCTION #3 - PUBLIC WORKS AND ENGINEERING

1. Lead Individuals/Departments – Staunton, Waynesboro, and Augusta County:

City of Staunton:	Public Works Department Engineering Department Planning and Inspections Department Parks and Recreation Department
City of Waynesboro:	Utilities Department Engineering Department Building and Grounds Department Parks and Recreation Department Inspections Department
Augusta County:	Public Service Authority Building and Grounds Department Parks and Recreation Department Community Development Department County Building Inspector

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Virginia Department of Transportation
- Virginia Department of Environmental Quality
- Service/Utility Providers

3. Purpose:

The purpose of Emergency Support Function #3 is to support the inspection, identification, coordination, and restoration of critical infrastructure, resources, and utilities. It also serves to coordinate the capabilities and resources of the three local governments to deliver essential public works, inspection, and engineering services.

4. Scope and Applicability:

Activities within the scope of this function include identification, inspection, prioritization, repairs, and restoration of critical infrastructure, such as roads, bridges, and water and wastewater systems. This function also includes the distribution of temporary water supplies and wastewater collection systems until normal operations resume. ESF #3

should refer to SA #5 – Damage Assessment and SA #6 – Debris Management for additional guidance.

5. Policies:

5.1 All departments and agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Localities should first exhaust their own channels of support (e.g., procurement contracting, mutual aid agreements) before requesting resource support from the State.

5.3 The three local governments are responsible for their own critical infrastructure and key resources and the prevention, preparedness, response, and recovery activities needed to minimize the impact of an emergency or disaster.

5.4 Utility organizations should develop work repair and restoration priorities with the three local governments.

5.5 If requested, authorities for each of the three local governments are responsible for obtaining required waivers and/or clearances to assist with repair and restoration efforts.

5.6 Because the private sector is responsible for a large proportion of the infrastructure and utilities in Staunton, Waynesboro, and Augusta County, they should participate in incident action planning and other appropriate planning activities.

5.7 Depending on the incident and resulting damage, the private sector is a lead or partner in rapid restoration of infrastructure-related services.

5.8 As necessary, private-sector entities are integrated into planning and decision-making processes involving utilities and private sector-owned critical infrastructure.

5.9 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

The local government departments listed at the beginning of this annex will serve as the lead for ESF #3. These departments will coordinate activities related to repair and restoration of utilities and critical infrastructure. They will communicate with the Emergency Management/Services Directors, Coordinators, or Deputy Coordinators as

needed, to relay vital information during all phases of the incident. As lead, these departments will coordinate with private sector organizations responsible for utility restoration in the Region.

7. Concept of Operations:

Severe incidents may damage homes, businesses, public facilities, and critical infrastructure such as roads, bridges, water systems, wastewater treatment facilities, and utility lines. Public safety officials may need to reinforce or demolish unsafe structures, and responders will need to decontaminate, collect, and remove debris. Equipment may become damaged or inaccessible, and public works facilities may be partially or fully inoperable.

The lead departments involved with ESF #3 will direct and coordinate strategies to prevent property damage prior to an incident. After an incident has occurred, the lead departments will assist in damage assessment and coordinate prompt repair and restoration of public facilities, utilities, and infrastructure. Contingency plans to provide emergency lighting, traffic control, water, and sewage disposal should be developed.

The Director, Coordinator, and Deputy Coordinator of Emergency Management/ Services, in coordination with each of the local government's attorneys, will assist the lead departments in procuring necessary resources, contracting specialized services, and hiring additional personnel. Records of all expenditures relating to the emergency will be maintained.

An Initial Damage Assessment Report will be completed by Coordinator of Emergency Management and submitted to the Virginia Department of Emergency Management within 72 hours of the event, outlining the severity of the problems and the determination of need for further assistance. Federal/State supported damage assessment precedes delivery of a Presidential Disaster Declaration and defines the specific needs for a long-term recovery.

Inspections Departments and Building Inspectors will inspect buildings for structural, electrical, gas, plumbing, and mechanical damage following an incident. Building Inspectors and Inspection Departments of the three local governments will ensure that the repairs and construction that occur following an incident will comply with building codes, land use regulations, and comprehensive plans.

The Local Building Official is responsible for determining the state of a building and placing notification on the facility. The building owner retains responsibility for deciding whether to demolish or restore the structure. During the recovery phase the Building Official is responsible for the facilitation of the building permit issuance process and for the review and approval of the site-related and construction plans submitted for the rebuilding/restoration of residential and commercial buildings.

To minimize threats to public health, the Department of Public Works will serve as liaison with the Virginia Department of Environmental Quality (DEQ) and the City/County Attorney to secure the necessary environmental waivers and legal clearances that would be needed to dispose of emergency debris and materials from demolition activities. The Department of Public Works will coordinate with DEQ to monitor disposal of debris materials.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Develop plans and strategies to prevent and/or mitigate damage from hazards with historical occurrence or high probability of occurring in the future.
- ☐ Develop and maintain procedures for providing a coordinated response.
- ☐ Develop contingency plans to provide emergency lighting, traffic control, procure and distribute/produce emergency water, and provide sewage disposal, if necessary.
- ☐ Procure and store appropriate resource materials to effectively deal with common emergency response incidents.
- ☐ Identify and maintain liaisons with businesses, industries, and local contractors, as well as federal and state agencies that could provide additional expertise, equipment/resources and personnel, as required.
- ☐ Maintain and update appropriate maps and population estimates.
- ☐ Alert personnel, place off-duty personnel on standby.
- ☐ Ensure necessary equipment and resources are available and ready for activation.
- ☐ Coordinate with ESF #15 – External Affairs to notify the public of proper policies and procedures to ensure their safety.

8.2 Response

- ☐ Report to Emergency Operations or Command Center, if activated.
- ☐ Call into service off-duty personnel.
- ☐ Activate necessary equipment and resources to address the emergency.
- ☐ Implement and maintain record-keeping of all disaster-related expenses (i.e., manpower, fuel, and supplies) throughout the duration of the event.

- ☐ Coordinate response with Fire and Police/Sheriff Departments, other local departments, state authorities, and public/private agencies. Contract with federal and state agencies, as well as private industry for additional resources, equipment, and personnel, as required.
- ☐ Furnish population data, charts, development plans, and personnel, as required.

8.3 Recovery

- ☐ Clear public streets and drains, remove debris, drain flooded areas, and restore traffic signals to operational status.
- ☐ Assist with damage assessment.
- ☐ Inspect buildings for structural, electrical, gas, plumbing, and mechanical damage before permitting re-occupancy. Designate and demolish hazardous structures, as needed.
- ☐ Ensure that all repairs and rebuilding that occurs following extensive destruction complies with the three jurisdictions' building codes, land-use regulations, and Comprehensive Plans.

9. Roles and Responsibilities:

9.1 Staunton, Waynesboro, and Augusta County

- Coordinate mitigation, preparedness, response, and recovery efforts to protect lives and property by ensuring proper debris management and removal; timely repair and restoration of utilities and critical infrastructure; and appropriate rebuilding and new construction to replace damaged structures.

9.2 Virginia Department of Emergency Management

- Provide appropriate training and tools to help local jurisdictions implement a debris management process and prepare for cost recovery processes by the Federal Emergency Management Agency.
- Assist local governments with the preparation and submission of federal disaster grant applications.

9.3 Virginia Department of Transportation

- Coordinate the removal of debris from all State transportation facilities (i.e., highways and bridges).
- Pre-identify critical routes throughout Virginia in cooperation with local jurisdictions.

9.4 Virginia Department of Environmental Quality

- Assist local governments with procedures and clearances needed to dispose of emergency debris and demolition materials.

9.4 Various Utility Organizations

- Create contingency plans to reduce the impact and time that utilities are inoperable after an incident.
- Repair and restore utilities in the aftermath of an incident as efficiently and effectively as possible.

EMERGENCY SUPPORT FUNCTION #4 - FIREFIGHTING

1. Lead Individuals/Departments – Staunton, Waynesboro, and Augusta County:

- Augusta County, Staunton, and Waynesboro Fire/Rescue Chiefs
- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Local Fire Departments

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Virginia Department of Fire Programs
- Virginia Department of Forestry
- United States Forest Service
- Adjacent Local Fire/Rescue Departments to the S-A-W Region

3. Purpose:

Emergency Support Function #4 supports the detection and suppression of wildland and structural fires. The purpose of ESF #4 is to direct and control operations regarding fire prevention, fire suppression, and fire rescue; assist with rescue and hazardous materials incidents; assist with warning and alerting, search and rescue, evacuation, communications, and other operations as required in time of emergency.

4. Scope and Applicability:

ESF # 4 supports all firefighting activities including detection and suppression of fires on private, State, and federal lands; treatment and transport of injured victims, and provides personnel, equipment, and supplies to support the agencies involved in the firefighting and emergency medical operations.

5. Policies:

5.1 All agencies assigned responsibilities within this Emergency Support Function will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Localities should first exhaust their own channels of support (e.g., procurement contracting, mutual aid agreements) before requesting resource support from the State.

5.3 Short-term response for initial attack to fire incidents will be handled at the local level. Should an emergency demand greater resources than are available within the local jurisdiction, nearby jurisdictions that are available will assist in accordance with existing mutual aid agreements.

5.4 The VEOC will be contacted for additional resources if needed.

5.5 ESF #4 conforms to national standards and policies to address three priorities:

5.5.1 Life safety for the public and response personnel.

5.5.2 Incident stabilization.

5.5.3 Property conservation consistent with the tenets of the Incident Command System (ICS).

5.7 Priority is given to public, firefighter, and emergency medical safety and protecting property (in that order).

5.8 For efficient and effective fire suppression and/or treatment and transport of the injured, mutual aid may be required from various local fire fighting and rescue agencies. This requires the use of the Incident Command System together with compatible equipment and communications.

5.9 Emergency medical needs will be coordinated with ESF #8 – Public Health, Medical Services, and EMS.

5.10 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

The Fire-Rescue Chief and/or Coordinator of Emergency Management/Services, or a representative will be assigned to the Emergency Operations/Command Centers of the local jurisdictions. The representative will be part of the EOC/ECC staff and assist with overall direction and control of emergency operations. Fire-fighting personnel may be augmented by additional career staff or auxiliary trained personnel. The three local governments have mutual aid agreements with each other and with surrounding jurisdictions if additional assistance is needed.

7. Concept of Operations:

The Fire/Rescue departments are prepared to assume primary operational control in fire prevention strategies, fire suppression, patient management, and hazardous materials incidents. Fire department personnel who are not otherwise engaged in emergency

response operations will assist other agencies as necessary and appropriate. When ESF #4 is activated, all requests for firefighting and emergency medical support will, in most cases, be submitted to the 9-1-1 Center for coordination, validation, and/or action.

Mutual aid agreements will be implemented should an emergency demand more resources than are available within any of the three jurisdictions or in the event other jurisdictions need assistance to effectively respond to an emergency. The Virginia Department of Forestry also maintains fire-fighting equipment.

During an evacuation in which a large number of citizens are sheltered, the local Rescue Agency may coordinate the positioning of an onsite EMS basic life support unit to support the shelter operation.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Review and update plans and procedures to provide fire and rescue services in times of emergency.
- ☐ Develop and maintain procedures for providing a coordinated response.
- ☐ Stay up to date with procedures through education and training.
- ☐ Periodically test firefighting, rescue, and communications equipment.

8.2 Response

- ☐ Alert personnel and assign duties as the situation worsens. Fire department personnel may be requested to assist with warning and alerting, search and rescue, evacuation, communications, and emergency medical transport.
- ☐ The designated fire service representative should report to the EOC and assist with emergency operations.
- ☐ Implement mutual-aid agreements and integrate fire service resources from other jurisdictions, as required.
- ☐ Follow established procedures in responding to fires or hazardous materials incidents and in providing rescue services.
- ☐ Maintain a record of all disaster-related expenses.

8.3 Recovery

- ☐ Continue to provide essential services as required.
- ☐ Continue search and rescue operations, if required.

- ☐ Assist with cleanup operations.
- ☐ Assist with the inspection of damaged facilities, if applicable.
- ☐ Compile and submit records of disaster-related expenses incurred by the fire service to the Fire-Rescue Chief/Coordinator of Emergency Management.

9. Roles and Responsibilities:

9.1 Staunton, Waynesboro, and Augusta County

- Provide primary operational control of the incident.
- Coordinate with each other, other jurisdictions, and the Virginia Department of Emergency Management if additional assistance or resources are needed.

9.2 Virginia Department of Emergency Management

- Assist with coordination of additional resources if requested by one or all three jurisdictions.

9.3 Virginia Department of Forestry

- Coordinate and perform wildland fire suppression and response on state and private lands.
- Coordinate and perform forest and forest fire law related enforcement activities statewide, including wildland fire origin, cause investigation, and all related criminal and civil actions related to this effort.
- Develop specialized response resources and crews according to capabilities including, but not limited to, dozer crew, chain saw crew, fireline hand crew, equipment repair, other specialized equipment, and transportation.
- Provide specialized training for wildland fire suppression and advanced incident management as appropriate.

9.4 United States Forest Service

- Coordinate and perform wildland fire suppression and response on federal and private lands.
- Coordinate and perform forest and forest fire law related enforcement activities nationwide, including wildland fire origin, cause investigation, and all related criminal and civil actions related to this effort.

- Develop specialized response resources and crews according to capabilities including, but not limited to, dozer crew, chain saw crew, fireline hand crew, equipment repair, other specialized equipment, and transportation.
- Provide specialized training for wildland fire suppression and advanced incident management as appropriate.

9.5 Virginia Department of Fire Programs

- Provide liaison as needed with local fire services.
- Provide fire and specialized rescue support to incidents as needed or requested.

EMERGENCY SUPPORT FUNCTION #5 - EMERGENCY MANAGEMENT

1. Lead Individuals/Departments – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Local Sheriff's Office/Police Departments
- Local Fire Departments
- Public Information Officer
- Emergency Managers in Adjacent Localities
- Fire/EMS/Rescue Services in Adjacent Localities

3. Purpose:

Emergency Support Function #5 directs, controls, and coordinates emergency operations typically from the Emergency Operation Center (EOC) utilizing the incident command system. ESF #5 must ensure the implementation of actions as called for in this plan, coordinate emergency information to the public through ESF #2 – Communications and ESF #15 – External Affairs, collect and disseminate disaster-related information, and coordinate with the Virginia Emergency Operation Center (VEOC).

4. Scope and Applicability:

ESF #5 serves as the support for the three local governments' departments and agencies across the spectrum of incident management, from prevention to response to recovery. ESF #5 facilitates the flow of information in the pre-incident prevention phase to place assets on alert or to pre-position assets for quick response.

During the post-incident response phase, ESF #5 activities include functions that are critical to support and facilitate multi-agency planning and coordination. This includes, but is not limited to, alert and notification, deployment and staffing of response teams, incident action planning, coordination of operations, logistics and material, direction and control, information management, facilitation of requests for assistance, resource acquisition and management (to include allocation and tracking), worker safety and health, facilities management, financial management, and other support as required.

5. Policies:

5.1 All agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Localities should first exhaust their own channels of support (e.g., procurement contracting, mutual aid agreements) before requesting resource support from the State.

5.3 ESF #5 provides an overall multi-agency command system implemented to manage operations during a disaster.

5.4 The Incident Command System (ICS) will be used in any size or type of disaster to control response personnel, facilities, and equipment.

5.5 The ICS principles include use of common terminology, modular organization, integrated communications, unified command structure, coordinated action planning, and manageable span of control, pre-designated facilities, and comprehensive resource management.

5.6 ESF #5 staff supports the implementation of mutual aid agreements to ensure seamless resource response.

5.7 Identified departments and agencies participate in the incident action planning process, which is coordinated by ESF #5.

5.8 EOC purpose/function, as well as description of the EOC and its appurtenances, are included in SOPs.

5.9 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

Emergency Operations will typically be directed and controlled from the Emergency Operations Center (EOC) of the three local governments. The Director and/or Coordinator of Emergency Management/Services, or their designee, is responsible for managing, maintaining, and activating the EOC, with succession of authority detailed in Appendix 1 of the Basic Plan. The representative may be part of the EOC staff and will assist with overall direction and control of emergency operations.

The three local governments have mutual aid agreements with each other and with surrounding jurisdictions if additional assistance is needed. Emergency management staff

have been trained in Web EOC, which will be utilized when there is need for mutual aid from the balance of the state.

Emergency Management has in place a structure which will allow for the collection and exchange of information from the local EOC to the Virginia EOC through Web EOC computer access, email and telephone. There are also provisions for the use of amateur radio if other means of communication are unavailable. Ongoing contact with the Regional Coordinator for the Virginia Department of Emergency will be maintained during an emergency event. As deemed necessary and appropriate, VDEM and the Regional Coordinator will facilitate the exchange of information with FEMA and the Department of Homeland Security.

7. Concept of Operations

The Emergency Management/Services Coordinator and/or other responsible persons, departments, or agencies will assure the development and maintenance of Standard Operating Procedures (SOPs) on the part of each major emergency support function.

Generally, each function should:

- Maintain current notification rosters.
- Designate and staff an official Emergency Operations Center (EOC).
- Designate an EOC representative.
- Establish procedures for reporting appropriate emergency information.
- Develop mutual aid agreements with like services in adjacent localities.
- Provide ongoing training to maintain emergency response capabilities.

Emergency Management/Services and other departments assigned responsibilities by this plan should be aware of the hazards that have the greatest potential for a local disaster and are most likely to occur.

When an emergency threatens, available time will be used to implement increased readiness measures. The Emergency Management/Services Coordinator or other designated personnel will ensure that all actions are completed as scheduled.

The EOC staff for each jurisdiction may include support personnel, as required, in order to handle messages, maintain logs, place maps, etc. Procedures for these support operations should be established and maintained.

The EOC staff for each jurisdiction will produce situation reports, which will be distributed to on-scene incident command staff and the VEOC. The staff of each EOC will support short- and long-term planning activities, will record the activities planned, and track their progress.

Departments and volunteer emergency response organizations assigned disaster response duties are responsible for:

- Maintaining plans and procedures.
- Ensuring capabilities to perform these duties in an emergency.
- Sharing new/revised codes, regulations, and ordinances that may mitigate a particular hazard to the attention of the Board of Supervisors and City Councils, in coordination with the Emergency Management/Services Coordinator.

The Emergency Management/Services Coordinators will assure that all actions are completed as scheduled and may close facilities, programs, and activities in order to ensure employees who are not designated "emergency service personnel" are not unnecessarily placed in harm's way.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Develop, review, and update the Emergency Operations Plan and procedures for coordinated response.
- ☐ Make individual assignments, maintain notification rosters of EOC personnel and alternates, and establish notification procedures.
- ☐ Identify and maintain adequate EOC facilities, resources, equipment, wall maps, and support operation procedures.
- ☐ Coordinate and maintain mutual aid agreements with adjacent jurisdictions and relief organizations.
- ☐ Identify and maintain a list of essential services and facilities that must continue to operate during an emergency.
- ☐ Ensure compatibility between this plan and emergency plans of key facilities and private organizations within the locality.
- ☐ Test and exercise plans, conduct training for emergency support functions, and provide community outreach and mitigation programs.
- ☐ Develop procedures for providing emergency information to the public in coordination with ESF #2 and ESF #15.
- ☐ Develop accounting and record keeping procedures for emergency expenses.

8.2 Response

- ☐ Alert personnel, activate the EOC, and notify EOC staff to report.
- ☐ Request Law Enforcement and Fire Service assistance as needed for

warning and alerting, search and rescue, evacuation, communications, and EMS.

- ☐ Follow established procedures for responding to natural or manmade incidents and in providing rescue and emergency medical services.
- ☐ Maintain contact with the VDEM Regional Coordinator.
- ☐ Implement mutual aid agreements and resources from other jurisdictions, as required.
- ☐ Provide reports and requests for assistance to the VEOC via WebEOC.
- ☐ Coordinate requests for non-mutual aid assistance.
- ☐ Provide emergency information to the public in coordination with ESF #2 – Communications and ESF #15 – External Affairs.
- ☐ Maintain normal operations in unaffected areas.
- ☐ Keep records of all incurred expenses throughout the emergency.
- ☐ Compile and submit initial damage assessment report to VEOC.

8.3 Recovery

- ☐ Continue to provide essential services and assist with cleanup operations and inspections of damaged facilities, as required.
- ☐ Compile and submit records of disaster-related expenses to the VEOC.

9. Roles and Responsibilities:

9.1 Staunton, Waynesboro, and Augusta County

- Activate and convene emergency assets and capabilities.
- Coordinate within the three jurisdictions, with other jurisdictions, and with the Virginia Department of Emergency Management if additional assistance or resources are needed.
- Coordinate short- and long-term planning activities.
- Submit State requested reports and records. Maintain all FEMA typing records for all local resources.

9.2 Virginia Department of Emergency Management

- Assist with the coordination of additional resources, if requested by any or all three local governments.

EMERGENCY SUPPORT FUNCTION #6 - MASS CARE, HOUSING, AND HUMAN SERVICES

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Shenandoah Valley Social Services
- Virginia Department of Health
- Virginia Department for the Deaf and Hard of Hearing (VDDHH)
- Virginia Department for the Blind and Vision Impaired (VDBVI)
- American Red Cross
- Valley Community Services Board
- The Salvation Army

3. Purpose:

Emergency Support Function #6 supports efforts by the local jurisdictions with the assistance of state organizations and non-governmental organizations (NGOs) to address non-medical mass care, emergency assistance, housing, and human service needs of individuals and/or families impacted by incidents, emergencies, or disasters.

4. Scope and Applicability:

ESF #6 provides services and programs in areas of immediate relief, short-term housing, relocation assistance, and other human services to assist individuals, households, and families impacted by potential or actual incidents. ESF #6 includes three primary functions: Mass Care, Housing, and Human Services. Although not addressed in this section, pet sheltering is addressed in ESF #11 – Agriculture and Natural Resources.

5. Policies:

5.1 All agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Localities should first exhaust their own channels of support (e.g., procurement contracting, mutual aid agreements) before requesting resource support from the State.

5.3 Local, regional, and state agencies or organizations that deal with human services may be requested to assist with meeting the needs of mass care, housing, or other emergency human services that arise prior to, during, or in the aftermath of an incident, emergency, or disaster.

5.4 Non-residential and residential human service organizations that include, but are not limited to, medical and nursing facilities, assisted living facilities, mental health care providers, childcare providers, and prisons and other similar residential facilities are responsible for developing plans for their clients/patients/residents in the event of a variety of types of emergencies and disasters. These facilities should consult with the local jurisdiction about where they are located during the development of these plans.

5.5 Local planning efforts should include reasonable accommodations for the evacuation and sheltering of diverse populations including individuals with access and functional needs, that lack transportation, or arrive at a shelter accompanied by pets and/or service animals.

5.6 The Federal Emergency Management Agency (FEMA) defines people with access and functional needs as individuals including, but not limited to, older adults, individuals with limited English proficiency, people with a disability, people with limited access to transportation, and/or limited access to financial resources to prepare for, respond to, and recover from an emergency.

5.7 ESF#6 will coordinate with ESF #8 – Public Health and Medical Services to develop partnerships and written agreements with the healthcare community for the provision of healthcare services to those housed in emergency shelters that do not require hospital admission but do require medical attention.

5.8 Local governments, non-governmental organizations, state agencies, and other community organizations should coordinate planning, resources, and services to assist citizens with special or functional needs.

5.9 Information about individuals identified on shelter lists, casualty lists, hospital admission, etc., will be made available to family members to the extent allowable under confidentiality regulations.

5.9 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

Potential hazards such as flooding or hazardous materials incidents may require evacuation within the region. For small emergencies, the American Red Cross will provide assistance to individuals and families. For larger situations with more than 20 displaced persons, one or more jurisdictions may open an Emergency Shelter. Facilities will be provided by local government(s), most likely through the Superintendent(s) of Schools, and staffed by the Department of Social Services with support from employees of the respective jurisdiction as needed.

7. Concept of Operations:

This ESF focuses on three primary functions: Mass Care, Housing, and Human Services. ESF #6, with cooperative assistance from ESF #17, will coordinate sheltering, feeding, emergency first aid, emergency relief supplies, and other basic human services provided by government and nongovernmental agencies. Planning will include care for individuals with disabilities, the elderly, and those with medical needs, primarily by encouraging self-sufficiency.

Coordination of a variety of components to assist with human needs is the major task when providing the three primary functions of ESF #6. A description of the primary functions and their components follow:

7.1 Mass Care

Involves the coordination of non-medical mass care services to include sheltering victims, organizing feeding operations, providing emergency first aid at designated sites, collecting and providing information on victims to family members, and coordinating bulk distribution of emergency relief items.

7.1.1 Shelter

An emergency shelter provides immediate short-term accommodation for individuals threatened by or displaced by an incident. Public shelters will accommodate a variety of individuals, including people with access and functional needs, pets, and service animals in cooperation with ESF #11. ESF #6 will coordinate with ESF #2 and ESF #15 to notify the public of shelter establishment.

7.1.2 Feeding

Feeding is provided to disaster survivors and emergency workers through fixed sites, mobile feeding units, and/or bulk distribution of food. Sound

nutritional standards will be maintained to the extent possible as well as including provisions for individuals with special dietary needs.

7.1.3 Emergency First Aid

Mass care facilities and other designated sites will provide basic emergency first aid and referral to appropriate medical personnel and facilities. Coordinate with ESF #8 – Public Health and Medical Services.

7.1.4 Bulk Distribution

Sites established within the affected area of the incident are used to coordinate the distribution of "urgent needs" emergency relief supplies. Coordinate with ESF #17 – Donations/Volunteer Management.

7.2 Housing

Involves the provision of assistance for short- and long-term housing needs of victims.

7.3 Human Services

Includes providing victim-related recovery efforts such as counseling, identifying support for persons with special needs, coordinating behavioral health services, assisting with the reunification services to reunite displaced family members, expediting processing of new benefits claims, assisting in collecting crime victim compensation for acts of terrorism, and expediting mail services in affected areas.

Potential hazards such as flash flooding, hazardous materials incidents, or resource shortages (e.g., loss of power or heating during extreme cold) may require evacuation and sheltering. The actual emergency will determine the scope of the evacuation and the number of evacuees. The Department of Social Services will provide or coordinate supplemental fuel, lodging, care, or transportation to mass care facilities as needed.

For small-scale evacuations, reception and care can be provided at the nearest public school, with the American Red Cross arranging lodging at local motels. For large-scale evacuation, or when the Director or Coordinator of Emergency Management/Services decides that a larger facility is required, he/she will advise the Superintendent of Schools and the Department of Social Services (DSS). The Superintendent of Schools will then activate one or more of the schools as shelter centers. DSS will be responsible for registration and record keeping. The American Red Cross will designate and provide a trained shelter manager to assist with operations at each facility.

Evacuees will be advised through local media and social media to bring the following items, if time permits: one change of clothing, medications, baby food and supplies if needed, and sleeping bags or blankets. Registration forms should be completed for each

family upon arrival, records should be maintained on evacuee whereabouts, and a shelter census should be taken each night at midnight. The American Red Cross and Salvation Army may provide food, clothing, and shelter operations in accordance with their Statements of Understanding with the Commonwealth of Virginia.

The Department of Social Services will ensure people with access and functional needs and the elderly are provided for during emergencies. Public information materials should be modified for accessibility and awareness. The Valley Community Services Board will provide trained mental health professionals for crisis counseling if required.

In addition to providing security of the evacuated area, the local jurisdiction's Police Department or Sheriff's Office may also assure that security is provided for the Shelter Center, to include parking areas. If local resources are insufficient, the local Red Cross representative should be contacted to arrange private security guards.

Daily situation reports should be provided to the Emergency Command Center about the status of evacuees and of operations at the Shelter Center(s). Adequate records must be maintained for all costs incurred to be eligible for post-disaster assistance.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Develop and update plans and procedures to receive and care for an indeterminate number of evacuees.
- ☐ Designate Shelter Center(s), determine maximum capacities, and designate manager(s) and other key staff personnel.
- ☐ Negotiate agreements with local motels/hotels or other facilities for lodging small numbers of displaced persons.
- ☐ Maintain and update memoranda of understanding with the American Red Cross and other service providers.
- ☐ Review standard operating procedures for staff bi-annually.
- ☐ Prepare the necessary forms, kits, and record keeping procedures.
- ☐ Anticipate and resolve special problems, such as receiving patients from assisted living facilities or school closures.

8.2 Response

- ☐ When advised that an evacuation order has been issued, activate shelter center(s) or agreements for other lodging, as required.
- ☐ Coordinate mass transportation with ESF #1 as needed.

- ☐ Receive, register, and care for evacuees, maintaining accurate records on their status.
- ☐ Provide mass feeding and essential services to individuals as required.
- ☐ Provide periodic reports to the Emergency Command Center (ECC).
- ☐ Maintain a record of disaster-related expenses.

8.3 Recovery

- ☐ Continue lodging, care, and mass feeding for displaced individuals, as required.
- ☐ Consolidate and report disaster-related expenses.
- ☐ Provide staff to help with FEMA Assistance applications.
- ☐ Request Family Assistance caseworkers from American Red Cross to provide recovery assistance.

9. Roles and Responsibilities:

9.1 Staunton, Waynesboro, and Augusta County

- Coordinate human services provision in areas of mass care, emergency assistance, housing, and human services.

9.2 Virginia Department of Emergency Management

- Assist with the coordination of additional resources, if requested by any or all three local governments.

9.3 Virginia Department of Social Services

- Provide staffing at shelters and assistance to individuals with special needs, such as the elderly or people with disabilities, when possible.

9.4 American Red Cross

- Assist with sheltering and feeding components of mass care.

9.5 Valley Community Services Board

- Provide mental health and behavioral health services, as needed.

EMERGENCY SUPPORT FUNCTION #7 - LOGISTICS MANAGEMENT AND RESOURCE SUPPORT

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services
- Finance Departments

2. Support Agencies and Organizations:

- Public Works/Buildings and Grounds Departments
- Virginia Department of Emergency Management
- Shenandoah Valley Social Services
- S-A-W Community Emergency Response Team (CERT)
- American Red Cross
- Salvation Army
- Other private industry/local agency partners as applicable

3. Purpose:

Emergency Support Function #7 provides a basis for the management and provision of resources to support emergency response and recovery operations. It provides support and coordination for the logistics and resource management process.

4. Scope and Applicability:

Resource Management encompasses the provision of personnel, facilities, services, and materials, including emergency relief supplies, facility space, office equipment and supplies, telecommunications, contracting services, transportation, security services, and personnel. ESF #7 provides support for requests not covered by other ESF's, including mutual aid and excess and surplus property. Resource management will continue until the disposition of excess and surplus property, if any, is completed.

5. Policies:

5.1 All agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 The primary responsibility for resource management when responding to local emergencies rests with local governments. If local resources have been fully committed to an incident and additional assistance is required, a local government may request assistance through the Virginia Emergency Operations Center (VEOC).

5.3 The Coordinator(s) of Emergency Management will initiate the commitment of resources from outside government with operational control being exercised by the on-site commander of the service requiring that resource. All resource expenditures shall be reported.

5.4 Localities should first exhaust their own channels of support (e.g., procurement contracting, mutual aid agreements) before requesting resource support from the state.

5.5 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

Directors, Coordinators, and Deputy Coordinators for each jurisdiction and their staff will ensure appropriate procedures are in place for resource management during emergencies. All departments will identify essential resources in their functional area to mitigate against, respond to, and recover from the devastating effects of disasters. All departments will coordinate their resource needs with their finance departments.

The Departments of Public Works/Buildings and Grounds will coordinate resources for physical recovery and debris removal. They will work in conjunction with necessary local departments, state agencies, private utility companies, contractors, heavy equipment operators, and waste management providers.

Shenandoah Valley Social Services, assisted by public relief organizations including the American Red Cross and Salvation Army, will coordinate efforts to meet the needs of affected populations in terms of water, food, housing, medical, and clothing. Available Community Emergency Response Team (CERT) volunteers may also be assigned duties in these areas as necessary. This should be done in coordination with ESF #6 and #11.

7. Concept of Operations:

Each jurisdiction will develop and maintain resource lists detailing the type, location, contract arrangements, and acquisition procedures for identified critical resources. Resources can be categorized alphabetically, by hazard, or by response action. However, the process should be standard throughout each locality to facilitate the development of a master resource listing. Provider lists will include redundancy to ensure the availability

of the resource when it is needed. Memoranda of Understanding, Mutual Aid Agreements, and sample contracts should be developed prior to the disaster to facilitate access and delivery of critical resources.

Potential sites for local and regional resource collection, storage, and distribution centers must be identified and strategically located to facilitate recovery efforts. Standard Operating Procedures (SOPs) will be developed to manage processing, use, inspection, and return of incoming resources. Priorities will be established for the allocation and use of available resources, and training will be provided, as required, in the use of specialized equipment.

When utilizing volunteers, individuals with specialized skills will be assigned appropriate duties (e.g., heavy equipment operators). Each volunteer will be registered, and a log will be maintained for hours worked. Accurate records of all incurred expenses are to be maintained. Coordinate with ESF #17 – Donation/Volunteer Management.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Review and update plans, procedures, and SOPs for coordinated resource management response.
- ☐ Identify essential resources for each functional area and critical facilities and designate local departments responsible for resource management.
- ☐ Develop resources lists detailing the type, location, contact arrangements, and acquisition procedures for critical resources.
- ☐ Prepare mutual aid agreements with surrounding jurisdictions and review equipment compatibility and specialized training requirements.
- ☐ Identify personnel requirements and training needs and develop training/exercises to test plans and ensure maximum and effective use of resources.
- ☐ Develop SOPs to manage the processing, use, inspection, and return of resources coming into the area.
- ☐ Identify actual or potential facilities to receive, store, and distribute resources (government, private, donated).
- ☐ Coordinate with ESF #15 to develop pre-scripted announcements potential resource issues, status of reserves, and recommended actions.
- ☐ Ensure personnel, facilities, and equipment are ready and available for emergency use.

8.2 Response

- ☐ Alert all personnel, activate resource management plan, and begin documenting costs.
- ☐ Recruit, register, and assign volunteers to tasks utilizing their skills; maintain records of volunteer hours in coordination with ESF #17.
- ☐ Activate mutual aid agreements and request state assistance, if needed.
- ☐ Maintain a record of disaster-related expenses.

8.3 Recovery

- ☐ Assist with damage assessment.
- ☐ Continue to coordinate and track resources (government, private, donated) and document incurred costs.
- ☐ Continue to coordinate with the Public Information Officer (PIO).

9. Roles and Responsibilities:

9.1 Staunton, Waynesboro, and Augusta County

- Coordinate the flow of information regarding resource needs and availability throughout the phases of the incident within each local jurisdiction, between the three jurisdictions, to first responders, with other adjacent jurisdictions, to State and federal agencies, to the media, and to the citizens of the Region.

9.2 City/County Departments of Public Works/Buildings and Grounds

- Assist with debris removal and the restoration of vital services.

9.3 Virginia Department of Emergency Management

- Coordinate State logistics assets, as needed.

9.4 American Red Cross and Salvation Army

- Assist with logistics management and volunteer coordination.

9.5 Shenandoah Valley Social Services

- Assist with provision of food, water, housing, and clothing.
- Assist with logistics management and volunteer coordination.

EMERGENCY SUPPORT FUNCTION #8 - PUBLIC HEALTH AND MEDICAL SERVICES

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services
- Virginia Department of Health – Central Shenandoah Health District

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Shenandoah Valley Social Services
- Local Emergency Medical Services
- Local Fire Departments
- Local Law Enforcement agencies
- Augusta Health
- Sentara Rockingham Memorial Hospital
- University of Virginia Hospital
- Regional Private Ambulance Services
- Regional MEDEVAC
- S-A-W Community Emergency Response Team (CERT)
- Medical Reserve Corps
- American Red Cross
- The Salvation Army

3. Purpose:

Emergency Support Function #8 provides for coordinated medical, public health, mental health, and emergency medical services to save lives during times of emergency. Veterinary and/or animal health issues are covered in a separate section of the Emergency Operations Plan, the Animal Emergency Response Plan.

4. Scope and Applicability:

ESF #8 involves agencies and actions directly related to all matters pertaining to public health and medical services during times of emergency. These actions include but are not limited to medical needs assessments, provision of medical care personnel and equipment/supplies, Emergency Medical Services, support to mass casualty events, patient care and evacuation, fatality management, safety and security of drugs, blood and blood products, potable water, wastewater disposal, and food safety.

5. Policies:

5.1 The Health Department coordinates all ESF #8 response actions using its own internal policies and procedures.

5.2 All agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.3 The Joint Information Center (JIC) is authorized to release general medical and public health response information to the public after consultation with the Health Department. If Joint Information Center (JIC) is not employed, the Public Information Officer is authorized to release general medical and public health response information to the public after consultation with the Health Department.

5.4 The Health Department determines the appropriateness of all requests for public health and medical information.

5.5 The Health Department is responsible for consulting with and organizing public health and subject matter experts as needed.

5.6 Localities should first exhaust their own channels of support (e.g., procurement contracting, mutual aid agreements) before requesting resource support from the state.

5.7 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/ Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

Directors, Coordinators, and Deputy Coordinators for each of the three jurisdictions and their respective staffs will be responsible for ensuring appropriate operating procedures and practices are in place to adequately provide for public health and medical services during emergency situations. All departments will be responsible for developing their own plans, standard operating procedures, and mutual aid agreements in their functional area to successfully carry out their tasks.

The Director, Virginia Department of Health – Central Shenandoah Health District will be the primary representative/coordinator for matters pertaining to public health and medical services during times of emergency, assisted by representatives from other health/medical service agencies. The location of the Director will be dependent on the incident but will generally be at one of the Emergency Operations Centers in the region.

7. Concept of Operations:

The region is served by the Augusta Health Medical Center, a 255-bed facility, located at 78 Medical Center Drive in Fishersville, Virginia. Sentara Rockingham Memorial Hospital, a 238-bed facility, located at 2010 Health Campus Drive, Harrisonburg, Virginia, also provides services. The area is also served by a Level I Trauma Referral Center located at the University of Virginia in Charlottesville, which also provides MEDEVAC services.

Should a disaster substantially overwhelm local medical resources, support and assistance will be requested from medical institutions and rescue squads in neighboring jurisdictions. The crisis augmentation of trained health and medical volunteers may also be appropriate.

Essential public health services, such as food and water inspections, will be provided by the Virginia Department of Health, augmented by State-level resources and manpower. Public health advisories will be issued only after coordination with the various Emergency Command Centers. Coordinate with ESF #15 – External Affairs.

During times of evacuation, evacuees may be sheltered in an Emergency Shelter. During such times, staffing for the center will be provided by the Red Cross, Health Department, and Department of Social Services. Augmentation may be provided by members of the Medical Reserve Corps or SAW CERT personnel.

In disasters involving a large number of casualties, assistance will be requested from local funeral directors. The deceased must be identified before being released to funeral homes. A large building may need to be designated to serve as a temporary morgue. The Virginia Funeral Directors Association will provide equipment, supplies, and manpower as needed for such a localized disaster. The Director of Public Health will refer to Virginia Department of Public Health Office of Chief Medical Examiner's fatality management plan for guidance.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Review and update plans and procedures.
- ☐ Designate an individual to coordinate medical and health services.
- ☐ Develop and maintain procedures for providing a coordinated response. Maintain a roster of key officials in each medical support area.
- ☐ Establish a working relationship and review emergency roles with the local hospital and emergency medical services.

8.2 Response

- ☐ Alert personnel and activate the agency emergency response plan.
- ☐ Implement mutual aid agreements and incorporate rescue squad resources from adjacent jurisdictions as appropriate.
- ☐ The Director of the VDH Central Shenandoah Health District or his/her representative should report to the Emergency Command Center.
- ☐ Coordinate medical, health, and emergency medical transportation services.
- ☐ Provide health services such as testing food and water supplies and controlling communicable diseases, as required.
- ☐ Obtain crisis augmentation of health/medical personnel (e.g., nurse's aides, paramedics, ARC personnel, and other trained volunteers) and supplies, as needed.
- ☐ Keep records of all incurred expenses throughout the emergency.

8.3 Recovery

- ☐ Continue to provide health services and to coordinate medical services. Maintain records and monitor the status of individuals injured during the emergency. Assist the State Medical Examiner's Office in the identification and disposition of the deceased.
- ☐ Assist with damage assessment. Consolidate and submit a record of disaster-related expenses incurred by Health Department personnel and other service providers, as appropriate. Also, assist with the damage assessment of water and sewage facilities, as required.
- ☐ Consolidate and submit a record of disaster-related expenses incurred by Health Department personnel.

9. Roles and Responsibilities:

9.1 Staunton, Waynesboro, and Augusta County

- Coordinate the flow of information throughout the phases of the incident within each local jurisdiction, between the three jurisdictions, to first responders, with other adjacent local jurisdictions, to State and federal agencies, to the media, and to the citizens of the Region.
- Assist with establishing communication and coordination between the lead individuals and departments of ESF #8, ESF #5, and ESF #6.

9.2 Virginia Department of Health – Central Shenandoah Health District

- During periods of threatening or actual emergency situations, the Health Department is responsible for:
    - Issuing Health Advisories
    - Epidemic Control Measures
    - Sanitary Engineering of Sewage and Waste Disposal
    - Inspection of Food, Milk, and Water Supplies
    - Control of Hazardous Substances
    - Identification of the Dead and Mortuary Operations
    - Activation of Hospital Emergency Operation Plans
    - Shelter Support

9.3 Virginia Department of Emergency Management

- Coordinate State logistics assets as needed.

9.4 American Red Cross and Salvation Army

- Assist with logistics management and volunteer coordination.

9.5 Shenandoah Valley Social Services

- Assist with provision of food, water, housing, and clothing; logistics management; and volunteer coordination.

EMERGENCY SUPPORT FUNCTION #9 - SEARCH AND RESCUE

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services
- Local Fire Departments

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Virginia Department of Forestry
- Law Enforcement Agencies
- Virginia Search and Rescue Council Organizations
- S-A-W Community Emergency Response Team (CERT)
- State Regional Technical Rescue Teams

3. Purpose:

Emergency Support Function #9 coordinates the effective use of available resources for Search and Rescue (SAR) activities. SAR operations include locating, accessing, stabilizing, and transporting lost, missing, stranded, or trapped individuals to safety or to another emergency response provider.

4. Scope and Applicability:

ESF #9 involves agencies and actions directly related to search and rescue operations. The need for a Search and Rescue Operation can be required by incidents that include, but are not limited to, structural collapse, water rescue, missing persons, severe weather, and man-made and natural disasters. Operations and assignments are generally divided into three categories: Land Search and Rescue, Maritime Search and Rescue, Catastrophic Incident Search and Rescue.

5. Policies:

5.1 All agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Localities should first exhaust their own channels of support (e.g., procurement contracting, mutual aid agreements) before requesting resource support from the State.

5.3 All requests for Search and Rescue will be submitted to the EOC for coordination, validation, and/or action in accordance with this ESF.

5.4 Communications will be established and maintained with ESF #5 – Emergency Management to report and receive assessments and status information.

5.5 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

Directors, Coordinators, and Deputy Coordinators for each of the three jurisdictions and their respective staff will be responsible for ensuring appropriate operating procedures and practices are in place to adequately provide for Search and Rescue (SAR) operations during emergency situations. All departments will be responsible for developing their own plans, standard operating procedures, and mutual aid agreements in their functional area to successfully carry out their tasks.

It is generally understood that a SAR incident, particularly a missing person incident, may occur as a result of criminal activity. As such, the local law enforcement agency of the jurisdiction experiencing a search and rescue related incident has responsibility as the lead agency for the duration of the operation. Additional resources should be requested through the EOC as necessary and appropriate.

7. Concept of Operations:

Regardless of the cause or size of an incident, SAR operations are conducted to affect the rescue and/or recovery of:

- Overdue, lost, missing, stranded, injured, or trapped individuals
- Overdue, missing, or downed aircraft
- Overdue, missing, disabled, stranded, or sinking vessels

The Emergency Operations Centers of each jurisdiction should provide direction and control of available resources during the incident. The senior law enforcement representative of the affected jurisdiction will serve as Incident Commander until command is transferred to another party. Requests for state or federal resources should be routed through the Virginia Emergency Operations Center (VEOC), which acts as the State Rescue Coordination Center.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Review and update plans and procedures.
- ☐ Develop and maintain procedures for providing a coordinated response.

8.2 Response

- ☐ Alert personnel of incident.
- ☐ Implement mutual-aid agreements and resources from other jurisdictions, as required.
- ☐ Follow established procedures and guidelines responding to an incident requiring Search and Rescue.
- ☐ Assist with the warning, evacuation, and relocation of citizens during a disaster.
- ☐ Provide reports and requests for assistance to the VEOC via WebEOC.
- ☐ Keep records of all incurred expenses throughout the emergency.
- ☐ Coordinate requests for non-mutual aid assistance.

9. Roles and Responsibilities:

9.1 Staunton, Waynesboro and Augusta County

- Coordinate the flow of information throughout the phases of the incident within each local jurisdiction, between the three jurisdictions, to first responders, with other adjacent local jurisdictions, to state and federal agencies, to the media, and to the citizens of the Region.

9.2 Virginia Department of Emergency Management

- Serve as State Rescue Coordination Center, and coordinate state and federal assets, as needed.

9.3 Fire/Rescue Departments

- Serve as lead agencies for SAR events taking place within their jurisdiction.
- Support requests for SAR assets within their capabilities and within the parameters of other operational commitments, existing agreements, protocols, and statutes, as required.

9.4 Law Enforcement Agencies

- Support requests for SAR assets within their capabilities and within the parameters of other operational commitments, existing agreements, protocols, and statutes, as required.

9.5 Virginia Search and Rescue Council Organizations

- Support requests for SAR assets within their capabilities and within the parameters of other operational commitments, existing agreements, protocols, and statutes, as required.

9.6 Staunton-Augusta-Waynesboro CERT Volunteers

- Support requests for SAR assets within their capabilities and within the parameters of other operational commitments, existing agreements, protocols, and statutes, as required.

9.7 Virginia Department of Forestry

- Support requests for SAR assets within their capabilities and within the parameters of other operational commitments, existing agreements, protocols, and statutes, as required.

EMERGENCY SUPPORT FUNCTION #10 - OIL AND HAZARDOUS MATERIALS RESPONSE

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services
- On-scene Incident Commander
- Local Fire Departments

2. Support Agencies and Organizations:

- Local Law Enforcement Agencies
- Local Emergency Medical Services (EMS) Organizations
- Virginia State Police
- Virginia Department of Environmental Quality
- Virginia Department of Emergency Management
- Virginia Department of Health
- Various Human Service and Disaster Relief Agencies and Organizations
- Other private industry/public agency partners as applicable

3. Purpose:

Emergency Support Function #10 coordinates the technical response to hazardous materials incidents and actual or impending releases of radiological materials. ESF #10 also assists the Local Emergency Planning Committee (LEPC) in meeting its requirements under the Emergency Planning and Community Right to Know Act – SARA Title III.

4. Scope and Applicability:

The response to hazardous materials incidents is supported by the three jurisdictions as designated by this Plan and/or the Staunton-Augusta-Waynesboro Hazardous Materials Emergency Response Plan (S-A-W HMERP).

The threat of an incident involving hazardous materials is always present due to the everyday use and transportation of petroleum products and chemicals by various segments of our population. Hazardous materials incidents may occur without warning and may require immediate response.

Hazardous materials may be released into the environment from a variety of sources including, but not limited to:

- Fixed facilities that produce, use, store, or dispose of hazardous materials,
- Transportation accidents, including roadways, rail, aircraft, and waterways,
- Abandoned hazardous waste sites, and
- Terrorism incidents involving Weapons of Mass Destruction.

Evacuation or sheltering in place may be required to protect portions of any or all of the three jurisdictions. If contamination occurs, victims may require special medical treatment. Additionally, the release of hazardous materials may have short and/or long-term health, environmental, and economic effects depending upon the type and quantity of material released.

5. Policies:

5.1 The S-A-W Hazardous Materials Emergency Response Plan (S-A-W HMERP) will serve as the basis for all actions taken by ESF #10.

5.2 Localities should first exhaust their own channels of support (e.g., procurement contracting, mutual aid agreements) before requesting resource support from the State.

5.3 Fixed facilities or applicable facilities will report annually under SARA Title III.

5.4 The Fire Chief of the impacted jurisdiction, or a designee, may assume primary operational control of all hazardous materials incidents.

5.5 The Emergency Management Coordinator will coordinate the environmental compliance activities.

5.6 Mutual aid agreements will be implemented as necessary.

5.7 Augusta County and the Cities of Staunton and Waynesboro are part of the Shenandoah Valley Regional Hazmat Team, that is a valuable resource.

5.8 Establish communications with ESF #5 - Emergency Management, ESF #15 - External Affairs, and ESF #2 - Communications.

5.9 All agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, standard operating procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.10 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

The Directors and Coordinators of Emergency Management/Services and their designees will ensure appropriate procedures are in place for public health and medical services during emergencies. All departments will develop their own plans, SOPs, and mutual aid agreements in their functional area to successfully carry out their tasks.

The Superfund Amendments and Reauthorization Act of 1986 (SARA Title III) requires the development of detailed procedures for identifying facilities with extremely hazardous materials and ensuring adequate emergency response capability. Staunton, Waynesboro, and Augusta County maintain a separately published Hazardous Material Emergency Response Plan. The plan is considered a supporting document/resource to this Emergency Operations Plan (EOP). The Local Emergency Planning Committee (LEPC) provides technical assistance and support to ensure compliance with established regulations and laws and maintains a file of material safety data sheets (MSDSs).

The Fire Chief of the impacted jurisdiction or a designee will serve as the on-site Incident Commander with primary operational control of all hazardous materials incidents. The Fire Chief will alert the Virginia Emergency Operations Center (VEOC). The three jurisdictions have mutual aid agreements with adjacent localities to assist with hazmat incidents and will implement them when the incident demands greater resources than immediately available. The Virginia Department of Emergency Management's (VDEM) Regional Hazardous Materials Officer and Hazardous Materials Response Team may be requested through the VEOC.

The Director of Emergency Management/Services, the Fire Chief, and the VDEM Regional Hazardous Materials Officer, will determine the need to evacuate a large area. Evacuation orders or other protective actions will be issued as needed. However, the on-scene Incident Commander may order an immediate evacuation prior to requesting or obtaining approval, if this action is necessary to protect life and property. Fire, EMS, and Law Enforcement will coordinate the evacuation of the area. Law Enforcement is responsible for providing security for the evacuated area and any local shelter for the well-being and protection of citizens.

Should an evacuation become necessary, warning and directions for evacuation and/or protect-in-place will be disseminated via all appropriate means. This information will be communicated internally and externally through ESF #2 – Communications and ESF #15 – External Affairs. Responding agencies will use mobile loudspeakers, bull horns, Reverse 911 if available, and/or door-to-door contact to ensure notification.

7. Concept of Operations:

The EOP and ESF #10 provide general guidance, and the S-A-W HMERP provides specific guidance for managing hazardous materials incidents. During a hazardous materials incident, all requests for hazardous materials support will be submitted to the impacted jurisdiction's EOC for coordination, validation, and/or action in accordance with this ESF. In general, operations include:

- The on-scene Incident Commander (local Fire Chief or designee) will assume primary operational control of all hazardous materials incidents.
- The local fire chief may request Virginia Department of Emergency Management's (VDEM) Regional Hazardous Materials Officer and Hazardous Materials Response Team through the VEOC.
- The Fire Chief or a designee (on-scene Incident Commander) will determine the need to evacuate or shelter in place.
- Law enforcement may coordinate the evacuation of the area.
- The Director of the EOC will coordinate the dissemination of public information.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Maintain the S-A-W Hazardous Materials Emergency Response Plan with technical assistance from the Local Emergency Planning Committee.

8.2 Response

- ☐ Alert personnel.
- ☐ Assess the situation and implement immediate protective actions.
- ☐ Determine the need for immediate evacuation or sheltering in place.
- ☐ Coordinate with and request assistance through the VEOC.
- ☐ Implement mutual aid agreements as needed.

9. Roles and Responsibilities:

9.1 Staunton, Waynesboro, and Augusta County

- Participate in and coordinate with the LEPC to develop and maintain plans and procedures to respond to hazardous materials incidents.
- Provide coordination of emergency operations to support the on-scene Incident Commander.

- Develop plans for water, food, medical attention, and shelter for evacuees.
- Manage the EOC(s) and maintain accurate records of incident-related expenses to support cost recovery from the responsible party.

9.2 Local Emergency Planning Committee (LEPC)

- Prepare and maintain the HMERP in coordination with the Emergency Management/Services Coordinators, private industries, and local, state, and federal support agencies and departments.
- Conduct regular meetings and maintain a file of MSDSs.

9.3 Staunton, Waynesboro, and Augusta County Fire and Rescue Departments

- Ensure personnel are trained to respond to a hazardous materials incident.
- Exercise plans and procedures, as described in the HMERP.
- Assume on-scene Incident Command and deploy resources, as appropriate.

9.4 Local Emergency Medical Services (EMS) Organizations

- Ensure personnel are trained to respond to a hazardous materials incident.
- Coordinate with local hospitals and the Virginia Department of Health.
- Provide emergency medical support to public shelter and other support facilities, as needed.

9.5 Law Enforcement Agencies of Staunton, Waynesboro, and Augusta County

- Maintain a point of contact for notification of a hazardous materials release incident and notify the VEOC.
- Support the on-scene Incident Commander in implementing protection.
- Conduct criminal investigations and coordinate with supporting state or federal law enforcement agencies, as required.

9.6 Virginia Department of Emergency Management

- Support the on-scene Incident Commander and provide resources.
- Serve as the lead state agency during a state response until public safety issues are addressed.

9.7 Virginia Department of Environmental Quality

- The Virginia Department of Environmental Quality has primary responsibility for environmental oil spill response, as outlined in State Water Control Law.

9.8 Various Human Service and Disaster Relief Agencies and Organizations

- Support planning for water, food, medical attention, and shelter for evacuees in coordination with local EMS and other agencies, as needed.

9.9 Virginia Department of Health

- Provide technical support regarding health and medical issues (ESF #8) to the on-scene Incident Commander and EOC.
- Support environmental/health monitoring, as needed.

9.10 Public and Private Fixed Chemical Facilities

- Facilities subject to SARA Title III must have a designated facility emergency coordinator.
- Provide Tier II reports and MSDSs to the LEPC for chemicals stored, manufactured, processed, and transported.
- Participate in the development of community plans, exercises, and provide specialized training and resources to enhance preparedness, as appropriate.

EMERGENCY SUPPORT FUNCTION #11 - AGRICULTURE AND NATURAL RESOURCES

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services

2. Support Agencies and Organizations:

- Virginia Cooperative Extension Office
- Virginia Department of Agriculture and Consumer Services
- Virginia Department of Health
- Virginia Department of Emergency Management
- Local Animal Control Departments
- Staunton-Augusta-Waynesboro Animal Shelter
- Various Human Service and Disaster Relief Agencies and Organizations

3. Purpose:

The purpose of Emergency Support Function #11 is to address the provision of nutrition assistance; control and eradication of an outbreak of a highly contagious or economically devastating animal disease, highly infective plant disease, or economically devastating plant pest infestation; assurance of food safety and security; protection of cultural resources and historic property resources; and the care and control of animals and household pets during an incident. ESF #11 coordinates with the SA #7 – Animal Emergency Response Plan (AERP).

4. Scope and Applicability:

The scope of ESF #11 includes:

- Identifying food assistance needs and obtaining appropriate food supplies.
- Arranging for transportation of food supplies to the designated area.
- Implementing an integrated response to an outbreak of highly contagious or economically devastating animal disease, infective exotic plant disease, or an economically devastating plant pest infestation.
- Coordinating with ESF #8 - Public Health and Medical Services to ensure that animal/veterinary/wildlife issues are supported.

- Inspecting and verifying food safety in distribution and retail sites.
- Conducting food borne disease surveillance and field investigations.
- Coordinating appropriate response actions to conserve, rehabilitate, recover, and restore natural, cultural, and historic properties resources.
- For information regarding pets and other animals, see the SA #7 – Animal Emergency Response Plan (AERP).

5. Policies:

5.1 Each supporting agency is responsible for managing its assets and resources.

5.2 Actions will be coordinated with agencies responsible for mass feeding.

5.3 This ESF will encourage the use of mass feeding as the primary outlet for disaster food supplies.

5.4 Schools and institutions may be able to feed the affected population for several days.

5.5 Food supplies secured and delivered are for household distribution or congregate meal service.

5.6 Transportation and distribution may be arranged by volunteer organizations. Coordinate with ESF #1 – Transportation and ESF #17 – Donations & Volunteer Management.

5.7 Priority is given to moving supplies into areas of critical need and then to areas of moderate need.

5.8 Animal depopulation activities and disposal will be conducted as humanely as possible.

5.9 Food safety will be ensured.

5.10 All agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, standard operating procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.11 The primary responsibility for resource management when responding to local emergencies rests with the three local jurisdictions. If local resources have been fully committed to an incident and additional assistance is required, any or all of the jurisdictions may request assistance through the Virginia Department of Agriculture and Consumer Services.

5.12 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

The coordination depends on the type of required assistance at the time of the incident. When an incident requires assistance from more than one of the functions, the Directors and Coordinators of Emergency Management/Services will provide overall ESF #11 direction.

7. Concept of Operations:

The Directors and Coordinators of Emergency Management/Services and/or their designees will determine what tasks are to be completed, and designate the appropriate agency and individuals by titles that are responsible for:

- Providing an integrated response to an outbreak of highly contagious or economically devastating animal/zoonotic disease, exotic plant disease, or economically devastating plant or pest infestation.
- Ensuring the safety and security of the commercial supply of food (meat, poultry and egg products) following an incident.
- Identifying, securing, and arranging for the transportation and appropriate distribution of food and water to identified areas of need.
- Identifying and securing public and private resources and arranging for the care and control of animals and household pets during an incident.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Maintain the S-A-W Animal Emergency Response Plan.

8.2 Response

- ☐ Assist in determining the critical needs of the affected population.
- ☐ Catalog available resources and locate these resources.
- ☐ Ensure food is fit for consumption.
- ☐ Assist and coordinate shipment of food to staging areas.
- ☐ Work to obtain critical food supplies that are unavailable from existing inventories.
- ☐ Identify animal and plant disease outbreaks.

- ☐ Assist in providing inspection, fumigation, disinfection, sanitation, pest termination, and destruction of animals or articles found to be infected.
- ☐ Assist in the proper containment and disposal of contaminated food, animals, and/or plants.
- ☐ Coordinate transportation and establish animal and household pet care and control shelter or environments for evacuated animals and household pets.

9. Roles and Responsibilities:

9.1 Staunton, Waynesboro, and Augusta County

- Coordinate with the Virginia Cooperative Extension Office.
- Determine what tasks are to be completed and designate the appropriate support agency and individuals to be responsible for individual tasks.
- Participate in subsequent investigations jointly with other law enforcement agencies, as needed.

9.2 Virginia Cooperative Extension Office

- Assist with guidance to unaffected areas as to precautions that may be taken to ensure animal and plant health.
- Assist handling and packing of any samples and shipments to the appropriate research laboratory.
- Provide information and recommendations to the Health Department for outbreak incidents.
- Assist with assigning veterinary personnel to assist in delivering animal health care and performing preventative medicine activities. Refer to SA #7.
- Participate in subsequent investigations jointly with other law enforcement agencies, as needed.

9.3 Primary and/or Support Departments (as applicable)

- Assess the operating status of inspected meat, poultry, and egg product processing, distribution, import, and retail facilities in the affected area.
- Evaluate the adequacy of inspectors, program investigators, and laboratory services relative to the incident.
- Work with ESF #7 to organize and coordinate resources and capabilities to facilitate the delivery of services, assistance, and expertise.

EMERGENCY SUPPORT FUNCTION #12 - ENERGY

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Virginia Department of Mines, Minerals and Energy
- State Corporation Commission
- Local Energy Utility Providers
    - Dominion Energy
    - Shenandoah Valley Electric Cooperative
    - Central Virginia Electric Cooperative
    - BARC Electric Cooperative

3. Purpose:

The purpose of Emergency Support Function #12 is to provide for coordinated response to emergency situations involving energy, loss of power, or interruption in ability to produce energy.

4. Scope and Applicability:

ESF #12 involves agencies and actions directly related to energy and energy systems in affected areas. The term "energy" may refer to producing, refining, transporting, generating, transmitting, conserving, building, distributing, and maintaining energy systems and system components. ESF #12 also involves information pertaining to the restoration of energy including projected timelines, geographic information, and other information as appropriate.

5. Policies:

5.1 All agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Localities should first exhaust their own channels of support (e.g., procurement contracting, mutual aid agreements) before requesting resource support from the State.

5.3 Restoration of normal operations at energy facilities is the responsibility of the facility owners.

5.4 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

Directors, Coordinators, and Deputy Coordinators of Emergency Management/Services for each of the three jurisdictions and their respective staff will be responsible for ensuring appropriate operating procedures and practices are in place to adequately provide for energy services and processes to restore those systems during emergency situations. All departments will be responsible for developing their own plans, standard operating procedures, and mutual aid agreements in their functional area to successfully carry out their tasks.

Each jurisdiction should maintain lists of energy-centric critical facilities, assets, and infrastructures and continuously monitor those resources to identify and correct vulnerabilities.

Private sector organizations are expected to establish and maintain their own emergency plans and procedures and to implement them as necessary. These organizations will be relied upon to manage independently until they can no longer do so, or until the health, safety, and welfare of citizens are at risk.

Additional supporting information, such as key contact, recommended conservation measures, and pre-scripted press releases, can be found in the "Electric Power and Natural Gas Emergency Handbook," maintained by the State Corporation Commission (SCC), and in the "Petroleum and Solid Fuels Energy Emergency Handbook," maintained by the Department of Mines, Minerals, and Energy (DMME).

In the event of an actual or suspected emergency, mandatory energy conservation measures may be required. During these circumstances, priority of resources goes to immediate response operations directed at lifesaving and protection operations.

7. Concept of Operations:

Direction and control of response operations during periods of impacted energy resources will take place from the Emergency Operations Center of the jurisdiction(s) involved. The EOC will gather, analyze, and report information to applicable agencies and the VEOC as necessary. Requests for state or federal resources should be routed through the Virginia Emergency Operations Center via WEBEOC.

8. Roles and Responsibilities:

8.1 Staunton, Waynesboro, and Augusta County

- Coordinate the flow of information throughout the phases of the incident within each local jurisdiction, between the three jurisdictions, to first responders, with other adjacent local jurisdictions, to state and federal agencies, to the media, and to the citizens of the Region.

8.2 Virginia Department of Emergency Management

- Coordinate state/federal assets, as needed.

8.3 Local Energy Utility Organizations

- Establish and implement emergency response plans/procedures to minimize vulnerability and impact of energy outages/energy related emergencies.
- Report status of facilities during times of emergency to local EOC.
- Develop and implement plans to restore energy as quickly as possible, in accordance with priorities.

EMERGENCY SUPPORT FUNCTION #13 - PUBLIC SAFETY AND SECURITY

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Augusta County Sheriff's Office
- City of Staunton Police Department
- City of Waynesboro Police Department

2. Support Agencies and Organizations:

- Virginia State Police
- Police Departments and Sheriffs' Offices in adjacent jurisdictions

3. Purpose:

The purpose of ESF #13 is to maintain law and order, provide public warning, provide for security of critical facilities and supplies, provide a "safe scene" for the duration of a traffic disruptive incident, affect the evacuation of threatened areas, provide access control to evacuated areas or critical facilities, conduct search and rescue operations, and assist with identification of the dead.

4. Scope and Applicability:

ESF #13 provides a mechanism for coordinating law enforcement, public safety, and security capabilities and resources during potential or actual incidents. Capabilities of this ESF support incident management requirements including: protection of personnel and critical infrastructure, security planning and technical assistance, technology support, and public safety in both pre-incident and post-incident situations. In the event of a state or federally declared disaster, the Governor can provide National Guard personnel and equipment to support local law enforcement operations.

5. Policies:

5.1 All agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Local government law enforcement agencies have, within certain prescribed jurisdictional limits, primary responsibility for public safety and security. Within these jurisdictional limits, these law enforcement agencies are the first line of response. This is also true for State law enforcement agencies, as well as recognized private sector and Federal authorities.

5.3 When other law enforcement resources are requested or required, they are integrated into the incident command structure using National Incident Management System (NIMS) principles and protocols.

5.4 As part of the Emergency Support Function, lead agencies facilitate coordination among supporting agencies to ensure that communication and coordination processes are consistent with stated incident management missions and objectives.

5.5 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

The Augusta County Sheriff's Department, the Staunton Police Department, and the Waynesboro Police Department have the primary responsibility for law enforcement, security, warning, evacuation, search and rescue, and traffic control. Additional resources are available, if needed, from the Virginia Department of State Police and other law enforcement organizations in the Region.

7. Concept of Operations:

Existing procedures in the form of department directives provide the basis for a law enforcement response in time of emergency. The mission of ESF #13 is to maintain law and order, protect life and property, provide traffic control and law enforcement support, guard essential facilities/supplies and coordinate mutual aid. The Sheriff's Office and the Police Departments also have the authority and responsibility for search and rescue operations.

The Emergency Operations Centers serve as the point of contact for receipt of all warnings and notification of actual or impending emergencies or disasters.

In the event of a state or federally declared disaster, the three localities can express a need or request a capability from the State. The Governor may provide National Guard reservists and equipment to support local law enforcement operations. The National Guard may be used only for low-risk duties such as security and traffic control. Operational control will be retained by the County Sheriff's Office and the Cities Police Departments, with a liaison officer assigned to each field unit.

A hazardous or potential hazardous situation could justify the need for evacuation for a short period of a few hours to several days or weeks, depending on the hazard and its severity. In order to limit access to the hazard area, various personnel and devices will be required, such as the following:

- Personnel to direct traffic and man control points
- Signs to control or restrict traffic
- Two-way radios to communicate to personnel
- Control point(s)
- Adjacent highway markers indicating closure of area
- Markers on surface roads leading into the secured area
- Patrols within and outside the secured areas
- An established pass system for entry and exit of secured area(s)

The Virginia Department of Transportation Residency Shop has general responsibility for signing and marking in the County. In the Cities, the Public Works Departments have this responsibility. Coordinate with ESF #1 – Transportation.

The Coordinator/Deputy Coordinator for Emergency Management/Services, in coordination with the Sheriff's Office/Police Departments and the Fire Departments, should delineate areas which may need to be evacuated, such as the floodplain and areas within one-half mile of sites with a potential for a hazardous materials incident. Such sites should include industrial plants, highways and railroads upon which hazardous materials are transported, and warehouses or dump sites where such materials are stored or disposed of.

Should evacuation become necessary, warning and evacuation instructions will be disseminated via radio, television, and other means necessary. The Sheriff's Office/Police Departments and the Fire Departments will use mobile loudspeakers to ensure that all residents in the threatened areas have received the warning.

Augusta County, Staunton, and Waynesboro public schools are designated as the primary Evacuation Assembly Centers, although other schools, churches, or public facilities may also be used as needed. Final selection and coordination of the evacuation center(s) should be made at the time of the emergency.

The Sheriff's Office and Police Departments will provide for the security of the evacuated area. Public Works staff in the Cities and VDOT Residency Shop personnel in the County will assist in controlling access to the evacuated area by erecting traffic barriers at strategic points.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Develop and maintain plans to provide effective law enforcement, prompt warning and evacuation, traffic and crowd control, search and rescue, and the security of vital facilities and supplies.

- ☐ Maintain effective communications to direct and control emergency operations as well as provide warning and alerting in the event of an emergency. Coordinate with ESF #2 and ESF #15.
- ☐ Identify essential facilities and develop procedures to provide for their security and continued operation in time of emergency.
- ☐ Identify potential evacuation routes in the event of a major emergency situation. Coordinate with ESF #1.
- ☐ Develop procedures and provide training for the search and rescue of missing persons.
- ☐ Train for search and rescue and specialized emergency situations (civil unrest, hostage/terrorist incidents, bomb threats).
- ☐ Test primary communications systems and arrange alternate systems, if necessary.

8.2 Response

- ☐ Alert all personnel and special facilities, as required.
- ☐ Implement evacuation procedures for the threatened areas, if necessary.
- ☐ Coordinate with ESF #2 and ESF #15 to warn the public and assist with providing protective action guidance.
- ☐ Implement the necessary security at the emergency site, evacuated areas, vital facilities, shelter areas, and supplies.
- ☐ Provide traffic and crowd control, as required.
- ☐ Conduct search and rescue operations, as required.
- ☐ Implement existing mutual aid agreements with other jurisdictions, if necessary.
- ☐ Keep records of disaster-related expenses throughout the emergency.

8.3 Recovery

- ☐ Continue to provide traffic and crowd control and necessary security.
- ☐ Complete the necessary post-emergency investigations while continuing to maintain law and order within the Region. Assist in State and Federal investigation, as necessary.
- ☐ Support cleanup, damage assessments, and recovery operations.
- ☐ Assist with identification of the dead, if necessary.
- ☐ Complete disaster-related expense records for services provided and submit them to the Emergency Management/Services Coordinators.

9. Roles and Responsibilities:

9.1 Staunton and Waynesboro and Augusta County

- Augusta County Sheriff's Department, the Staunton Police Department, and the Waynesboro Police Department have the primary responsibility for public safety and security.

9.2 Virginia State Police

- Assist local jurisdictions with law enforcement duties, if assistance is requested.

EMERGENCY SUPPORT FUNCTION #14 - RECOVERY AND MITIGATION

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services
- Community Development, Planning, Building, and Zoning Departments

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Virginia Department of Health
- Local Police Departments/Sheriff's Offices
- Local Fire Departments
- Superintendents of Schools
- Central Shenandoah Planning District Commission
- Local Board of Supervisors/City Councils
- Various Human Service and Disaster Relief Agencies and Organizations

3. Purpose:

Emergency Support Function #14 provides a framework to facilitate short-term and long-term recovery from a disaster, as well as develop community resiliency through mitigation. ESF #14 addresses the immediate resource and personnel needs of short-term recovery. For long-term recovery, ESF #14 addresses significant long-term impacts in the affected area on housing, business and employment, community infrastructure, and social services. The overall purpose of recovery and mitigation is to provide the three jurisdictions with the tools to become more sustainable, resilient, and economically viable in the aftermath of a disaster.

4. Scope and Applicability:

ESF #14 support will vary depending on the incident and its potential consequences. For larger scale emergencies or disasters, state and federal agencies may be involved, particularly if the incident is declared a federal disaster. ESF #14 coordinates with Support Annex #5 – Damage Assessment.

5. Policies:

5.1 All departments and agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Localities should first exhaust their own channels of support (e.g., procurement contracting, mutual aid agreements) before requesting resource support from the State.

5.3 Long-term recovery and mitigation efforts are forward-looking and market based, focusing on permanent restoration of infrastructure, housing, and the local economy, with attention to mitigation of future impacts of a similar nature, when feasible.

5.4 Long-term recovery includes any activities designed to return life to either pre-disaster or an improved state following a disaster, including resumption of the local economy and rebuilding efforts.

5.5. Recovery operations include restoration of facilities and services in the three jurisdictions.

5.6 Recovery activities may begin concurrently with response operations. There is no clear line of demarcation between the “response” and “recovery” phases.

5.7 ESF #14 activities will continue well beyond the termination of the local emergency declaration.

5.8 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions’ Emergency Management/Services Coordinators’ offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

The Director(s) of Emergency Management will direct response, recovery, and reconstruction efforts in the disaster-impacted areas in coordination with the Coordinator(s) of Emergency Management/Services, all local departments, and appropriate state and federal agencies.

A Presidential Declaration of Disaster will initiate the following series of events:

- The President will appoint a Federal Coordinating Officer
- The Governor will appoint a State Coordinating Officer
- A Joint Field Office (JFO) will be established within the state (central to the damaged area) from which the disaster assistance programs will be coordinated

- A Disaster Recovery Center will be established in the affected areas to accommodate persons needed individual assistance after they have registered with FEMA.

A Presidential Declaration of Disaster may authorize two basic types of disaster relief assistance:

- **Individual Assistance** – supplementary federal assistance provided under the Stafford Act to individuals and families adversely affected by a major disaster or emergency. Such assistance may be provided directly by the Federal government or through State or Local governments or disaster relief organizations.
- **Public Assistance** – supplementary federal assistance provided under the Stafford Act to State and Local governments or certain private, non-profit organizations separate from assistance for the direct benefit of families and individuals.

As potential applicants for Public Assistance, local governments and private non-governmental agencies must thoroughly document disaster-related expenses from the onset of an incident. Refer to Support Annex #5 – Damage Assessment for additional guidance.

The Director(s) of Emergency Management will take the lead in determining mitigation projects needed following a disaster and submit applications for available grants.

7. Concept of Operations:

The recovery phase is characterized by two components: 1) the emergency response phase which deals primarily with lifesaving and emergency relief efforts, and 2) the broader recovery and reconstruction component which deals with more permanent and long-term redevelopment issues. Although all local departments participate in both components, the emphasis and focus changes among departments over time:

- Emergency Response Phase: Emergency Management, fire and rescue, law enforcement, health, social services, education, and public works take lead.
- Recovery and Reconstruction Phase: City/County Administration, community development, public works, economic development, and finance departments take lead.

The recovery process includes reentry, needs assessment, damage assessment, establishing short- and long-term priorities, and implementing restoration and development strategies.

Damage assessment procedures are detailed in the Damage Assessment Support Annex of this EOP, which identifies team leaders and includes necessary forms. While primarily a local responsibility, state and federal agencies and private industry may provide assistance in specific functional areas such as transportation, agriculture, forestry, water quality, housing, etc.

The process to request and receive federal assistance will be the same as all other natural or man-made disasters. The Virginia Department of Emergency Management will be the coordinating state agency in the recovery process, and FEMA will be the coordinating federal agency. Short- and long-term recovery strategies are developed using preliminary damage assessments in coordination with state agencies, local governments, the federal government, and private industry.

Short-term recovery strategies would include:

- Emergency services and communication networks
- Transportation networks and services
- Potable water and sewer systems
- Oil, natural gas, and electrical power systems
- Initial damage assessment
- Emergency debris removal
- Security of evacuated or destroyed areas
- Establishing a disaster recovery center and joint field office

Long-term recovery strategies would strive to restore and reconstruct the post-disaster environment to pre-existing conditions. Federal and state agencies will provide technical assistance to localities in the long-term planning and redevelopment process. Regional coordination is emphasized at all levels of government. Items or actions in this phase include:

- Completion of the damage assessment
- Completion of the debris removal
- Repairing/rebuilding the transportation system
- Repairing/rebuilding private homes and businesses
- Hazard Mitigation projects

Staunton, Waynesboro, and Augusta County participate in the Central Shenandoah Hazard Mitigation Plan, originally adopted in 2005 and updated in 2013, 2020, and 2026. This document fulfills the local jurisdiction mitigation planning requirements (44 CFR 201.6) of the Disaster Mitigation Act of 2000 (DMA2K; Public Law 106-390, signed into law October 10, 2000). This document outlines goals, categories, and strategies that will reduce or prevent injury from natural and human-caused hazards to citizens, state facilities, and critical facilities.

8. Emergency Management Actions:

- ☐ Develop plans for post-incident assessment that can be scaled to incidents of varying types and magnitudes.
- ☐ Establish procedures for pre-incident planning and risk assessment with post-incident recovery and mitigation efforts.

- ☐ Develop action plans identifying appropriate agency participation and resources available that take into account the differing technical needs for risk assessment and statutory responsibilities by hazards.
- ☐ Lead post-incident assistance efforts. Refer to SA #5 – Damage Assessment.

9. Roles and Responsibilities:

9.1 County Board of Supervisors/City Councils

As in all emergency-related activities, the ultimate responsibility to the public for effective recovery and hazard mitigation rests with the elected officials. They must promulgate the codes, regulations, ordinances, and provide the funds required to implement and enforce an effective program.

9.2 Emergency Management/Services Coordinators

The Emergency Management/Services Coordinators have overall management responsibility of the recovery and hazard mitigation programs. They are responsible for administering effective programs through the appropriate department or agency heads. Their responsibilities include, but are not limited to, the following:

- Develop, maintain, and implement a Hazard Mitigation Plan.
- Develop, maintain, and exercise the Emergency Operations Plan.
- Develop and disseminate public information materials and implement public outreach activities that describe the risks associated with each primary hazard, the appropriate self-help or first-aid actions, and other mitigation measures.

9.3 Virginia Department of Health

- Enforce existing codes, ordinances, and regulations for the treatment of water and sewage and the handling and storage of food.
- Develop plans for the prevention or spread of disease during a disaster.
- Develop procedures for crisis monitoring of water sources and food supplies during a disaster.

9.4 Community Development, Planning, and Zoning Staff and Building Officials

- Enforce existing building codes and zoning and land use ordinances.

- Make recommendations for codes or ordinances, where applicable, in order to implement mitigation measures as identified in the Central Shenandoah Hazard Mitigation Plan.
- Advise the public of private actions that could mitigate individual loss.
- Survey areas that may require additional land use restrictions and make recommendations, as required.
- Conduct damage assessments where needed in the community.

9.5 Sheriff's Office/Police Departments

- Enforce hazardous materials transportation regulations.
- Develop, maintain, and exercise disaster response SOPs required by other appendices of this plan.

9.6 Fire and Rescue Departments

- Develop, maintain, and exercise disaster response SOPs required by other appendices of this plan.
- Develop, maintain, and exercise specific response plans for hazardous materials.
- Obtain training and special equipment that may be required for hazardous materials sites located in the jurisdiction.
- Strong adherence to exposure control plan due to the increased possibility of exposure in the aftermath of disaster to hazardous and infectious materials.

9.7 Superintendents of Schools

- Ensure school administrators have a plan in place to cope with natural hazards by mitigating losses in advance. Procedures should be developed for evacuation or seeking shelter within school buildings.

9.8 Public Information Officers

- Develop and maintain an official working agreement between the three jurisdictions and local media for the release of information in time of emergency. Coordinate with ESF #15 – External Affairs.
- Develop and publicize public information materials that describe the risks associated with each primary hazard, the appropriate self-help or first-aid actions, and other mitigation measures.

EMERGENCY SUPPORT FUNCTION #15 - EXTERNAL AFFAIRS

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services
- Public Information Officers

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Local Sheriff's Office/Police Departments
- Local Fire Departments
- S-A-W Community Emergency Response Team (CERT)

3. Purpose:

Emergency Support Function #15 coordinates the flow of timely information and instructions to the public using all available methods of communication.

4. Scope and Applicability:

To manage information during an incident so that correct and current information is given to the public. Coordination with all agencies involved in the incident will occur so that a consistent message is given to the public.

5. Policies:

5.1 All agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts necessary to successfully accomplish their tasks.

5.2 The Public Information Officers (PIOs) will be responsible for disseminating information by appropriate means, including any appropriate local alert systems and media outlets. The PIOs will ensure that information is accurate and released in a timely manner. Any news releases will be cleared by the Directors of Emergency Management, the Coordinators of Emergency Management/ Services, or their designee, prior to being released to the media.

5.3 In an attempt to ensure rumor control, information that is received by the PIO that appears to be questionable or false will be verified through another source, prior to being released to the public. Verification can include return telephone calls to

the information source or by verification by another agency or department for authenticity. If the information cannot be verified through at least one additional source, it will not be released to the general public.

5.4 The news media will be encouraged to publish articles to increase public awareness.

5.5 Coordinate with ESF #10 – Oil & Hazardous Materials Response for dissemination of information regarding evacuation and shelter-in-place orders.

5.6 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Concept of Operations:

In an emergency or disaster, it is important to provide timely and accurate information to the public and to media outlets. News coverage must be monitored to ensure that accurate information is being disseminated. Augusta County, Staunton, and Waynesboro need to be prepared to keep the public, local government staff and elected officials, state government staff and elected officials, and other legislative representatives informed.

The Directors and Coordinators of Emergency Management/Services, or their designees, are the points of contact for receipt of all warnings and notifications of actual or impending emergencies or disasters and for passing this information on to the public.

The PIOs will report to the Emergency Operations Center at the time of the emergency, as needed. The PIOs may coordinate the release of information by local alerting system, local newspaper, local radio station, social media sites, and other means, as appropriate.

Weather forecasts and warning information will be provided by the National Weather Service. Federal and State-level emergency public information will be broadcast by the Emergency Alert System (EAS)/Integrated Public Alert Warning System (IPAWS). The VEOC has the primary responsibility of keeping the public informed when the emergency affects a widespread area.

7. Emergency Management Actions:

7.1 Preparedness

- ☐ Review and update plans and procedures for communication and dissemination of information to the public.
- ☐ Develop and maintain warning procedures and assign responsibilities for

activating warning systems. Include provisions for special facilities and individuals with access and functional needs. Coordinate with ESF #2 – Communication.

- ☐ Establish working arrangements between PIOs and local television stations, local radio stations, newspapers, and other media outlets.
- ☐ Encourage media outlets to periodically publish/broadcast information about likely hazards, such as flooding and industrial accidents. Emphasize citizen response and protective action. The S-A-W Community Emergency Response Team (CERT) may be a helpful resource.
- ☐ Prepare standard press releases and supplementary public information materials for anticipated emergency situations, keeping them updated to reflect current conditions.
- ☐ Establish citizen inquiry hotlines and designate a phone number and personnel to handle inquiries.
- ☐ Routinely test firefighting, rescue, EMS, and communications equipment.
- ☐ Test communication systems and ensure the availability of back-up generators at local EAS radio stations.
- ☐ Seek to enhance local alerting systems when resources allow.

7.2 Response

- ☐ Alert all personnel and ensure the operational capability of the Emergency Operations Center(s).
- ☐ Alert special facilities, if appropriate, that would require assistance to evacuate from threatened areas.
- ☐ After coordination with the VEOC, and time permitting, the PIOs will begin to disseminate emergency public information via news releases to the local news media.
- ☐ Activate communications equipment and personnel to handle citizen inquiries.
- ☐ Develop accurate and complete information regarding incident cause, size, current situation, and resources committed.
- ☐ Keep the public informed of the situation and of recommended protective actions.
- ☐ Maintain normal operations in unaffected areas and consider utilizing mutual aid and/or auxiliary resources.
- ☐ Keep records of disaster-related expenses throughout the emergency.

7.3 Recovery

- ☐ Maintain essential emergency communications through the established communications network or through the use of amateur radio operators, if necessary, until the emergency has subsided.
- ☐ Continue to provide communications equipment and personnel until the fears and concerns of the public have been alleviated.
- ☐ Continue to keep the public informed concerning local recovery operations. Assist state and federal officials in disseminating information concerning relief assistance.
- ☐ Assist the Health Department in disseminating public health notices, if necessary.

8. Roles and Responsibilities:

8.1 Staunton, Waynesboro, and Augusta County

- Coordinate the information flow throughout the phases of the incident within the three jurisdictions, to first responders, with other adjacent local jurisdictions, to state and federal agencies, to the media, and to the citizens of the Region.

8.2 Virginia Department of Emergency Management

- Coordinate State communications assets, if needed.

8.3 Virginia Department for the Deaf and Hard of Hearing

- Assist in finding local sign language interpreters, if needed.

8.4 Virginia Department for the Blind and Visually Impaired

- Assist with providing alternate formats, such as Braille, for preparedness and/or recovery publications, if needed.

EMERGENCY SUPPORT FUNCTION #16 - MILITARY AFFAIRS

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Department of Military Affairs – Virginia National Guard

2. Support Agencies and Organizations:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services
- Virginia Department of Emergency Management

3. Purpose:

The purpose of Emergency Support Function #16 is to assist and provide Military Support (Virginia National Guard) in times of major disasters and/or civil unrest.

4. Scope and Applicability:

The Governor of Virginia is the Commander-in-Chief of all forces in the Commonwealth organized under the Department of Military Affairs (DMA). The Adjutant General (TAG) of Virginia is the military commander.

DMA staffs its Joint Force Headquarters (JFHQ). Within the JFHQ is the Joint Operations Center (JOC), which operates 24/7. The JFHQ-VA draws forces from the Virginia Army National Guard, the Virginia Air National Guard, and the Virginia Defense Force to fulfill requests for assistance requirements.

ESF #16 in Augusta County, Staunton, and Waynesboro will not be staffed, but rather exists as a coordinating entity. Coordination will occur between the Emergency Management/Services Coordinators and the response assets on specifics as it relates to duties assigned.

5. Policies:

5.1 In accordance with existing National Guard Bureau Regulation, it is understood that the primary responsibility for disaster relief shall be with the locality.

5.2 Augusta County and Waynesboro do not have military installations within their jurisdictions and do not maintain stand-alone agreements with military assets.

The Thomas Howie Memorial Armory is in Staunton and is the headquarters for the 116th Infantry Brigade Combat Team of the Virginia Army National Guard.

5.3 DMA units will not directly respond to requests for assistance from local officials except to save human life, prevent human suffering, or to prevent great damage or destruction of property. DMA units will advise local officials to submit requests for assistance through the Virginia Emergency Operations Center.

5.4 The Virginia National Guard is only available when a disaster declaration has been issued.

5.5 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

The Virginia National Guard is a support agency for the other Emergency Support Functions located in the Emergency Operations Center.

7. Concept of Operations:

When directed by the Governor of the Commonwealth of Virginia, the Virginia National Guard can deploy personnel, equipment, and resources through appropriate commanders to assist civil authorities. The Virginia National Guard provides Military Support to Civil Authorities in accordance with its established Operation Plan.

The three jurisdictions will request capabilities or resources to the VEOC as outlined in EOC procedures and ESF #7 – Logistics. The VEOC will determine if DMA assets are best suited for the requested task. Deployed assets will accept only missions or work assignments within the original scope of deployment and cannot be transferred to another agency without prior approval. Once committed, those responding assets will coordinate directly with local officials to accomplish the mission objective.

EMERGENCY SUPPORT FUNCTION #17 - DONATIONS/VOLUNTEER MANAGEMENT

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services

2. Support Agencies and Organizations:

- Member Organizations of Virginia Voluntary Organizations Active in Disaster
- American Red Cross
- S-A-W Community Emergency Response Team (CERT)
- Various Human Service and Disaster Relief Agencies and Organizations

3. Purpose:

Emergency Support Function #17 coordinates the delivery of donated goods and volunteer services to disaster-affected areas. By connecting donated resources and volunteers with voluntary organizations, ESF #17 ensures these capabilities and resources effectively support local, state, and federal disaster relief efforts.

4. Scope and Applicability:

ESF #17 focuses on two key elements: 1) facilitating the delivery of donated goods and services to areas of need, and 2) coordinating offers and needs for volunteers in both response and recovery. Volunteer and Donations Management includes, but is not limited to, the following activities:

- Maintain contact with local and regional organizations that utilize donations and/or volunteers
- Maintain contact with organizations that provide volunteers
- Assess and prioritize the donation and volunteer needs for the impact area
- Develop a strategy for managing donated goods and unaffiliated volunteers
- Coordinate with ESF #15 - External Affairs to inform the public of the needs and processes for soliciting/managing donations and spontaneous volunteers
- Maintain trained staff and resources to perform donations and volunteer management tasks

5. Policies:

5.1 All agencies assigned responsibilities within this ESF will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Individuals interested in volunteering time and personal skills will be encouraged to affiliate with organizations involved in the Virginia VOAD to maximize their involvement in relief activities.

5.3 The local jurisdictions will place a priority on working with non-governmental organizations with established volunteer and donations management structures and practices in place to receive and deliver appropriate donated goods and services to disaster survivors.

5.4 Staunton, Waynesboro, and Augusta County encourage the donation of cash or requested items to established VAVOAD member organizations, rather than the donation of unsolicited clothing, food, or other items.

5.5 ESF# 17 will coordinate with ESF# 15 – External Affairs to use all available means to inform the public, the emergency management community, elected officials, and the media of the availability of assistance programs, donations, and volunteer strategies.

5.6 For this ESF, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

The Emergency Management/Services Departments of Augusta County, Staunton, and Waynesboro serve as the central coordination point for volunteer relief agencies, religious/civic groups, and non-governmental organizations responding to disasters. The Coordinators of Emergency Management/Services, assisted by various staff and departments of the local jurisdictions, will pre-identify potential sites and facilities to receive and distribute donated goods and services. The Coordinators will also work with state officials to identify regional facilities to coordinate the flow of assistance into the disaster area. The Director of the Social Services Department, assisted by public relief organizations, will coordinate the local relief effort to meet the immediate needs of the disaster survivors including food, water, housing, medical, and clothing.

7. Concept of Operations:

The Coordinator of Emergency Management/Services will identify sites and facilities to receive, process, and distribute the solicited and unsolicited donated goods intended for

the disaster area. Local, state, and federal governments and volunteer organizations will provide the necessary equipment, staff, communications, and security support to these facilities and sites, as required. ESF #17 will coordinate with ESF #7 - Logistics Management and Resource Support to manage unplanned donations and unaffiliated, emergent volunteers. This process requires close coordinated with state and federal emergency management officials, local governments in the Region, and the media.

The Director of Social Services, or another equally qualified person, will coordinate the disaster relief actions of quasi-public and volunteer relief agencies, local non-profit organizations, and private sector partners. This is necessary to ensure maximum effectiveness of relief operations and to avoid duplication of effort and services. The American Red Cross has been incorporated into the local emergency services organization providing food to displaced persons at shelter centers.

The Director of Social Services, or another equally qualified person, will develop operating procedures screen, process, train, and assign volunteers who show up once recovery efforts begin. The service to which personnel are assigned will provide the necessary training. Individuals who already possess needed skills or have received specialized training, such as heavy equipment operators, should be assigned duties which allow for the maximum benefit of their skills. Potential volunteers' skills will be vetted through either a volunteer application form and/or other documentation or a personal interview with a staff member from the locality involved with volunteer management. Each individual volunteer will be registered, and a log will be maintained of man-hours worked. Accurate records of all incurred expenses will be maintained. The most useful volunteers will be able to be "self-sufficient" on site.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Pre-identify potential sites and facilities to manage donated goods and volunteer services being channeled into the disaster area.
- ☐ Identify the necessary support requirements to ensure the prompt establishment and operation of these facilities and sites.
- ☐ Assign the tasks of coordinating auxiliary manpower and materials resources.
- ☐ Develop procedures for recruiting, registering, and utilizing auxiliary manpower.
- ☐ Develop a critical resources list and procedures for acquisition in time of crisis.
- ☐ Develop procedures for the management of donated goods.

8.2 Response

- ☐ Activate the necessary support staff and services to make facilities operational.
- ☐ Recruit and register volunteers, as required. Provide for the lodging and care of volunteers, if necessary.
- ☐ Assist with emergency operations and obtain essential resources.
- ☐ Assign volunteers to tasks which best utilize their skills. Maintain records on volunteer man-hours.
- ☐ Maintain a record of disaster-related expenses.

8.3 Recovery

- ☐ Continue to assist, as needed, and record volunteer man-hours.
- ☐ Compile totals for disaster-related expenses.

9. Roles and Responsibilities:

9.1 Staunton, Waynesboro, and Augusta County

- Coordinate the flow of donated goods, volunteers, and non-governmental organizations to effectively meet the needs of disaster-affected individuals.
- Pre-identify sites and facilities to coordinate the receipt and distribution of donated goods and services.

9.2 Shenandoah Valley Social Services

- Coordinate the local relief effort to meet food, water, housing, medical, and clothing needs for those impacted by the disaster.

9.3 Virginia VOAD

- Coordinate the interaction of member organizations involved.

9.4 American Red Cross

- Provide food and other services to displaced individuals.

9.5 Staunton-Augusta-Waynesboro Community Emergency Response Team

- Assist in any disaster response and recovery activities to lessen the impact of the incident on affected individuals.

SUPPORT ANNEX #1 - DIRECTION AND CONTROL

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Local Fire and Rescue Department
- Local Sheriff's Office/Police Department
- Local ECCs/PSAPs

3. Purpose:

The purpose of SA #1 is to establish basic direction and control guidance for all participants in emergency management activities.

4. Scope and Applicability:

When there is no emergency, the scope of SA #1 is to assign emergency duties and responsibilities, direct planning, conduct training, and generally maintain an effective emergency response capability. In time of emergency, the scope is to direct and control emergency operations, assure the implementation of actions as called for in this plan, disseminate emergency information to the public, and coordinate with the VEOC, should outside assistance be required.

5. Organizational Structure:

Direction and control of Emergency operations will occur from the Emergency Operations Center for each of the three jurisdictions. The EOC staff will consist of the Director of Emergency Management/Services, the Coordinator of Emergency Management/Services, and key department heads or their designated representatives. Support personnel to assist with communications, designated logistics, and administration should also be assigned.

6. Concept of Operations:

The Coordinators of Emergency Management/Services, on behalf of the Directors of Emergency Management/Services, will ensure the development and maintenance of SOPs on the part of each major emergency support service. Generally, each service should

maintain current notification rosters; designate/staff an official Emergency Operations Center; designate an EOC representative; establish procedures for reporting appropriate emergency information; develop mutual aid agreements with like services in adjacent localities; and provide ongoing training to maintain emergency response capabilities.

The EOC support staff will include a recorder, message clerk, map plotter, and other support personnel as required in order to relieve the decision-making group of handling messages, and maintaining logs, placing maps, etc. Procedures for these support operations should be established and maintained. An EOC wall map should be prepared and be readily accessible.

7. Emergency Management Actions:

7.1 Preparedness

- ☐ Complete a hazard analysis to determine which potential disasters are most likely to occur and which mitigation and preparedness actions are most needed.
- ☐ Develop and maintain an operational capability for emergency operations and reflect it in this Emergency Operations Plan.
    - ☐ Assign duties and responsibilities to staff the EOC and implement emergency operations. Maintain a notification roster of key personnel and their alternates.
    - ☐ Identify adequate facilities and resources to conduct emergency operations at the EOC and the designated evacuation assembly center, if applicable.
    - ☐ Develop mutual support agreements with adjacent jurisdictions and with disaster relief organizations, such as the American Red Cross and The Salvation Army.
    - ☐ Develop plans and procedures for providing timely information and guidance to the public in times of emergency.
    - ☐ Identify and maintain a list of essential services and facilities, which must continue to operate and may need to be protected during an emergency.
    - ☐ Test and exercise plans and procedures with periodic exercises and drills. Revise plans and provide training as indicated by test or exercise results.
- ☐ Assure compatibility between this plan and the emergency plans and procedures of key facilities and organizations within the three jurisdictions.

- ☐ Develop accounting and record-keeping procedures for expenses incurred during an emergency. Become familiar with federal and state disaster assistance procedures.
- ☐ Define and encourage hazard mitigation activities that will reduce the probability of the occurrence of a disaster and/or reduce its effects.

7.2 Response

- ☐ Direct and control emergency operations.
- ☐ Provide information and protective action guidance to the public.
- ☐ Declare a local emergency if the situation warrants.
- ☐ Provide periodic situation reports and requests for assistance to the VEOC as the situation requires.
- ☐ Continue to maintain a record of disaster-related expenses.
- ☐ Make an initial damage assessment and forward it to the VEOC.

7.3 Recovery

- ☐ Restore essential facilities and services.
- ☐ Provide temporary housing and food as required.
- ☐ Continue to maintain a record of disaster-related expenses.
- ☐ Coordinate with the VEOC. Provide supplementary damage assessment information. Request post-disaster assistance if appropriate.

8. Roles and Responsibilities:

8.1 Coordinators of Emergency Management/Services

- Activate emergency assets and capabilities.
- Provide operational control of incidents on non-federal and non-state lands.
- Coordinate within the County, the City(s), other jurisdictions, and Virginia Department of Emergency Management for additional resources.
- Coordinate short- and long-term planning activities.
- Submit required State reports and maintain FEMA typing records for local resources.

8.2 Virginia Department of Emergency Management

- Assist with coordination of additional resources if requested by any or all of the three jurisdictions.

SUPPORT ANNEX #2 - FEDERAL DISASTER ASSISTANCE

1. Federal Public Assistance Program (PA)

Regardless of the scope of a disaster, the affected communities and states often need the assistance of the Federal government when responding to and recovering from the event. This assistance is available under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 42 U.S.C. § 5121 - 5207 (hereinafter referred to as the Stafford Act).

Communities are responsible for the protection of their residents, and local emergency response forces will always be the first line of defense when a disaster strikes. The intent of the Stafford Act is that Federal assistance be supplemental to local, state, and private relief organizations. Nevertheless, it is not necessary for the community to exhaust its resources before it requests federal assistance.

When a disaster occurs and a locality has responded to the best of its ability and is, or will be, overwhelmed by the magnitude of the damage, the community turns to the State for help. The Governor, after examining the situation, may direct that the State's emergency plan be executed, direct the use of State Police or the National Guard, or commit other resources, as appropriate to the situation. If it is evident that the situation is or will be beyond the combined capabilities of the local and State resources, the Governor may request that the President declare, under the authority of the Stafford Act, that an emergency or major disaster exists in the State.

While this request is being processed, local and state government officials should not delay in taking the necessary response and recovery actions. Such actions should not be dependent upon whether there will be federal assistance.

2. Declaration Process

The request for a declaration must come from the Governor or Acting Governor. Before sending a formal request letter to the President, the Governor will request that FEMA conduct a joint Preliminary Damage Assessment (PDA) with the State to verify damage and estimate the amount of supplemental assistance that will be needed. If the Governor believes that Federal assistance is necessary after this assessment is complete, the Governor sends a request letter to the President, directed through the Regional Administrator (RA) of the appropriate FEMA region. The RA reviews the request and forwards it with a recommendation to the Director of FEMA who, in turn, makes a recommendation to the President. In the aftermath of a significant event causing extensive damage and loss of life, the declaration process may be expedited. The President makes the decision whether to declare a major disaster or emergency. After the initial declaration, the person designated by the Governor as the Governor's

Authorized Representative (GAR) may request additional areas to be eligible for assistance or for additional types of assistance as deemed necessary.

After a declaration is made, FEMA will designate the area eligible for assistance and the types of assistance available. With the declaration, the President appoints a Federal Coordinating Officer (FCO). The FCO is responsible for coordinating all Federal disaster assistance programs administered by FEMA, other Federal departments and agencies, and voluntary organizations. At the same time, the RA or one of his or her staff will be appointed as the Disaster Recovery Manager (DRM). The DRM is responsible for managing the FEMA assistance programs. The DRM authority often is delegated to the FCO. The Governor may appoint a State Coordinating Officer (SCO) as the FCO's counterpart. Generally, the SCO and the GAR are the same person. State Emergency Operations Plans should describe the role of the SCO as the Governor's representative to act in cooperation with the FCO to administer disaster recovery efforts. FEMA may also establish a Joint Field Office (JFO) in or near the disaster area. This office is used by federal and state staff and is the focal point of disaster recovery operations. FEMA and the State manage the implementation of the Public Assistance (PA) Program from the JFO.

3. The Public Assistance (PA) Program

Under the PA Program, which is authorized by the Stafford Act, FEMA awards grants to assist State, local, territorial, or tribal (SLTT) governments and certain types of private nonprofit (PNP) organizations with the response to and recovery from disasters. Specifically, the program provides assistance for debris removal, emergency protective measures, and permanent restoration of infrastructure. The federal share of these expenses typically cannot be less than 75 percent of eligible costs. The program also encourages protection from future damage by providing assistance for hazard mitigation measures during the recovery process. The PA Program encourages planning for disaster recovery, but PA Program funds may not be used for the costs of planning. The costs incurred implementing the plans are eligible for reimbursement only if they meet PA Program eligibility criteria.

The PA Program is based on a partnership of FEMA, state, and local officials.

> ***FEMA*** *is responsible for managing the program, approving grants, and providing technical assistance to the State and applicants. The* ***State****, in most cases, acts as the Grantee for the PA Program. FEMA, the State, and the applicant are all responsible for grants awarded under the PA program. The State educates potential applicants, works with FEMA to manage the program, and is responsible for implementing and monitoring the grants awarded under the program. In some instances, the State may take a more active role in overall management of certain disasters, as discussed later in this chapter under State Management of Disasters.* ***Local officials*** *are responsible for identifying damage, providing sufficient data for*

FEMA to develop an accurate scope and cost estimate for doing the work and approving grants, and managing the projects funded under the PA Program.

Source: Public Assistance Program and Policy Guide (PAPPG), Version 4, Effective Date, June 1, 2020; FEMA Publication (FP104-009-2)

4. Federal Individual Assistance Program (IA)

4.1 Types of Individual Assistance (IA) Programs

Once the President has declared a federal disaster, FEMA may be able to provide direct assistance to individuals and households, as well as SLTT government to support individual survivors.

IA disaster assistance can include:

- Mass Care and Emergency Assistance (MC/EA)
- Individuals and Households Program (IHP)
- Disaster Case Management (DCM)
- Crisis Counseling Assistance and Training Program (CCP)
- Disaster Legal Services (DLS)
- Disaster Unemployment Assistance (DUA)
- Voluntary Agency Coordination (VAC)

4.2 Mass Care and Emergency Assistance (MC/EA)

Mass Care and Emergency Assistance is the provision of life-sustaining services to disaster survivors as defined in the Natural Response Framework. MC/EA is composed of seven services known as activities:

- Sheltering
- Feeding
- Distribution of emergency supplies
- Support for individuals with disabilities and others with access and functional needs
- Reunification services for adults and children
- Support for household pets, service animals, and assistance animals
- Mass evacuee support

4.3 Individuals and Households Program (IHP)

Individuals and Households Program Assistance provides financial assistance and direct services to eligible individuals and households who have uninsured or underinsured necessary expenses and serious needs. IHP Assistance is comprised of two provisions, Housing Assistance and Other Needs Assistance (ONA). Housing Assistance may be provided in the form of financial assistance (funds provided to applicant) or direct assistance (housing provided to the applicant by FEMA). Some types of ONA may only be provided if an applicant does not qualify for a disaster loan from the U.S. Small Business Administration (SBA). IHP Assistance is limited to 18 months following the date of the Presidential Disaster Declaration.

4.4 Disaster Case Management (DCM)

Disaster Case Management is a time-limited process that promotes partnership between a case manager and a disaster survivor in order to assess and address a survivor's verified disaster-caused unmet needs through a disaster recovery plan.

4.5 Crisis Counseling Assistance and Training Program (CCP)

CCP provides supplemental funding to assist disaster-impacted individuals and communities through the provision of community-based outreach and psycho-education services.

4.6 Disaster Legal Services (DLS)

DLS provides legal aid to survivors of a Presidentially-declared major disaster with legal assistance to help with insurance claims, recovery or reproduction of legal documents lost in a disaster, disputes with landlords or contractors, and the preparation of powers of attorney or guardianship materials, and FEMA appeals.

4.7 Disaster Unemployment Assistance (DUA)

DUA provides unemployment benefits and re-employment assistance services to survivors affected by a Presidentially declared major disaster. DUA is only available to the survivors who are not eligible for regular state unemployment insurance (UI).

4.8 Voluntary Agency Coordination (VAC)

Voluntary agencies are among the first to provide survivor support services post-disaster and through the recovery period. These agencies compliment Federal assistance and cover gaps in service. FEMA staff that provide Voluntary Agency Coordination services are known as Voluntary Agency Liaisons (VALs). VALs

establish and maintain relationships with voluntary agencies, coordinate with the VOAD, provide donations management guidance, and support NGOs that provide volunteers.

Source: Individual Assistance Program and Policy Guide (IAPPG), Version 1.0, Effective Date, March 1, 2019; FEMA Publication (FP104-009-3)

5. Definition and Purpose of Sequence of Delivery

The purpose of the Sequence of Delivery is to ensure that:

- Applicants receive all the assistance they are legally entitled to as defined by FEMA policy and as regulated by Federal law.
- Applicants cannot receive assistance if assistance for the same purpose is provided from another source.

5.1 Order and Components of the Sequence of Delivery

1. Voluntary Agencies and Mass Care
2. Insurance
3. FEMA Housing Assistance (HA)
4. SBA (Disaster Loans)
5. Other Needs Assistance (ONA)
6. Unmet Needs - Voluntary Agencies

In the Sequence of Delivery of disaster assistance, the role of voluntary organizations is prominent in both the early stages of disaster response and in the later stages of disaster recovery.

Voluntary organizations are among the very first emergency response organizations that arrive on a disaster scene and provide emergency response assistance to affected communities. They are also often among the very last organizations involved in providing long-term recovery support to communities.

5.2 Insurance

Insurance is the second step in the Sequence of Delivery. Disaster victims who have filed for assistance with FEMA and who have real or personal property insurance must submit documentation of their insurance settlement or denial before FEMA assistance is considered for these items.

5.3 Housing Assistance (HA)

Following insurance, the third step in the sequence of delivery is Housing Assistance (HA). The first step when applying for HA is for disaster survivors to register with FEMA and have an application for disaster assistance completed.

5.4 Small Business Administration (SBA) Disaster Loans

SBA disaster loans may be made available immediately following a disaster. If the application for a loan is turned down by SBA, FEMA will route the application to be considered for Other Needs Assistance (ONA) grants, the next step in the sequence of delivery.

5.5 Other Needs Assistance (ONA)

There are two categories of ONA:

- Non-SBA Dependent: This assistance includes, medical, dental, funeral, childcare, critical needs assistance, clearing and removal, and others.
- SBA-Dependent: These ONA items include personal property, transportation, moving/storage, and group flood insurance policies.

5.6 Unmet Needs - Voluntary Agencies

FEMA will coordinate with whole community partners to address remaining unmet needs once an applicant has received all federal assistance for which they are eligible.

Source: Individual Assistance Program and Policy Guide (IAPPG), Version 1.0, Effective Date, March 1, 2019; FEMA Publication (FP104-009-3)

SUPPORT ANNEX #3 - HAZARD MITIGATION

Augusta County, Staunton, and Waynesboro are included in the Central Shenandoah Hazard Mitigation Plan (HMP) that was adopted by the Board of Supervisors and City Councils in 2005. Updates of this plan were completed in 2013, 2020, and 2026. With each update of the HMP it was re-adopted by the Board of Supervisors and City Councils. This plan identifies hazards, prioritizes risks, and includes mitigation strategies for the three local jurisdictions. The Central Shenandoah Hazard Mitigation Plan is considered a companion document to the Staunton-Augusta-Waynesboro Emergency Operations Plan.

SUPPORT ANNEX #4 - BUDGET AND FINANCIAL MANAGEMENT

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services

2. Support Agencies and Organizations:

- Finance Director(s) and Treasurer(s)

3. Purpose:

The purpose of this annex is to establish basic financial management guidance for all participants in emergency management activities. This includes guidance for all departments and agencies providing assistance in response to a local disaster declaration.

Financial Management processes and procedures ensure that the necessary management controls, budget authorities, and accounting procedures are in place to provide the necessary funding in a timely manner to conduct emergency operations, document expenditures, and maximize state and federal assistance following the disaster. These financial management operations will be conducted in accordance with established local, state, and federal laws, policies, and procedures.

4. Scope and Applicability:

This annex applies to all agencies, departments, organizations, and entities within each of the three jurisdictions that provide services before, during, and after an emergency incident.

5. Policies:

5.1 All agencies assigned responsibilities within this annex will develop and maintain the necessary plans, SOPs, mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Provide financial support in a timely manner, including procurement expedition.

5.3 Assist and instruct agencies on recording expenses incurred during an incident.

5.4 Work to provide areas in financial need with adequate support.

5.5 Use existing standards for accounting operations.

5.6 Implement procedures necessary to ensure an accurate accounting of expenses associated with an incident.

6. Organizational Structure:

A local emergency may be declared by the Director of Emergency Management with the consent of the Board of Supervisors/City Council (Section 44- 146.21 of the Virginia Emergency Services and Disaster Law). The Director of Emergency Management must notify the County/City Administration that a local emergency or disaster has been declared. Augusta County, Staunton, or Waynesboro may include, within the body of the Declaration of Local Emergency, authority to expend specific funds in support of disaster operations.

The County Administrator/City Manager, assisted by the Finance Director/Chief Financial Officer is the Chief Financial Officer for the purposes of this annex. The Emergency Management/Services Coordinator is the delegated and authorized representative that has the authority to approve and/or disapprove the receipt and expenditure of all funds due the County/City from state or federal sources as the result of an emergency incident. The County/City Administration is responsible for assuring that all funds received and expended by the County/City are accounted for as required by County/City, State, and federal regulations and statutes. The County/City Administration is responsible for expediting the process of procuring the necessary goods and services to support emergency operations. All County/City agencies, departments, organizations, and entities will follow the procedures established by the Director of Emergency Management, the Emergency Management/Services Coordinator, and the County/City Administration for the receipt and expenditure of funds available to the County/City from state and federal assistance.

7. Concept of Operations:

In an emergency situation as defined by this Emergency Operations Plan, the Finance Director/Chief Financial Officer will be responsible for expediting the process of purchasing necessary capital items. Verbal approval will replace the usual written budget change request process; however budget change requests must be documented at a later time. The Director of Emergency Management or the Emergency Management/Services Coordinator must request verbal approval of funding.

The Finance Director/Chief Financial Officer would permit over spending in particular line items (e.g., overtime, materials, and supplies) under emergency circumstances as defined in the Emergency Operations Plan. A year-end adjustment can be made if required. The County/City Administration will work with all County/City departments to facilitate needed purchases.

The Director of Emergency Management or the Emergency Management/Services Coordinator must define disaster related expenditures for County/City Administration and the appropriate length of time these disaster-related expenditures will be incurred. The Emergency Operations Plan states that all disaster-related expenditures must be documented in order to be eligible for post-disaster reimbursement should a federal disaster be declared, hence, the County/City Administration will implement record keeping of all incurred expenses throughout the emergency/disaster period. This office will also assist in compilation of information for the "Report of Disaster-Related Expenditures" if required.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Develop, maintain, and disseminate budget and management procedures to ensure the prompt and efficient disbursement and accounting of funds to conduct emergency operations, as well as support and maximize claims of financial assistance from state and federal governments.
- ☐ Provide training to familiarize staff with federal and state disaster assistance requirements and forms.
- ☐ Instruct all departments to maintain a continuous inventory of supplies on hand.
- ☐ Review emergency budget and management procedures and update if necessary.
- ☐ Review federal disaster assistance procedures, the Disaster Preparedness and Assistance Handbook, and the State Emergency Services and Disaster Law of 2000.
- ☐ Review resource inventories and prepare to make emergency purchases of goods and services.
- ☐ Inform departments of the procedures to be followed in documenting and reporting disaster related expenditures.
- ☐ Pre-identify one or more code numbers to the potential emergency/disaster incident to facilitate disaster cost accounting, and notify departments of code assignment.

8.2 Response

- ☐ Implement emergency budget and financial management procedures to expedite the necessary purchases of goods and services to effectively address the situation at hand.

- ☐ Begin tracking and compiling accurate cost records from data submitted by departments.
- ☐ Assist in damage assessment survey.

8.3 Recovery

- ☐ Prepare and submit disaster assistance applications to the appropriate state and/or federal agencies for reimbursement of disaster related expenditures.
- ☐ Assist in finalizing damage assessment.
- ☐ Review and revise real estate assessments based upon damages sustained to local properties and infrastructure, if necessary.
- ☐ Assist in the preparation and submission of government insurance claims.

9. Roles and Responsibilities:

9.1 County/City Administration and Finance Department

- Develop, maintain, and disseminate budget and management procedures to ensure the prompt and efficient disbursement and accounting of funds to conduct emergency operations, as well as support and maximize claims of financial assistance from state and federal governments, and facilitate audits following the disaster.
- Provide training to familiarize staff with internal procedures, as well as federal and state disaster assistance requirements and forms.
- Develop and maintain the necessary measures to protect vital records and critical systems to ensure their continued operation during a disaster, as well as to facilitate their restoration if impacted by the disaster.
- Prepare and submit disaster assistance applications to the appropriate state and/or federal agencies for reimbursement of disaster related expenditures.
- Identify and correct any shortfalls in emergency budget, accounting, and procurement procedures, as well as measures implemented to protect critical systems.

9.2 County/City Emergency Management/Services

- Coordinate with County/City Administration and the Finance Department leading up to declaration of a local emergency and during emergency operations as required.
- Develop the necessary mutual aid agreements, sample contracts, and listing of potential resource providers to expedite the procurement of anticipated resource needs for disaster operations.
- Develop, maintain, and disseminate budget and management procedures to ensure the prompt and efficient disbursement and accounting of funds to conduct emergency operations, as well as support and maximize claims of financial assistance from state and federal governments, and facilitate audits following the disaster.
- Develop the necessary logistical support to carry out emergency tasking. Instruct all departments to maintain an inventory of supplies on hand.
- Assist in finalizing damage assessments report.
- Assist in the preparation and submission of government insurance claims.

9.3 County/City Treasurer

- Provide support to County/City Administration as needed.
- Review and revise real estate assessments based upon damages sustained to local properties and infrastructure, if necessary.

SUPPORT ANNEX #5 – DAMAGE ASSESSMENT

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services
- Other local departments, as needed

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Local Building Officials, Public Works Departments
- Local Fire and Rescue Departments
- Local Finance Departments

3. Purpose:

The Damage Assessment Support Annex describes the coordinating processes used to ensure timely and accurate assessment and reporting of damage in Staunton, Waynesboro, and Augusta County following an emergency or disaster. It provides procedures to estimate the nature and extent of damage and outlines details of the damage assessment process as required by the Commonwealth for determining the need to request a Presidential Disaster Declaration under the Stafford Act.

4. Scope and Applicability:

Damage assessment activities provide an evaluation (in dollars) of the estimated cost of damages or losses to agriculture, infrastructure, real property (city/county, state, and private), and equipment. This annex covers a broad scope of responsibilities, assignments, and standard forms to be used in the overall process. It is applicable to departments and agencies assisting with post-event damage assessment as coordinated by Emergency Management.

4.1 **Initial Damage Assessment (IDA):** An independent review, assessment, and documentation of the impact and magnitude of a disaster on individuals, families, businesses, and public property. This report must be submitted to the VEOC in the required format within 72 hours of disaster impact. The Governor uses this information to determine whether a Preliminary Damage Assessment needs to be requested from FEMA in response to outstanding needs.

4.2 **Preliminary Damage Assessment (PDA):** A joint effort between FEMA, state, and local government to validate and document the impact and magnitude of the disaster on individuals, families, businesses, and public property. The Governor uses the information gathered during the PDA process to determine whether federal assistance should be requested.

5. Policies:

5.1 The Initial Damage Assessment (IDA) results will be reported to the VEOC within 72 hours of the incident, per the COVEOP. The primary system is Crisis Track.

5.2 At the Incident Commander's request, the first priority for damage assessment may be to assess structural or infrastructure damage to City/County facilities.

5.3 A Federal- or State-supported Preliminary Damage Assessment (PDA) will be conducted in coordination with the local jurisdictions to verify IDA results and determine long-term needs. This data will be used to determine the need for a Presidential Disaster Declaration.

5.4 An estimate of expenditures and obligated expenditures will be submitted to the local jurisdictions and VEOC before a Presidential Disaster declaration is requested.

5.5 Additional reports may be required by the Director(s) of Emergency Management or the Coordinator(s) of Emergency Management depending on the type and magnitude of the incident.

5.6 Supplies, equipment and transportation organic to each organization will be utilized by that organization in the accomplishment of its assigned responsibility or mission.

5.7 Additional supplies, equipment and transportation essential to the continued operation of each organization will be requested through ESF #7 – Logistics Management and Resource Support in the EOC.

5.8 The approval to expend funds for response and recovery operations will be given by the department head from each agency or department involved in recovery operations. Each agency or department should designate a responsible person to ensure that actions taken, and costs incurred are consistent with identified missions.

6. Organizational Structure:

The ultimate responsibility for damage assessment lies with the local governing authority. The Coordinator of Emergency Management or designee is responsible for damage assessments, data collection, and preparation of necessary reports through the functions of ESF #14 – Recovery and Mitigation. Damage assessment teams will be supported by multiple agencies from the local jurisdictions. If the nature of the incident is such that local

resources are incapable of assessing the damage, state assistance will be requested through normal resource request procedures to the VEOC.

7. Concept of Operations:

Damage assessments will be conducted by qualified, trained local teams using Crisis Track, an online GIS application that can be used online or offline. If Crisis Track is not available, teams should consult the Initial Damage Assessment checklists provided by FEMA for public and individual assistance (included in this support annex). Damage assessment teams will be supported by multiple agencies from the local jurisdictions. If local resources are incapable of assessing the damage, state assistance will be requested from the VEOC via resource request procedures.

Additional ESFs may be utilized to enhance damage assessment results, such as ESF #1 – Transportation, ESF #7 – Logistics Management and Resource Support, ESF #5 – Emergency Management, and ESF #11 – Agriculture and Natural Resources. If the incident involves chemicals or radiation that may cause contamination of a damaged area, ESF #8 – Public Health and Medical Services and ESF #10 – Oil and Hazardous Materials may also be activated.

Basic administrative and accountability procedures for all damage assessment activities will be followed as required by city/county, state, and federal regulations. If supplies, materials, and equipment are required, records will be maintained in accordance with jurisdictional, Commonwealth, and federal reporting requirements. All procurement processes will follow appropriate jurisdictional procurement policies and regulations, and Commonwealth and federal policies and regulations as necessary.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Develop damage assessment plans, procedures, and guidance.
- ☐ Designate representatives to lead damage assessment activities and team members.
- ☐ Train personnel in damage assessment techniques.

8.2 Response

- ☐ Alert damage assessment staff and deploy teams as necessary.
- ☐ Document all emergency work performed by local resources, including photographs.
- ☐ Compile and disseminate all damage reports for appropriate agencies.

- ☐ Determine the condition of damaged buildings and place notification placards as needed.
- ☐ Inform officials of hazardous facilities, bridges, roadways, and other critical infrastructure.

8.3 Recovery

- ☐ Continue damage assessment surveys as needed.
- ☐ Advise on priority repairs and unsafe structures.
- ☐ Facilitate the issuance of building permits and the review and inspection of site-related and construction plans submitted for the rebuilding and restoration of buildings.
- ☐ Complete after-action review with all responding parties.
- ☐ Review building codes and land use regulations for improvements.

9. Roles and Responsibilities:

9.1 Coordinator(s) of Emergency Management/Services

- Coordinate overall direction and control and personnel between Staunton, Waynesboro, and Augusta County, as appropriate, to complete damage assessments.
- Designate representatives to lead damage assessment activities and identify team members.
- Report damages to VEOC within 72 hours of the incident.

9.2 Damage Assessment Teams

- Complete Initial Damage Assessments via Crisis Track or using other locally adopted forms and procedures.
- Participate in damage assessment training.

9.3 Virginia Department of Emergency Management (VDEM)

- Provide assistance, as requested, in completing Damage Assessments.

9.4 Virginia Department of Transportation (VDOT)

- Provide assistance, as requested, in completing Damage Assessments.

SUPPORT ANNEX #6 – DEBRIS MANAGEMENT

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Department(s) of Public Works/Building and Grounds/Parks and Recreation
- Coordinators of Emergency Management/Services
- Augusta County Landfill

2. Support Agencies and Organizations:

- Fire Departments/on-scene Incident Commander
- Virginia Department of Emergency Management
- Virginia Department of Transportation
- Private contractors, as appropriate
- Service/Utility providers, as appropriate

3. Purpose:

The purpose of SA #6 is to facilitate and coordinate the removal, collection, and disposal of debris following a disaster in order to mitigate against any potential threat to the health, safety, and welfare of the impacted citizens, expedite recovery efforts in the impacted area, and address any threat of significant damage to improved public or private property.

4. Scope and Applicability:

Natural and man-made disasters generate diverse debris including trees, sand, gravel, building materials, vehicles, and personal property, requiring coordinated efforts for removal, collection, and disposal. The quantity and type of debris depend on the event's location, nature, magnitude, duration, and intensity. These factors, along with the affected area's size, directly impact collection and disposal methods, associated costs, and recovery timelines.

During major or catastrophic disasters, state agencies and local governments often struggle to secure adequate staff, equipment, and funding for debris removal operations. Private contractors therefore play a critical role in the removal, collection, reduction, and disposal process. FEMA standards require that Local Governments shall follow normal procurement procedures for debris management, removal and handling.

Debris management programs follow established waste management principles: reduction, reuse, reclamation, resource recovery, incineration, and landfilling, in that order of priority.

5. Policies:

5.1 All departments and agencies assigned responsibilities within this SA will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Localities should first exhaust their own channels of support (e.g., procurement contracting, mutual aid agreements) before requesting resource support from the State.

5.3 The debris removal process must be initiated promptly and conducted in an orderly, effective manner in order to protect public health and safety following an incident.

5.4 The first priority will be to clear debris from key roads in order to provide access for emergency vehicles and resources into the impacted area.

5.5 The second priority that debris removal resources will be assigned is providing access to critical facilities pre-identified by state and local governments.

5.6 The third priority for the debris removal teams to address will be the elimination of debris related threats to public health and safety including such things as the repair, demolition, or barricading of heavily damaged and structurally unstable buildings, systems, or facilities that pose a danger to the public.

5.7 Any actions taken to mitigate or eliminate the threat to public health and safety must be closely coordinated with the owner or responsible party.

5.8 For this SA, lists of relevant contacts and resources are maintained and located at the three jurisdictions' Emergency Management/Services Coordinators' offices. These resource documents are not part of the S-A-W EOP.

6. Organizational Structure:

The Department(s) of Public Works/Building and Grounds/Parks and Recreation, in conjunction with other city/county departments, will coordinate and direct the debris management process. This will be accomplished in conjunction with designated support agencies, utility companies, waste management firms, and trucking companies, to facilitate the debris clearance, collection, reduction, and disposal needs of the locality following a disaster.

Following a disaster, localities face limited resources and competing demands, making private contractors essential for debris operations. Private contracting offers several advantages: it shifts the operational burden from government entities to the private sector, allowing personnel to focus on regular duties; stimulates disaster-affected economies; maximizes federal assistance eligibility; and enables localities to tailor services to specific needs by contracting the entire process or individual segments.

7. Concept of Operations:

The Department(s) of Public Works/Building and Grounds/Parks and Recreation will coordinate and direct debris removal operations, working in conjunction with other departments to ensure the removal, collection, and disposal of debris. The locality(s) will remove debris from public property and private property when deemed in public interest. To minimize delays in recovery operations, the department(s) will pre-stage equipment in strategic locations to enable immediate deployment after an incident.

Local governments will maintain a list of approved contractors categorized by capabilities and service area, ensuring cost-effective, expeditious, and environmentally sound debris operations. Sample contracts with service menus and generic scopes of work will be prepared in advance to expedite implementation and allow tailoring to specific needs.

Local governments will manage debris contracts from inception to completion, including performance monitoring, modifications, inspections, acceptance, payment, and closeout. If adequate resources are unavailable, state and federal agencies will assume this responsibility. All procurement must follow normal procedures per FEMA standards.

Local governments will pursue cooperative agreements with other agencies to maximize public asset utilization, pre-identifying participants and complying with procurement guidelines. Interagency site selection teams with multi-disciplinary staff will identify and evaluate debris storage and reduction sites using standardized checklists that assess ownership, parcel size, surrounding land uses, environmental conditions, and transportation access.

Initially, debris will be placed in temporary holding areas on public property when feasible until detailed collection and disposal plans are prepared. Temporary sites should be readily accessible and require minimal preparation. Site activation will be controlled by the county administrator and coordinated through the local EOC, with final disposal to the county transfer station where appropriate.

Debris will be segregated by type using standardized categories adopted from the Corps of Engineers (included in this support annex), with modifications as needed. Hazardous and toxic materials, contaminated soils, and event-generated debris will be handled according to federal, state, and local regulations, with the on-site Incident Commander serving as the initial contact (refer to ESF #10 – Oil and Hazardous Materials Response).

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Develop local and regional resource list(s) of contractors who can assist local government in all phases of debris management.
- ☐ Develop sample contracts with generic scopes of work to expedite the implementation of debris management strategies.
- ☐ Develop mutual aid agreements with other state agencies and local governments, as appropriate.
- ☐ Develop site selection criteria checklists to assist in the identification of potential storage sites.
- ☐ Pre-identify potential debris storage sites and critical routes.
- ☐ Develop the necessary right-of-entry and hold harmless agreements indemnifying all levels of government against any potential claims.
- ☐ Develop and coordinate prescript announcements with/for the Public Information Officer (PIO) regarding debris removal process, collection times, storage sites, use of private contractors, environmental and health issues, etc.

8.2 Response

- ☐ Alert personnel and activate any necessary debris management contracts or agreements.
- ☐ Coordinate and track public and private resources.
- ☐ Document costs for the duration of the incident.

8.3 Recovery

- ☐ Upon completion of the debris removal mission, close out debris storage and reduction sites by developing and implementing the necessary site remediation and restoration actions.
- ☐ Perform necessary audits of operation and submit claim(s) for federal assistance.

9. Roles and Responsibilities:

9.1 Department(s) of Public Works/Building and Grounds/Parks and Recreation

- Lead the debris management process during an incident in coordination with local, regional, state, and federal departments.

9.2 Coordinator(s) of Emergency Management/Services

- Coordinate direction and personnel between Staunton, Waynesboro, and Augusta County, as appropriate, to assist with debris management.

9.3 Virginia Department of Transportation (VDOT)

- Provide assistance, as requested, with debris management on public right-of-way and critical transportation routes during an incident.

9.4 Virginia Department of Emergency Management (VDEM)

- Provide assistance and/or resources, as appropriate, for debris management.

9.5 Fire Department(s)/On-scene Incident Commander

- Assist with the management of Hazardous Materials. Refer to ESF #10.

9.6 Contractors/Private Service Providers, as applicable

- Assist all levels of government with the efficient, timely, and environmentally responsible management of debris during an incident, according to contract terms and conditions.

APPENDIX A TO SUPPORT ANNEX #6 – DEBRIS MANAGEMENT

DEBRIS TYPES

A. Vegetative Debris

Vegetative debris may consist of whole trees, tree stumps, tree branches, tree trunks, and other leafy material. Depending on the size of the debris, the collection of vegetative debris may require flatbed trucks, dump trucks, and grapple loaders.

B. Construction and Demolition Debris

Construction and demolition (C&D) debris can be defined as damaged components of buildings and structures, such as lumber and wood, gypsum wallboard, glass, metal, roofing material, tile, carpeting and floor coverings, window coverings, pipe, concrete, fully cured asphalt, equipment, furnishings, and fixtures. The definition of C&D debris may vary between jurisdictions and what is included in one jurisdiction may be excluded in another. When monitoring, consider that the C&D debris must be disaster-generated (i.e., eligible C&D debris cannot be the result of an Applicant's rebuilding efforts) and must present an immediate threat to be considered for FEMA eligibility

C. Hazardous Waste

Hazardous waste is regulated under the Resource Conservation and Recovery Act (RCRA) and contains properties that make it potentially harmful to human health or the environment. In regulatory terms, a RCRA hazardous waste is a waste that appears on one of the four hazardous waste lists (40 C.F.R. Part 261) or exhibits at least one of the following four characteristics: Ignitability, Corrosivity, Reactivity, Toxicity.

D. Household Hazardous Waste

Household Hazardous Waste (HHW) refers to hazardous products and materials that are used and disposed of by residential consumers, rather than commercial or industrial consumers. HHW includes, but is not limited to, some paints, stains, varnishes, solvents, pesticides, and other products or materials containing volatile chemicals that catch fire, react, or explode under certain circumstances, or that are corrosive or toxic.

E. Electronic Waste

Electronic waste (e-waste) refers to electronics that contain hazardous materials, such as cathode ray tubes. Examples of e-waste include, but are not limited to, computer monitors and televisions. Typically, these products contain minerals and chemicals that require specific disposal methods.

F. White Goods

White goods are defined as discarded household appliances such as refrigerators, freezers, air conditioners, heat pumps, ovens, ranges, washing machines, clothes dryers, and water heaters. Many white goods contain ozone-depleting refrigerants, mercury, or compressor oils that must be removed and processed following environmental protocols and procedures before the white goods can be further processed for disposal and recycling.

G. Soil, Mud, and Sand

Floods, landslides, winds, wildfires, and storm surges often result in soil, mud, and sand debris on improved public property and public rights-of-way. Facilities commonly affected by this type of debris include streets, sidewalks, storm and sanitary sewers, water treatment facilities, drainage canals/basins, parks, and public swimming pools.

H. Vehicles and Vessels

Vehicles and vessels may be damaged, destroyed, displaced, or lost as a result of a disaster. They may eventually be abandoned because of the damage incurred or because the original owners have relocated. Vehicles and vessels may be classified as debris if they block public access and critical facilities and are abandoned

I. Putrescent Debris

Putrescent debris is any debris that will decompose or rot, such as animal carcasses and other fleshy organic matter. Handling of putrescent debris must comply with applicable Federal, State, and Local requirements.

J. Infectious Waste

Infectious waste is waste capable of causing infections in humans and can include contaminated animal waste, human blood and blood products, medical waste, pathological waste, and discarded sharps.

K. Chemical, Biological, Radiological, and Nuclear-Contaminated Debris

Chemical, biological, radiological, and nuclear (CBRN)-contaminated debris is any debris contaminated by chemical, biological, radiological, or nuclear materials as a result of a natural or man-made disaster, such as a weapon of mass destruction event.

Source: FEMA (March 2021). Public Assistance Debris Monitoring Guide.
https://www.fema.gov/sites/default/files/documents/fema_debris-monitoring-guide_sop_3-01-2021.pdf

SUPPORT ANNEX #7 – ANIMAL RESPONSE PLAN

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services
- Local Police Departments
- Shenandoah Valley Animal Services

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Local Fire and Rescue Departments

3. Purpose:

The purpose of this Annex is to establish organizational responsibilities and general policies and procedures for the care and control of animals during natural and technological disasters. A major goal of this annex is to minimize animal suffering, loss of life, and subsequent disability by ensuring timely and coordinated assistance. The annex will also provide a system for returning animals to their owners after the event is over.

4. Scope and Applicability:

This Annex was developed to augment the S-A-W Emergency Operations Plan, for the care and control of animals in the event of a major emergency or disaster. Emergency planning generally focuses on saving lives and property. Animals are often overlooked during and after a disaster, until they have become a problem. This Annex recognizes that animals could become a problem for society if not appropriately cared for and controlled.

When evacuation is imminent, it is very likely that people will not evacuate their homes if this includes abandoning their pets. It is expected that some of these pets will be taken to public shelters. This annex is intended to plan for these and other disaster situations with an orderly and effective response system. Concentration is on rescue, care, and feeding of animals abandoned or lost and those brought to public shelters.

5. Organizational Structure:

The Emergency Management/Services Coordinator(s) will work closely with the

Shenandoah Valley Animal Services Center in the administration and logistics of the emergency animal control and care program.

6. Concept of Operations:

Because some emergencies and disasters may require sheltering and care of domestic pets outside their normal housing situation, their owners will take pets to designated veterinary hospitals, kennels, boarding facilities or other private animal care shelters.

In cooperation with Augusta County, Cities of Staunton, Waynesboro, and Shenandoah Valley Animal Services; an animal shelter will be set up at a location to be determined related to the needs of the appropriate jurisdiction. Owners can bring their pets directly to the selected location and a designated person will fill out the necessary intake forms.

7. Emergency Management Actions:

7.1 Preparedness

- ☐ Coordinate, develop and maintain with appropriate agencies a resource network, with lists of veterinary hospitals, kennels and boarding facilities that will participate in the sheltering of domestic pets during emergencies and disasters.
- ☐ Establish rules and regulations in conjunction with participating groups for the emergency care and sheltering of pets.
- ☐ Coordinate preparedness information activities with the Shenandoah Valley Animal Services Center, Humane Society, media and other groups publicizing emergency mass care for pets.
- ☐ Provide the American Red Cross the name of the contact person for animal shelter.
- ☐ Maintain a current resource list of participating groups with contact persons, telephone numbers and a list of appropriate interested agencies.

7.2 Response

- ☐ Notify Care and Sheltering network group that an animal shelter has been established at (to be determined) location.
- ☐ Notify American Red Cross, media and other concerned groups that the Animal Shelter has been activated.
- ☐ Follow established procedures as stated in emergency sheltering guidelines.

7.3 Recovery

- ☐ Follow procedures for deactivation of animal shelter in cooperation with the Coordinator(s) of Emergency Management or designee.
- ☐ Notify participating boarding facilities, appropriate agencies and local media of cessation of emergency and timing of owner retrieval of animals.
- ☐ Review and evaluate, by all participating groups, procedures and situation during emergency operation.

8. Roles and Responsibilities:

8.1 Local Emergency Management

- Maintain a current list of veterinary hospitals and boarding kennels within the County. The Virginia Veterinary Medical Association (VVMA) can assist with providing a current directory of local animal care and control contacts.
- Coordinate animal and mass care sheltering for adults with the Emergency Management Coordinators(s), Shenandoah Valley Animal Services, Animal Control and Red Cross.
- Disseminate animal sheltering and emergency care information to the public prior to, during and after disasters.
- Assign a representative from the Shenandoah Valley Animal Services during activation of the plan to implement the components of the plan. This individual shall:
    - Maintain a record of all incoming messages and requests for animal sheltering.
    - Coordinate response to requests for animal sheltering with the Shenandoah Valley Animal Services, Augusta County, Staunton and Waynesboro Animal Control, and trained volunteers in a timely manner.
    - Provide all paperwork, supplies and personnel needed to provide emergency sheltering for incoming animals.
    - Coordinate disaster animal care and control with the following agencies: Virginia Veterinary Medical Association (VVMA), Virginia Association of Licensed Veterinary Technicians (VALVT), Virginia Animal Control Association (VACA), and Virginia Federation of Humane Societies (VFHS).
    - Provide the Emergency Management Coordinator or designee with a

report of response for animal sheltering.

- Identify the problems that develop during implementation of the plan that require resolution.

8.2 Shenandoah Valley Animal Services

- Upon notification from the Emergency Management Coordinator(s) or designee, the Shenandoah Valley Animal Services will coordinate emergency animal care and control.
- Will be responsible for the recruitment, training and screening of volunteers for placement in appropriate positions. A plan should also be developed to screen and place volunteers coming on the scene during and after a disaster.
- Develop an identification system for animals; the system needs to include some type of band that cannot be easily removed. There also needs to be a system for photographing and recording details of each animal.
- In order to reduce the chance of the spread of disease and protect public health, it is essential that the Shenandoah Valley Animal Services coordinate with Local and State Officials in the picking up and removal of dead animals.
- Coordinate the transportation of animals to emergency animal shelter(s).

8.3 County/City Animal Control Officers

- Assist with the transportation of animals to emergency animal shelter.
- Assist with coordinating training and plan development exercises for other support agencies.
- Assists in the development of a resource directory for animal control during major emergencies and disasters.
- Assist with coordinating the removal of dead animals.

8.4 Private Animal Care Shelters (veterinarians, SPCA, and boarding kennels)

- Provide emergency sheltering of animals.
- May provide other technical services or resources.

8.5 Department of Agriculture and Consumer Services

- The State Veterinarian in the Department of Agriculture and Consumer Services is the primary contact for coordination, direction and control of

animal care and control organizations assisting in emergencies and is responsible for the following:

- Communication with recognized animal health care responders and agencies.
- Appointment of the Animal-Care Coordinators for the State EOP.
- Coordination of disaster activities with the Virginia Department of Emergency Management (VDEM).
- Coordination of member organizations with other State Veterinary Medical Associations and other Emergency Management Agencies.
- Maintain a list of Emergency Field Veterinarians, Emergency Animal Control Personnel, Emergency Field Veterinary Technicians and Emergency Nonnative Wildlife Field Personnel, and their alternates.
- Assistance in coordination of donations of food, supplies and resources with local jurisdiction.
- Maintenance of liaison with regulatory agencies.
- Determining which animal care personnel are qualified to enter disaster areas.
- Coordination of sample collection with the State Chemist and Animal Disease Diagnostic Laboratory.

HAZARD-SPECIFIC ANNEX #1 - TERRORISM

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services
- Federal Bureau of Investigation

2. Support Agencies and Organizations:

- Augusta County Sheriff's Office
- City of Staunton Police Department
- City of Waynesboro Police Department
- Augusta County Fire and Rescue Department
- City of Staunton Fire Department
- City of Waynesboro Fire Department
- Virginia Department of Emergency Management
- Virginia State Police
- Virginia Fusion Center
- Federal Department of Homeland Security
- Federal Emergency Management Agency

3. Purpose:

This hazard specific annex (H-SA #1) provides incident-specific guidance to plan for an effective emergency response, in the event of a terrorism incident.

4. Scope and Applicability:

All communities are vulnerable to acts of terrorism. Intelligence gathering and tactical capabilities vary between jurisdictions as well as levels of government.

Whether an emergency or disaster situation was a result of a terrorist act will not always be evident during the initial emergency response phase and may not be determined until days, weeks, or months after the event has occurred.

Terrorist threats range from easily obtainable common high yield explosives, industrial chemicals, and radiological medical products to more difficultly obtained military grade nuclear, biological, and chemical (NBC) weapons and material. These varying components of the threat spectrum provide the capacity to develop and tailor an attack to target specific vulnerabilities utilizing resources available.

The emergency response organization must develop the tactical capability to quickly recognize and respond to the range of potential tactics that could be employed locally as well as regionally.

The effects of a chemical, biological, or nuclear terrorist act will likely overwhelm local, regional, and state capabilities. The Federal Bureau of Investigation, Department of Homeland Security (DHS), the Federal Emergency Management Agency (FEMA) and other federal agencies may, in accordance with the National Response Framework, provide an immediate response and recovery assistance.

5. Policies:

5.1 All agencies assigned responsibilities within this annex will develop and maintain the necessary plans, SOPs, mutual aid agreements and model contracts to successfully accomplish their tasks.

6. Organizational Structure:

The three emergency management organizations employ a functionally oriented, multi-hazard approach to disaster response that can effectively integrate with all levels of government. When responding to and recovering from a terrorist event, the local emergency management organizations will provide the framework under which local resources will be deployed and coordinated. Law enforcement officers are the first line of defense.

The Federal Bureau of Investigation (FBI), by presidential directive, oversees the response to a terrorist incident. The Federal Department of Homeland Security, in coordination with the Virginia Department of Emergency Management and the three jurisdictions, will support the FBI in coordinating and fulfilling non-law enforcement response and recovery missions. The Virginia State Police, in coordination with local law enforcement personnel, support the FBI in their responsibilities.

Upon arrival of regional, state, and federal resources, command and control of response and recovery operations will be structured under a unified command organization that will include but not limited to the following: The Emergency Management/Services Coordinator, the State Coordinating Officer (SCO), the Federal Coordinating Officer (FCO), FBI-Special Agent in Charge, Virginia State Police, and a State-On-Scene Coordinator. The State-On-Scene Coordinator will initially be either the VDEM Regional Coordinator or the Hazardous Materials Officer who arrives on the scene first. The designation of the State-On-Scene Coordinator may change depending on the type of incident and as more senior officials arrive at the scene. The Unified Command organization will be modified to include representatives from other emergency support functions (e.g., fire, health, public

works, and communications) as well as private industry depending on the following factors: the terrorist tactic(s) employed, the challenges presented to the emergency management community in responding to and recovery from the tactic(s), the target group involved, and the community impacted.

7. Concept of Operations

7.1 Hazards Analysis/Plan Development

The Emergency Management/Services Coordinator, in coordination with the Augusta County Sheriff's Department, the Staunton Police Department, and the Waynesboro Police Department, will conduct a hazards analysis to identify facilities or activities that may be at risk or potential targets of terrorist acts. A capability assessment should be conducted to identify the resources needed to effectively respond to and recover from the potential situations identified. A inventory of resources available within the jurisdiction should be developed. Potential target facilities and activities should be evaluated in terms of what measures could be implemented to mitigate potential acts of terrorism. Facility plans should be developed, reviewed, and tested in coordination with the appropriate local, state, and federal government agencies.

7.2 National Incident Management System

In responding to any terrorism emergency or disaster situation within the three jurisdictions, the National Incident Management System (NIMS) should be utilized to effectively organize and integrate multiple disciplines into one multi-functional organization. This command system is comprised of five functions including: command, operations, planning, logistics, finance, and administration. An Incident Commander is responsible for ensuring all functions are effectively working in a coordinated manner to fulfill the established objectives and overall management strategy. An Operations Chief, who reports directly to the Incident Commander, is designated to conduct the necessary planning to ensure operational control during emergency operations.

7.3 Site Assessment/Security

To ensure public safety and facilitate response and recovery, first responders may implement security and access control measures in and around the disaster site. The area should be assessed for threats to public health and safety to determine whether protective actions, protective equipment, or life-saving activities are required. Once it is suspected or determined that the incident may have been the result of a terrorist act, the Emergency Management/Services Coordinator will notify the Virginia Department of Emergency Management, who will in turn notify the appropriate state and federal agencies. Local law enforcement will

immediately begin working with the Emergency Management Director, Emergency Management/Services Coordinator, the Fire Chief, and other emergency support functions on scene to ensure the crime scene is preserved to the maximum extent possible.

7.4 Unified Command

Response to a suspected, threatened, or actual terrorist event will typically involve multiple jurisdictions and levels of government. These situations will be managed under a Unified Command Organization, as outlined in the NIMS. Members of the Unified Command are jointly responsible for the development of objectives, priorities, and overall strategy to effectively address the situation. The Unified Command Organization will be structured very similar to the Incident Management System already in place and functioning at the local level.

7.5 Tactical Support

Once federal authorities have been notified of a suspected, threatened, or actual terrorist incident, a federal interagency team will be deployed to the scene. This team will have the technical expertise to respond to the full range of terrorist tactics including biological, chemical, and nuclear incidents. In the case of an incident involving nuclear materials, weapons, or devices, the Department of Energy's National Nuclear Security Administration will provide the necessary technical assistance in responding to and recovering from such events. Local, regional, and state specialized teams (e.g., hazmat, crime narcotics, gang, hostage, etc.) who have skills, equipment, and expertise to support these operations will assist these teams as directed.

7.6 Preserving the Crime Scene

Law enforcement personnel should work in tandem with one or more emergency support functions to preserve the crime scene, while carrying out lifesaving actions, implementing the necessary protective actions, protecting response personnel, and containing the hazard. Therefore, while responding to the incident, first responders become witnesses, investigators, and sources of intelligence in support of the crime scene investigation. As such, they must be trained in looking at the disaster area as a potential crime scene that may provide evidence in determining the cause of the event and identifying the responsible party(s). Responders must also be aware that the crime scene may harbor additional hazards to responders as they carry out their responsibilities. Emergency Support Functions will have to review and modify their response procedures to ensure that the crime scene can be preserved to the greatest extent possible without compromising functional responsibilities or standards of service.

7.7 Accessibility Policies

Once the life-saving activities and investigation of the crime scene are completed and the area is considered safe, the area will be made accessible to damage assessment teams, restoration teams, property owners, insurance adjusters, media, etc. However, access to the area may still be limited depending on the extent of damage sustained, general conditions of the area, and who is requesting access. Accessibility and reentry policies should be developed, in cooperation with the appropriate local, state, and federal officials to define who will be given access to the damaged areas, any time restrictions regarding access, whether escorts will be necessary, and what protective equipment will be required to enter the area. Methods to facilitate identification and accountability of emergency workers, media, insurance adjusters, and property owners will also be developed for safety and security purposes, utilizing some system of colored badges, name tags, arm bands, etc. Security personnel will be responsible for enforcing the policies and procedures developed. Areas onsite that pose a potential hazard or risk will be identified and cordoned off with the appropriate isolation and warning devices.

7.8 Training/Exercises

Trained and knowledgeable response personnel are essential in effectively assessing the scene and recognizing situations that may be suspicious or could pose additional harm to responders and the general population. Local law enforcement and fire and rescue personnel may have a basic course to enhance awareness and improve recognition of such situations. Also, responders should be trained to fulfill their functional responsibilities in the context of a crime scene environment that may pose a variety of unique health, safety, and environmental challenges. Responders will have a thorough understanding of their responsibilities in responding to a terrorist act, as well as how their role and responsibilities interface with other state and federal response components of the terrorist response and recovery team.

To ensure an effective response capability, local training for terrorist incidents may be integrated with the state and federal training programs and based on state and federal guidance. Training should focus on tactical operations for explosive, chemical, and biological agents, hostage taking, skyjacking, barricade situations, kidnapping, assaults, and assassinations. Local specialized crime units such as gang, organized crime, narcotics, as well as hazmat teams will have skills that terrorism training can use and build upon.

8. Emergency Management Actions:

7.2.1 Preparedness

- ☐ Develop, review and test terrorism response plans, policies, and procedures.
- ☐ Provide training to departments and staff on task-appropriate plans, policies, and procedures.
- ☐ Establish the Unified Command Management System as the organizational framework that representatives of local, state, federal government will operate under while responding to and recovering from acts of terrorism.
- ☐ Identify critical systems/facilities within the three jurisdictions, assess their vulnerability to terrorist actions, and develop and implement the necessary mitigation and response strategies.
- ☐ Coordinate and integrate planning efforts of critical public and private systems and facilities in order to ensure an effective response to, recovery from, and mitigation against terrorist attacks.
- ☐ Enhance and broaden local and regional response capabilities by developing a training program that integrates local, state, and federal resources.
- ☐ Ensure local and regional capability to effectively address mass casualty and mass fatality incidents involving both uncontaminated and contaminated victims.
- ☐ Develop the necessary decontamination, contamination containment, and monitoring procedures to ensure the safety of response personnel, the evacuated population, and the general population in situations involving chemical, biological, radiological agents.
- ☐ Develop and coordinate the necessary prescript announcements with the public information office regarding the appropriate protective actions for terrorist tactics and situations.
- ☐ Attempt to prevent an event from occurring by locating and eliminating the hazard, identifying, and apprehending responsible party(s).
- ☐ Notify public of threat as appropriate and implement and advise risk population of the necessary protective actions to take in context of anticipated event.
- ☐ Stage resources out of harm's way and in areas that can be effectively mobilized.

7.2.2 Response

- ☐ Follow established plans and SOPs.

- ☐ Alert appropriate local, state, and federal agencies that have the expertise, resources, and responsibility in mitigating against, responding to, and recovering from such events.
- ☐ Implement hazmat, search and rescue, and other plans, policies and procedures, as necessary.
- ☐ Dispatch emergency response teams to disaster area.
- ☐ Establish a command post and utilize the Unified Command Management System to effectively integrate and coordinate response resources and support from all levels of government.
- ☐ Provide for the security of evacuated areas, critical facilities, resources, and the impacted area to protect crime scene and facilitate response and recovery efforts.
- ☐ Develop, implement, and enforce accessibility policies that will define who will be given access to the damaged and impacted areas, any time restrictions regarding access, whether escorts will be necessary, and what protective gear and identification will be required, if any, to enter these areas.
- ☐ Implement the necessary traffic control measures that will facilitate evacuation from the risk area and enhance and complement site security measures following the event.
- ☐ Activate mutual-aid agreements as necessary.
- ☐ Establish a joint information center to coordinate the timely and appropriate release of information during the response and recovery phases.

7.2.4 Recovery

- ☐ Continue to monitor area as necessary for any residual after-effects.
- ☐ Maintain protective actions as situation dictates.
- ☐ Review plans, policies and procedures in respect to the recent emergency response. Update as necessary and disseminate.
- ☐ Continue to coordinate and track resources and document costs. Compile and submit records of incurred disaster related expenses.
- ☐ Continue to keep public informed of recovery developments.
- ☐ Develop and implement long-term environmental decontamination plan, as necessary, in coordination with the appropriate local, state, and federal government agencies.

8. Roles and Responsibilities:

8.1 Local Emergency Management/ Services

- Develop plans and identify training programs as described in this annex to prepare Law Enforcement and Fire/EMS/Rescue Departments to respond to terrorism incidents.
- Coordinate the initial response to the incident with assistance from Law Enforcement and Fire/EMS/Rescue Departments.

8.2 Federal Bureau of Investigation

- Presidential Directive 39 states that the Federal Bureau of Investigation is the designated leading federal agency for any terrorism event.

8.3 Local Sheriff's Office/ Police Departments

- Coordinate crisis management with the Virginia State Police and provide traffic and crowd control, as needed.

8.4 Fire/EMS/Rescue Departments

- Provide technical rescue and search and rescue support, as needed.

8.5 VDEM, FEMA, DHS, and other supporting agencies

- Provide immediate response and recovery assistance.

9. Authorities:

In addition to those listed in the Basic Plan:

Presidential Directive 39 – U.S. Policy on Counterterrorism. The White House, Washington, D.C., June 21, 1995.

Presidential Directive 62 – Combating Terrorism. The White House, Washington, D.C., May 22, 1998.

HAZARD-SPECIFIC ANNEX #2 - DAM SAFETY

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services

2. Support Agencies and Organizations:

- Headwaters Soil and Water Conservation District
- Virginia Department of Emergency Management
- Virginia Department of Conservation and Recreation
- Local Sheriff's Office/Police Departments
- Local Fire Departments
- Virginia National Guard

3. Purpose:

This hazard specific annex (H-SA #2) facilitates the timely warning and evacuation of downstream residents in the event of an imminent or impending dam failure.

4. Scope and Applicability:

The Federal Energy Regulatory Commission (FERC) and the Virginia Department of Conservation and Recreation (VDCR) provide detailed guidance to dam owners in developing an Emergency Action Plan in the event of dam emergency or failure. The three jurisdictions are responsible for developing compatible procedures to warn and evacuate the public in the event of a dam emergency or failure. The Director/Coordinator of Emergency Management/Services, the Augusta County Sheriff's Office/Staunton Police Department/Waynesboro Police Department, and/or their designees is responsible for making the decision to order evacuation in the case of impending or imminent dam failure.

5. Policies: Roles and Responsibilities

Affected Dam owners will:

5.1 Operate and maintain the dam to assure the continued integrity of the structure(s) and appurtenances.

5.2 Develop an Emergency Action Plan for warning and evacuating the public in the event of dam failure.

5.3 Comply with their FERC License requirements or Obtain an Operation and Maintenance Certificate from the Virginia Department of Conservation and Recreation.

Augusta County, Staunton, and Waynesboro will:

5.4 Develop compatible procedures to warn and evacuate the public in the event of a dam emergency or failure.

5.5 Coordinate closely with dam owners.

5.6 Notify public of possible dam failure.

5.7 Order immediate evacuation of residents in expected inundation areas.

5.8 Sound warning through use of sirens, horns, and vehicles with loudspeakers, Emergency Alert System, telephone calls, and door-to-door notification to evacuate individuals immediately out of the area or to high ground in area for later rescue.

5.9 Provide assistance to disaster victims.

5.10 Coordinate clean-up of debris and restoration of essential services.

5.11 All agencies tasked in this plan implement recovery procedures.

5.12 Review emergency procedures used and revise, if necessary, to ensure lessons learned are applied in future disasters.

5.13 Determine what mitigation measures, if any, should be initiated or improved (zoning, design of dams, etc.).

6. Organizational Structure:

The Director of Emergency Management or, in their absence, the Emergency Management/Services Coordinator, is responsible for making the decision to order evacuation in the event of an imminent or impending dam failure. The Director of Emergency Management and/or Emergency Management/Services Coordinator, the Emergency Communications Center, Fire/EMS/Rescue Departments, and Sheriff's/Police Departments personnel are responsible for notifying affected properties and individuals by any means possible, including but not limited to activation of the Emergency Alert System, the citizen notification system, or door-to-door notification.

Dam owners and operators will use appropriate and effective means to monitor the safety and integrity of their dams and appurtenances. Additional visual inspections may be required during meteorological conditions that may affect the dam.

7. Concept of Operations

Dam owners are responsible for the proper design, construction, operation, maintenance, and safety of their dams. They are also responsible for reporting abnormal conditions of the dam to 1) their regulating agency as required and 2) to the E911 dispatcher, who will contact the Director of Emergency Management and/or Emergency Management Coordinator. Evacuation may be recommended by the dam owners based on their best assessment of the situation. If there is a Condition B situation, it is expected that the dam owners will report current information to their local jurisdiction's Emergency Management/Services office.

Owners of Virginia DCR-regulated dams that exceed 25 feet in height or impound more than 50 acre-feet (100 acre feet for agricultural purposes) of water must develop and maintain an Emergency Action Plan (EAP). This EAP must include an effective and current method of notifying and warning individuals downstream and of notifying local authorities in the event of impending failure of the dam. An EAP is one of three items required prior to issuance of an Operation and Maintenance Certificate by the Virginia Department of Conservation and Recreation and the State Water Control Board. In addition to the Virginia Department of Conservation and Recreation, a copy must be provided to the Director of Emergency Management of their local jurisdiction and VDEM.

The local Sheriff's Office or Police Department will provide warning and evacuation notices to the affected public with citizen notification system or all effective means if a dam emergency or failure is determined. If appropriate, it will be recommended that the Governor declare a state of emergency.

8. Emergency Management Actions:

8.1 Preparedness

a. Dam Owners

- ☐ Operate and maintain the dam to assure the continued integrity of the structures and appurtenances.
- ☐ Develop and maintain an effective Emergency Action Plan for warning and evacuating the public in the event of dam failure.
- ☐ Comply with the FERC License requirements or obtain an Operation and Maintenance Certificate from the Virginia Department of Conservation and Recreation.

b. Government

- ☐ Develop and maintain compatible procedures to warn and evacuate the public in the event of a dam emergency or failure.

8.2 Response

a. Non-Failure Event or Stage I Conditions

- ☐ Alert on-duty emergency response personnel and monitor the situation in coordination with the dam operator.

b. Condition B or Stage II

- ☐ Alert on-duty emergency personnel.
- ☐ Notify public of possible dam failure if warranted by situation.
- ☐ Review warning and evacuation plans.
- ☐ Place off-duty emergency response personnel on alert.

c. Mobilization Phase – Condition A or Stage III

- ☐ Activate Emergency Command Center (staffing as appropriate).
- ☐ Notify VEOC.
- ☐ Alert emergency response personnel to standby status.
- ☐ Begin record keeping of all incurred expenses.

d. Response Phase – Condition A or Stage III

- ☐ Order immediate evacuation of residents in expected inundation areas.
- ☐ Sound warning through use of sirens, horns, vehicles with loudspeakers, Emergency Broadcast System, telephone calls, and door-to-door notification to evacuate individuals out of the area immediately or to high ground in area or later rescue.
- ☐ Call in all emergency response personnel to provide help required to protect lives and property.
- ☐ Follow established procedures within designated functional areas specified in this plan.

8.3 Recovery

- ☐ Provide assistance to disaster victims.
- ☐ Coordinate clean-up of debris and restoration of essential services.
- ☐ Begin implementation of recovery procedures.
- ☐ Review emergency procedures used and revise, if necessary, to ensure lessons learned are applied in future disasters.
- ☐ Determine what mitigation measures, if any, should be initiated or improved (zoning, design of dams, etc.).

9. Authorities:

In addition to those listed in the Basic Plan:

- The Virginia Dam Safety Act, Article 2, Chapter 6, Title 10.1 (10.1-604 *et seq*) of the Code of Virginia and Dam Safety Impounding Structure Regulations (Dam Safety Regulations), established and published by the Virginia Soil and Water Conservation Board (VSWCB). Virginia's Dam Safety Regulations were last updated on March 23, 2016.

- Federal Energy Regulatory Commission, Authority: Dept. of Energy Organization Act, 42 U.S.C. 7101-7352; E.O. 12009, 3 CFR 142 (1978); Administrative Procedure Act, 5 U.S.C. Ch. 5.

APPENDIX A TO HAZARD SPECIFIC ANNEX #2 - DAM SAFETY
DAM CLASSIFICATIONS AND EMERGENCY STAGES

Dam Classifications

Dams are classified, as the degree of hazard potential they impose should the structure fail completely. This hazard classification has no correlation to the structural integrity or probability of failure.

Low Hazard – No loss of human life expected; minimal economic loss.

Significant Hazard – Possible loss of human life; appreciable economic loss.

High Hazard – Probable loss of human life; excessive economic loss.

Virginia regulated dams which exceed 25 feet in height **and** impound more than 50 acre feet in volume, or 100 acre feet if for agricultural purposes, are required to obtain an Operation and Maintenance Certificate which includes the development of an emergency action plan administered by the Department of Conservation and Recreation.

Emergency Descriptions

When abnormal conditions impact on a dam, such as flooding or minor damage to the dam, the dam owner should initiate specific actions that will result in increased readiness to respond to a potential dam emergency or failure. The following stages identify actions and response times which may be appropriate.

Emergency Stages

Stage I - Slowly developing conditions; five days or more may be available for response. Owner should increase frequency of observations and take appropriate readiness actions.

Stage II - Rapidly developing conditions; overtopping is possible. One to five days may be available for response. Increase readiness measures. Notify local Coordinator of conditions and keep him informed.

Stage III - Failure is imminent, has occurred, or already in flood condition; overtopping is probable. Only minutes may be available for response. Evacuation recommended.

HAZARD-SPECIFIC ANNEX #3 - RESOURCE SHORTAGE

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services
- Local Sheriff's Office/Police Departments

2. Support Agencies and Organizations:

- Virginia Department of Emergency Management
- Other private industry/local agency partners as applicable
- Various Human Service and Disaster Relief Agencies and Organizations

3. Purpose:

This hazard-specific annex (H-SA #3) is to minimize the impact of a severe resource shortage.

4. Scope and Applicability:

For the purposes of this annex, "Severe Resource Shortage" refers, but is not limited to the depletion of critical resources such as electrical power, fuel, heating fuels in winter, potable water, food, medical care and supplies, and transportation resources.

5. Policies:

5.1 All agencies assigned responsibilities within this annex will develop and maintain the necessary plans, SOPs, mutual aid agreements and model contracts to successfully accomplish their tasks.

5.2 The primary responsibility for resource management when responding to local emergencies rests with the local government. If local resources have been fully committed to an incident and additional assistance is required, a local government may request assistance through the State Level Commodity Managers.

6. Organizational Structure:

The Director of Emergency Management and/or the Coordinator or Emergency Management/Services may coordinate the local government response in the event of a critical resource shortage. Conservation measures in the event of fuel or other resource

shortages are likely to be directed by the State. State-level "Commodity Managers" have been designated for each type of resource (see Appendix A). The Department of Social Services and/or the American Red Cross may or may not coordinate emergency assistance to individuals.

7. Concept of Operations

A resource shortage can affect the economic well-being of the area by increasing unemployment, reducing farm or industrial production, or adversely affecting travel and tourism. Shortages can also impose physical and economic hardship on private citizens, particularly those on low or fixed incomes and the elderly.

The Emergency Management Director and Emergency Management/Services Coordinator should analyze the local situation and determine the potential impact of specific resource shortages. A temporary loss of electric power or heating fuel during extremely cold weather could displace or endanger families and individuals, who must be provided with lodging and care. People may need transportation to the lodging and care facility.

The public should be kept informed concerning any resource shortage and how to obtain assistance.

Problems pertaining to a specific source will be referred to the Resource Commodity Manager. Problems relating to individual assistance will be referred to the various local human service and disaster relief agencies and organizations. The names of individuals in need of crisis counseling will be referred to the local Mental Health Community Services Board Staff. All other problems that are beyond the local government's capability to resolve will be referred to the State Department of Emergency Management.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Monitor the status of all essential resources to anticipate shortages. Maintain liaison with fuel distributors, local utility representatives, and major suppliers.
- ☐ Identify, quantify, and prioritize the supply of fuel and other resources needed to maintain essential services.
- ☐ Review and update procedures for providing resource and financial aid to individuals based on the specific shortage types, including procedures for local fuel distributors to serve customers referred by local government.

8.2. Response

- ☐ Notify the State Commodity Manager of the local situation and request assistance in obtaining additional supplies or relief as needed.
- ☐ Implement local conservation measures and emergency management programs as needed and directed by the State Commodity Manager or the State EOC.
- ☐ Allocate available resources to assure the maintenance of essential services.
- ☐ Keep the public fully informed of the shortage extent, conservation needs, and location/availability of emergency assistance. Supplement state-level broadcasts with local communications, as needed.
- ☐ Implement procedures for determining need and for distribution of aid (monetary or commodity).
- ☐ Provide emergency assistance to individuals, as required. Assist citizens having difficulty in obtaining scarce essential resources by referring them to local agencies, which may have available supplies.
- ☐ Consider opening an Individual Emergency Assistance Center to help those unable to otherwise obtain essential services.
- ☐ Consider declaring a local emergency. Petition the Governor to declare an emergency when the shortage severity exceeds local response capacity.
- ☐ Maintain a record of all expenditures for the duration of the emergency.

8.3 Recovery

- ☐ Continue monitoring resource availability and provide assistance as required to restore normal operations.

9. Roles and Responsibilities:

9.1 Augusta County, Staunton, and Waynesboro

- Share information regarding resource needs and availability to first responders, with other adjacent local jurisdictions, to state and federal agencies, to the media, and to the citizens of the Region.
- Assist with restoration of vital resource supplies.
- Coordinate with resource suppliers, users, support agencies, and the State Commodity Managers in conducting Emergency Management Actions.
- Control and ration critical resources as required.

9.2 State Commodity Managers

- Respond to local government requests for assistance to address specific resource shortages.

9.3 Various Human Service and Disaster Relief Agencies and Organizations, other VOAD members, and other private industry/local agency partners as applicable

- Respond to individual assistance needs.

10. Authorities:

In addition to those listed in the Basic Plan:

Code of Virginia, Chapter 17, Commonwealth of Virginia, State Operation of Public Utilities.

APPENDIX A TO HAZARD-SPECIFIC ANNEX #3 - RESOURCE SHORTAGE

STATE-LEVEL COMMODITY MANAGERS

Commodity	Manager	Telephone
Natural Gas	State Corporation Commission - Division of Energy Regulation	(804) 371-9611
Electric Power	State Corporation Commission - Division of Energy Regulation	(804) 371-9611
Petroleum Products	Department of Emergency Management	(804) 674-2400
Solid Fuels	Department of Emergency Management	(804) 674-2400
Potable Water	Department of Health (Lexington Office)	(540) 463-7136
Health and Medical	Department of Health	(804) 888-9100
Food	Department of Agriculture and Consumer Services	(804) 786-3501

After business hours, call the Virginia Emergency Operations Center for all Commodity Managers. Phone: (804)674-2400 or enter request for resources in WebEOC.

HAZARD-SPECIFIC ANNEX #4 - WATER SUPPLY EMERGENCIES

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Augusta County Service Authority
- Staunton Department of Public Works
- Waynesboro Department of Public Works
- Local Emergency Management Departments

2. Support Agencies and Organizations:

- Virginia Department of Health – Central Shenandoah Health District
- Virginia Department of Health – Office of Drinking Water
- Virginia Department of Emergency Management
- Local Sheriff's Office/Police Departments
- Local Fire/EMS/Rescue Departments
- Other private industry/local agency partners as applicable

3. Purpose:

This hazard specific annex (H-SA #4) outlines procedures to protect the public health and safety in the event of a water supply emergency.

4. Scope and Applicability:

The Augusta County Service Authority provides water to the residents of Augusta County. Water is provided to the residents of Staunton and Waynesboro through their Public Works Departments.

Water supply emergencies have an acute negative impact on the health and economic well-being of any community. In a water supply emergency situation, the public would have to be notified immediately to mitigate the impact of the situation.

A water supply emergency could result from a variety of incidents. These include, but are not limited to:

- Severe droughts
- Regional power outage
- Earthquake
- Water supply outage
- Intentional or unintentional contamination of water supplies

5. Policies:

5.1 All agencies assigned responsibilities within this annex will develop and maintain the necessary plans, Standard Operating Procedures (SOPs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

5.2 Water purveyors will strive to prevent water shortages and water contamination through planning and mitigation efforts.

5.3 At the request of the water purveyors, the County/Cities will notify the public whenever the water supply is interrupted or contaminated. Communications with the public will receive priority resources.

5.4 The water purveyors will supply information to the County/Cities to disseminate to the citizens consistent, timely information providing accurate guidance during such an incident.

5.5 It may be necessary to open water distribution centers or local shelter(s) during such an incident to meet the life sustaining needs of citizens.

6. Organizational Structure:

The Augusta County Service Authority and the Staunton and Waynesboro Public Works Departments oversee and maintain the public water systems. The Service Authority and Public Works Departments, in cooperation with VDEM, VDH, and the local Emergency Management/Services Departments will develop and maintain emergency response procedures for potential water shortages and/or contamination of any system.

The Virginia Department of Health – Office of Drinking Water is committed to protecting public health by ensuring that all people in Virginia have access to an adequate supply of safe drinking water. They accomplish this by enforcing regulations and providing technical and financial resources to address such incidents.

Should a water supply emergency occur, the Emergency Operations Center may be activated in order to provide direction and control, procurement of needed resources, dissemination and procurement of emergency information, and coordination of response and recovery agencies.

7. Concept of Operations:

In the event of water supply emergency, the staff of the water suppliers or distributers would make an initial assessment of the extent of the problem and the potential impact on the public. With water contamination, the Virginia Health Department would be notified of the type of water supply emergency. The impacted public would be notified promptly and provided with proper guidance until the problem was mitigated. Coordination with and assistance from other local, state, and federal agencies, as well as

private entities, may be necessary to address the problem effectively and ensure the continuation of essential services during the process. Liaison with private organizations, nursing homes, major industrial users, hospitals, dialysis clinics, etc., must be maintained to ensure their cooperation and allow them to implement their contingency plans.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Develop measures to prevent or limit water supply emergencies.
- ☐ Develop and update contingency plans and procedures to provide potable water to the public in the event of water supply emergencies. Local water purveyors will maintain a list of local water/bottled water suppliers.
- ☐ Maintain liaison with firms and agencies that have spare equipment, personnel, and expertise that could be used in addressing water supply problems and ensuring essential services can be maintained.

8.2. Response

- ☐ Notify and maintain liaison with appropriate local, state, and federal agencies.
- ☐ Notify the public of the water supply emergency situation, emphasizing the importance of avoiding contaminated water use and providing guidance on the availability and location of potable water, using steps and procedures outlined in Virginia Health Department Regulations.
- ☐ Implement appropriate conservation measures and emergency management programs as directed by local plans, the State Water Control Board, the Virginia Department of Environmental Quality (DEQ), and the Virginia Department of Health (VDH).
- ☐ Allocate available resources to assure the maintenance of essential services.
- ☐ Consider declaring a local emergency. Petition the Governor to declare an emergency when the situation severity exceeds local response capacity.
- ☐ Maintain a record keeping of all expenditures for the duration of the emergency.

8.3 Recovery

- ☐ Continue monitoring water quality and provide assistance as required to restore normal water supply operations.

9. Roles and Responsibilities:

9.1 Augusta County, Staunton, and Waynesboro

- Monitor and assess potential water supply emergencies.
- Notify the Virginia Department of Health, and other state, local, and federal agencies as needed, of the situation.
- Take necessary steps to protect the public health and safety in the event of a water supply emergency.
- Keep the public fully informed and provide appropriate guidance.
- Liaison with organizations dependent on the water supply to provide essential services.
- Assist water purveyors with logistical needs.

9.2 Private Water Companies

- Coordinate with each other to provide support.
- Take steps to provide water/bottled water in the event of a water supply emergency.

9.3 Virginia Health Department

- Provide technical and financial support.

9.4 Virginia Department of Emergency Management

- Assist with provision and distribution of alternative source water (e.g. bottled water).

9.5 Other Support Agencies

- Assist with logistics management as needed.

9.6 Other private industry/local agency partners

- Coordinate with the water purveyors to identify critical service needs.

HAZARD-SPECIFIC ANNEX #5 - SEVERE WEATHER

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services

2. Support Agencies and Organizations:

- Local Sheriff's Office/Police Department(s)
- Local Fire Department(s)
- Virginia Department of Emergency Management
- Virginia Department of Transportation
- National Weather Service

3. Purpose:

This hazard-specific annex (H-SA #6) assigns tasks and responsibilities and identifies procedures for severe weather emergencies. Severe weather includes, but is not limited to, heat waves, blizzards, ice storms, flooding, tornadoes, severe thunderstorms, derechos, tropical storms, and hurricanes.

4. Scope and Applicability:

H-SA #6 outlines preparedness, response, and recovery actions for forecasted severe weather emergencies, emphasizing personal safety and the protection of property, critical facilities, and infrastructure.

5. Policies:

5.1 The Director of Emergency Management, or his/her designee, shall offer general guidance in the response to severe weather events.

5.2 The County/Cities response to a severe weather event will be coordinated and directed by the Emergency Management/Services Coordinator.

5.3 The National Weather Service will activate the Emergency Alert System (EAS) to broadcast warnings of imminent or occurring severe weather.

5.4 If severe weather causes injuries or damage beyond local capabilities, assistance will be sought from adjoining jurisdictions, and/or available state or federal agencies and departments.

5.5 The three jurisdictions shall make provisions to include special needs groups, such as persons with hearing and/or vision impairments, and institutions, such as residential nursing facilities, in severe weather warnings.

5.6 All severe weather-related incidents will be managed using the Incident Command System.

6. Concept of Operations

The Emergency Management/Services Coordinator will develop and maintain Standard Operating Procedures (SOPs) during a severe weather incident. The County/Cities will receive warnings of severe weather situations through the National Weather Service, the EAS, or the Virginia Emergency Operations Center (VEOC).

When the Emergency Communications Center (ECC) receives warnings of imminent or occurring severe weather, direct notifications should be made to:

- Director(s) of Emergency Management/Services
- Coordinator(s) of Emergency Management/Services
- Sheriff's Office/Police Department(s)
- Fire Chiefs
- School Superintendents

Notification will be made by telephone/cell phone, radio, paper, or any other means available. The Coordinator of Emergency Management/Services will determine if a warning to the public needs to be issued. If warranted, the Public Information Officer (PIO) will issue it directly to the media.

7. Emergency Management Actions:

7.1 Preparedness

- ☐ Develop and maintain plans and procedures for severe weather conditions, including recall procedures for Emergency Operations Center staff.
- ☐ Designate shelters and measure their capacity, parking, cooking facilities, generator coverage, restroom facilities, and heating systems.
- ☐ Develop and maintain a phased Emergency Operations Center activation system.
- ☐ Monitor weather advisories.
- ☐ Test primary and alternate communications.
- ☐ Identify vehicles and equipment that should be protected or relocated.

7.2 Response

- ☐ Alert emergency response personnel.
- ☐ Begin record keeping of all disaster-related incurred expenses.
- ☐ Advise the public through the office of the PIO.
- ☐ Direct the evacuation of threatened areas as necessary, coordinating with on-scene commanders and providing back-up communications as needed.
- ☐ Designate, open, publicize shelter locations and establish 12-hour shifts (8-hour shifts after 48 hours).
- ☐ Declare a local emergency, as deemed necessary.
- ☐ Report situation and support requirements to VEOC.

7.3 Recovery

- ☐ Restore facilities and services.
- ☐ Clear debris and re-establish utilities, as conditions allow.
- ☐ Assess damages.
- ☐ Provide assistance to disaster victims.
- ☐ Request post-disaster assistance, as appropriate.

8. Roles and Responsibilities:

8.1 Emergency Management/Services Coordinator

- Recommend Emergency Operations Center activation and coordinate with school and disaster relief agencies to select and recommend shelter activation to the Director of Emergency Management.
- Serve as the liaison with state, federal, and other external support.
- Coordinate media releases with the Public Information Officer.
- Coordinate shelter openings with schools, shelter staff, local media, and disaster relief agencies and organizations.
- Recommend emergency declarations to the County Administrator/City Managers.

8.2 Local Sheriff's Office/Police Departments

- Provide patrols and access control in evacuated or critical areas.
- Assist with four-wheel drive transportation of shelter staff when resources allow.
- Provide personnel to direct traffic and man control points.
- Assist with posting signs or markers to control restricted traffic.
- Establish a pass system for entry and exit of secured area(s).

- Provide security of critical facilities and supplies when resources allow.
- Implement the evacuation of threatened areas.
- Conduct search and rescue operations.
- Assist with identification of the dead.
- Provide representatives to a phased activation of the Emergency Operations Center as needed.

8.3 Fire Departments

- Assist the Sheriff's Office/Police Department with warning and alerting, evacuation, search and rescue, and communications when not otherwise engaged.
- Provide representatives to a phased activation of the Emergency Operations Center as needed.
- Assist with residential access in situations of severe weather and road conditions to the extent that available resources allow.

8.4 Emergency Medical Services

- Assist the Sheriff's Office/Police Department with warning and alerting, evacuation, and search and rescue when not otherwise engaged.
- Provide representatives to a phased activation of the Emergency Operations Center as needed.
- Provide an EMT at designated shelters in those situations where there is a shortage of nurses, the EMS mission will allow, and there are sufficient EMT volunteers to meet the need.

8.5 Emergency Communications Center

- Notify all emergency response personnel as severe weather approaches and of significant changes.

8.6 Virginia Health Department – Central Shenandoah Health District

- Provide a nurse in each opened shelter with 12-hour shifts for the first 48 hours, then 8-hour shifts.
- Provide representatives to a phased activation of the Emergency Operations Center as needed.

8.7 Human Service and Disaster Relief Agencies and Organizations

- Train shelter managers and provide representation in each opened shelter to liaison with the three jurisdictions.
- Plan for a 12-hour shift change for the first 48 hours and 8-hour shifts thereafter.
- Provide representatives to a phased activation of the Emergency Operations Center as needed.
- Provide shelter for the first few families displaced in any emergency at local motels and hotels.
- Provide food, bedding, and other support to shelters within their capability and charter, coordinating with school cafeterias as available.
- Certify shelters identified by the County and provide liability protection once a shelter is officially opened to Red Cross standards.
- Maintain shelter kits and deliver them to shelters, as needed.
- Provide trained shelter staff to the County/Cities, as available.

8.8 School Systems

- Provide primary shelters for evacuees.
- Provide representatives to a phased activation of the Emergency Operations Center, as needed.
- Open shelters at the County/Cities' request, activate heating or air conditioning systems as necessary, provide food service personnel as requested, and provide a representative with 12-hour shifts for the first 48 hours, then 8-hour shifts.

8.9 Power Utilities

- Provide Emergency Operations Center staff with power outage data as requested.
- Prioritize power restoration to emergency response and shelter facilities to the best of their ability.

8.10 Virginia Department of Transportation

- Prioritize road clearings to emergency responder and shelter facilities and other necessary locations to the best of their ability.
- Provide Emergency Operations Center staff with road conditions, as requested.
- Provide representatives to a phased activation of the Emergency Operations Center, as needed.

HAZARD-SPECIFIC ANNEX #6 - FLOODING/FLASH FLOODING

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services

2. Support Agencies and Organizations:

- Local Sheriff's Office/Police Department(s)
- Local Fire Department(s)
- Virginia Department of Emergency Management
- Virginia Department of Transportation
- National Weather Service

3. Purpose:

This hazard-specific annex (H-SA #7) assigns tasks and responsibilities and identifies procedures for a severe flooding/flash flooding event.

4. Scope and Applicability:

H-SA #7 outlines the preparedness, response, and recovery actions for forecasted flooding/flash flooding emergencies, emphasizing personal safety and the protection of property, critical facilities, and infrastructure.

5. Policies:

5.1 The Code of Virginia §44-146.17 authorizes the Governor to compel evacuation of all or part of the populace from any stricken or threatened area if this action is deemed necessary for the preservation of life.

5.2 Mitigation is the first defense against flooding/flash flooding. The three jurisdictions will remain in good standing in the National Flood Insurance Program (NFIP) and when feasible, participate in opportunities to mitigate structures in vulnerable, flood-prone areas.

5.3 The Director of Emergency Management, or his/her designee, shall offer general guidance in response to flooding/flash flooding events and make decisions regarding disseminating of warnings and opening shelters in the event of imminent or impending flooding/flash flooding.

5.4 The Emergency Management/Services Coordinators will coordinate and direct response to flooding events.

5.5 The National Weather Service will activate the Emergency Alert System (EAS) to broadcast warnings of imminent or occurring severe weather that has the potential to cause flooding/flash flooding or when flooding/flash flooding is occurring.

5.6 If flooding/flash flooding causes injuries or damage beyond local capabilities, assistance will be sought from adjoining jurisdictions, and/or available state or federal agencies and departments.

5.7 The three jurisdictions shall make provisions to include special needs groups, such as individuals with hearing and/or vision impairments, and institutions, such as residential nursing facilities, in flooding/flash flooding warnings.

5.8 All flooding/flash flooding related incidents will be managed using the Incident Command System.

5.9 The Director of Emergency Management and/or their designee will authorize reentry of evacuated areas.

6. Concept of Operations:

The Emergency Management/Services Coordinator will develop and maintain Standard Operating Procedures (SOPs) for a flooding/flash flooding incident. The County/Cities will receive warnings of flooding/flash flooding situations through the National Weather Service, the EAS, or the Virginia Emergency Operations Center (VEOC).

When the Emergency Communications Center (ECC) receives warnings of imminent or occurring severe weather, direct notifications should be made to:

- Director(s) of Emergency Management/Services
- Coordinator(s) of Emergency Management/Services
- Sheriff's Office/Police Department(s)
- Fire Chiefs
- School Superintendents

Notification will be made by telephone/cell phone, radio, paper, or any other means available. The Coordinator of Emergency Management/Services will determine if a warning to the public needs to be issued. If warranted, the Public Information Officer (PIO) will issue it directly to the media.

7. Emergency Management Actions:

7.1 Preparedness

- ☐ Develop and maintain plans and procedures for flooding/flash flooding conditions and designate areas to be evacuated.
- ☐ Designate shelters and measure their capacity, parking, cooking facilities, generator coverage, restroom facilities, and heating systems.
- ☐ Develop and maintain a phased Emergency Operations Center (EOC) activation system.
- ☐ Identify and maintain recall procedures for EOC staff.
- ☐ Identify needed flood mitigation measures, encourage and facilitate their implementation.
- ☐ Test primary and alternate communications.
- ☐ Monitor weather advisories and weather behavior.
- ☐ Establish record keeping procedures for all incurred expenses.
- ☐ Monitor weather advisories and weather behavior.

7.2 Response

- ☐ Alert emergency response personnel.
- ☐ Begin record keeping of all disaster-related incurred expenses.
- ☐ Advise the public through the office of the PIO.
- ☐ Direct the evacuation of threatened areas as necessary, coordinating with on-scene commanders and providing back-up communications as needed.
- ☐ Designate, open, publicize shelter locations and establish 12-hour shifts (8-hour shifts after 48 hours).
- ☐ Declare a local emergency, as deemed necessary.
- ☐ Report situation and support requirements to VEOC.
- ☐ Activate search and rescue teams, as needed.
- ☐ Direct utilities to be shut off in evacuated areas, as needed.
- ☐ Establish traffic control for evacuated areas, as needed.
- ☐ Direct the testing of drinking water for purity in flooded areas, as needed.
- ☐ Evaluate the situation and direct protective actions as required.

7.3 Recovery

- ☐ Restore facilities and services.
- ☐ Clear debris and re-establish utilities, as conditions allow.
- ☐ Assess damages.
- ☐ Provide assistance to disaster victims.
- ☐ Drain flooded areas as appropriate.
- ☐ Request post-disaster assistance, as appropriate.

8. Roles and Responsibilities:

8.1 Emergency Management/Services Coordinator

- Recommend Emergency Operations Center activation and coordinate with school and disaster relief agencies to select and recommend shelter activation to the Director of Emergency Management.
- Liaison with state, federal, and other officials providing external support.
- Coordinate media releases with the Public Information Officer.
- Coordinate shelter openings with schools, shelter staff, local media, and various human service and disaster relief agencies and organizations.
- Recommend emergency declarations to the County Administrator/City Manager.

8.2 Sheriff's Office/Police Departments

- Provide patrols and access control in evacuated or critical areas.
- Assist with four-wheel drive transportation of shelter staff when resources will allow.
- Provide personnel to direct traffic and man control points.
- Assist with posting signs or markers to control restricted traffic.
- Establish a pass system for entry and exit of a secured area(s).
- Provide security of critical facilities and supplies if and when resources will allow.
- Implement the evacuation of threatened areas.
- Conduct search and rescue operations.
- Assist with identification of the dead.
- Provide representatives to a phased activation of the Emergency Operations Center as needed.

8.3 Fire Departments

- Assist the Sheriff's Office/Police Department with warning and alerting, evacuation, search and rescue, and communications when not otherwise engaged.
- Provide representatives to a phased activation of the Emergency Operations Center as needed.
- Assist with residential access in situations of severe weather and road conditions to the extent that available resources allow.

8.4 Emergency Medical Services

- Assist the Sheriff's Office/Police Department with warning and alerting, evacuation, and search and rescue when not otherwise engaged.
- Provide representatives to a phased activation of the Emergency Operations Center as needed.
- Provide an EMT at designated shelters in those situations where there is a shortage of nurses, the EMS mission will allow, and there are sufficient EMT volunteers to meet the need.

8.5 Emergency Communications Center

- Notify all emergency response personnel about severe weather that may cause flooding/flash flooding approaches and significant changes.

8.6 Health Department – Central Shenandoah Health District

- Provide a nurse in each open shelter with 12-hour shifts for the first 48 hours, then 8-hour shifts.
- Provide representatives to a phased activation of the Emergency Operations Center as needed.

8.7 Various Human Service and Disaster Relief Agencies and Organizations

- Train shelter managers and provide representation in each opened shelter to liaison with the three jurisdictions.
- Plan for a 12-hour shift change for the first 48 hours and 8-hour shifts thereafter.
- Provide representatives to a phased activation of the Emergency Operations Center as needed.
- Provide shelter for the first few families displaced in any emergency at local motels and hotels.

- Provide food, bedding, and other support to shelters within their capability and charter, coordinating with school cafeterias as available.
- Certify shelters identified by the County and provide liability protection once a shelter is officially opened to Red Cross standards.
- Maintain shelter kits and deliver them to shelters, as needed.
- Provide trained shelter staff to the County/City, as available.

8.8 School Systems

- Provide primary shelters for evacuees.
- Provide representatives to a phased activation of the Emergency Operations Center, as needed.
- Open shelters at the County/Cities' request, activate heating or air conditioning systems as necessary, provide food service personnel as requested, and provide a representative with 12-hour shifts for the first 48 hours, then 8-hour shifts.

8.9 Power Utilities

- Provide Emergency Operations Center staff with power outage data as requested.
- Prioritize power restoration to emergency response and shelter facilities to the best of their ability.

8.10 Virginia Department of Transportation

- Provide representatives to a phased activation of the Emergency Operations Center, as needed.
- Provide Emergency Operations Center staff with road conditions, as requested.
- Prioritize road clearings to emergency responder and shelter facilities and other necessary locations to the best of their ability.

HAZARD-SPECIFIC ANNEX #7 - EARTHQUAKES

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services

2. Support Agencies and Organizations:

- Local Sheriff's Office/Police Department(s)
- Local Fire Department(s)
- Virginia Department of Emergency Management
- Virginia Emergency Response Team

3. Purpose:

This hazard-specific annex (H-SA #8) establishes a coordinated, multi-department, multi-jurisdictional response to an earthquake. It applies to all Departments/Agencies within the County and Cities and provides information to all partners that support or depend on the response of the three jurisdictions.

4. Scope and Applicability:

This annex addresses the challenges posed by an earthquake and associated aftershocks. An earthquake results from a sudden release of energy in the Earth's crust that creates seismic waves. Earthquakes are caused mostly by rupture of geological faults, but also by volcanic activity, landslides, mine blasts, and nuclear tests. An earthquake's point of initial rupture is called its focus or hypocenter. The epicenter refers to the point at ground level directly above the hypocenter.

Two zones in Virginia are more susceptible to earthquakes than others and can be identified by the rivers which follow those faults. The James River follows the Central Virginia Seismic Zone between Charlottesville and Richmond, while the New River follows the other zone from Radford to the West Virginia border. Virginia is classified as a "moderate" seismic risk and has a 10 – 20% chance to experience a 4.75 (Richter Scale) earthquake every century. Historical research has not shown any earthquakes having epicenters in the Central Shenandoah Region in the past 200 hundred years. Damage from earthquakes has been minor in the region, including shaking objects, broken windows, and toppling of poorly constructed chimneys.

5. Policies:

5.1 All agencies assigned responsibilities within this annex will develop and maintain the necessary plans, SOPs, mutual aid agreements and model contracts to successfully accomplish their tasks.

5.2 All policies included in ESFs and annexes referenced within H-SA #8 also apply.

6. Organizational Structure:

Augusta County, Staunton, and Waynesboro are primarily responsible for responding to an earthquake within their jurisdictions. The Director of Emergency Management or Emergency Management Coordinator will take the lead and activate the Emergency Operation Center (EOC) immediately following a major earthquake.

If it is apparent that the earthquake has caused major damage and has exceeded local capabilities for response, the County/Cities may request assistance from the Commonwealth. The Virginia Emergency Response Team (VERT) will coordinate the Commonwealth's response to the effects of an earthquake. Should requirements exceed the capability of local government, requests for State assistance may be forwarded to the VERT in accordance with standard protocols.

7. Concept of Operations:

Given that an earthquake is a no-notice event, it is critical to obtain situational awareness of the event so that the appropriate resources can be deployed into the affected areas. On duty personnel will be responsible for the first hours of the response. The initial response will be imperfect due to the many challenges that will follow an earthquake, and will be based primarily on citizen reports, windshield surveys, and possibly early media reports.

The initial response to an earthquake consists of supporting and coordinating life safety efforts; controlling fires; addressing hazardous materials releases; providing emergency medical care; ensuring access to hospitals; conducting rescues and evacuations; and maintaining public order. Damage to dams, water storage facilities, or large pipelines may require immediate response operations to address hazards. The initial concerns in the event of an earthquake include:

- Emergency Response (life safety, property protection, environmental protection)
- Situation Assessment and Damage Assessment
- Continuity of Government
- Communications

Aftershocks may generate additional incidents/emergencies, fatalities, injuries, and unsafe structures.

- Action should be taken to protect people that survived the initial earthquake from damage or loss due to aftershocks.
- Follow-up situation, critical facility, damage, human impact, and building safety assessments may need to be conducted following each aftershock.

8. Emergency Management Actions:

8.1 Preparedness

- ☐ Develop and maintain an emergency preparedness program.
- ☐ Develop and maintain a working knowledge of Commonwealth's hazard-specific annex for earthquake response.

8.2 Response

8.2.1 Emergency Communications Center

- ☐ Implement Emergency Management actions as described in ESF #2 – Communications.
- ☐ Calls for service will be prioritized as directed by internal department plan, procedures, or as directed.

8.2.2 Fire/Emergency Medical Services

- ☐ Implement Emergency Management actions as described in ESF #4 – Firefighting and ESF #9 – Search and Rescue.
- ☐ The Emergency Communications Center may discontinue dispatching and direct all units to account for their personnel, assess their stations for damage.
- ☐ While conducting their assessment, fire department personnel may have to bypass emergencies.

8.2.3 Law Enforcement

- ☐ Implement Emergency Management Actions as described in ESF #5 – Emergency Management.
- ☐ Sherriff's Department/Police Departments damage assessment will be provided to the Fire/EMS Departments as soon as possible.

☐ If communication systems are inoperable, units will coordinate at the department/agency level.

8.2.4 Public Works

☐ Implement Emergency Management actions as described in ESF #3 – Public Works and Engineering.

☐ Upon request, Public Works will provide equipment and personnel to support emergency operations, which may require delaying other Public Works missions.

8.2.5 Emergency Medical Services

☐ Implement Emergency Management actions as described in ESF #8 – Public Health and Medical Services.

8.2.6 Sheltering

☐ Implement Emergency Management actions as described in ESF #6 – Mass Care, Housing, and Human Services.

8.2.7 Resources

☐ Implement Emergency Management actions as described in H-SA #3 – Resource Shortage.

8.3 Recovery

☐ Implement Recovery phase activities described in ESF #5 – Emergency Management.

☐ Initiate and sustain procedures outlined in ESF #14 – Recovery and Mitigation.

9. Roles and Responsibilities:

9.1 Augusta County, Staunton, and Waynesboro

- Activate and convene emergency assets and capabilities.
- Provide primary operational control of the incident.
- Coordinate within the County/Cities, with other jurisdictions, with the Virginia Emergency Response Team, and with the Virginia Department of Emergency Management if additional assistance or resources are needed.

- Coordinate short- and long-term planning activities.
- Submit State requested reports and records.

9.2 Virginia Emergency Response Team

- Provide support to the County/Cities as requested.

9.3 Virginia Department of Emergency Management

- Assist with coordination of additional resources if requested by any of the three jurisdictions.
- Obtain the potential scope of the earthquake, including the magnitude, depth and location of the rupture, and shaking information from the Virginia Department of Mines, Minerals, and Energy, USGS, and Virginia Tech Seismological Observatory.

APPENDIX A TO HAZARD-SPECIFIC ANNEX #6 - EARTHQUAKES

CRITICAL INFORMATION FOR THE FIRST 24 HOURS

The following information should be collected as soon as reasonably possible to protect life and property:

- ☐ Number and locations of deaths and injuries
- ☐ Location and extent of secondary events, including aftershocks, fires, landslides, and hazardous materials events
- ☐ Requirements for major evacuations and estimated number of people displaced
- ☐ Location of severely damaged or collapsed structures
- ☐ Location and estimated number of people trapped in collapsed structures
- ☐ Status of communication systems, including:
  - ☐ Telephone and wireless systems (to include internet)
  - ☐ Public Safety Answering Points (PSAP) “911 center”
  - ☐ Radio and television (emergency public information access points)
- ☐ Damage to critical public buildings and other infrastructure, including:
  - ☐ Emergency Operation Centers
  - ☐ Police and fire facilities
  - ☐ Hospitals, shelters, and skilled nursing facilities
  - ☐ Bridges and tunnels
  - ☐ Schools
  - ☐ Jails
  - ☐ Public transportation networks.
  - ☐ Other facilities deemed to be critical infrastructure
- ☐ Status of and damage to major utility systems or infrastructure, including:
  - ☐ Water
  - ☐ Sewer
  - ☐ Power / Electrical (to include nuclear facilities)
  - ☐ Natural gas
- ☐ Critical resource shortfalls impacting public health and safety

HAZARD-SPECIFIC ANNEX #8 - PANDEMIC

1. Lead Individuals – Staunton, Waynesboro, and Augusta County:

- Directors of Emergency Management (County Administrator/City Managers)
- Coordinators of Emergency Management/Services
- Deputy Coordinators of Emergency Management/Services
- Virginia Department of Health – Central Shenandoah Health District

2. Support Agencies and Organizations:

- Local Sheriff's Office/Police Departments
- Local Fire and Rescue Departments
- Virginia Department of Emergency Management

3. Purpose:

This annex outlines the actions, role, and responsibilities of local government officials and public service authorities for a coordinated response to a disease outbreak . This includes but is not limited to communicable and non-communicable diseases, such as influenza and COVID-19. The guidelines contained in this annex are intended to provide non-medical direction during the preparedness, response, and recovery phases of a pandemic emergency.

4. Scope and Applicability:

Pandemic planning requires that people and entities not accustomed to responding to health crises understand the actions and priorities required to prepare for, respond to, and recover from these potential risks. This annex is intended to establish strategies and/or measures that may contain and control disease outbreaks; limit the number of illnesses and deaths, and minimize social disruption and economic losses. The following assumptions are made when preparing and executing plans in response to a pandemic incident:

- Pre-event planning is critical to ensure a prompt and effective response to a pandemic. A pandemic's spread can be rapid, often reoccurring (in multiple waves), and difficult to stop once it begins.

- Workforce absenteeism may rise significantly at the height of a given pandemic wave, meaningfully affecting critical services, infrastructure, supply chain pipelines, etc.

- All operations and services within the public and private sector may be compromised in varying degrees throughout the response and recovery phases; however, proper planning and adequate resources may sustain essential operations/services and mitigate the effects of the event across all sectors (e.g., government, education, health, commerce and trade, critical infrastructure, etc.).

- Although technical assistance and support will be available through the federal government prior to, during, and following the event period, it will be limited in contrast to other natural and man-made events that impact a specific geographic area in a more defined, shorter, and nonrecurring timeframe.

- A comprehensive and integrated strategy will require the involvement of all levels of government, the private sector, non-governmental organizations (NGO's), and citizens.

- At the state level, the Commonwealth of Virginia Emergency Operations Plan (COVEOP), which is in compliance with the National Response Framework (NRF) and the National Incident Management System (NIMS), provides the framework to coordinate response and recovery operations and associated support to address the consequences of a pandemic disease outbreak.

- Pandemic planning is inherent in continuity of operations and business planning initiatives in the public and private sectors. It focuses on implementing strategies and tools required to adapt to an environment where there is a reduced capacity to sustain essential operations, services, resource support, and critical infrastructure due to increased illness and death rates.

- The Commonwealth has secured a large inventory of antiviral drugs so as to be able to treat a significant portion of the affected population; these antivirals will be released once evidence suggests normal commercial supplies are inadequate or are reasonably expected to be depleted. There will be a significant and sustained increase in demand for medical services during each wave that will overwhelm the healthcare system and compromise the overall standard of care provided.

- Vaccines may be in limited quantities when made available, necessitating the need to develop and implement a distribution plan. VDH has developed a Pandemic Vaccine Distribution and Administration Plan for this purpose.

- Local and regional health infrastructure and associated resources will be quickly committed to providing the necessary treatment and supporting strategies to effectively respond to a potentially developing or actual event.

- Non-pharmaceutical interventions such as social distancing, if applied in a timely manner, will play a significant role in mitigating the impacts of the disease at the local and state level.

5. Pandemic Event Phases:

The Virginia Department of Health (VDH) is continuously monitoring the types, frequency, and character of outbreaks that are occurring in the international community, in coordination with its federal partners.

The World Health Organization (WHO) has developed and refined Pandemic Phases, which are illustrated in Figure 1 with the corresponding State and Federal response stages. These phases are intended to characterize the progression of transmission that may be experienced during the course of an event.

Sustained human-to-human transmission (Phase 6) will trigger the implementation of plans and mobilization of resources in an attempt to contain and mitigate the effects of the event on the world community.

The federal government developed stages associated with the WHO Global Pandemic Phases to facilitate federal agency planning process. Virginia will use the framework of the United States Government (USG) stages as they relate to the planning and coordination of response initiatives between the levels of government. It is important to understand, however, that the Federal government may not necessarily declare a USG stage concurrent with a WHO Phase, unless there is compelling need to do so. A WHO Phase declaration does not automatically result in a USG Phase declaration.

WHO PHASES	FEDERAL AND VIRGINIA GOVERNMENT RESPONSE STAGES
INTER-PANDEMIC PHASE	
1. No new influenza virus subtypes have been detected in humans. An influenza virus subtype that has caused human infection may be present in animals. If present in animals, the risk of human disease is considered low	0 New domestic animal outbreak in at-risk country
2. No new influenza virus subtypes have been detected in humans. However, a circulating animal influenza subtype poses a substantial risk of human disease.	
PANDEMIC ALERT PHASE	
3. Human infection(s) with a new subtype but no human-to-human spread or, at most, rare instances of spread to a close contact.	0 New domestic animal outbreak in at-risk country
4. Small cluster(s) with limited human-to-human transmission but spread is highly localized, suggesting that the virus is not well adapted to humans.	1 Suspected human outbreak overseas
5. Larger cluster(s) but human-to-human spread still localized, suggesting that the virus is becoming increasingly better adapted to humans, but may not yet be fully transmissible (substantial pandemic risk).	2 Confirmed human outbreak overseas
PANDEMIC PHASE	
6. Pandemic Phase: increased and sustained transmission in general population.	3 Widespread human outbreaks in multiple locations overseas. Declaration of Emergency will be considered. 4 First human case in North America 5 Spread throughout the United States 6 Recovery and preparation for subsequent waves

Figure 1 – WHO Global Pandemic Phases and corresponding State and Federal Response Stages.

6. Policies:

All agencies assigned responsibilities within this annex will develop and maintain the necessary plans, Standard Operating Procedures (SOPs)/Standard Operating Guidelines (SOGs), mutual aid agreements, and model contracts to successfully accomplish their tasks.

7. Organizational Structure:

Augusta County and the Cities of Staunton and Waynesboro Emergency Management, in coordination with the Central Shenandoah Health District will determine the need to declare a local emergency and implement this annex.

At the state level, the Virginia Emergency Response Team (VERT) and associated Emergency Support Functions (ESFs) will coordinate response operations via the Virginia Emergency Operations Center (VEOC). A pandemic event will require a comprehensive, coordinated, and sustained response over an extended period of time.

8. Concept of Operations:

Community Mitigation Strategies

Augusta County and the Cities of Staunton and Waynesboro in coordination with the Central Shenandoah Health District will determine the need to implement any of these initiatives.

Declaration of a State of Emergency

A declaration of a local emergency shall activate the Staunton-Augusta-Waynesboro Emergency Operations Plan. In order to mobilize the necessary resources to respond to a pandemic, the Governor will declare a State of Emergency through the issuance of an Executive Order. The projected impact of a pandemic on local and state government will necessitate a request for federal assistance. A State of Emergency will be considered when the State response stage reaches #3, or as determined by the Governor in consultation with the State Health Commissioner. While unlikely, an Executive Order could be issued or an existing order amended to mandate the closure of public and private facilities such as, but not limited to, schools and institutions of higher education.

External Affairs/Public Information

Dissemination and sharing of timely and accurate information with all stakeholders and the public will be one of the most important facets of the pandemic response. Advising the public on actions they can take to minimize their risk of exposure or actions to take if they have been exposed, will reduce the spread of the pandemic and may also serve to reduce panic and unnecessary demands on vital services. Clear, concise, consistent and timely public information is essential to a successful response effort. To this end, VDH may activate a Public Health Information Center (Call Center) and important information will be posted on the agency website. If necessary and the need exists, VDEM may choose to open the Public Information Center.

Augusta County and the Cities of Staunton and Waynesboro will coordinate the sharing of information among decision makers along with other agencies vital to mitigating the hazard, more specifically, all agencies listed under the "Roles and Responsibilities" as appropriate. This effort will follow the established processes of information sharing as outlined in ESF #15 – External Affairs.

Public Health Authorities

The State Health Commissioner and the Board of Health have the authority under the Code of Virginia to take the necessary actions to protect the public health. Under Virginia law and the Department of Health, the Health Commissioner and his/her local designee, the District Health Director, as quoted "shall take measures as may be necessary to prevent the spread of the disease or occurrence of additional cases" and to protect the public's health.

Virginia Department of Health

The Virginia Department of Health (VDH) will be the lead agency with regard to addressing all health and medical issues and needs related to the pandemic and providing the necessary guidance to responders, government agencies, businesses, and citizens throughout the Commonwealth.

Coordination of Response Operations

Pandemics require a comprehensive, coordinated, and sustained response over an extended period of time lasting 18-24 months. Local response operations may be coordinated from the Augusta County and the Cities of Staunton and Waynesboro Emergency Operations Centers, if appropriate. All requests for local or state resources from any entity must be submitted to the Augusta County and the Cities of Staunton and Waynesboro Emergency Operations Centers which will then follow the proper process of submission to the Virginia Emergency Operations Center. However, efforts to accomplish this using telecommunications/telework practices to minimize mass gatherings of responders and maximize social distancing should be implemented to help reduce infection.

Augusta County and the Cities of Staunton and Waynesboro Emergency Management and the Central Shenandoah Health Department are the primary agencies responsible for assisting the locality and coordinating with the Virginia Emergency Operation Center (VEOC) in the event of a Pandemic Outbreak. The three jurisdictions EOCs will facilitate and request resources, assistance, and points of contact(s) in response to immediate vaccine shortages, medical supplies, and equipment. It is also the responsibility of Augusta County and the Cities of Staunton and Waynesboro EOCs to implement the local emergency plans and mutual aid agreements.

In addition, the health department will coordinate the county-wide public health and emergency medical response and will activate its Health Department Operations Center (or equivalent) and request the activation of the Augusta County and the Cities of Staunton and Waynesboro EOCs when a unified response is necessary. The VEOC will assist the affected jurisdiction(s) and maintain overall direction and control over statewide emergency operations. When the locality has exhausted their resources, the local emergency manager will contact the VEOC for assistance. WebEOC and/or written requests can be faxed to the VEOC. VEOC will then coordinate to fulfill pandemic related requests (i.e. vaccinations, medical supplies and equipment, etc.).

9. Emergency Management Actions:

9.1 Preparedness

- ☐ Review and update plans and procedures.
- ☐ Develop and maintain plans and procedures to provide emergency services.

9.2 Stage 1 – Suspected Human Outbreak Overseas

- ☐ Develop, exercise, and refine the Continuity of Operations Plan's Pandemic Flu Annex and Communications Plan.
- ☐ Review resource inventories and sustainability of supply chains.

9.3 Stage 2 – Confirmed Human Outbreak Overseas

- ☐ Disseminate health guidance and updates, as necessary
- ☐ Review COOP Plan Flu Annex and Communications Plan
- ☐ Pre-deploy assets as appropriate

9.4 Stage 3 – Widespread Outbreaks Overseas

- ☐ Place essential personnel on recall
- ☐ Reach out to critical infrastructure and/or service providers
- ☐ Reinforce good hygiene practices and protective measures
- ☐ Advise public to reduce non-essential domestic travel once epidemic hits
- ☐ Maintain communication with state, federal and private partners
- ☐ Consider a declaration of emergency

9.5 Stage 4 – First Human-to-Human Case in North America

- ☐ Activate Pan Flu Annex of COOP Plan
- ☐ Limit non-essential domestic travel
- ☐ Maintain overall situation awareness
- ☐ Begin monitoring absenteeism/availability
- ☐ Implement protective measures
- ☐ Ensure availability of adequate resources to sustain critical services
- ☐ Continue to disseminate preparedness/prevention information/guidance
- ☐ Maintain communication with state, federal and private partners

9.6 Stage 5 – Spread Throughout U.S.

- ☐ Maintain overall situation awareness
- ☐ Limit non-essential domestic travel
- ☐ Monitor absenteeism/availability
- ☐ Continue protective measures
- ☐ Sustain essential services
- ☐ Continue to disseminate preparedness/prevention information/guidance
- ☐ Maintain communication with state, federal and private partners

9.7 Stage 6 – Recovery/Preparation for Subsequent Waves

- ☐ Assess impact on personnel/essential services
- ☐ Adjust plans based on lessons learned
- ☐ Replenish critical resources
- ☐ Prepare for subsequent waves

10. Roles and Responsibilities:

10.1 Augusta County and the Cities of Staunton and Waynesboro

- Prepare agency specific Continuity of Operations Plans (COOPs) that address the unique consequences of a pandemic.

- Identify and list emergency contact information for the Point of Contact and the lines of succession for all agencies that will respond to the pandemic. Include this information in local emergency plans.
- Determine the steps that will be taken to preserve continuity of critical government functions.
- Develop and maintain emergency pandemic response plans to include mutual aid agreements for resources in neighboring jurisdictions.
- Develop a communication strategy to communicate information to County officials and departments, public health partners, the public and other jurisdictions.
- Pre-identify and list potential long-term shelters.

10.2 Central Shenandoah Health District – Virginia Department of Health

- Develop the response, coordination, and decision-making structure for a pandemic that incorporates the combined social/health services and County/City response agencies.
- Define preparedness activities that should be taken into account before a pandemic occurs that will enhance the effectiveness of response measures.
- Provide training and education about a pandemic.
- Develop and disseminate recommendations on the use of diagnostic tests, antiviral drugs, and vaccines during a pandemic.
- Describe how the public will be notified to stay at home, receive medicine, and/or advisories, if necessary.
- Work with partner organizations to discuss and resolve clinical issues related to pandemic response.
- Designate and open shelters.
- Designate a Point of Distribution (POD)
- Health District will provide guidance for appropriate personal protective equipment to use.

10.3 Local School Systems

- Determine thresholds that will determine when to close schools and/or limit activities and functions.
- Identify the impacts absenteeism (students, faculty and staff) will have on operations.

- Develop strategies to sustain operations.
- Report the rates of absenteeism and operational impacts being experienced by the school system to that jurisdiction's Emergency Operations Center.

10.4 Local Sheriff's Office/Police Departments

- Provide security for the transportation and/or storage of vaccine, antivirals, and other medical supplies, as requested.
- Enforce orders of quarantine and isolation as allowed for under current laws, in the unlikely event these are implemented.
- Prevent and respond to civil disturbances associated with the pandemic.

JURISDICTION SPECIFIC ANNEX

AUGUSTA COUNTY

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AUGUSTA COUNTY
EOP DISTRIBUTION LIST

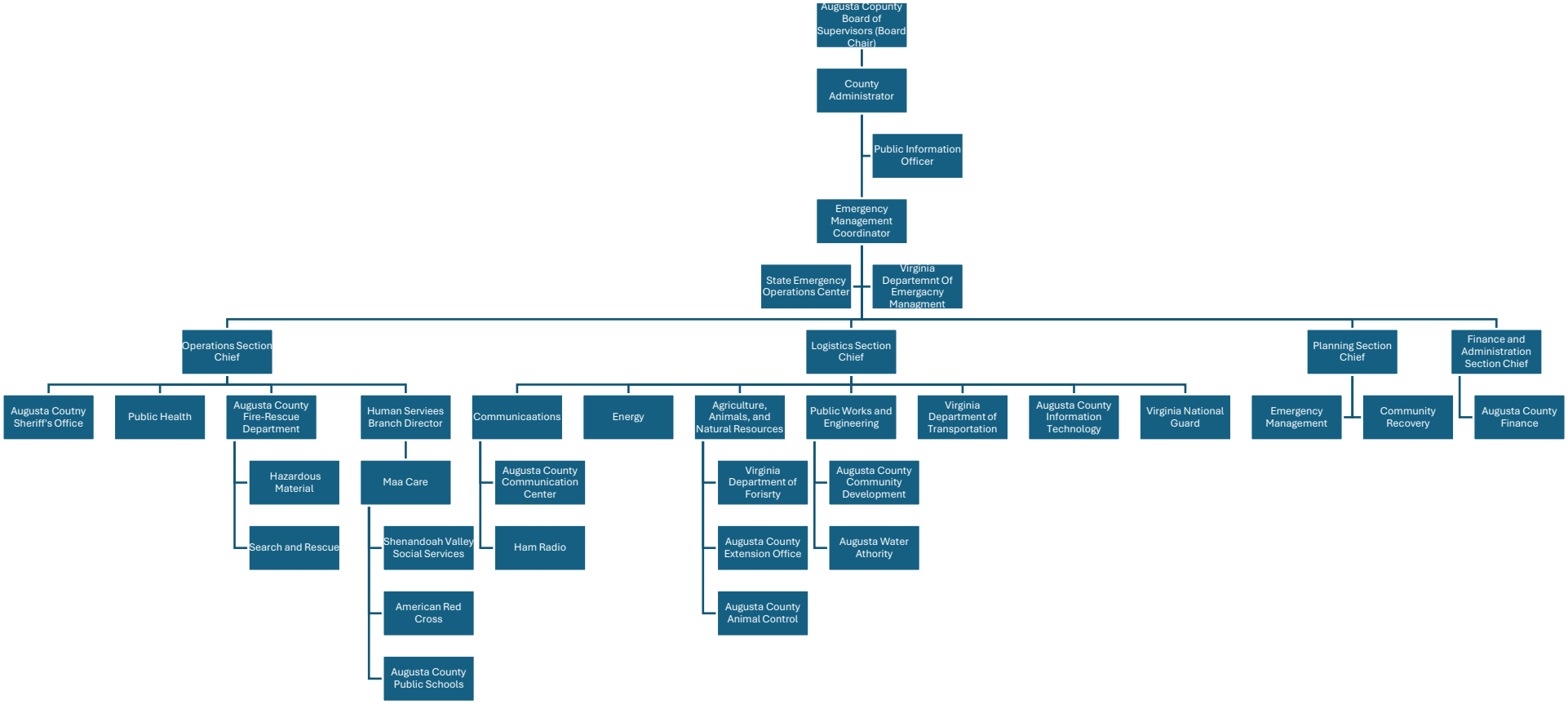
COUNTY FIRE AND RESCUE AGENCIES ORGANIZATIONS	Copies
Augusta County Fire Department (Company 10)	1
Churchville Fire and Rescue Department	1
Craigsville Fire Department	1
Craigsville-Augusta Springs First Aid Crew	1
Deerfield Fire and Rescue Department	1
Dooms Fire Department	1
Middlebrook Fire Department	1
Mt. Solon Fire and Rescue Department	1
New Hope Fire Department	1
Preston L. Yancey Fire Department	1
Riverheads Volunteer Fire Department, Inc.	1
Stuarts Draft Fire Department	1
Stuarts Draft Rescue Squad	1
Swoope Volunteer Fire Company	1
Verona Fire Department	1
Weyers Cave Fire Department	1
Wilson Volunteer Fire Company	1
FIRE AND RESCUE AGENCIES ORGANIZATIONS OUTSIDE THE COUNTY	
Bridgewater Fire Department	1
Bridgewater Rescue Squad	1
Fairfield Rescue Squad	1
Goshen Rescue Squad	1
Grottoes Fire Department	1
Raphine Fire Department	1
Walkers Creek Fire Department	1
Waynesboro First Aid Crew	1
Wintergreen Fire Department	1
Wintergreen Rescue Squad	1
SUPPORT AGENCIES	2
Amateur Radio	1
American Red Cross	1
August Water (Augusta County Service Authority)	By Request
BARC Electric Coop	By Request
Central Shenandoah Planning District Commission	1
Central Virginia Electric Coop	By Request
Dominion Energy	1

Eagle's Nest Airport	By Request
Shenandoah Regional Airport Public Safety	2
Shenandoah Valley Electric Coop	By Request
Society for the Prevention of Cruelty to Animals (SPCA)	1
VIRGINIA STATE AGENCIES	
Central Shenandoah EMS (New organization/left from CSEMS.	1
Central Shenandoah Health District	1
Northern Virginia Emergency Response System	1
Virginia Department of Emergency Management	1
Virginia Department of Forestry	1
Virginia Department of Transportation	1
Virginia National Guard	1
Virginia State Police	1
INSTITUTES OF HIGHER EDUCATION/EDUCATIONAL INSTITUTIONS	
Blue Ridge Community College	1
Mary Baldwin College	1
Virginia School for the Deaf and the Blind	1
Wilson Workforce Rehabilitation Center	1
HEALTH CARE FACILITIES	
Augusta Medical Center	1
Commonwealth Center for Children	1
Western State Hospital	1
COUNTY OF AUGUSTA	
Augusta County Administrator	1
Augusta County Animal Control	1
Augusta County Attorney	1
Augusta County Board of Supervisors	7
Augusta County Building Inspector	1
Augusta County Communications Center	2
Augusta County Community Development	1
Augusta County Emergency Operations Center	5
Augusta County Extension Office	1
Augusta County Finance Department	1
Augusta County Fire and Rescue	3
Augusta County Parks and Recreation	1
Augusta County School Board	3
Augusta County Service Authority	1
Augusta County Sheriff's Department	3

Department of Social Services	2
OTHERS	
City of Staunton Emergency Services Office(s)	See their list
City of Waynesboro Emergency Services Office(s)	See their list
Headwaters Soil and Water	1
Middle River Regional Jail	1

Augusta County wants all community stakeholders to have access to this important safety information. You have the right to request a copy of our Emergency Operations Plan at any time. This plan helps us prepare for, respond to, recover from, and mitigate against emergencies, keeping you and your property safe. This plan is accessible on the Augusta County website at www.co.augusta.va.us. Please contact the Augusta County Emergency Management office if you have any questions.

AUGUSTA COUNTY
EMERGENCY SERVICES ORGANIZATIONAL CHART



AUGUSTA COUNTY
MATRIX OF RESPONSIBILITIES

MATRIX OF RESPONSIBILITIES

P - Primary Responsibility S - Secondary Responsibility	Amateur Radio Emergency Service	American Red Cross	Animal Control	Attorney	Augusta County Extension Office	Augusta County Public School	Augusta Water Authority	Board of Supervisors	Building Inspector	Communications Center	Community Development	County Administration	Department of Transportation	Economic Development	Emergency Management	Emergency Operations Center	Facility Maintenance	Finance and Purchasing Department	Fire Department	Headwaters Soil and Water	Health Department	Hospital	Information Technology	Library	Parks and Recreation	Private Sector	Public Information	Ambulance Service	Sheriff's Department	Social Services	Utility Providers	Valley Community Services Board	Virginia Department of Emergency Management	Virginia Department of Environmental Quality	Virginia Department of Forestry	Voluntary Organizations Active in Disaster
Direction and Control				S				**P**		S		**P**			**P**				S								S	S							
Communications	S									**P**					S	**P**								S			S			S		S			
Damage Assessment					S				**P**		**P**	S			**P**				S									S				**P**			
Dam Management								S			S				S					**P**															
Debris Removal													**P**																	S					
Economic Stabilization				S				S			S	**P**		**P**				S																	
Emergency Operations Plan										S	S				**P**				S									S							
Emergency Medical Response																			S		S	S					**P**								
Evacuation															**P**				S								S	**P**							
Fire Response																			**P**								S							**P**	
Hazmat Response															S				**P**								S	S				**P**			
Health Services		S																			**P**	**P**					S				S				
Law Enforcement			**P**																									**P**							
Mass Feeding		S				S																							**P**						S
Medical Response																			S		S	S					**P**								
Mortuary Services																					**P**	S				S									
Public Information				S				S				S			S	S					S			S		**P**									
Purchasing												S						**P**																	
Radiological Response															S				**P**		S							S						S	
Reception and Care																					S	**P**													
Resource and Supply															P			**P**																	
Road/Street Maintenance													P				S																		
Search and Rescue															S				**P**								S	**P**				S			
Sheltering		**P**																			S			S	S				**P**						S
Traffic Control																			S									**P**							
Transportation						**P**																		S											
Utilities Services							**P**										S													**P**					
Water/Wastewater							**P**																												
Power																														**P**					
Natural Gas																														**P**					
Trash and Recycling							**P**										S													**P**					
Telephone/Fiber																							S							**P**					
Warning and Alert										S					**P**	S			S									S							
Welfare Services		S																											**P**						
Volunteers and Donations															**P**																				S

This is a list of utility service providers in August County (This list may not be all inclusive and is not meant to leave anyone out rather it is to reprisent the utility prociders in the county)

Telephone /Fiber		
	All Points	New Hope Telephone Cooperative
	AT and T	North River Telephone Cooperative
	Glo Fiber	T-Mobile
	Lumos	Verizon
	MGW Telephone Company	Xfinity
Natural Gas/Fuel		
	Columbia Gas	AmeriGas
	Holtzman	Southern States
Power/Electric		
	Shenandoah Valley Electric Coop	BARC Electric Coop
	Central Virginia Electric Coop	Dominion Energy

AUGUSTA COUNTY
SUCCESSION OF AUTHORITY

Continuity of operations is critical to the successful execution of the Emergency Operations Plan. Therefore, the following lines of succession are specified in anticipation of any contingency that might result in the unavailability of the ranking member of the administrative hierarchy. The decision-making authority for each organization or service function is listed below by position in decreasing order. This list will be compared annually with each department's Continuity of Operations Plan (COOP), or after a drill or Emergency Operation Center (EOC) activation.

Organization	Authority in Line of Succession
Direction and Control	1. Emergency Manager /Board Chairman 2. County Administrator 3. Emergency Management Coordinator
Emergency Public Information	1. Emergency Management Coordinator 2. Communications Manager
Communication Center	1. Director 2. Operations Manager 3. Training & Support Services Coordinator
Sheriff's Office	1. Sheriff 2. Major
Fire & Rescue Department	1. Fire Chief 2. Deputy Fire Chief of Operations 3. Deputy Fire Chief of Support Services 4. EMS Division Chief
School System	1. School Board 2. Superintendent 3. Deputy Superintendent
Public Facilities	1. County Administrator 2. Deputy County Administrator 3. Assistant County Administrator
Community Development	1. Director 2. County Engineer 3. Building Official
Health Department	1. CSHD Health Director 2. CSHD Business Manager 3. VDH Deputy Commissioner for Community Health Services
Social Services	1. Director 2. Assistant Director-Benefits 3. Assistant Director-Services
Extension Service	1. Extension District Director 2. Agriculture and Natural Resources Unit Coordinator 3. 4-H Agent
Animal Related Services	1. Assistant County Administrator 2. Animal Control Supervisor 3. Staunton Augusta Waynesboro Animal Shelter Director

AUGUSTA COUNTY
SAMPLE DECLARATION OF A LOCAL EMERGENCY

AUGUSTA
COUNTY, VIRGINIA
18 Government Center Lane
P.O. Box 590
Verona, VA 24482-0590

COUNTY OF AUGUSTA
EMERGENCY MANAGEMENT

Emergency Management Coordinator
Office (540) 245-5408
augustaalerts@co.augusta.va.us

SAMPLE RESOLUTION FOR THE
DECLARATION OF A LOCAL EMERGENCY

WHEREAS, due to *REASON FOR DECLARING A LOCAL EMERGENCY*, the County of Augusta is facing conditions of extreme threat to the lives, safety, and property of the residents; and

WHEREAS, the conditions of extreme threat to life and property necessitate the declaration of a local emergency pursuant to the Commonwealth of Virginia Emergency Services and Disaster Law of 2000, codified at Code §§ 44-146.13 through 44-146.28.1. The Code authorizes the Director of Emergency Management to declare the existence of a local emergency, subject to confirmation by the governing body at its next regularly scheduled meeting or a special meeting within 45 days of the declaration; and

WHEREAS, the potential of such an emergency necessitated the Declaration of a Local Emergency by the Director of Emergency Management, effective *DATE*; and it is

FURTHER DECLARED, that the Augusta County Emergency Operations Plan is now in effect and that the powers, functions, and duties of the Emergency Management Coordinator and Emergency Services organization of Augusta County shall be those set forth in the laws of the Commonwealth of Virginia and the ordinances, resolutions, and approved plans of Augusta County to mitigate the effects of this emergency.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Augusta County

1. Confirms the declaration of a Local Emergency dated *DATE*; and
2. Approves and consents to all actions taken by the Emergency Management Coordinator and County staff pursuant to the Declaration of Local Emergency and the Augusta County Emergency Operations Plan; and
3. Confirms the termination of the local emergency effective *DATE OF TERMINATION IF KNOWN*.

Adopted: *DATE*

_____
Chairman
Augusta County Board of Supervisors

AUGUSTA COUNTY
INCIDENT CHECK-IN LIST (ICS 211A)

INCIDENT CHECK-IN LIST (ICS 211A)									
1. Incident Name:Version 2.0 (2024)			2. Start Date/Time: Date: Time:		3. Incident Number:		4. Check in Location:		
Personnel Sign-in Information									
	5. Date	6. Time In	7. Name (Print legibly)	8. Organization	9. Assignment	10. Contact Information	11. Initial Check-In Complete	12. Time Out	13. Hours
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
14. Recorded By:									
Name:			Position Title:		Signature:		Date/Time:		

INCOMING CALL LOG

DATE:	TIME:
NAME OF CALLER:	
PHONE #:	CELL #:

MESSAGE:

HOW DID YOU HELP THE CALLER:

RETURN CALL NEEDS TO BE MADE:	YES	NO

Signature or Initials of Person Taking Message: _____

INCOMING CALL LOG

DATE:	TIME:
NAME OF CALLER:	
PHONE #:	CELL #:

MESSAGE:

HOW DID YOU HELP THE CALLER:

RETURN CALL NEEDS TO BE MADE:	YES	NO

Signature or Initials of Person Taking Message: _____

AUGUSTA COUNTY
EOC STATUS BOARD

The EOC Status Board is a centralized tool that displays real-time information on incidents and operational activities. It provides situational awareness and helps coordinate resources and response efforts effectively. As incidents are received, they will be placed on the map with information, assessment, and directions. A physical or digital status board can be used, or both can be used together.

Physical Status Board (place to be visible in the EOC)

- Use a large map with a large magnetic whiteboard with space for movable elements
- Weather-resistant
- Large enough for visibility by all personnel

Digital Status Board

- Utilize software
- Ensure accessibility with remote access, creating a direct communication line to the field or different localities
- Real-time data feeds for awareness and accountability

A status color will be assigned to each incident to indicate its priority level. The following color-coding system will be used. This will help with situational awareness and resource allocation.

- Red (High Priority): Immediate action required. Includes major road closures, life-threatening conditions, or critical infrastructure damage.
- Orange (Moderate Priority): Requires attention soon, but not immediately. Includes minor road closures or non-life-threatening incidents.
- Yellow (Low Priority): Routine issues that need monitoring or minor response.
- Green (Resolved): No action required. Incidents that have been resolved or require no further response

The following information shall be listed for each incident:

- Name (if Applicable)
- Location of the incident
- Type of incident Current Status
- Assistance required
- Time received
- Time assigned
- Agency assigned to
- Time completed

Information displayed for specific incidents:

- Road Closures
    - List roads closed with details on location, expected duration, and detours.
- Shelter Status
    - Open or closed, capacity, and resources available.
- Calls for Service
    - Type and status of service requests from police, fire, and EMS.
- Additional Data
    - Weather conditions, resource availability, and personnel deployment status.

Designate a person with clear authority to update the status board. A master Log recording the same information shall be maintained at the Assignment Desk. As incidents are cleared or closed on the Master Log they will be moved to green on the Status Board. Incidents may be removed from the physical status board once cleared or closed, provided the EOC manager and other commanding officers agree. This would only be done to declutter the status board.

EOC Status Board enhances coordination, improves situational awareness, and ensures timely and accurate dissemination of information. This streamlined communication is crucial for effective emergency management and response.

AUGUSTA COUNTY
EOC MESSAGE

MESSAGE FORM

Log No. _____

To: _____ Date: _____

From: _____ Time: _____

Situation/Incident Description:

_____

_____

_____

_____

_____

_____

Action Taken:

_____

_____

_____

_____

_____

_____

Action Officer: _____

AUGUSTA COUNTY
EOC PROCEDURES

The Augusta County's primary Emergency Operation Center (EOC) is located at 18 Government Center Lane on the third floor of the Augusta County Administration Building. Adequate space is available for all key service chiefs and the EOC support staff. The alternate EOC is located at the County Sheriff's Department.

The Emergency Communications Center, located in the basement at 18 Government Center Lane, is the county's public safety answering point (PSAP). This 24-hour operation handles incoming calls for emergency services, including law enforcement, Animal Control, fire, and rescue. All message traffic is recorded and logged. Dispatchers shall notify the Emergency Management Coordinator and other officials in the event of any threatening emergency situation.

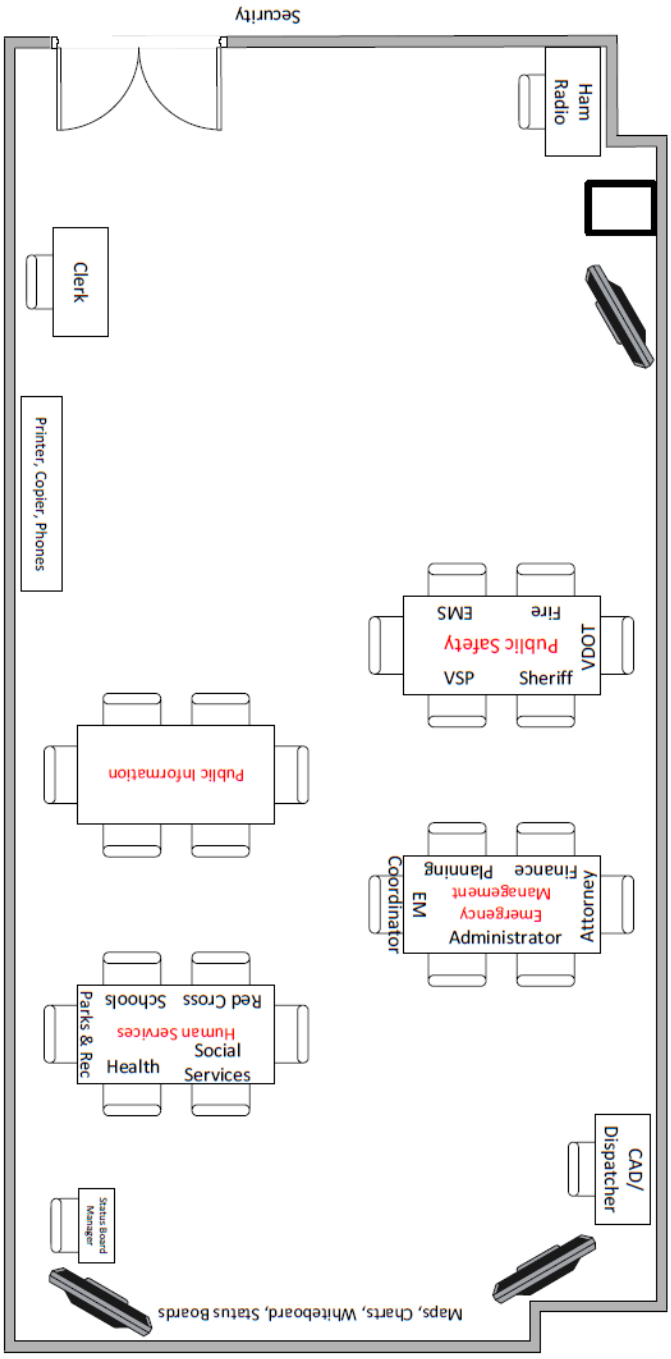
The primary EOC should be operational within two hours of official notification or alert. A list of EOC staffing is available under EOC staffing. The Emergency Management Coordinator or their designee will ensure the EOC's operational capability by providing adequate furniture, workspace, equipment, and materials for each EOC staff member. Maps, a status board, a general message board, whiteboards, flip charts, and damage assessment information should also be provided. The Message Clerk will begin an official log and begin to process and monitor all messaging and EOC traffic. A photocopier of the EOP and forms should be available in the EOC along with other plans and emergency action plans.

Also, when the EOC becomes operational, a Dispatcher will be assigned to ensure adequate communications between the Emergency Communications Center and the EOC. Arrangements must be made to ensure adequate phone service is installed in the EOC to handle any situation. The phone system must be configured to handle a high volume of incoming calls. Each service chief needs a separate phone. The Public Information Officer should be located in a separate area outside the EOC. Back-up radio communications should be established from the local EOC to the State EOC, to in-the-field emergency services, and to adjacent jurisdictions. An operations log should be maintained. Periodic briefings should be provided to the EOC staff. A status board with damage assessment information should be displayed. A licensed RACES (HAM Radio) operator will be designated to man the radio in the EOC. The backup generator will be tested. An EOC report section should be established to monitor the emergency situation, provide special reports and briefings as required, and process and officially record damage assessment information.

The Emergency Management Coordinator, assisted by the other public safety partners, will direct and control all emergency operations. The succession of authority for all key positions is listed in succession of authority.

The Emergency Management Coordinator, in collaboration with the Communications Manager, will be responsible for public information. The Joint Information Center operations will be established in a separate location. Adequate equipment, personnel, security, and a news media briefing room must be provided. All news media and public inquiries concerning injured or missing persons will be handled by the County Administrator/PIO.

EOC BASIC FLOOR PLAN



EOC Equipment

- Amateur radio equipment
- Backup power station
- CAD terminal
- Cell phones
- Chairs
- Clipboards
- Coffee maker
- Computer UPS
- Computers (Laptops)
- Copier
- Extension cords
- First aid kit
- Flashlights
- Flip Charts
- Folders
- Food and water
- Maps
- Markers
- Name tags
- Network hubs
- Note pads
- Paper
- Paper shredder
- Pens
- Phones
- Plotter
- Power strips
- Printer
- Projector with screen
- Radios
- Scanner
- Stapler
- Starlight phones
- Starlink
- Tables
- Tape
- Trash cans
- Whiteboards & markers

AUGUSTA COUNTY
EOC STAFFING

Enhanced Monitoring

- Chairman, Board of Supervisors
- County Administrator or Assistant County Administrator
- Emergency Management Coordinator

Partial Activation/Monitoring Level

- Chairman, Board of Supervisors
- Communications Manager (PIO)
- County Administrator or Assistant County Administrator
- Dispatcher (1)
- Emergency Communications Center Director
- Emergency Management Coordinator
- Finance Director
- Fire and Rescue Chief
- IT Support
- Message Clerk (1)
- Sheriff
- Telephone Operator (1)

Full Activation

- Animal Control
- Amateur Radio Emergency Service/Radio Amateur Civil Emergency Service
- Augusta Extension Office representative (EST #11)
- Augusta Health Representative
- Chairman, Board of Supervisors
- Community Development Director (ESF #3)
- County Administrator or Assistant County Administrator
- Division Chief of EMS (ESF #8)
- Dominion Energy representative (ESF #12)
- Emergency Communications Center Director (ESF #2)
- Emergency Management Coordinator (ESF #5, ESF #7, ESF #15, & ESF #17)
- Facilities Management Director
- Finance Director
- Fire and Rescue Chief (ESF #4, ESF #9, ESF #10)
- Headwaters Soil and Water Conservation District Manager
- IT Support
- Message Clerks (2)
- Messengers (2)
- Parks and Recreation Director

- Red Cross (ESF #6)
- Salvation Army
- Security (2 Sheriff Deputies)
- Sheriff (ESF #13)
- Social Services (ESF #6)
- Status Board/Map Plotter
- Superintendent of Schools (ESF #1 & ESF #6)
- Telephone Operators (2)
- Virginia Department of Emergency Management representative
- Virginia Department of Health representative (ESF #8)
- Virginia Department of Transportation representative (ESF #1)
- Virginia National Guard representative (ESF #16)
- Public Information/Joint Information Center
    - Communications Manager
    - Message Clerk
    - Messenger
    - Phone Operators (3)
    - Public Information Officer
    - Security

In the event of a known emergency, an unknown emergency, or a planned event, the County Administrator, in coordination with the Emergency Management Coordinator, may activate the Emergency Operations Center. The activation can be in-person, virtual, or hybrid. The Emergency Management Coordinator will determine the operational level and the activation method. All Emergency Operations Center activations can be scaled based on the event or emergency. The list above is not all-inclusive, and organizations, departments, or personnel may be added as the emergency dictates. EOC may operate 24 hours, with 2 12-hour shifts. Directors or department heads may designate a person to act on their behalf, but that person must be able to exercise the same authority in their absence.

AUGUSTA COUNTY
INCIDENT LEVEL MANAGEMENT SYSTEM - ICS

In order to enhance on-scene response to natural and technological emergencies at the local level, there is a need to have an incident level management system in place that provides a standardized organizational framework that responders can quickly recognize and adapt to. The management system will provide the necessary tools to effectively manage and coordinate local and regional resources, utilizing common terminology and standard operating procedures.

The incident level management system must be designed to quickly organize and integrate multiple disciplines into one functional organization that has the flexibility to adapt to and meet the demands of an emergency/disaster situation involving one or more jurisdictions. The strength and effectiveness of such a system will be based upon written procedures that reflect department policies, and provide in terms of their size, scope, and nature of the hazard(s). These procedures, which will be implemented routinely to address any given situation, can also be used as a training tool for department staff, as well as provide a baseline for assessments and critiques of emergency operations following an actual incident or exercise to test the plan.

Augusta County recognizes the critical importance of having such an organizational structure in place and has adopted the Incident Management System (ICS), comprised of five functions, which include the following: command, operations, planning, logistics, and finance/administration. An Incident Commander is responsible for ensuring that all functions identified above are working in a coordinated manner to fulfill the established objectives and overall management strategy that was defined for the emergency situation. An Operations Section Chief, who reports directly to the Incident Commander, is designated to conduct the necessary planning to ensure operational control during emergency operations. This system has been proven nationally to be capable of adapting to a variety of situations with relative ease, while allowing the Incident Commander to maintain a continuous and reasonable span of control and operational efficiency throughout the emergency response.

Incidents that involve multiple jurisdictions will be managed under a Unified Command management structure composed of individuals designated by their jurisdictions or by departments within a single jurisdiction, who are jointly responsible for the development of objectives, strategies, and priorities to effectively address the emergency situation at hand. All agencies involved in the emergency response report to one Incident Command Post and follow one Incident Action Plan similar to a single command structure. Also, as in a single command structure, the Operations Section Chief, who is designated by the Unified Command, will be responsible for the implementation of the plan.

The designation of the Operations Section Chief is based on a variety of factors which may include, but not limited to, such things as which jurisdiction has the greatest involvement, the amount of resources involved, existing statutory authority, and mutual knowledge of the individuals qualifications.

INCIDENT COMMAND SYSTEM

Augusta County by adoption of this Emergency Operations Plan adopts the use of the National Incident Management System (NIMS) as its Incident Command System. NIMS was issued on March 1, 2004 by the U.S. Department of Homeland Security as a requirement of Homeland Security Directive (HSPD)-5, Management of Domestic Incidents. NIMS provides a consistent nationwide approach for Federal, State, territorial, tribal, and local governments to work effectively together to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.

AUGUSTA COUNTY
AMATEUR RADIO EMERGENCY SERVICE

The Amateur Radio Emergency Service (ARES) is an unincorporated association of federally licensed radio operators who have voluntarily offered their services and equipment for communications duty in public service when disaster strikes, pursuant to Federal Communications Rule 97.1(a).

The Augusta County leadership within ARES is exercised by the Emergency Coordinator who appoints Assistant Emergency Coordinators, as necessary, to assist in the administration and operation of ARES throughout the county. The ARES Emergency Coordinator for Augusta County reports to the South Piedmont Emergency Coordinator who, in turn, reports to the Virginia Section Emergency Coordinator.

A Memorandum of Understanding (MOU) between the Commonwealth of Virginia Department of Emergency Management and the Amateur Radio Emergency Service for the Radio Amateur Emergency Civil Service was signed on June 1, 1991, and remains in effect.

Upon notification by the EOC Dispatch or other appropriate Augusta County official, the Augusta County ARES Emergency Coordinator will alert his ARES members, task organize his personnel and communications resources, and report immediately to the Emergency Command Center or other location as directed. Upon reporting to the responsible Augusta County official directing activation, the ARES Emergency Coordinator shall receive tasking from that official until termination of the emergency. Should the Virginia Department of Emergency Management or higher authority activate the Radio Amateur Civil Emergency (RACES) as specified in the Code of Virginia, Section 44-146.16, the ARES members will then assume the authorizations and responsibilities as defined under the FCC rules and regulations.

Augusta County ARES members are prepared to provide emergency backup radio communications, sustained by their own emergency backup power, from any location within Augusta County to other local, state, and national locations, should the emergency warrant. Emergency backup radio communications provided by Augusta County ARES members include equipment utilizing a wide variety of media and frequencies that are capable of passing voice and/or record traffic, to include data processing, in order to support the telecommunications requirements of the Emergency Command Center or other local officials.

It shall be the responsibility of the Augusta County ARES Emergency Coordinator to ensure that personnel and communications resources assigned to his area remain fully prepared to support any of the functional operations phases. He shall keep the Emergency Command Center fully advised of the state of readiness of ARES in Augusta County.

AUGUSTA COUNTY
FIRE & RESCUE RESOURCES

FIRE & RESCUE DEPARTMENT RESOURCES				
AUGUSTA COUNTY FIRE-RESCUE HUMAN CAPITAL				
Chief	1			
Executive Assistant to the Chief	1			
Deputy Chiefs	2			
Volunteer Coordinator	1			
Division Chiefs	2			
Battalion Chiefs	3			
EMS Captains	4			
Shift Captains	0			
Training Captain	2			
EMS Lieutenants	8			
Shift Lieutenants	21			
Training Lieutenants	2			
EMS Providers	37			
Firefighter/EMS Personnel	75			
Total	159			
AUGUSTA COUNTY FIRE-RESCUE ADMINISTRATION				
ACFR-Admin	2015	Ford Explorer	Aug 3	
ACFR-Admin.	2015	Ford Explorer	Aug 5	
ACFR-Admin.	2017	Ford Explorer	Aug 2	
ACFR-Admin.	2012	Ford Explorer	EMS 1	
ACFR-Admin.	2012	Ford Explorer	Aug 1	
ACFR-Admin.	2020	Ford Explorer	Trn 1	
ACFR-Admin.	2012	Ford F350 Ext Cab	Duty Officer	
ACFR-Trailer	2003	United Trailer	Car Seat	
ACFR-Trailer	2003	Fire Safety	Home Safety	
ACFR-Trailer	1973	Trail Mobile	Mazer Trailer	
ACFR-Trailer	2017	Better Built	Fire Prop Trailer	
ACFR-Trailer	1999	Mid Atlantic	LP Simulator	
ACFR-Trailer	2007	Pace Cargo	Hazmat	
ACFR-Trailer	2003	Hazmat	State	
ACFR	2013	Ford F450	Ambulance	
ACFR	2015	Ford F450	Ambulance	
ACFR	2015	Ford F450	Ambulance	
ACFR	2016	Ford	Ambulance	
ACFR	2009	Dodge	Ambulance	
ACFR	2002	Ford	Ambulance	

ACFR	2019	Ford F450	Ambulance	
ACFR	2020	Ford F450	Ambulance	
ACFR	2020	Ford F450	Ambulance	
AUGUSTA COUNTY CO10 - ISO-5/9 and CO11- ISO-7/9				
Augusta County - 10	2020	Pierce	Engine 101	
Augusta County - 10	1941	International	Antique Pumper	
Augusta County – 10	2010	Spartan	Engine 102	
Augusta County – 10	2008	LaFrance	Heavy Rescue – Squad 10	
Augusta County – 10	2008	Ford F-350	Brush 10	
Augusta County – 11	1999	Sutphen	Engine 105	
Preston L. Yancey - AFD	2004	International	Tanker/Engine 119	
Augusta County -11	2020	Pierce	Engine 111	
Augusta County – 11	1999	Ford	Brush 113	
Augusta County – 11	2017	KME	Truck 11	
Augusta County - 11	2023	Ford F450	AMB	
Augusta County - 11	2024	BWISE Utility Trailer	Unit 168	
Augusta County - 11	2021	Ford F450 4x4	161	
Augusta County - 11	2022	Chevy Tahoe	162	
Augusta County - 11	2022	Ford Exp. XLT	163	
Augusta County - 11	2022	Ford Exp. XLT	164	
Augusta County - 11	2023	Ford Exp.	166	
Augusta County - 11	2024	Ford F50 First Response	167	
Co. 2 - DEERFIELD ISO-9				
Deerfield	2000	Freightliner	Engine 27	
Deerfield	2003	Kenworth	Tanker 21	
Deerfield	2010	Ford F350	Support 22	
Deerfield	2006	Ford F550	Mini 20 (Pumper)	
Deerfield	2011	Polaris	ATV 2	
Deerfield	2021	Pierce Enforcer Pumper	Engine 26	
Co. 3 - MIDDLEBROOK ISO-9				
Middlebrook	2013	Ford	Brush 33	
Middlebrook	2008	Chevy Suburban	Response 3	
Middlebrook	2000	KME	Engine 31	
Middlebrook	2004	New Lexington	Pumper/Tanker - Eng 32	
Co. 4 - CHURCHVILLE ISO-6/9				
Churchville	2015	Chevy Tahoe	Response 46	
Churchville	2019	Seagrave	Engine 47	
Churchville	1996	Sutphen	Engine 41	
Churchville	1999	E-One	Salvage 44	Air & Light

Churchville	2015	Ford pickup	Utility 4	
Churchville	1964	Ford Pumper	Antique	
Churchville	1967	Ford Brush Vehicle	Brush 42	
Churchville	2006	Mack Granite/New Lexington	Tanker 45	
Churchville	2011	Ford F450	Ambulance 48	
Churchville	2016	Ford F450 XLT	Ambulance 43	
Churchville	2020	Chevy Tahoe	OMD	
Co. 5 – WEYERS CAVE ISO-6/9				
Weyers Cave	1948	Chevy	Antique – Engine 51	
Weyers Cave	2008	KME	Engine 53	
Weyers Cave	1994	Ford	Tanker 50	
Weyers Cave	1994	Ford	Pickup –Srv56	
Weyers Cave	2002	Dodge 4x4	Brush 55	
Weyers Cave	2021	Pierce Enforcer	Engine 52	
Weyers Cave	1994	Smeal Spartan	Truck 5	75' Aerial
Weyers Cave	2024	Chevy Tahoe SSV	Response 5	
Co. 6 - VERONA ISO-6/9				
Verona	1946	Ford	Antique	
Verona	1996	Ford	Mini Pumper – M61	
Verona	2008	E-One	Engine 62	
Verona	2004	Ford Explorer	Response 6	
Verona	2003	Freightliner Fire Engine/American LaFrance	Engine 63	
Verona	2011	International 7600/New Lexington	Tanker 119	
Verona	1997	Freightliner Tanker/ 4 Guys	Tanker 66	
Co. 7 - STUARTS DRAFT ISO-6/9				
Stuarts Draft Fire	1939	Chevy	Antique	
Stuarts Draft Fire	2012	International	Engine 73	
Stuarts Draft Fire	1966	Chevy	Brush 72	
Stuarts Draft Fire	2017	Sutphen	Engine 71	
Stuarts Draft Fire	2016	Ford F550	Utility 75	
Stuarts Draft Fire	1999	American LaFrance	Engine 74	
Stuarts Draft Fire	2003	Freightliner	Tanker 76	
Stuarts Draft Fire	1949	Crosley Truck	Parade	
Stuarts Draft Fire	1995	Chevrolet Cheyenne 2500 4x4	Response 77	
Stuarts Draft Fire	2006	Ford-250 4x4	Response 78	

Stuarts Draft Fire	2013	Ford F450		
Co. 8 - CRAIGSVILLE ISO-7/9				
Craigsville Fire	1966	Ford Oren	Engine 82	
Craigsville Fire	2009	Ford F-550	Brush 86	
Craigsville Fire	2013	Pierce Saber	Engine 84	
Craigsville Fire	2020	Pierce Sabra Engine	Engine 87	
Craigsville Fire	1993	Pierce Dash Pumper	Engine 83	
Craigsville Fire	2006	GMC Mini Pumper	Attack 81	
Craigsville Fire	2000	Freightliner	Squad 85	
Craigsville Fire	2017	Chevy Suburban		
Craigsville Fire	2020	Polaris Ranger	ATV 8	
Craigsville Fire	2022	GMC Sierra 2500	Support 8	
Co. 9 - DOOMS ISO-6/9				
Dooms	2009	KME Predator	Pumper/Tanker Eng 90	
Dooms	2000	Ford F350	Brush 93	
Dooms	2011	Ford F-550	Brush 94	
Dooms	2002	Car Mate	Trailer	
Dooms	2006	Ford Expedition	Response 96	
Dooms	1996	Wells Cargo	Trailer	
Dooms	2012	Ford F-350	Utility 97	
Dooms	2007	Haulmark IND INC	Trailer	
Dooms	2022	International MV607 Engine	Engine 90	
Co. 12- RAPHINE				
Raphine	2008	Freightliner	Engine 128	
Raphine	2010	Chevrolet	Response 122	
Raphine	2007	Sutphen	Engine 127	
Raphine	2013	Chevy	Brush 123	
Raphine	2016	KME	Tanker 126	
Raphine	2005	Chevrolet	Utility 124	
Co. 14 - SWOOPE ISO-5/9				
Swoope	2009	International	Tanker 147	
Swoope	2009	Ford F-350	Brush 148	
Swoope	2009	Chevy Tahoe	Response 14	
Swoope	2000	Sutphen	Engine 145	
Swoope	2006	Ford250	Support 14	
Swoope	2003	Ford	Chase 14	
Swoope	2018	Eagle Enclosed	Trailer	
Swoope	2018	Sutphen Monarch	Engine 144	
Swoope	2015	Chevy Tahoe		

Co. 18 - NEW HOPE ISO-9				
New Hope	2002	Spartan Fire	Engine 181	
New Hope	2007	Seagrave Marauder	Engine 182	
New Hope	2012	Ford F350	Attack 185	
Co. 19 - WILSON ISO-6/9				
Wilson	1967	Kaiser – Army Transporter 6x6	Evac 19	
Wilson	2005	Pierce/Freightliner	Tanker 195	
Wilson	2003	Ford F250 4x4	Support 19	
Wilson	1967	Jeep	Brush 193	
Wilson	2008	Ford F-550	Brush 194	
Wilson	1997	Homemade	Cook Trailer	
Wilson	2003	Freightliner	Engine 192	
Wilson	2009	Ford F-550	Utility 197	
Wilson	2005	Homemade	Trailer	
Wilson	2006	Pierce Freightliner		
Wilson	2010	Pierce Velocity Engine	Engine 191	
Wilson	2015	Chevy Club Cab		
Wilson	2005	Polaris Ranger	ATV19	
Co. 21 – MOUNT SOLON ISO-9				
Mt Solon	2006	Sutphen	Engine 213	
Mt Solon	2000	Freightliner	Tanker 214	
Mt Solon	2004	Ford F-350	Brush 215	
Mt Solon	2006	Ford	Ambulance 219	
Mt Solon	2013	Down to Earth	Trailer	
Mt Solon	2006	Ford	Serv 217	
Mt Solon	2011	Ford F450		
Mt Solon	2012	Ford F550	Salvage 212	
Mt Solon	1959	Seagrave Pumper	Antique	
Mt Solon	2006	Ford F150		
Mt Solon	2022	Sutphen Monarch Pumper	Engine 216	
Mt Solon	2013	Polaris Ranger	ATV 21	
Mt Solon	2006	Ford Cargo Cutaway	Reserve Ambulance	
Co. 25 – RIVERHEADS				
Riverheads	2012	Ford	Brush 253	
Riverheads	2001	Freightliner	Attack 251	
Riverheads	2017	Sutphen	Engine 255	
Riverheads	1998	IHC Tanker	Tanker 259	
Riverheads	2011	Chevy Pickup		
Riverheads	2006	Sutphen Pumper	Engine 254	

Riverheads	2011	International Utility		
SHENANDOAH VALLEY REGIONAL AIRPORT				
SVRA	2017	Oshkosh	Crash 226	
SVRA	2002	E-ONE	Crash 224	
SVRA	2004	Ford	Explorer 223	
SVRA	2008	Ford F350	SERV 222	
SVRA	2004	Tracker Trailer		
SVRA	1984	Chevy Blazer		
SVRA	2021	Chevy Tahoe		
SVRA	2009	Chevy Tahoe		
SVRA	2017	Ford Interceptor		
BRIDGEWATER FIRE				
Bridgewater	1987	Sutphen	Truck 15	
Bridgewater	1996	Sutphen	Engine 109	
Bridgewater	2020	Pierce	Engine 108	
Bridgewater	1997	Sutphen	Engine 107	
Bridgewater	2011	Mack	Tanker 15	
Bridgewater	1999	Ford F-350	Brush 15	
Bridgewater	1996	Ford Crown Vic	Srv104	
Bridgewater	2000	Ford Excursion	Srv106	
CLOVER HILL FIRE				
Clover Hill	2011	Pierce	Engine 172	
Clover Hill	1997	E-One	Engine 174	
Clover Hill	1977	Chevy	Brush 171	
Clover Hill	2001	Hummer	Attack 17	
Clover Hill	1988	Dodge	Squad 173	
Clover Hill	2011	Pierce/International	Tanker 17	
Clover Hill		EMS Response Vehicle	Srv179	
Clover Hill	2008	Dodge 4500	Ambulance 177	
Clover Hill	2004	Ford F-450	Ambulance 178	
GROTTOES FIRE				
Grottoes	2003	Sutphen	Engine 203	
Grottoes	2012	KME – Rescue Pumper	Engine 207	
Grottoes	1990	International	Brush 206	
Grottoes	2005	Chevy Suburban	Srv200	
Grottoes	2007	KME/International	Tanker 209	
Grottoes	2008	Chevy Silverado	Srv201	
Grottoes	2011	Chevy Tahoe	Srv202	
STAUNTON FIRE DEPARTMENT				
Staunton Station 1	2020	Pierce Tiller	Ladder 1	
Staunton Station 1	2016	Sutphen	Engine 1	

Staunton Station 1	2002	Pierce 100’ Platform	Truck 1	
Staunton Station 1	1988	Ford/Hackney	Squad 8	
Staunton Station 1	2000	Ford Excursion	EMS7	
Staunton Station 1	2010	Ford Pickup	Srv7	
Staunton Station 1	1996	Sutphen	Engine 3	
Staunton Station 2	2008	Sutphen	Engine 2	
Staunton Station 2	2007	Chevy	Brush 6	
Staunton Station 2		Gator 6x6	ATV 1	
SOUTH RIVER FIRE DEPARTMENT				
South River	2008	Sutphen	Engine 71	
South River	2017	Sutphen	Engine 74	
South River	2001	Westernstar	Tanker 72	
South River	2006	Ford F-350	Brush 75	
South River	2005	Ford F-250	Response 73	
WALKERS CREEK FIRE DEPARTMENT				
Walkers Creek	1994	Seagrave	Engine 80	
Walkers Creek	1992	GMC	Tanker 80	
Walkers Creek	2008	Ford F-550	Brush 80	
Walkers Creek	2002	Dodge Durango	EMS 80	
Walkers Creek	2004	Terraplane ATV	ATV 80	
Walkers Creek	2003	International 740 4x4	Suppression 80	
Walkers Creek	2014	Ford	Serv 80	
WAYNESBORO FIRE				
Waynesboro	1999	Sutphen	Engine 10	
Waynesboro	2009	Pierce	Engine 11	
Waynesboro	2003	Pierce	Engine 12	
Waynesboro	2019	Pierce	Engine 13	
Waynesboro	1991	Gruman	Tower 1	100’ Aerial
Waynesboro	1995	IHC	Salvage 16	
Waynesboro	2008	Chevy	Utility 18	
WINTERGREEN FIRE				
Wintergreen	2018	Chevy Tahoe	WCH61	
Wintergreen	2017	Chevy Tahoe	WCH62	
Wintergreen	2012	Jeep Cherokee	WCH63	
Wintergreen	2003	Seagrave	WE61	
Wintergreen	1996	Seagrave	WE62	
Wintergreen	2008	Sutphen	WTK61	
Wintergreen	2015	Mack Tanker/Pumper	WT62	
Wintergreen	2019	Ford F500	WA61	
Wintergreen	2019	Ford F550	WA62	

Wintergreen	2010	Ford Expedition	WRSP1	
Wintergreen	2016	Chevy Tahoe	WRSP61	
Wintergreen	2010	Mack	WSQD1	
Wintergreen	2011	Polaris 850	WATV1	
Wintergreen	2008	Polaris Ranger	WATV2	
RESCUE SQUAD RESOURCES				
Res. 1 - WAYNESBORO FIRST AID CREW				
Waynesboro	2002	Sutphen	Heavy Squad – Unit 2	
Waynesboro	2014	Ford 450	Ambulance – Unit 3	
Waynesboro	2008	Ford 450	Ambulance – Unit 4	
Waynesboro	2005	Ford 450	Ambulance – Unit 5	
Waynesboro	2010	Ford 450	Ambulance – Unit 6	
Waynesboro	2005	Ford 450	Ambulance – Unit 8	
Waynesboro	2008	Ford 250	Utility Truck – Unit 10	
Waynesboro	2006	Ford	Utility Van – Unit 11	
Res. 2 - DEERFIELD				
Res. 4 - CHURCHVILLE				
Churchville	2016	Ford	Ambulance 43	
Churchville	2011	Ford	Ambulance 48	
Res. 6 - STUARTS DRAFT RESCUE SQUAD				
Stuarts Draft Rescue	2016	Ford E-450	Ambulance - 61	
Stuarts Draft Rescue	2019	Chevy Suburban	First Response - 63	
Stuarts Draft Rescue	1996	Hackney/Ford F800	Squad - 64	
Stuarts Draft Rescue	2013	Ford F450	Ambulance 67	
Stuarts Draft Rescue	1994	Ford – F-350	Squad - 68	
Stuarts Draft Rescue	2014	Chrysler T&C		
Res. 16 - CRAIGSVILLE-AUGUSTA SPRINGS RESCUE				
Res. 5 - STAUNTON-AUGUSTA RESCUE SQUAD				
SARS	1987	Wells Cargo	MCI Trailer	
SARS	1992	Mack	Squad 54	
SARS	2017	Ford	Ambulance 52	
SARS	2016	Ford	Ambulance 53	
SARS	2019	Ford	Ambulance 56	
SARS	2014	Ford F450		
Res. 18-NEW HOPE RESCUE SQUAD				
Res. 21 - MT.SOLON RESCUE				
Mt Solon	2012	Ford	Ambulance 218	
Mt Solon	2006	Ford	Ambulance 219	

WINTERGREEN RESCUE				
Wintergreen	2018	Chevy Tahoe	Unit 61	
Wintergreen	2017	Chevy Tahoe	Unit 62	
Wintergreen	2012	Jeep Cherokee	Unit 63	
Wintergreen	2015	Chevy 3500	Unit 175	
Wintergreen	2012	Mercedes Sprinter	Unit 176	
Wintergreen	2017	Ford	Unit 177	
Wintergreen	2012	Chevy 3500	Unit 178	
Wintergreen	2007	Chevy 3500	Unit 179	
Wintergreen	2002	Chevy 3500	WRS180	
Wintergreen	2002	Chevy Tahoe	WRS181	
Wintergreen	2018	Chevy Tahoe	Unit 61	
FAIRFIELD				
Fairfield Rescue	1995	Ford	Ambulance 178	
Fairfield Rescue	2018	Dodge	Ambulance 176	
Fairfield Rescue	2012	Chevrolet	Ambulance 177	
Fairfield Rescue	2018	Chevy Tahoe	Response 17	
GROTTOES RESCUE SQUAD				
Grottoes Rescue	2012	Dodge Ram 4500	Ambulance – ALS/ Unit 2	
Grottoes Rescue	2010	Dodge Ram 4500	Ambulance – ALS/ Unit 3	
Grottoes Rescue	2012	Dodge Ram 4500	Ambulance – ALS/ Unit 4	
Grottoes Rescue	2018	Ford F250	Response – ALS/ Serve 6	
Grottoes Rescue	2012	Chevy Tahoe	Response – ALS/Serve 7	
BRIDGEWATER				
Bridgewater Rescue	2012	F450	Ambulance 155	
Bridgewater Rescue	2015	Ford F450	Ambulance 156	
Bridgewater Rescue	2017	Ford F450	Ambulance 157	
Bridgewater Rescue	2016	Ford	Ambulance 158	
Bridgewater Rescue	2011	International	Ambulance 159	
Bridgewater Rescue	2001	International	Heavy Rescue SQD15	
Bridgewater Rescue	2000	Chevy Caprice	SERVE 152	
Bridgewater Rescue	2005	Chevy Trailblazer	SERVE 153	
Bridgewater Rescue	2011	Chevy Tahoe	SERVE 154	

AUGUSTA COUNTY
MAINTENANCE RESOURCES

Augusta County Maintenance:
Vehicles and Equipment:

- 3 4-Wheel Drive Pickups with Snow Plows
- 2 Pickup trucks with lift gates
- 20’ Utility Trailer
- 16’ Equipment Trailer
- 16’ Utility Trailer
- 16’ Dump Trailer
- John Deere Gator
- Kawasaki Mule

Augusta County Maintenance:
EQUIPMENT:

- 1 Chain Saw
- 1 Gas-powered DC Welder and Generator
- 2 Sets Acetylene torches (1-portable, 1-reg. size)
- Assorted Hand Tools, Saws, Drills, Grinders, etc.
- Ladders
- Large Bolt Cutters
- Kubota Mini Excavator KX033
- Kubota Track Skid Steer SLV65
- Stihl Trimmers FS 240
- Stihl Concrete Saw TS 500i
- Milwaukee Concrete Breaker MXF 368-1XC
- Ridgid Locating Tools
- John Deere Zero Turn Mowers Z930
- Fork Lift Clark C25L

AUGUSTA COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT RESOURCES

Maps, Charts, etc.

Large Format Plotter / Copier / Scanner

Historic & Current Aerial Photographs

Building Plan & Permit Database

Commercial Site Plan Database

7 Mobile Inspection iPads with GPS capability

Human Capital

2 Licensed Professional Engineers
2 Certified Floodplain Managers
3 Certified Zoning Officials
1 Certified Building Official
1 Combination Commercial Building Inspector
3 Combination Residential Building Inspectors
2 Community Planners

AUGUSTA COUNTY
EMERGENCY MANAGEMENT DEPARTMENT RESOURCES

2022 Ford Explorer
Radio Cash
Ham Radio Equipment
Weather Stations
Portable Printer
Owl Lab Meeting Camera
4 Starlink Mins
Jackery Explorer 2000 Portable Power Station
Portable Backdrops
Portable PA System
Documents, Maps, and Charts
Potable 65” Monitor
2 Garmin 62S GPS

AUGUSTA COUNTY
VDACS FOOD & BOTTLED WATER INFORMATION

Contact: VDACS, (804) 786-3523
(Information from Virginia Emergency Operations Plan,
Basic Plan, Annex L, Attachment 1 and 2)

MISSION

To assist local governments with the provision of food, bottled water, ice, and other essential food supplies to designated mass care facilities or shelters. To monitor and facilitate the restoration of normal commercial food distribution systems in the disaster area once road access and electric power have been restored.

ORGANIZATION

The following federal and state agencies, public agencies, and volunteer organizations will provide food-related services following a disaster. The Virginia Department of Agriculture and Consumer Services (VDACS) is the state agency primarily responsible for the coordination of this function and for the maintenance of this part of the State EOP. Supporting state agencies include those which store and deliver food and those which provide a food service to their own residential populations.

A. Federal Agencies

1. Department of Agriculture (USDA).
2. Department of Defense (DOD).
3. Department of Health and Human Services (DHHS).
4. Department of Transportation (DOT).
5. Environmental Protection Agency (EPA).
6. Federal Emergency Management Agency (FEMA).

B. State Departments

1. Agriculture and Consumer Services (VDACS).
2. Health (VDH).
3. Motor Vehicles (DMV).
4. Aviation (DOA).
5. Environmental Quality (DEQ).
6. Corrections (DOC).
7. Mental Health, Mental Retardation, & Substance Abuse Services (DMHMRSAS).
8. Social Services (DSS).
9. Military Affairs (DMA)
10. Other state agencies with food resources.

C. Volunteer Organizations

1. American Red Cross (ARC).
2. Federation of Virginia Foodbanks.
3. Salvation Army.
4. Virginia Voluntary Organizations Active in Disasters (VVOAD).

CONCEPT OF OPERATIONS

A. A catastrophic hurricane or other major disaster will deprive substantial numbers of people of water and access to and/or the means to prepare food. The food supply and distribution network will be interrupted until roads are cleared and power is restored. Drinking water may be contaminated. As a result of power outages, many commercial cold storage and freezer facilities within the impacted area will be inoperable. Much of the existing food supply inventory may be destroyed.

B. Mass care feeding facilities will need to be established by affected local governments. During the increased readiness period, they should stockpile food and water supplies and be prepared to manage for 72 hours after the peak of the disaster. Thereafter, either the normal food supply and distribution system will have been restored or supplemental food supplies must be brought in.

C. Damage projection models will be used to forecast damage and disaster consequences. Included in this information will be calculations to identify the number of people to be impacted. State and local officials will use these calculations and projections to estimate food needs, quantities, and to project the duration of mass feeding activities. An immediate human needs assessment (food, water, health/ medical, housing) and the condition of the infrastructure (transportation, communications, and utility systems) will be reported by the State Rapid Impact Assessment Teams.

D. VDACS will assist affected local governments as needed with the provision of essential food supplies to mass care facilities. Such assistance will consist of (1) locating and making such items available and (2) pick-up and delivery. It will be provided only during that period when local governments are unable to manage on their own due to disaster effects.

E. After the delivery of food supplies to the disaster area, it will be the responsibility of the receiving local government to secure and distribute these supplies to disaster victims. This may be done by the local American Red Cross (ARC) chapter on behalf of local government if an official agreement exists. Although most victims can be served at their designated mass feeding facility, some household distribution may also be needed.

F. The delivery of food to victims of disasters is dependent upon food sources, food protection services, transportation resources and food delivery systems. Conditions in the disaster area determine the appropriate methods of delivering food to individuals. Food can be delivered to disaster victims and relief workers by meal in fixed or mobile feeding facilities, by bulk through foodbanks or other volunteer agencies, or by voucher or food stamps through retail establishments. The disaster food service must be prepared to deliver food by the most appropriate means.

G. Shipments of donated food supplies will not be encouraged. If sent, they will be received and stored by the Department of General Services (DGS) at a warehouse in or near the disaster area. Donations of non-perishable food items will be sorted and palletized for distribution. See Attachment 3, Donations Management. VDACS will coordinate the pick-up and delivery of needed goods to affected localities. DGS will arrange for disposal as needed.

H. Following notification of a major disaster or emergency, this food service function will be staffed by VDACS at or near the State Emergency Operations Center (State EOC) on a 24 hour basis. Thereafter, requests for food and water will be processed through this function.

I. State agencies which purchase, store and deliver food as part of their normal operations will cooperate with VDACS in locating and providing surplus food for delivery to the disaster area. These agencies include those which operate food services for their own residential populations (prisons, colleges, hospitals) and those which assist with the distribution of food to local government facilities (schools and health departments).

J. VDACS and the Department of Health are responsible for protecting food supplies. They will inspect stored food affected by the disaster, donated food, and food services provided to disaster victims. Food cannot be used by any fixed or mobile feeding unit or food supplier without health and safety verification from the appropriate state and local inspection agencies.

K. The Federation of Virginia Foodbanks and other volunteer organizations will assist with locating available food supplies and, in coordination with VDACS, arrange for delivery to the disaster area.

L. Emergency per person food consumption standards will be established and used as the common basis for food demand and supply. (See Tab 1.)

M. Staff from the food service function will visit the disaster area and coordinate with local officials to ensure the ample and timely delivery of essential food supplies (primarily food, bottled water, and ice). They will assess the effectiveness of the

disaster relief food distribution operation and redress any problems. They will also assist with the restoration of the local food supply and distribution system. Grocery stores and other food outlets should be able to resume normal operations within several days once road access and electric power have been restored.

N. Until the public water supply system has been restored and the water has been declared safe to drink, it must be supplied in containers from beyond the affected area. This is the responsibility of the State EOC and VaNG if tanker trucks and/or US Army "water buffaloes" are needed. See Attachment 2. Bottled water is the responsibility of VDACS and will be provided as an essential food supply item. The Public Works and Engineering function is responsible for the restoration of the public water supply system. See Annex J, Attachment 1.

O. The Department of Social Services will implement the Emergency Food Stamp program when appropriate. This program issues food stamps to families whose ability to purchase food has been affected by the disaster, as well as to its regular clients within the disaster area. Food stamps can be used in retail establishments.

ACTION CHECKLIST

1. Routine Operations

Develop and maintain that part of the State EOP which provides for the provision of food, bottled water, and ice to disaster victims. Maintain a notification roster of all designated individuals in primary and support agencies and of commercial resource suppliers.

2. Increased Readiness

A natural or man-made disaster is threatening some part of the state.

a. Communications Watch Level

EOC alerts the Agriculture liaison, (786-3523), who in turn notifies the VDACS Response Team, (Food Inspection, 786-3520), (Dairy Services, 786-1452), (Food Distribution, 786-5512), and (Meat and Poultry Inspection, 786-4569), or their respective alternates. The Response Team comes to alert status.

b. Initial Alert Level

(1) The Agriculture liaison person ensures that the members of the VDACS Response Team or their alternates are available for possible duty and are in a heightened standby status.

(2) Response Team members review the plans and procedures.

c. Advanced Alert Level

(1) The VDACS liaison assumes his duty station at the State EOC. The Response Team members assemble on the 5th Floor of the Washington Building. The Response Team establishes contact with the VDACS liaison person at the State EOC and then proceeds to establish telephone contact with USDA/Food and Nutrition Service, the Food Banks, and the prisons as potential agency food sources. At the conclusion of these initial contacts, the VDACS Response Team will begin contacting by telephone the commercial sources of food from lists already compiled and maintained by VDACS, and alerts these firms that their assistance may be needed.

(2) Localities furnish to the State EOC points of contact for the receipt of goods in each potentially affected locality. The VDACS liaison at the State EOC relays this information to the VDACS Response Team.

(3) The VDACS liaison contacts DGS and alerts them that they may need to be ready to receive and store donated food supplies.

(4) The VDACS Response Team contacts DMV, (367-6868) and (367-9157) and alerts them that their assistance may be needed in obtaining commercial motor transport for food supplies.

(5) The VDACS Response Team places VDACS inspection personnel who may be involved in food safety activities on alert status.

3. <u>Response Operations</u>

a. <u>Mobilization Phase</u>

Conditions continue to worsen requiring full-scale mitigation and preparedness activities.

(1) Local disaster officials anticipate the number of persons who may need food and drinking water on a worst-case scenario. They are to plan for three days of such provision using the guidelines prepared by the State EOC. (See Tab A.) At the conclusion of their estimation activities, they transmit these estimates to the State EOC, which in turn transmits them to the VDACS Response Team.

(2) The VDACS Response Team inventories available supplies of food, water, and ice from the identified sources. The Team identifies the

location and availability of these food supplies and if the supplier can provide transportation.

(3) Local disaster officials establish a point of contact in each affected locality to coordinate mass care feeding needs. They review their local plans and procedures. They should be stockpiling essential supplies from sources that they have immediately available. Local officials tentatively identify each mass care shelter facility to which food supplies may need to be delivered and communicate this information to the State EOC. The State EOC follows the established procedure of reporting the information to the VDACS liaison, who in turn replays the information to the VDACS Response Team.

(4) Local officials begin to submit a daily summary report to the State EOC reflecting activities in each affected locality.

(5) The VDACS Response Team contacts the SHD liaison, (225-4022) and begins preparations to coordinate effort and manpower in the delivery of food safety services. A coordinated command center site is selected, appropriate supervisory personnel are notified that they will staff the site, and all inspectors who may be involved in food safety activities are placed on standby for assignment status.

b. Emergency Phase

Disaster strikes. An emergency response is required to save lives and protect property.

(1) Local disaster officials assess the needs. Determine the number of people needing food and drinking water for the next three days. Inventory the emergency food supplies of the affected localities and identify any shortfalls. Local officials communicate the shortfalls and the projected needs to the State.

EOC. These needs are then transmitted, through the chain, to the VDACS Response Team. The VDACS Response Team begins to match supply with anticipated needs.

(2) Local disaster officials determine ice needs and quantities based on power outages and weather. Local officials communicate these needs to the State EOC. This information is also transmitted, through the chain, to the VDACS Response Team. The Response Team begins matching supply to anticipated needs.

(3) At the request of local officials, operations to supply food stuffs commence. The VDACS Response Team notifies suppliers of the needs and has suppliers draw up orders according to those needs. The VDACS liaison negotiates with the DMV liaison for transportation according to supplier and destination information supplied by the VDACS Response Team. Local officials are contacted concerning shipments.

(4) The VDACS Response Team beings to maintain a record of supplies provided and costs incurred. The DMV liaison does the same for transportation costs.

(5) The VDACS Response Team works with the SHD to provide food safety services at feeding centers.

c. Emergency Relief Phase

Assistance is provided to affected individuals and organizations. Stop-gap measures (such as tent cities and potable water trucks) area implemented in order to provide essential services. Preliminary damage assessment surveys are conducted. This phase ends when the locality is no longer in an official state of emergency.

(1) The VDACS Response Team, VDACS liaison to the State EOC, and other supporting agencies continue to provide food, drinking water, ice, and any other food-related essential goods for several days or until local governments and/or local food stores can provide them. The VDACS Response Team activates contacts with the USDA for additional commodity needs.

(2) In cooperation with the SHD, the VDACS Response Team facilitates the resumed operation of food stores and normal food supply and delivery systems as soon as possible. Additional manpower is provided for salvage operations. This effort is coordinated with SHD and the U.S. FDA.

(3) The required daily summary reports are submitted to the State EOC.

4. Recovery Operations

Essential facilities and services are restored. Displaced persons return to their homes. Federal disaster assistance programs are implemented. “Normal” conditions are restored. Severely damaged structures are rebuilt or demolished and replaced. The damaged parts of the transportation, water, and communications infrastructure are

replaced. The economy is restored. The duration of this period may extend for two years or more, depending upon the severity of the disaster.

a. The VDACS liaison submits to the State EOC an after-action report summarizing VDACS activities during the crisis.

b. VDACS liaison serves as a member of the State Recovery Task Force to facilitate the restoration of normal commercial food supply and distribution systems.

c. The VDACS liaison and the Response Team submit to the State EOC a record of expenses incurred or obligated due to the disaster.

DISASTER RELIEF DONATIONS

Contact: VDEM (804) 674-2407 or
VDEM Reservist (804) 692-1963

MISSION

To manage the receipt and distribution of solicited and unsolicited goods and to ensure the effective use of volunteer services following a disaster.

ORGANIZATION

The Department of Emergency Management (VDEM) will develop and maintain plans and procedures for donations management. When the State EOC is activated in response to a major emergency or disaster, the SCO will designate a Donations Manager.

CONCEPT OF OPERATIONS

A. A separately-published Donations Management Plan (DMP) provides more detailed procedures for establishing and operating a donations management program. Such an operation will be staffed primarily with reservists and volunteers.

B. Donations management will be automated. A database and the capability to operate it will be established during normal operations. During and after a disaster, it will track anticipated needs, goods and services available but not released, items received and in storage, and disbursement.

C. During disaster response and recovery operations, state and local government are responsible to care for the welfare of the public and meet their emergency needs in a

timely manner. The Commonwealth relies greatly on volunteers and donated goods to augment and support the local and state efforts. The Donations Management Program (DMP) was developed to assist by providing a plan to accomplish donation related tasks as well as to identify those volunteer relief agencies, religious and civic groups, and the Virginia Voluntary Organizations Active in Disasters (VVOAD) which could provide personnel or other resources to support these efforts. An important function of the DMP is to control the flow of solicited and unsolicited donated goods and services during the recovery period. It applies to many needs of assistance that are unavailable from agencies with local, state or federal government and provides:

1. A way to identify anticipated needs and obtain selected donations of goods and services.

2. A method to publicize the needs of the community and victims.

3. A system for receiving and recording offers of assistance.

4. A source of needed and additional resources to state and volunteer agencies supporting the operations.

5. A means to control the shipment of selected and unsolicited goods and services.

6. A mechanism to document the community response and establish an official record.

7. A method to evaluate the program under operating conditions.

D. The function that coordinates the flow of solicited and unsolicited donated goods and service centers on the Donation Coordination Center (DCC). The DCC is activated at the onset of a disaster. At that time the Disaster Coordination Team (DCT) is assembled and the Communications Network and appropriate lines are set up. The Network consists of a 1-800 hotline phone bank, data processing, and a link between the Emergency Operations Center (EOC)/Disaster Field Office (DFO), entry points, warehouses, state and volunteer agencies. The data process capability is in the initial stages and is to identify needs for goods and services, inventory levels in warehouse and storage areas, and availability of equipment and goods.

E. The DCT manages calls received on the 1-800 hotline related to offers of goods and services. Once a call is received the caller's name, address, phone number and goods or services to be donated are recorded and entered in to the data bank. Then if the item is needed, a control number is given and the caller is informed where to deliver the goods. They must be delivered at the provider's own expense. The control number is used by the State Police, who are stationed at designated entry points into

Virginia. This number allows the policy to direct the shipment to its destination.

F. If supplies are not needed, the caller's name, goods and or services offered are recorded, entered into the data bank. If need exists later for items recorded in the data bank, the individual is contacted to ship the item and shipping coordination initiated.

G. Callers will be encouraged to donate cash or credit to charitable organizations assisting the relief effort or to the Virginia Disaster Relief Fund. Cash donations provide flexibility to purchase needed items, entails no transportation costs, reduces labor needs in warehouses and aids in the economic recovery of the affected communities.

H. Despite efforts to control the flow of needed goods and services into Virginia, it is anticipated that numerous unwanted supplies will arrive without a control number. These shipments will be directed to a relief storage area (RSA) outside the impact area to be warehoused and items entered into the data bank for future possible use.

I. The necessary manpower, equipment, staff, communications and security support for required facilities and sites will be provided by local and state government, volunteer organizations and federal government as needed.

J. The establishment of the DCC insures cost effectiveness of a relief operation and avoids duplication by:

1. Coordinating the donation effort throughout the United States to insure unneeded items do not arrive nor accumulate and over extend limited equipment, storage and personnel resources.

2. Using the Public Education and Outreach Programs to control the flow of solicited and unsolicited goods and services into a disaster area.

3. Working with certain state agencies and charitable organizations to identify equipment needs and develop procedures to use.

4. Identifying potential sites and facilities to administer and coordinate the receipt and distribution of donated goods and service into the affected area.

5. Managing the entry of needed shipments into one of two distribution facilities -- the support warehouse and volunteer agency warehouses; or directing unneeded items to a relief storage area to be off loaded, stored and inventoried until needed or disposal made.

EMERGENCY FOOD CONSUMPTION STANDARDS

Food Groups and Food Items	Per Person Per Week Standard
Meat and meat alternatives (red meat, poultry, fish, shellfish, cheese, dry beans, peas, and nuts)	3 pounds
Eggs	6
Milk	7 pints
Cereals and cereal products (flour including mixes, fresh bakery products, corn meal, rice, macaroni, and breakfast cereals)	4 pounds
Fruits and vegetables (fresh and frozen)	4 pounds
Food fats and oils (butter, margarine, lard, and shortening, and salad and cooking oils)	0.5 pound
Potatoes (white and sweet)	2 pounds
Sugars, syrups, honey, and other sweets	0.5 pound
Total (equivalent pounds per week):	27.0

AUGUSTA COUNTY
VIRGINIA SHELTER PROGRAM

INTRODUCTION

Every community in Virginia has a responsibility for providing temporary shelter to residents or travelers displaced by an emergency incident. The operation of these shelters, or Evacuation Assembly Centers (EAC), is a basic element of every local Emergency Operations Plan (EOP). The Virginia Department of Emergency Management, the Virginia Department of Social Services, and the American Red Cross (Virginia-DC) have developed this document to present to Virginia communities the various patterns available for operating local shelters.

BACKGROUND

Natural and technological disaster often require that emergency assistance be provided to people whose homes are in harm's way or damaged, or who are unable to return to their homes for an extended period of time. Emergency assistance provided to disaster victims or evacuees may include lodging, feeding, clothing, health care, registration, inquiry, and other essential social services such as financial assistance. This spectrum of emergency assistance is referred to as Mass Care at the federal level and by the American Red Cross (ARC) and as Human Services in the Commonwealth of Virginia. Despite different names, these services are provided to meet the needs of individuals affected by a disaster.

Generally, public shelters are opened in response to an event that has displaced residents or stranded travelers. Shelters may also be opened when residents are threatened with damaging conditions such as severe storms, hazardous materials or acts of violence. At the federal level, responsibility for providing mass care services including emergency sheltering has been given to the American Red Cross through congressional legislative action and executive branch agreements. At the state level in Virginia, providing human services, including sheltering of citizens, is the mutual responsibility of state and local governments.

In Virginia, the state is responsible for shelter systems management, which includes overall planning, coordination, guidance, training, and assistance to local governments. Local political subdivisions have primary responsibility for providing human services, including sheltering of citizens during emergencies and disasters, deciding how and when they will provide shelter services. Localities determine which buildings will be used, the staff who will operate the shelter(s), and the administrative procedures for registration, applying food and comfort items, providing security and first aid care, and paying for the operations.

In practice, Virginia's localities provide shelters in several ways. In some cases, localities operate shelter facilities using a combined staff of local government employees and ARC personnel; in other instances, local governments rely totally on ARC to provide operating personnel and, in some cases, shelter operations are conducted solely by local government utilizing its own employees.

LEGAL ISSUES

The Commonwealth of Virginia Emergency Services and Disaster Law of 2000 was enacted by the Virginia General Assembly to create a state and local structure for emergency/disaster services. This law is detailed in Sections 44-146.13 through 44.146.40 of the Code of Virginia, as amended, for the purpose of this document; this law will hereinafter be referred to as "the Code."

Sections 44-146.14(1) of the Code authorizes the development of state and local emergency management organizations. The responsibilities of state and local emergency management are outlined throughout the Code and are specifically stated in Section 44-146.16(3). Included in this section is the requirement that emergency welfare services (which includes sheltering) be provided as an emergency services function.

The Code provides that the Governor serves as the State Director of Emergency Management and, in this role, will take actions to coordinate state and local emergency/disaster preparedness activities. To effect this coordination, the Commonwealth of Virginia Emergency Operations Plan (COVEOP) outlines Virginia's emergency management policy. The COVEOP assigns state-level shelter systems management responsibility to the Virginia Department of Social Services. The plan further places primary operational responsibility for providing shelter within local government. Since this plan is published by Executive Order and reflects the Code, ultimate legal responsibility for sheltering rests with local government.

While the COVEOP and the Code place legal responsibility for providing shelter with local government, they do not dictate operational execution. At the state level, the COVEOP designates the Department of Social Services the lead agency for mass care, including shelter operations. This is done for two reasons. First, the sheltering function is, to a degree, a logical extension of DSS's day-to-day function. Secondly, assignment of a legally mandated function to an agency of government ensures accountability to senior elected officials. The COVEOP further encourages localities to enter agreements with the local chapters of the American Red Cross to cooperatively develop the capability to operate shelters and provide feeding and emergency first aid within those shelters.

The COVEOP and the Code assign legal responsibility for sheltering. Local government, however, may use resources from sources other than the government (such as the ARC) to operate shelters. Whatever method the local government chooses should be clearly delineated in the local Emergency Operations Plan (EOP). Just as the COVEOP outlines state-level emergency/disaster responsibilities, the local EOP reflects a jurisdiction's policy.

The American Red Cross (ARC) can independently provide shelter to all disaster victims as part of a broad program of disaster relief, as outlined in charter provisions enacted by the U.S. Congress, Act of January 5, 1905, and the Disaster Relief Act of 1974 (PL 93-238, as amended by the Stafford Act). In accordance with this act and in concert with a statement of understanding between the American Red Cross and the Federal Emergency Management Agency (FEMA), the

ARC will fulfill its congressionally-mandated program in coordination with federal, state, and local governments.

A similar Statement of Understanding exists at the state level between the Commonwealth of Virginia and the ARC. This agreement reflects the role the ARC plays in supporting state and local emergency/disaster preparedness activities. The ARC specifically agrees to provide mass care (sheltering) support during disasters. However, the agreement recognizes the legal responsibilities of state agencies and local governments and that the ARC will operate cognizant of these. Furthermore, the statement of understanding encourages local ARC chapters and local governments to execute similar locally specific agreements. Statements of Understanding between local emergency management and a Red Cross Chapter should be supported by detailed operating procedures.

OPERATIONAL CONSIDERATIONS

Recent tornadoes and floods, including Hurricane Floyd in 1999 and Southwest floods in 2001, 2002 and 2003, have highlighted the importance of being able to shelter large numbers of people, both for short and long periods of time. These events also reinforced that local government and the ARC need to cooperate to avoid a myriad of legal, logistical, and resource management difficulties that can arise. It is clear that in Virginia both local government and the ARC have vital roles to play in the sheltering process. There are many factors, which can influence the interrelationship between local government and the ARC, and these must be considered. However, the primary factor during emergency and disaster events is that the needs of the citizens must be adequately addressed.

At the national level under the National Response Plan FEMA is responsible for coordinating the efforts of federal agencies in responding to emergency/disaster events. The same is true in the Commonwealth where the Department of Emergency Management coordinates the combined efforts of local governments and state agencies with the ARC Virginia/District of Columbia State Lead Chapter-Disaster Services in responding to emergency/disaster events. However, the local level is where sheltering operations actually occur.

Shelter operational methods can be described in three patterns: a Combined Operation based upon a partnership between the ARC and local government; an American Red Cross Only Operation based upon complete ARC operations with minimal support of local government; or as a Local Government Only Operation based upon completed local government operations without ARC involvement. When the ARC is involved in shelter operations, the procedures need to be a part of the Statement of Understanding between the local ARC chapter and the local government. Any shelter, which operates under the administrative procedures of the ARC can be paid for by the ARC.

Pattern 1: Combined Operation

The best approach to sheltering is a mutually agreed upon and combined effort by local government and the ARC. Most jurisdictions in Virginia do not have local government resources or ARC chapters of sufficient size to support large-scale shelter operations independent of one another. Thus, there may be a shortage of staff and shelter capacity. A partnership would entail using local government staff trained as ARC volunteers to operate shelters. This would also require that the shelter be operated as, at minimum, a joint local government/ARC designated shelter.

Significant advantages exist for this type of operation, including eligibility for ARC assuming operational costs, even if the event is not a "federally-declared disaster." Also, a proven and established set of ARC administrative procedures and training standards would assist in providing an efficient operation. A local jurisdiction's employees can be a reliable resource, especially if the shelter duties are a designated job function, to ensure that sufficient staffing resources would be more readily available.

In carrying out its responsibilities to provide for mass care during disasters, including precautionary evacuations and radiological emergencies/nuclear accidents, the American Red Cross will operate appropriate shelter facilities and arrange for mass feeding and other appropriate support. In doing so, the Red Cross will pay related cost only when such activities are under the administrative control of or authorized by the American Red Cross, or when prior written agreements have been made for some other organization to provide emergency services on behalf of the Red Cross. The American Red Cross disaster responsibilities are nationwide. Therefore, when agreements with other agencies are fulfilled and/or the local chapters are unable to meet the needs of those affected by the disaster, the resources of the total organization are made available.

Development of a combined local government and ARC shelter program is a viable option, as demonstrated by many of Virginia's larger jurisdictions. This method of operation requires close coordination and delineation of responsibilities among all participants. The system allows local government to meet legal mandates for sheltering and maintain active oversight and involvement. It also allows the ARC to provide a function mandated by Congress. Local government benefits from using an established shelter operations system. The ARC benefits by having sufficient shelter staff support by training and using local government workers and, most importantly, the affected citizens benefit from a well-managed shelter.

In the event shelters must be operated for an extended period of time, the ARC then draws on its national pool of personnel resources to provide staffing support.

Pattern 2: American Red Cross Only Operation

When shelters are operated primarily by the Red Cross, even with minimum assistance from local government, it can be expected that all operational, staffing, and financial obligations would be

assumed by the ARC. However, even though ARC has an internal mutual aid system, most jurisdictions in Virginia do not have local ARC chapters of sufficient size to immediately open multiple shelters to support local government emergency/disaster response, particularly during large events. The ARC would draw on its national pool of personnel resources to provide staffing support. The longer the operation continues, the more staff ARC can bring to the locality.

Pattern 3: Local Government Only Operation

If a local government chooses to operate a shelter without any ARC involvement, it should be aware that the jurisdiction would have to bear the cost of the operation. If an emergency/disaster event is of sufficient severity to warrant federal disaster assistance, there is a possibility that shelter operation costs would be reimbursed. In the event the emergency/disaster event did not involve federal disaster assistance, there is no provision for reimbursement by the Commonwealth.

In addition, if shelter operations were continued over a significant period of time and local government employees were providing staff support, the locality would have to bear the cost of bringing in relief personnel from outside the affected area through Statewide Mutual Aid. Red Cross shelter regulations may not allow for the Red Cross to assume operation of a shelter not meeting ARC standards. Thus, a completely independent operation of shelters by local government can ensure complete accountability, but can also increase costs in terms of money and personnel drain.

STATEMENT OF UNDERSTANDING

It is important to emphasize that any method of operation involving a combined effort between local government and the ARC requires a locally-specific Statement of Understanding among all parties, supported by detailed operational procedures. It should never be assumed that sheltering "will be taken care of as the need arises." Instead, local government and the ARC should meet, discuss, and agree upon how operations are conducted. When a combined local/ARC sheltering effort is undertaken, the following factors must be considered:

1. The Code and the COVEOP give responsibility for sheltering to local governments and encourages them to develop agreements with the local chapters of the American Red Cross to cooperatively develop the capability to operate shelters. However, local government may delegate the operation of shelter facilities to other agencies (such as the school system) or arrange for operations of shelter facilities by the ARC. Local jurisdictions cannot, however, escape overall legal responsibility.
2. The ARC has certain responsibilities relative to management and operation of shelters. Local governments also have certain legal responsibilities relative to use of public facilities. Any method can be adapted which allows all legal and mandated interests of both to be served. For Red Cross to manage precautionary hurricane shelters, the shelters must meet the ARC 4496 (Rev. January 2002) Standard for

Hurricane Evacuation Shelter Selection. The Red Cross does not support shelters identified for use by evacuees as a "last resort."

3. Local governments and the ARC should work together to locate, evaluate and negotiate for the use of shelter facilities.
4. All local government employees designated as shelter managers should be trained in ARC shelter operations procedures.
5. All agreements and local plans should clearly indicate that local government retains legal responsibility for shelter management and that the Red Cross has agreed to support the operations of shelters through training, funding and possible volunteer support. If local government employees are to provide personnel support to the ARC, this should be noted in the documents.
6. Financial considerations should be negotiated in advance. Clearly define the contributions, support, and in-kind materials to be provided by both local government and the ARC.
7. Local emergency management must work with their Red Cross Chapter to maintain current signed shelter agreements.

TRAINING ACTIVITIES

Local chapters of the ARC can provide training courses for local shelter managers and staff. Skills and methods presented in the Red Cross training programs help to establish responsible, efficient service delivery systems and manage a successful operation.

SUMMARY

Shelter operations in Virginia are clearly a legal responsibility of local government. Yet the American Red Cross has a Congressional mandate to assist government in providing sheltering activities and mass care. A combined effort between local government and the ARC provides the optimal level of sheltering capability by effective sharing of programs and resources. A combined effort must be clearly spelled out in a locally specific Statement of Understanding between the local ARC and the jurisdiction. However, local government has primary legal responsibility for sheltering operations and should decide the best method of action to ensure its ability to fulfill operational requirements.

CONTACT POINTS

If you have any questions, please contact one of the following:

- VDEM: Frank Williamson (804) 897-6500, ext. 6527
- ARC Raleigh Service Area (866) 213-2008
- ARC State Disaster Relations Liaison: Rick Russell (804) 343-2770

SHELTER OPENING CHECKLIST

To open a shelter to support the evacuation of citizens, several steps must be taken in the correct order to ensure it is ready on time and adequately supported and staffed.

1. The Emergency Management Coordinator must first try to determine if the evacuee numbers will surpass the 25-family figure, which the Red Cross has agreed to support through local hotel/motel agreements.

2. The Emergency Management Coordinator is responsible for coordinating the opening of a shelter. They begin the process by checking the status of shelters with the Augusta County Public Schools Superintendent, coordinating with the Red Cross and Social Services, and then briefing the County Administrator on the nature of the emergency, the need to open shelters, and which shelters should be opened.

3. After approval from the jurisdictions, the Emergency Management Coordinator calls the Augusta County Public Schools point of contact and requests that the designated shelter(s) be opened, brought to operating temperature, and that a building representative be present.

4. The Emergency Management Coordinator calls the Staunton-Augusta Chapter of the American Red Cross, indicates the shelters that will be opened, and requests support.

5. The Emergency Management Coordinator calls the organizations tasked (Augusta County Sheriff's Office) to provide security for the selected shelters.

6. The Emergency Management Coordinator calls the Health Department and requests a nurse for each open shelter.

7. The Emergency Management Coordinator calls Social Services and requests that Shelter Managers and staff report to the selected shelters.

8. The Emergency Management Coordinator calls RACES/ARES and requests communications support as outlined in the amateur radio operations appendices.

9. The Emergency Management Coordinator has the PIO notify the media of shelters opened and the time of opening.

10. The Emergency Management Coordinator requests that Four Wheel Drive volunteers call the information line when needed. Look at the Voluntary Organizations Active in Disaster.

11. The Emergency Management Coordinator calls the volunteer call takers to the 911 Center when needed.

12. Shelter Managers are in charge of the shelters, and all other shelter workers report to them. The Red Cross Disaster Operation Center (DOC) provides shelter, food, bedding, and incidental support upon request from the shelter manager. The Red Cross shelter representative assists the shelter manager as needed and serves as the Red Cross on-scene representative, coordinating closely with the DOC and the Red Cross representative in the EOC.

13. Community Reminders for PIO when opening a shelter
    a. ITEMS TO BRING TO SHELTER:
        i. Any medication needed
        ii. Any special medical items needed
        iii. Any personal care items
        iv. Special diet, i.e., food items
        v. Blankets, pillows, and sleeping bags
        vi. Formula, diapers, or other special needs for infants
        vii. If available, you may bring a battery-operated radio

    b. ITEMS NOT ALLOWED IN THE SHELTER:
        i. Alcohol
        ii. illegal drugs
        iii. Weapons of any kind
        iv. Pets (arrangements may be available)

SHELTER FEEDING OPTIONS

The following are options and limitations regarding providing food at shelters.

1. The school shelters will have sufficient food stocks and food service personnel to provide adequate service throughout the school year. But from about June 5th through Labor Day, no food stocks will be available, and refrigerators may be shut off in most schools. It would take about 48 hours to get refrigeration units to the proper temperature and food stocks back to proper levels, if not longer.

2. Red Cross does not cook food but has agreements with local retailers and restaurants for the purchase of foodstuffs for the preparation of sandwiches and drinks to support our shelters in an emergency. Within the first 24 hours, they typically pick up and deliver fast-food items.

3. The Local Salvation Army can serve hot food. They operate a couple of mobile canteens, each capable of cooking, baking, and serving 250 to 300 meals at a time, with about 45 minutes of preparation time. The usual menu is a hot breakfast, sandwiches for lunch, and a hot meal in the evening. The Emergency Management Coordinator or the Red Cross can call them in.

4. The Baptist General Assembly of Virginia's mobile feeding units. One is located in Richmond and the other in Southwest Virginia; each can serve more than 15,000 meals per day. They are fully self-contained and can be called in by the State upon request from the Emergency Management Coordinator or the Red Cross.

5. Locale restraints and nonprofit organizations, along with Virginia Voluntary Organizations Active in Disasters, can also help with mass feeding.

AUGUSTA COUNTY
AVAILABLE SHELTER LOCATIONS

Shelter Name	Shelter Address	Capacity
Primary Shelters		
Hugh K. Cassell Elementary School	1301 Rockfish Rd, Waynesboro, VA 22980	326
Churchville Elementary School	3710 Churchville Ave, Churchville, VA 24421	378
Clymore Elementary School	184 Fort Defiance Rd, Fort Defiance, VA 24437	326
Riverheads Elementary School	239 Don Hanger Cir, Staunton, VA 24401	326
Stuarts Draft High School	1028 Augusta Farms Rd, Stuarts Draft, VA 24477	1002
Wilson Memorial High School	189 Hornet Rd, Fishersville, VA 22939	1002
Wilson Middle School	232 Hornet Rd, Fishersville, VA 22939	511
Secondary Sites		
Craigsville Elementary School	100 E First St, Craigsville, VA 24430	N/A
Fort Defiance High School	195 Fort Defiance Rd, Fort Defiance, VA 24437	N/A
North River Elementary School	3395 Scenic Hwy, Mt Solon, VA 22843	N/A
S. Gordon Stewart Middle School	118 Fort Defiance Rd, Fort Defiance, VA 24437	N/A
Stuarts Draft Elementary School	63 School Blvd, Stuarts Draft, VA 24477	N/A
Stuarts Draft Middle School	1088 Augusta Farms Rd, Stuarts Draft, VA 24477	N/A
Wilson Elementary School	127 Woodrow Wilson Ave, Fishersville, VA 22939	N/A

AUGUSTA COUNTY
DAMAGE ASSESSMENT TEAMS

I. AGRICULTURE
Team Leader
Va. Extension Agent Representative

II. BUSINESS AND INDUSTRY
Team Leader
Community Development Representative

III. RESIDENCE AND OTHER PRIVATE PROPERTY
Team Leader
Building Official Representative

IV. WATER CONTROL FACILITIES AND PUBLIC UTILITY SYSTEMS
Team Leader
Service Authority Representative & Power Company Representatives

V. PUBLIC BUILDINGS AND EQUIPMENT
Team Leader
Maintenance Department & School System Representative

VI. PRIVATE, NON-PROFIT FACILITIES, PARKS AND RECREATIONAL FACILITIES, AND FACILITIES UNDER CONSTRUCTION
Team Leader
Park Authority Representative & Parks Department Representative

VII. LOCALLY MAINTAINED ROADS AND BRIDGES
Team Leader
Maintenance Director & Service Authority Representative

VIII. STATE-MAINTAINED ROADS AND BRIDGES
Team Leader
(Designated by the State Department of Transportation)

AUGUSTA COUNTY
EOC ACTIVATION LEVELS

Level One Emergency Command Center Activation Personnel

Sheriff Departments
State Police
Deputy Director Emergency Services
Emergency Services Coordinator/Deputy Coordinator
Public Information Officer
EOC Representative
Fire-Rescue Representative
Message Clerk
Telephone Operator
Hospital Representatives
RACES
Red Cross
Others, as dictated by the situation

Level Two Emergency Command Center Activation

County Administrator
Director of Emergency Services
Fire Chief /Coordinator of Emergency Services
Director of EOC/Deputy Coordinator of Emergency Services
Sheriff
Public Works Director
Rescue Squad
Superintendent of Schools
Health Department
Social Services
Red Cross
Message Clerks (2)
Messengers (2)
Status Board/Map Plotter
Security
Telephone Operators (2)
SPCA/Animal Control
Others as dictated by the situation

Messengers (2)

Status Board/Map Plotter
Security
Phone Operators (2)

AUGUSTA COUNTY
FEDERAL DISASTER RESPONSE FIELD FACILITIES
POTENTIAL FACILITIES

REGIONAL DISASTER FIELD OFFICE:

HOLIDAY INN OF STAUNTON
COUNTRY CLUB ROAD
STAUNTON, VA 24401
PHONE: 540-248-6020

POINT OF ARRIVAL FOR PERSONNEL:

ARRIVAL BY GROUND
AUGUSTA COUNTY EMERGENCY CENTER
18 GOVERNMENT CENTER LANE
VERONA, VA 24482

ARRIVAL BY AIR
SHENANDOAH VALLEY AIRPORT (SHD)
77 AVIATION CIR.
WEYYERS CAVE, VA 24486

POINT OF ARRIVAL FOR TRUCKS:

AUGUSTA COUNTY EMERGENCY CENTER
18 GOVERNMENT CENTER LANE
VERONA, VA 24482

DISASTER RECOVERY CENTER:

AUGUSTA COUNTY EMERGENCY CENTER
18 GOVERNMENT CENTER LANE
VERONA, VA 24482

LOCAL STAGING AREA:

AUGUSTA COUNTY EMERGENCY CENTER
18 GOVERNMENT CENTER LANE
VERONA, VA 24482

AUGUSTA COUNTY
HAZARD MITIGATION TASK ASSIGNMENTS

1. Director of Emergency Services/County Board of Supervisors

   As in all emergency-related activities, the ultimate responsibility to the public for effective hazard mitigation rests with the elected officials. They must promulgate the codes, regulations, ordinances, and provide the funds required to implement and enforce an effective mitigation program.

2. Emergency Management Coordinator

   The Emergency Management Coordinator has overall management responsibility of the hazard mitigation program and is responsible for administering an effective hazard mitigation program through the appropriate department or agency heads. Their responsibilities include, but are not limited to, the following:

   a. Planning
   b. Threat and Hazard Identification and Risk Assessment
   c. Development, maintenance, and implementation of a Hazard Mitigation Plan.
   d. Development, maintenance, and exercise of the Emergency Operations Plan.
   e. Coordinate with other agencies on risk reduction strategies.
   f. Coordinate with other departments and agencies to establish and uphold codes, ordinances, and regulations to achieve the mitigation goals.
   g. Develop public information materials that describe the risks associated with each primary hazard, the appropriate self-help or first-aid actions, and other mitigation measures.
   h. Evaluate mitigation strategies for effectiveness and adapt to changing risks.

3. Department of Health

   a. Enforce existing codes, ordinances, and regulations for the treatment of water and sewage and the handling and storage of food.
   b. Develop plans for the prevention or spread of disease during a disaster.
   c. Develop procedures for crisis monitoring of water sources and food supplies during a disaster.

4. Community Development/Building Inspector/Safety Officers

   a. Enforce existing building codes and zoning ordinances.
   b. Make recommendations for mitigating codes or ordinances, where applicable, in order to implement measures as identified in the Hazard Mitigation Plan.

c. Advise the public of private actions that could mitigate individual loss.

5. Sheriff's Office

    a. Enforce hazardous materials transportation regulations.
    b. Develop, maintain, and exercise disaster response SOPs required by other appendices of this plan.

6. Fire Department(s) and Rescue Squad(s)

    a. Develop, maintain, and exercise disaster response standing operating procedures required by other appendices of this plan.
    b. Develop, maintain, and exercise specific response plans for hazardous materials.
    c. Obtain training and special equipment that may be required for hazardous materials sites located in the jurisdiction.

7. Superintendent of Schools

    a. Ensure school administrators have a plan in place to cope with natural hazards by mitigating losses in advance. Procedures should be developed for evacuation or seeking shelter within school buildings (areas).

8. Director of Planning

    a. Administer and enforce land use ordinances
    b. Survey areas that may require land use restrictions and make recommendations, as required.

9. Public Information Officer

    a. Develop and maintain an official working agreement between the county and local EBS stations and newspapers for the release of information in time of emergency.
    b. Develop public information materials that describe the risks associated with each primary hazard, the appropriate self-help or first-aid actions, and other mitigation measures.

AUGUSTA COUNTY
DAMAGE ASSESSMENT SUMMARY SHEET

Damage Assessment Summary Sheet

Note: To be completed by compiling information collected from the field reports.

Date: _____ Inspector: _____

Event: _____ Area Assigned: _____

Summary: **Private Property (Real Property)**

Type	# Totally Destroyed	# Major Damaged	# Minor Damage	# Number Affected	Estimated Dollar Loss
Houses					
Business/Industry					
Agriculture Bldgs					
Other Property					

Summary: **Public Property (Property Owned by the State/County or other Non-Profit)**

Type	Estimated Dollar Loss	
Debris Removal		
Emergency Protective Measures		
Roads and Bridges		(County maintained/owned Only)
Water Control Facilities (Dams etc…)		
Public Bldgs and Equipment		
Public Utilities		
Parks and Rec Facilities		

AUGUSTA COUNTY
SPECIAL FACILITIES ANNEX

From previous Augusta County Emergency Operations Plan:

SPECIAL FACILITIES ANNEX

FUNCTIONAL ANNEX Q: SPECIAL FACILITIES

MISSION

To coordinate the development of emergency operation plans of special facilities with local government response agencies to ensure a prompt and effective response to hazards specific to the facility or to emergencies that may require a modified response due to the nature or character of the facility.

This coordination effort applies only to facilities that already have a facility EOP or believe one is necessary due to the facility's nature or the type and quantity of hazardous materials handled.

ORGANIZATION

Special facilities requiring pre-emergency planning and coordination are listed in Table 1. On-site emergency operations will be directed by facility management in cooperation with designated staff and key service chiefs. The facility's management will notify and coordinate the emergency response with the Augusta County Emergency Command Center if there is a possibility that the event could impact off-site areas. These plans and procedures must *be* coordinated with the County's emergency response organizations-Jaw enforcement, fire, and rescue, and with the local Emergency Services Coordinator/Deputy Coordinator.

CONCEPT OF OPERATIONS

The welfare of the people employed or residing within the facility is the responsibility of facility management. The facility director/manager will be responsible for developing and implementing an effective safety program for the facility's daily operations. The facility manager would be responsible for ensuring a prompt, effective emergency response capability is in place for potential hazards and emergencies at the site.

The facility director/manager will be responsible for obtaining the necessary assistance from the local emergency response agencies, as well as whatever action is necessary and appropriate to protect the health and welfare of the people residing or working in or around the facility, until such time as the emergency response service agencies arrive.

If the nature of the emergency is such that it could spread off-site and impact the surrounding area, the facility representative in charge would be required to notify and coordinate his efforts with the local County Emergency Command Center in order to prevent or mitigate the off-site impact of the event.

EMERGENCY MANAGEMENT ACTIONS - SPECIAL FACILITIES

1. Normal Operations

   a. Develop and implement a safety program to ensure the health and welfare of the facility population working and/or residing within the facility.

   b. Develop a facility emergency operations plan if:

      (l) The facility utilizes, manufactures or stores large quantities of hazardous materials.

      (2) A large number of people reside at the facility.

      (3) The people who reside at the facility would need special assistance to evacuate.

      (4) Or if, due to the nature of the facility, it is felt that a facility EOP would be necessary.

   c. Regularly test the appropriate emergency response procedures regarding the hazards identified at the facility and modify the plan as necessary.

2. Increased Readiness

   A natural or man-made disaster is threatening the facility.

   a. Review emergency operations plans and procedures.

   b. Alert on-duty personnel and/or residents. Notify the County Emergency Services Coordinator if it appears that outside assistance may be required to contain the event on site or if on-site emergency resources are not sufficient to effectively address the event.

   c. Ensure that the appropriate mitigation and preparedness measures are being taken.

   d. Prepare to provide the necessary emergency information to the public, if required.

3. Emergency Operations

   Conditions continue to worsen, requiring full-scale mitigation and preparedness activities.

   a. Mobilization Phase

(1) Facility management will direct and control emergency operations and ensure that a11 checklist items identified in the facility plan are completed.

(2) Disseminate emergency information and protective action guidance to the facility population as well as to the area population, if necessary. Recommend evacuation of the facility and the surrounding area, if appropriate.

(3) Notify and maintain liaison with the local County Emergency Command Center and surrounding jurisdictions.

b. Response Phase

Disaster strikes. An emergency response is required to protect Jives and property.

(1) Direct and control emergency operations in cooperation with local service chiefs, the Emergency Command Center, and appropriate state and federal agencies.

(2) Ensure that the procedures for the emergency being addressed have been initiated and are being properly executed as detailed in the facility emergency operations plan.

(3) Provide emergency information and protective action guidance to the facility population and surrounding jurisdictions, if necessary.

(4) Provide periodic status reports to the public and appropriate local, state, and federal agencies.

(5) Ensure that an accurate record of expenses is maintained.

2. Recovery

This phase requires priority attention to restoring essential facilities and assessing the impact of damage.

a. Coordinate with in-house emergency staff, service chiefs, the County Emergency Command Center, and other state and federal agencies, as required, to complete the necessary post-event investigations and restore facility operations as soon as possible.

b. Continue to maintain a record of disaster-related expenditures.

AUGUSTA COUNTY
EMERGENCY PUBLIC INFORMATION RESOURCES

WHSV-TV 3 Post Office Box TV 3 Harrisonburg, Virginia 22801-7516 540-433-9192 FAX: 540-886-6626	**DAILY NEWS RECORD** Harrisonburg 540-574-6230 FAX: 540-433-9112
WVIR-TV 29 503 East Market Street Charlottesville, Virginia 22902 1-804-977-7082 FAX: 540-886-8351	**WKCY** Post Office Box 1107 Harrisonburg, Virginia 22801 1-800-999-9529 FAX: 540-432-0837
WBGT/WKDW 704 Richmond Road Staunton, Virginia 24401 540-886-2376 FAX: 540-885-8662	**WZXI** Post Office Box 3206 Staunton, Virginia 24401 540-886-9325 FAX: 540-886-9326
WAYNESBORO NEWS-VIRGINIAN 554 West Main Street Waynesboro, Virginia 22980 540-886-3400 FAX: 540-942-4542	**WSVA** Harrisonburg 540-434-0331 FAX: 540-432-0129
WTON/STAR B 93 302 West Beverley Street Staunton, Virginia 24401 540-885-5188 FAX: 540-885-1240	**RICHMOND TIMES DISPATCH** Post Office Box 108 320 South Main Street Harrisonburg, Virginia 22801 540-574-9977 FAX: 540-574-3988
STAUNTON NEWS LEADER 11 North Central Avenue Staunton, Virginia 24401 540-885-7281 FAX: 540-885-1904	

JURISDICTION SPECIFIC ANNEX

CITY OF STAUNTON

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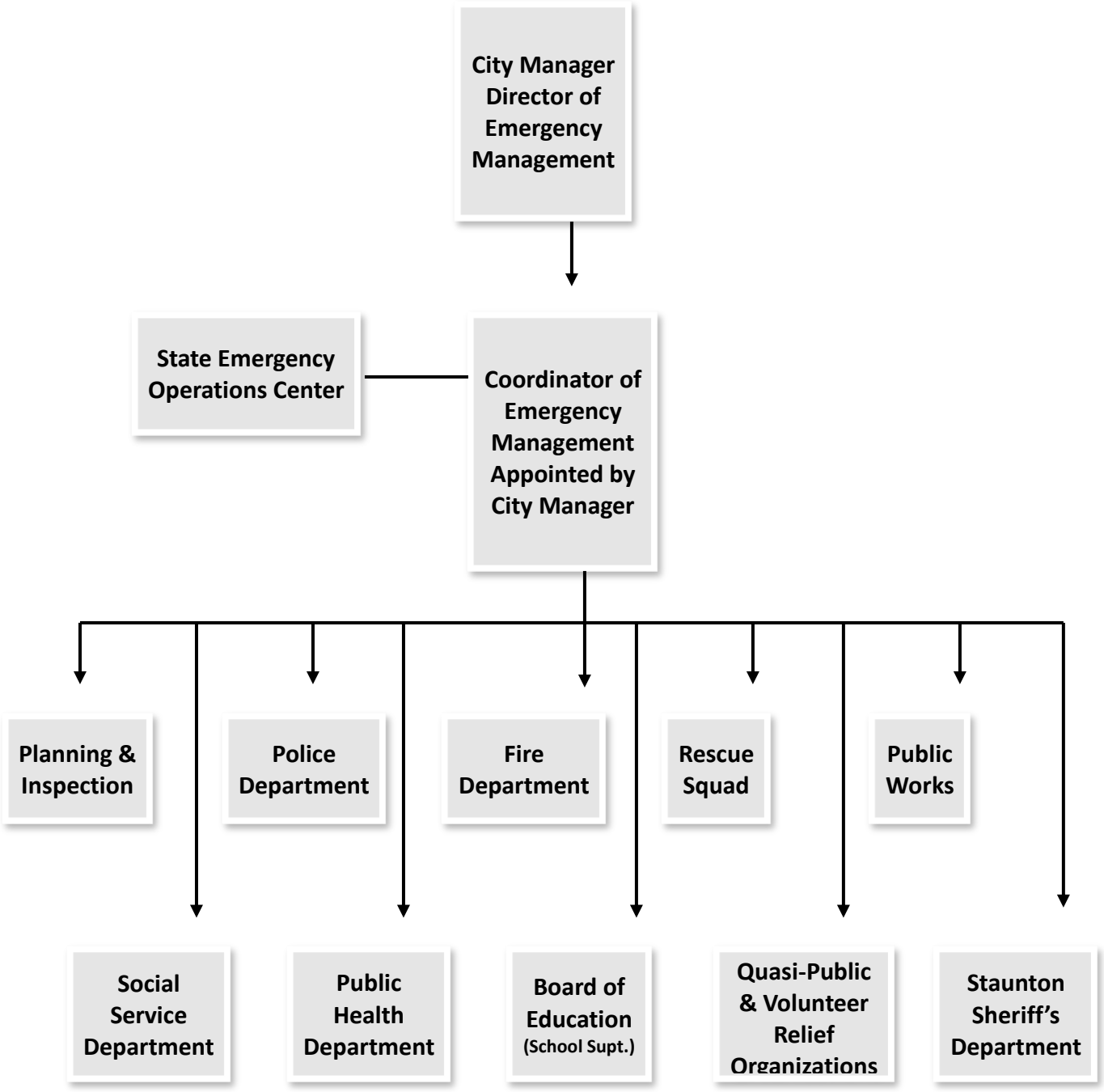
CITY OF STAUNTON
EOP DISTRIBUTION LIST

Organization	Copies
City and County Volunteer Organizations	
Staunton Augusta Rescue Squad	1
Joint/Other Support Agencies	
Airport Manager	1
Regional Jail	1
Augusta County Service Authority	1
Virginia Power	1
Central Shenandoah EMS Coordinator	1
Red Cross	1
Health Department	2
Virginia National Guard	1
Central Shenandoah Planning District Commission	1
Virginia State Agencies	
State Police	1
Department of Emergency Services	1
DES Coordinator	1
Virginia Department of Transportation	1
VPI & SU County Agent	1
Others	
Mary Baldwin College	1
Stuart Hall	1
DeJarnette Center	1
Western State Hospital	1
VSDB	1
Commonwealth Center for Children	1

City of Staunton	
City Manager	2
City Council Clerk	1
Director of Public Works	1
Public Utilities Manager	1
Director of Recreation	1
Schools	2
Police Department	4
Sheriff	1
Fire Department	5
Social Services	2
Emergency Coordinator	10
City Engineer	1
County of Augusta	
County Administrator	1
Schools	1
Sheriff	1
Fire Rescue Administration	1
City of Waynesboro	
City Manager	1
Police Chief	1
Fire Chief	1
Emergency Operations	1
TOTAL	**61**

CITY OF STAUNTON
EMERGENCY SERVICES ORGANIZATION

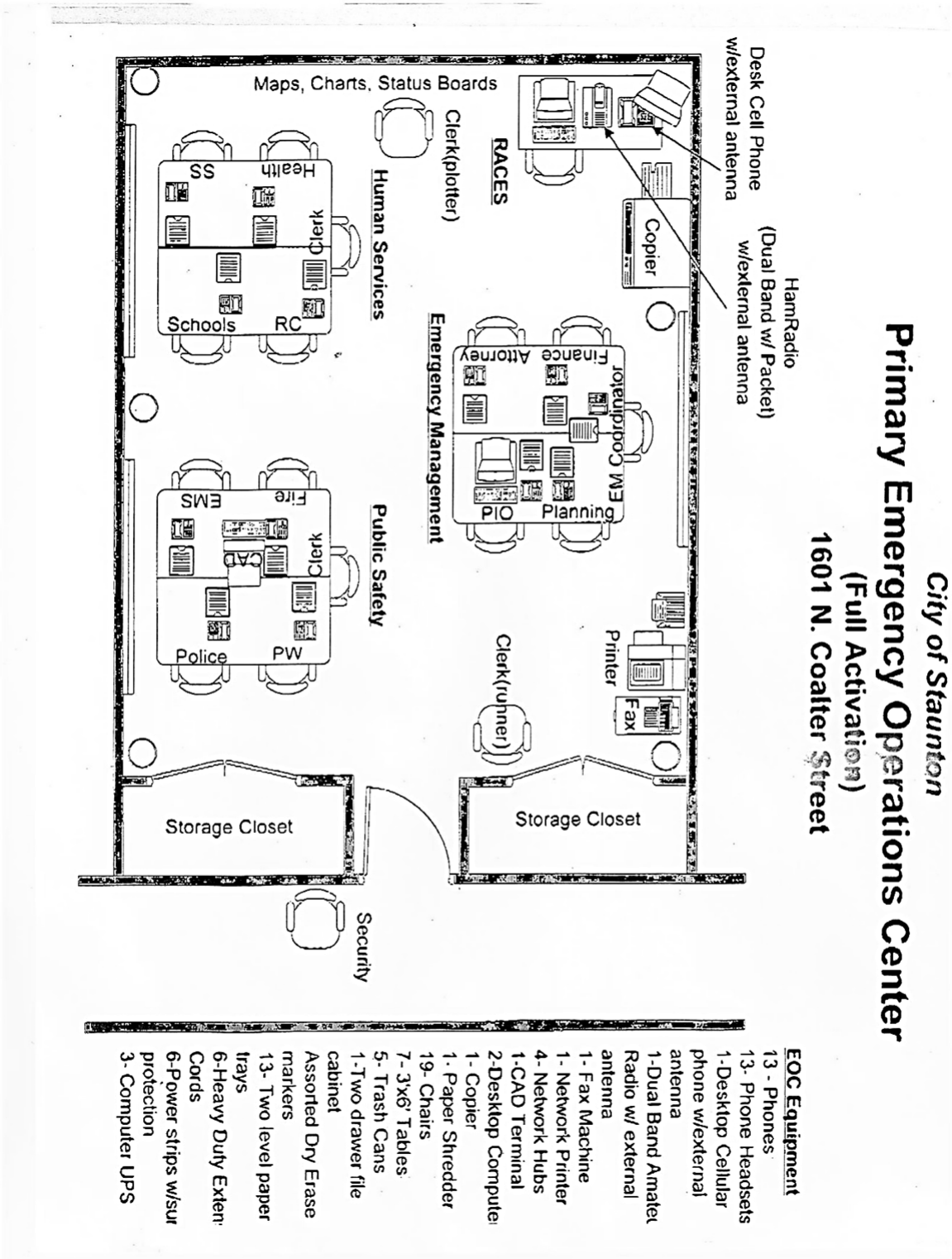


CITY OF STAUNTON
SUCCESSION OF AUTHORITY

Continuity of emergency operations is critical to the successful execution of emergency operations. Therefore, the following lines of succession are specified in anticipation of any contingency which might result in the unavailability of the ranking member of the administrative hierarchy. The decision-making authority for each organization or service function is listed below by position in decreasing order.

Organization/Service Function	**Authority in Line of Succession**
Direction and Control	1. Director of Emergency Management/City Manager 2. Coordinator of Emergency Management/Fire Chief 3. Deputy Coordinator of Emergency Management/Deputy Fire Chief and other personnel
Emergency Public Information	1. Director of Emergency Management 2. Coordinator of Emergency Management 3. Public Information Officer 4. Deputy Coordinator of Emergency Management
Police Office	1. Chief of Police 2. Police Captain 3. Lieutenants 4. Sergeant
Fire Departments	1. Chief 2. Deputy Fire Chiefs 3. Shift Captain 4. Lieutenants 5. Master Firefighters
Planning/Inspection	1. Director/Building Official 2. Deputy Building Official
School System	1. Superintendent of Schools 2. Assistant Superintendent – Bus. 3. Assistant Superintendent – Instr.
Emergency Medical Service	1. Captain - Staunton-Augusta Rescue Squad 2. Shift Commander
Public Works	1. Director of Public Works 2. Superintendent 3. Superintendent

CITY OF STAUNTON
EOC LAYOUT



CITY OF STAUNTON
EMERGENCY NOTIFICATION PROCEDURES

Once operational, the Emergency Operations Center (EOC) will receive messages directly from the State EOC. It is then the responsibility of the Emergency Communications Center (911) to monitor message traffic and ensure that messages reach the Directors of Emergency Services.

1. The 911 Center will make the initial notification to:

   The Emergency Management Coordinator (EMC), 911 Director, Fire Department, Police Department, Rescue Squad, and the Virginia EOC.

2. The EMC will contact the City Manager. If a decision is made to activate the EOC, the following will be contacted by the EMC: the Police Chief and the Fire Chief. If more than a skeletal staff is needed, the EMC will then contact the Full Staff for the EOC.

3. The Police and Fire Chiefs will activate the recall rosters for their departments as necessary and will designate someone from their departments to call the representatives to the EOC as shown below. Individuals that are called will report to their workplaces or to the EOC (indicated on the list below). Each department and division of the City will maintain a current recall roster of essential personnel that would respond in an emergency and notify the EMC of any changes to these lists.

4. Instructions for City and Police personnel activating the recall roster: Attempt to call the **first** person listed for **each** department listed in Attachment 5D and if no answer, call the next on the list for that department until you reach someone, pass the message as it was given to you, then **record the names of those departments where you could not reach anyone and report this to the Emergency Management Coordinator.**

CITY OF STAUNTON
EMERGENCY OPERATIONS CENTER (EOC) STAFFING

In the event a local emergency exists or threatens to exist that in the opinion of the City Manager requires the activation of the EOC, the following procedures will be used to determine the staffing of the EOC. The Emergency Director, involved with the advice of the Emergency Management Coordinator, will determine the level of response to any emergency.

SEVERE WEATHER (WINTER STORMS, HURRICANES, TORNADOS, FLOODS)

Level 1 Response

Police, Fire, Rescue, Public Works, RACES, Virginia Power, Red Cross, Public Information Officer, and others as needed.

Level 2 Response (In Addition to Level 1, the Following as Needed)

Schools, Social Services, AMC Representative, Information Line Volunteers, and City Transit Representative.

HAZMAT (WITH EVACUATION)

Level 1 Response

Police, Fire Rescue, RACES, Schools, Red Cross, Social Services, and City Transit.

Level 2 Response (In Addition to Level 1, the Following as Needed)

VDOT, City Public Works, AMC Hazmat Representative, Public Information Officer, Information Line Volunteers, and Area Hazmat Team.

THREATENED DAM FAILURE

Level 1 Response

Police, Fire, Rescue, RACES, Public Works, Information Line Volunteers, and Public Information Officer.

Level 2 Response (In Addition to Level 1, the Following as Needed)

AMC Executive Representative, Schools, Red Cross, Social Services, and City Transit Representative.

OTHERS THAT MAY BE CALLED DEPENDING ON THE SITUATION

Parks and Recreation, Engineering, Augusta County Service Authority, Augusta-Staunton Health Department, Salvation Army, and National Guard/VA Defense Force.

EOC STAFFING (24 HOURS PER DAY)

Skeletal Staffing

Severe Weather (winter storms, hurricanes, tornados, floods)
Hazmat
Terrorism
Director of Emergency Management
Coordinator of Emergency Management
Police Chief
Fire Chief/Deputy Coordinator of Emergency Management
Director of Planning
Message Clerk
Phone Operator

Full Staffing

Director of Emergency Management
Coordinator of Emergency Management/PIO
Police Department
Fire Chief
Director of Planning
Rescue Squad Representative
Public Works Director
Superintendent of Schools
Health Department Representative
Social Services Representative
Red Cross
Message Clerks (2)

Messengers (2)

Status Board/Map Plotter
Security
Phone Operators

Public Information/Rumor Control

PIO/Coordinator of Emergency Management
Phone Operators
Message Clerk
Messenger
Security

CITY OF STAUNTON
EMERGENCY OPERATIONS CENTER (EOC) PROCEDURES

The primary City of Staunton Emergency Operations Center (EOC) is located in the Staunton Augusta Rescue Squad Building at 1600 North Coalter Street. Space is available for all key service chiefs and Emergency Operations Center support staff. A secondary location is available at the Staunton Fire Department located at 500 North Augusta Street.

Communications (911) is a 24-hour operation which handles incoming calls for emergency services to include law enforcement, fire and rescue. It is located in Staunton City Hall, 116 West Beverley Street. All message traffic is tape recorded and logged. Dispatchers notify the Coordinator of Emergency Management and other officials in the event of any threatening emergency.

The local Emergency Operations Center should be operational within two (2) hours of official notification or alert. The Coordinator of Emergency Management or his designee will ensure the operational capability of the Emergency Operations Center by providing adequate working space and materials for each member of the EOC staff. Wall maps, a status board, a photocopier, fax, and computers should also be provided. The Message Clerk will be provided with an official log and begin to process and monitor all emergency message traffic. Periodic briefings should be provided to the EOC staff. A status board with damage assessment information should be displayed.

Back-up radio communication should be established from the local Emergency Operations Center to the State Emergency Operations Center, to in-the field emergency personnel, and to adjacent jurisdictions. A licensed RACES operator will be designated to staff the EOC. A phone system is established at the EOC for incoming calls with five lines available. A back-up generator is also available at the EOC.

The City Manager/Director of Emergency Management and/or the Coordinator of Emergency Management will direct and control all emergency operations. Backup personnel will be dispatched as needed. Should the situation warrant it, the City Manager/Director of Emergency Management or his designee shall declare a State of Emergency and have a resolution proclaiming the same adopted by the Staunton City Council at the earliest possible date.

The designated Public Information Officer (PIO) will be responsible for public information and rumor control, however, depending on the type of incident and the circumstances involved, the PIO role may shift to the Police Chief, Fire Chief, Planning Director or other department heads. This operation may be established in a separate location. Adequate phone lines, personnel, security, and a news media briefing room must be provided. All news and public inquiries concerning injured or missing individuals will be handled by this office. News releases must be cleared with the City Manager/Director of Emergency Management and/or the Coordinator of Emergency Management.

CITY OF STAUNTON
EMERGENCY OPERATIONS CENTER (EOC) FORMS AND LOGS

MESSAGE FORM

Log No. _____

To: _____ Date: _____

From: _____ Time: _____

Situation/Incident Description:

_____

_____

_____

_____

_____

_____

Action Taken:

_____

_____

_____

_____

_____

_____

Action Officer: _____

CENTER LOG FORM

Daily Staff Journal
(Operations Log)
_____ Emergency Operations Center

Item No.	Time		Incident/Message	Action Taken (by whom)
	In	Out		

EOC SECURITY SIGN IN/OUT LOG

EOC Security Sign-In/Out Log

EOC: _____

Visitors and Staff Please Sign In and Out

Date	Time In	Name	Section/Agency	Time Out

EOC STAFF SCHEDULE LOG

EOC Staff Schedule
For 24-Hour Emergency Operations

Effective Date/Time: _____ *EOC:* _____

SHIFT 1		**SHIFT 2**	
Time *From:* _____ *To:* _____		**Time** *From:* _____ *To:* _____	
Position	**Name**	**Position**	**Name**

INCOMING CALL LOG

DATE:	TIME:
NAME OF CALLER:	
PHONE #:	CELL #:

MESSAGE:

HOW DID YOU HELP THE CALLER:

RETURN CALL NEEDS TO BE MADE:	YES	NO

Signature or Initials of Person Taking Message: _____

INCOMING CALL LOG

DATE:	TIME:
NAME OF CALLER:	
PHONE #:	CELL #:

MESSAGE:

HOW DID YOU HELP THE CALLER:

RETURN CALL NEEDS TO BE MADE:	YES	NO

Signature or Initials of Person Taking Message: _____

EOC STATUS BOARD

A City map showing the location of each incident or event that is received shall be placed in the front of the room of the EOC. As calls are received and assigned a color-coded marker will be placed on the map. The following colors will indicate the status of each event or incident received.

- Red – Event or incident received and its location
- Yellow – The event or incident has been assigned to the proper agency to take action
- Green – The event/incident has been completed, and the condition no longer requires emergency action

Alongside the City map a white dry eraser board shall be located to log all received events/incidents. The following information shall be listed on the board:

- Location of the event/incident
- Type of event/incident or assistance required
- Time received
- Time assigned
- Agency assigned to
- Time competed

A second board or column shall be located in the front and track the following information:

- Location of any road closures
- Type of closure, i.e. tree across road, high water

The Assignment Desk personnel shall be responsible for recording and tracking the information on these boards and the City Map. A master log recording the same information shall be maintained at the Assignment Desk. As events or incidents are cleared or closed on the Master Log they will be removed from the Status Board.

EOC STATUS BOARD

EFFECTIVE DATE/TIME:

DATE/TIME	AREAS AFFECTED	EVENT	STATUS

CITY OF STAUNTON
EMERGENCY PUBLIC INFORMATION RESOURCES

WHSV-TV 3 Post Office Box TV 3 Harrisonburg, Virginia 22801-7516 540-433-9192 FAX: 540-886-6626	**DAILY NEWS RECORD** Harrisonburg 540-574-6230 FAX: 540-433-9112
WVIR-TV 29 503 East Market Street Charlottesville, Virginia 22902 1-804-977-7082 FAX: 540-886-8351	**WKCY** Post Office Box 1107 Harrisonburg, Virginia 22801 1-800-999-9529 FAX: 540-432-0837
WBGT/WKDW 704 Richmond Road Staunton, Virginia 24401 540-886-2376 FAX: 540-885-8662	**WZXI** Post Office Box 3206 Staunton, Virginia 24401 540-886-9325 FAX: 540-886-9326
WAYNESBORO NEWS-VIRGINIAN 554 West Main Street Waynesboro, Virginia 22980 540-886-3400 FAX: 540-942-4542	**WSVA** Harrisonburg 540-434-0331 FAX: 540-432-0129
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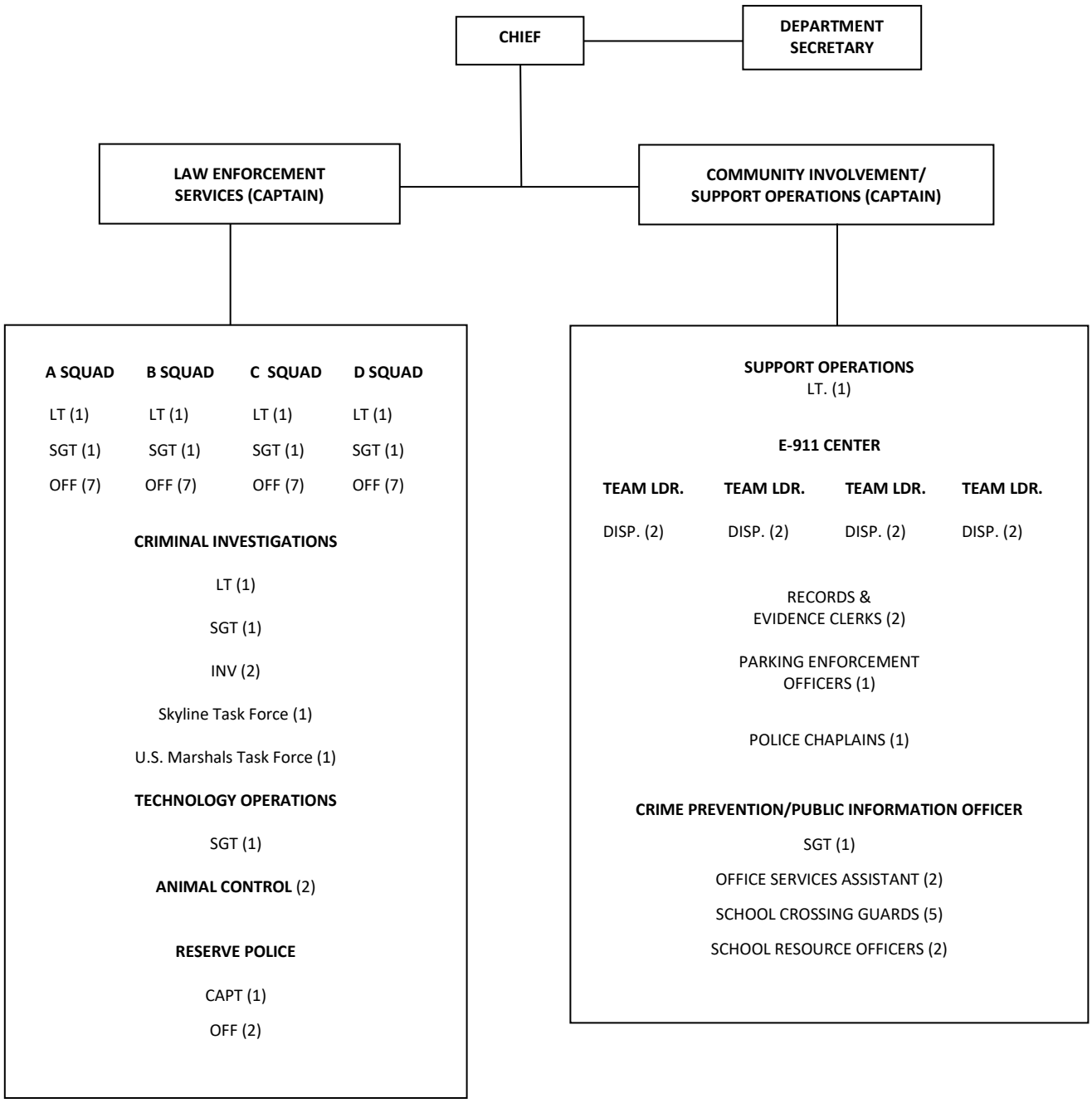
STAUNTON NEWS LEADER 11 North Central Avenue Staunton, Virginia 24401 540-885-7281 FAX: 540-885-1904	

CITY OF STAUNTON
POLICE DEPARTMENT ORGANIZATIONAL CHART
01/01/2025



CITY OF STAUNTON
LAW ENFORCEMENT RESOURCES

I. Staunton Police Department

A. Personnel

(a) 1 Police Chief
(b) 2 Captains
(c) 42 Uniformed Personnel
(d) 12 E-911 Dispatchers
(e) 2 Animal Control Officers
(f) 1 Secretary
(g) 2 Records Clerks
(h) 2 Office Service Assistants
(i) 3 Parking Enforcement Officers
(j) 2 Reserve Police Officers

B. Equipment and Facilities

(a) 27 Radio-Equipped Vehicles
(b) Radio Frequencies used are 460.175; 465.175, 460.375, 465.375, and 39.54

II. Sheriff's Department

A. Personnel

(a) 1 Sheriff
(b) 1 Captain
(c) 12 Full-time Deputies
(d) 3 Part-time Deputy
(e) 1 Secretary

B. Equipment and Facilities

(a) 11 Vehicles, all on Police Frequencies (we are on SPD frequencies until the new radios go "live", we will then have dedicated SCSO channels)

CITY OF STAUNTON
FIRE DEPARTMENT RESOURCES

Personnel:

1 Fire Chief
2 Deputy Fire Chiefs
3 Captains
6 Lieutenants
6 Master Firefighters
18 Firefighters
20 Part-time Firefighters

Equipment:

Engine 1 2026 Pierce 1500 GPM Pumper

Engine 2 2026 Pierce 1500 GPM Pumper

Engine 3 2013 Sutphen 1500 GPM Pumper

Engine 4 2008 Sutphen 1500 GPM Pumper

Ladder 1 2020 Pierce 107-ft Tractor Drawn Rescue Ladder

Rescue 1 2007 Pierce Heavy Rescue

ATV 1 Polaris Ranger ATV

Technical Rescue Trailer for Trench and Building Collapse

5 Command Vehicles (4x4)

NOTE: All equipment is radio-equipped

CITY OF STAUNTON
RESCUE/EMERGENCY MEDICAL SERVICE RESOURCES

Rescue Stations:

One located at 1601 North Coalter Street

Personnel: 46

Authority Succession:
Executive Director
Deputy Director
EMS Coordinator
Crew leader - Sergeant

Equipment:

6 Advanced Life Support Vehicles
1 Disaster Trailer
Radios for EMS Providers

The Squad is activated by calling 911, Staunton Police Dispatch for emergencies, or (540) 885-3444 for non-emergencies.

CITY OF STAUNTON
HEALTH AND MEDICAL RESOURCES

Augusta Medical Center

1. Number of Physicians – 141 active; 86 other (invitational, locum tenens, visiting, consulting)
2. Number of RNs – 423
3. Number of LPNs – 106
4. Number of Patient Care Technicians – 70
5. Number of Nursing Assistants – 75

Staunton/Augusta County Health Department

1. Health Officer (Physician) – 1
2. Environmental Health Supervisor – 2
3. Environmental Health Specialists – 7
4. Nursing Supervisor – 1
5. Public Health Nurses – 9
6. Office Support Supervisors (Clerical) – 1
7. District Planner – 1
8. Epidemiologist – 1

CITY OF STAUNTON
PLANNING AND INSPECTION RESOURCES

Personnel: 11

Vehicles: 6

Planning and Inspections include the responsibilities for the following:

- Planning and Zoning
- Development Reviews
- Building Officials/Inspections
- Drainage Program
- Fire Prevention
- Property Maintenance

CITY OF STAUNTON
INVENTORY OF USEFUL ASSETS

Equipment Group	Equipment Number	Year	Description	Total Per Group
Road Grader	*156-2037	1984	John Deere 670A	1
Front End Loader	*156-4465	1990	John Deere 644E	2
	*156-7160	2001	John Deere TC54H	
Sewer Jet Truck	*420-4880	1992	Ford F-800	1
Flusher/Tank Truck	*156-4159	1990	Ford F-800	1
5 Ton Dump Truck				
street department	*156-05386	1995	Ford f-800	13
street department	*156-06003	1998	GMC Series 'C'	
street department	*156-06159	1999	GMC C7HO42	
street department	*156-06477	2000	GMC Series 'C'	
street department	156-07475	2006	GMC TOPKICK	
street department	1516-07476	2006	GMC TOPKICK	
street department	*156-07454	2004	GMC Dump Truck	
street department	*156-05149	1994	GMC TOPKICK	
street department	*156-07474	2006	GMC TOPKICK	
street department	*156-07010	2001	GMC Dump Truck	
SCHOOLS	*200-01468	1982	Int.S1900	
utilities	*321-04469	1991	Int. 4900A	
utilities	*321-05761	1997	Ford Model F-800	
4x4 Pickup Truck				
police	**137-05560	1996	Chev. ¾ Ton 4x4 Marked Police	17
police	**137-06128	1999	Ford f-250 4x4 Spare Animal cont.	
lines/signs	*138-06436	2000	Chev. 1 ton 4x4 with dual rear	
street department	*156-06478	2000	GMC 1 Ton 3500	
street department	*156-05545	1996	Chev. 1 ton 4x4	
street department	*156-05973	1998	Chev. K2500	
street department	*156-06127	1999	Ford f-250 4x4	
street department	*156-07089	2001	3500 GMC dump	
street department	*156-07102	2001	3500 Chevy dump	
street department	156-07455	2004	3500 GMC dump	
street department	156-07456	2004	3500 GMC dump	
School Board	*200-04416	1990	GMC 4x4 1 ton with dual rear whls.	
equip. main.	*164-02956	1988	GMC ½ ton 4x4	
utilities	*321-05051	1993	Dodge Ram f-150	
utilities	*322-06417	2000	Dodge Dakota	
utilities	*322-06975	2001	Dodge Dakota Crew Cab 4x4	
utilities	*322-06976	2001	Dodge Dakota 4x4	
Light Weight Roller				1
	156-6180	2000	Vibromax Model 265 Tandem Drum	
Refuse Packer				6
refuse	*820-05112	1994	Ford ft900 EZ pack body	
refuse	*820-05958	1998	Int. 4900 series Apollo body	
refuse	*820-06257	2000	Int. 4900 series Apollo body	
refuse	820-07466	2005	INT.7400	
refuse	*820-04322	1990	Ford Model L-8000 Apollo	

refuse	820-07494	2007	INT.7400	
Mid Size Pickup				
lines/signs	*138-07187	2002	superduty f350	16
street department	*156-04563	1991	Ford f-150	
street department	*156-05973	1998	Chev. K2500	
building maint.	*158-07293	2003	GMC ¾ ton	
building maint.	*158-04284	1990	GMC Sierra ½ ton	
building maint.	*158-04761	1992	GMC Sierra ½ ton	
utilities	*320-04498	1991	Chev. S-10	
utilities	*321-04879	1992	GMC 3500 utility truck and body	
utilities	*321-05051	1993	Dodge Ram f-150	
utilities	*322-04407	1990	Ford Ranger XLT, 4x2	
utilities	*322-05113	1993	Ford Ranger	
utilities	*322-06038	1998	GMC 3500 utility truck and body	
utilities	*322-07192	2002	K1500 GMC pickup truck	
utilities	*420-05084	1993	GMC 3500 utility truck and body	
refuse supt.	*820-05068	1993	Ford Ranger	
refuse	*820-05256	1995	Dodge Dakota	
Bucket Truck				
signals	*139-07057	2001	f-450 Ford areal truck	
street department	*156-01973	1983	Chev. 30 series	
	*156-04763	1992	F-800 area bucket	
knuckle boom truck	820-07493	2007	4300 SERIES 18 FT BODY	
	*156-04763	1992	F-800 Areal Bucket	
Utility Truck				
utilities	*420-05084	1993	GMC 3500 utility truck and body	
utilities	*321-04879	1992	GMC 3500 utility truck and body	
utilities	*322-06038	1998	GMC 3500 utility truck and body	
building maint.	*158-04416	1990	GMC 4x4 1 ton with dual rear whls.	
	*138-7187	2002	F-350 w/crane	
Compressor				
lines/signs	138-02074	1984	Sullair 185	
street department	156-01465	1972	Ingersoll Rand Model 150	
street department	156-04108	1989	Ingersoll Rand Model P-185	
street department	156-05203	1994	Grimmer Schmidt 185	
utilities	321-02062	1984	Sullair 185	
utilities	420-05050	1993	Ingersoll Rand Model P185WJD	
utilities	420-06974	2000	185 Ingersoll Rand	
10 Ton Utility Trailer				
	156-1355	1968	Miller Tilt Top	
	156-2514	1987	Interstate 20 Ton	
Note: *Two-way radio equipped. Public Works Frequency.				
**Police band radio equipped.				

CITY OF STAUNTON
LIST OF EMERGENCY GENERATORS & LOCATIONS

Location	Mfr.	Portable	Output	Voltage	Phase	Run Time	Fuel	Dept.
P.W./EQUIP MAIN	Kohler	No	40 KW	120/208	3	10 hours	Diesel	158
Fire Dept.	Onan	No	30 KW	120/208	3	Indefinite	Nat. Gas	158
WTP	Kohler	No	300 KW	120/208	3	8 hours	Diesel	320
Pump Truck	Unknown	Yes	4300 Watt	120	1	N/A	Hydraulic	322
WTP	Kohler	Yes	135 KW	120/208	3	6 hours	Diesel	322
WTP	Kohler	Yes	45 KW	120/208	3	6 hours	Gas	322
EQUIP MAINT.	Honda	Yes	5000 Watt	120/240	1	6 hours	Gas	158
Traffic/Signals	Homelite	Yes	2500 Watt	120	1	4 hours	Gas	139
Traffic/Signals	Honda	Yes	5000 Watt	120/240	1	4 hours	Gas	139
Sign Shop	Yamaha	Yes	4000 Watt	120/240	1	4 hours	Gas	138
Police Dept.	Homelite	Yes	4000 Watt	120/240	1	4 hours	Gas	137
Street Dept.	Campbell	Yes	3500 Watt	120	1	4 hours	Gas	156
Street Dept.	Titan Ind.	Yes	5000 Watt	120/240	1	4 hours	Gas	156
Street Dept.	Generac	Yes	5000 Watt	120/240	1	4 hours	Gas	156
BIG SKY	Guardian	No	2K3K Series Need Operators Manual	120/240	1	12 hours	Gas	P. Maint.
Bell Creek	Cummins	No	Will Complete ASAP	120/240	1	12 hours	Diesel	Bell Creek
City Hall	Olympian	No	75 KW	120/240	1	12 hours	Diesel	City Hall

CITY OF STAUNTON
HAZARDOUS MATERIALS SITES

Number	Name of Facility	Address	Hazard
1	Specialty Blades	9 Technology Drive	Oil Storage (1,600 gallons)
2	Valley Feed	316 New Hope Road	10,000 gallons of Propane Grain Bins
3	Augusta Co-Op	1205 B Richmond Avenue	Feed Bins
4	Shenandoah Valley Propane	1106 Greenville Avenue	Trucks as Business
5	Fisher Oil	650 C & O Flats (Middlebrook Avenue)	Two (2) 5,000 Gallon above Ground Tanks
6	Sunspots	202 Lewis Street	Acetylene
7	Guy C. Evers	801 Middlebrook Avenue	5,000 Gallon Tank of Diesel

CITY OF STAUNTON
AVAILABLE SHELTER LOCATIONS
PUBLIC SCHOOLS/FIRE DEPARTMENT/RESCUE SQUAD

SHELTER NAME	CAPACITY
1. Shelburne Middle School 300 Grubert Avenue Telephone: 332-3930	1,200
2. Staunton High School 1200 North Coalter Street Telephone: 332-3926 (Generator Available)	1,500
3. Bessie Weller Elementary School 600 Greenville Avenue Telephone: 332-3940 (Generator Available)	750
4. Thomas Dixon Elementary School 1751 Shutterlee Mill Road Telephone: 332-3924	1,000
5. A. R. Ware Elementary School 330 Grubert Avenue Telephone: 332-3938 (Generator Available)	1,000
6. Thomas C. McSwain Elementary School 1101 North Coalter Street Telephone: 332-3936 (Generator Available)	1,000
7. Staunton Fire Department 500 North Augusta Street (Generator Available)	125
8. Staunton/Augusta Rescue Squad 1601 North Coalter Street (Generator Available)	300

CITY OF STAUNTON
SHELTER OPENING CHECKLIST

In order to open a shelter to support the evacuation of citizens a number of steps must be taken in the proper order to ensure the shelter is ready in time and is properly supported and staffed.

1. The Emergency Management Coordinator (EMC) must first try to determine if the evacuee numbers will surpass the 25-family figure, which the Red Cross has agreed to support through local hotel/motel agreements.
2. The EMC is responsible for coordinating all actions necessary to open shelters in our jurisdictions and begins the process by checking the status of shelters, coordinating with Red Cross and then briefing the City Manager on the nature of the emergency, the need for shelter opening and the shelters that should be opened.
3. After approval from the jurisdictions, the EMC calls the City school, County school, Fire Chief, Rescue Captain and/or point of contact and requests that the designated shelter(s) be opened, brought to operating temperature and that a building representative be present.
4. The EMC calls the Staunton-Augusta Chapter of the American Red Cross, indicates the shelters that will be opened and request support.
5. The EMC calls the organizations tasked (City Sheriff and Police Departments) to provide security for the selected shelters.
6. The EMC calls the Health Department and requests a nurse for each opened shelter.
7. The EMC calls Social Services, as needed, and requests that Shelter Managers report to the selected shelters.
8. The EMC calls RACES and requests communications support as outlined in 4-H above.
9. The EMC has the PIO notify the media of shelters opened and the time of opening.
10. The EMC requests that four-wheel drive volunteers call the information line when needed.
11. The EMC calls the volunteer call takers to the 911 Center when needed.
12. Shelter Managers are in charge of the shelters and all other shelter workers report to them. Shelter food, bedding and incidental support is provided by the Red Cross DOC at the request of the shelter manager. The Red Cross shelter representative assists the shelter manager as needed and acts as the Red Cross on scene representative by keeping in close coordination with the DOC and the Red Cross representative in the EOC.

CITY OF STAUNTON
SHELTER FEEDING OPTIONS

The following are options and limitations dealing with providing food at shelters.

1. The school shelters will have sufficient quantities of food stocks and food service personnel to adequately provide service during the school year. But from about June 5th till after Labor Day there will be no food stocks available and refrigerators will be shut off. It would take about 48 hours to get refrigeration units to proper temperature and food stocks back to proper levels.

2. Red Cross does not cook food but has agreements with local retailers and restaurants for the purchase of foodstuffs for the preparation of sandwiches and drinks to support our shelters in an emergency. During the first 24 hours they will usually pick up and deliver fast food items.

3. The Local Salvation Army can serve hot food. They have a couple of mobile canteens, and each can cook, bake, and serve 250 to 300 meals at a time with about 45 minutes of preparation time. The usual menu is a hot breakfast, sandwiches for lunch and a hot meal in the evening. They can be called in by the EMC or the Red Cross.

4. Another source of food for our shelters is the Baptist General Assembly mobile feeding units. One is located in Richmond and one in Southwest Virginia, each can serve upwards to 15,000 meals per day. They are totally self-contained and can be called in by the State through a request from the EMC or Red Cross.

CITY OF STAUNTON
INFORMATION FOR SHELTER OPENING

DATE:

TIME: Shelter will open at _____ and remain open as necessary for this emergency. Information we have now says repairs should be made _____.

LOCATION:

ITEMS TO BRING TO SHELTER:

- Any medication needed
- Any special medical items needed
- Any personal care items
- Special diet, i.e., food items
- Blankets, pillows, and sleeping bags
- Formula, diapers, or other special needs for infants
- If available, you may bring a battery-operated radio

I**TEMS NOT ALLOWED IN THE SHELTER:**

- Alcohol or illegal drugs
- Weapons of any kind
- Pets

REMINDER THAT, IF POSSIBLE, INDIVIDUALS SHOULD CUT OFF WATER AND OPEN TAPS BEFORE LEAVING THE HOUSE

CATS (COORDINATED AREA TRANSPORTATION SERVICE) WILL BE PROVIDING TRANSPORTATION ASSISTANCE UNTIL 9:00 P.M., CALL 248-2499

PEOPLE WITH QUESTIONS ON THE SHELTER SHOULD CALL 332-3842

CITY OF STAUNTON
SHELTER REGISTRATION FORM

AMERICAN RED CROSS			
Family Last Name			
Names	Age	Medical Problem • Killed • Injured • Hospitalized	Referred to Nurse
Man			
Woman (Include Maiden Name)			
Children in Home			
Family Member not in Shelter (Location if Known)			

DISASTER SHELTER REGISTRATION	
Shelter Location	
Shelter Telephone No.	Date of Arrival
Pre-disaster Address and Telephone No.	

I ☐ do, ☐ do not, authorize release of the above information concerning my whereabouts or general condition.

_____
Signature

- - - -

CITY OF STAUNTON
DAMAGE ASSESSMENT TEAMS

I. Business and Industry
Team Leader: Planning and Building Official Representative

II. Residence and Other Private Property
Team Leader: Planning and Building Official Representative

III. Water Control Facilities and Public Utility Systems
Team Leader: Public Works Representative

IV. Public Buildings and Equipment
Team Leader: Maintenance Department and School System Representative

V. Parks and Recreational Facilities
Team Leader: Parks and Recreation Department Representative

VI. Locally Maintained Roads and Bridges
Team Leader: Public Works Representative

CITY OF STAUNTON
VOLUNTEER REGISTRATION FORM

I. Name _____

Social Security No. _____

II. Organization (if appropriate) _____

III. Skill or Specialized Service (i.e., carpenter, heavy equipment operator, medical technician, etc.)

_____

IV. Estimated Length of Time Services can be Provided in the Disaster Area

_____

V. Special Tools or Equipment Required to Provide Services

_____

VI. Billet or Emergency Shelter Assignment in Local Area

_____

VII. Whether or not the Group or Individual is Self-Sufficient with Regard to Food and Clothing

_____

VIII. Special Medical Consideration (such as allergies, date of last tetanus shot):

_____

JURISDICTION SPECIFIC ANNEX

CITY OF WAYNESBORO

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CITY OF WAYNESBORO
MUTUAL AID

The City of Waynesboro has provision for mutual aid assistance in two formats.

1 - Local mutual aid agreements with neighboring jurisdictions and agencies for the provision of Fire, EMS, and Law Enforcement services. These mutual aid agreements are reciprocal and are activated via our E911 Communications facility per established dispatch and response procedures and guidelines as the need dictates.

2- The City is a member of the Statewide Mutual Aid program and as such may request mutual aid or be requested to provide mutual aid via the Virginia EOC. All requests for such aid will go through the Emergency Management Coordinator who will make requests to VDEM or determine the City's ability to provide assistance as requested.

City departments who require mutual aid assistance from the statewide mutual aid program will determine their needs and make said request in writing to the emergency management coordinator. A special project code will be established by the finance department to track all mutual aid expenses for reporting to VDEM.

CITY OF WAYNESBORO
EMERGENCY MESSAGE FORM

Waynesboro Office of Emergency Services

Urgent ( )
Routine ( )
Info Only ( )

Message No:_____Date: ___/___/___ Time:___:___

To: Name:_____ From: Name:_____
Dept:_____ Dept: _____
Phone: (___)____- _____ Phone: (___) _____:_____

Situation/Incident/Description:

Action Taken/Response/Reply:

CITY OF WAYNESBORO
FACILITIES THAT MAY REQUIRE AN EOP

Facilities that may require an EOP due to hazardous materials, used, manufactured, or stored on site:

	Telephone
Private Schools	
Fishburne Military School	946-7700
Retirement Homes	
Avante at Waynesboro	949-7191
Summit Square	941-3100
Waynesboro Manor	942-2250
ARC of Augusta	943-1618
Industries	
Allied Ready Mix Company 1321 N. Commerce Avenue P.O. Box 280 Waynesboro, Virginia 22980	949-8386
Invista Waynesboro Plant 400 Dupont Blvd. Waynesboro, Virginia 22980	949-2000
Reo Distribution 1 Solutions Way Waynesboro, Virginia 22980	943-7736
Industrial Machine Works, Inc. 444 N. Bayard Avenue P.O. Box 1167 Waynesboro, Virginia 22980	949-6115
McClung Printing 550 Commerce Avenue Waynesboro, Virginia 22980	949-8139

Industries (continued)

Neuman Aluminum Genicom Dr. Waynesboro, Virginia 22980	885-2116
Polymer Group Inc. 1020 Shenandoah Village Dr. Waynesboro, Virginia 22980	946-9250
Virginia Panel Corp. 1400 New Hope Road P.O. Box 1106 Waynesboro, Virginia 22980	932-3300

CITY OF WAYNESBORO
PUBLIC WORKS EQUIPMENT
(12/9/25)

Description	Department	Division
2022 Ford Explorer	Assesor's Office	1432
2011 Ford F150	B&G Custodial & Maint	4310
2019 Ford Transit Van T-250	B&G Custodial & Maint	4310
2018 Ford Focus	Backflow Prevention	4415
2015 Freightliner Knuckleboom	Boom Truck Pickups	4232
Kobalt Leaf Blower	Boom Truck Pickups	4232
Kobalt Hedge Trimmer	Boom Truck Pickups	4232
2018 Chevrolet Colorado Ext. Cab	Building Admin	3411
2022 Ford Explorer	Building Inspection	3412
2022 Ford Explorer	Building Inspection	3412
2019 Ford F450	Cemeteries	7140
2015 John Deere Backhoe	Cemeteries	7140
Stihl Backpack Blower	Cemeteries	7140
Stihl Chainsaw	Cemeteries	7140
Exmark 60" Mower with mulching kit	Cemeteries	7140
2006 Bobcat	Cemeteries	7140
Kobalt Air Compressor	Cemeteries	7140
Fuel Key - Billy Rowe	Cemeteries	7140
Hustler Mower	Cemeteries	7140
Exmark 60" Mower	Cemeteries	7140
Western 9' Snow Plow	Cemeteries	7140
Stihl Backpack Blower	Cemeteries	7140
Stihl Blower	Cemeteries	7140
2018 Kaufman Landscape Trailer	Cemeteries	7140
2013 Ford Explorer	City Manager	1211
2015 Ford Focus SE	City Manager	1211
Fuel Key	Emergency Mgmt Admin	3511
2024 Polaris ATV	Emergency Mgmt Admin	3511
2013 Ford Explorer	Emergency Mgmt Admin	3511
2024 Ford Explorer	Engineering	4010
2025 Chevrolet Traverse AWD	Engineering	4010
2008 Chevrolet Colorado	Engineering	4010
2015 Jeep Compass Sport	Engineering	4010
2013 Ford Explorer (CHIEF 1)	FD Admin	3211
2006 Chevrolet Tahoe (BATTALION 1)	FD Admin	3211
2019 Dodge Ram 2500 (CHIEF 2)	FD Admin	3211

2006 Ford Taurus	FD Admin	3211
2014 Jeep Compass Sport (TRAINING 1)	FD Admin	3211
2006 Chevrolet Tahoe (QUICK RESPONSE VEHICLE)	FD Admin	3211
2008 Chevrolet Silverado 2500HE (UTILITY 18)	FD Admin	3211
2021 Pierce Aerial Velocity Ladder Truck (TRUCK 14)	FD Fire	3221
2011 Mercury 25HP Outboard Boat	FD Fire	3221
1999 Sutphen Pumper Truck (RESERVE ENG 11)	FD Fire	3221
2012 Dodge Ram Ambulance (AMBULANCE 12)	FD Fire	3221
2026 Homesteader Hercules Water Rescue Trailer	FD Fire	3221
1995 International Salvage Truck / 4900 (SALVAGE 16)	FD Fire	3221
2013 Scott Enclosed Fire Safety House	FD Fire	3221
2016 Pierce Pumper Truck (ENG 12)	FD Fire	3221
2025 Pierce Pumper Truck	FD Fire	3221
2024 Ford Styleside Crew Cab 4x4 (FM VEHICLE)	FD Fire	3221
2003 Pierce Enclosed Cab (RESERVE ENG 12)	FD Fire	3221
2009 Pierce Velocity Fire Truck (RESERVE ENG 12)	FD Fire	3221
Hotsy Pressure Washer	Fleet	4008
2016 Ford Explorer	Fleet	4008
2008 Ford F350 Super Duty	Fleet	4008
1995 Nissan Forklift	Fleet	4008
Fuel Key - Mechanics	Fleet	4008
Miller Blue Star Welder	Fleet	4008
Honda Air Compressor, 30 Gallon	Fleet	4008
2016 Kaufman Equipment Trailer	Fleet	4008
IPC Eagle Floor Sweeper	Fleet	4008
Fuel Key - Tosha	Fleet	4008
2016 Jeep Compass Sport	Info Technology	1651
Kunz Pull Behind Mower	Landfill Operations	4243
Troy Built Push Mower	Landfill Operations	4243
2016 Ford F150 XLT	Miss Utility Locating	4402
2024 Ford Explorer	P/C Economic Development	8150
2025 Ford F250	P/R Horticulture	7122
2008 Ford F250	P/R Horticulture	7122
Water Tank with pump	P/R Horticulture	7122
2015 Ford F350	P/R Horticulture	7122
Ariens Snow Blower	P/R Standard Parks Maint	7121
Fuel Key - Kevin Cline	P/R Standard Parks Maint	7121
Rhino Bushhog	P/R Standard Parks Maint	7121
2008 Chevrolet Colorado	P/R Standard Parks Maint	7121
2011 Look Enclosed Trailer	P/R Standard Parks Maint	7121
Exmark Lazer 60" Mower	P/R Standard Parks Maint	7121

Exmark 52" Mower	P/R Standard Parks Maint	7121
Western Snow Plow	P/R Standard Parks Maint	7121
Woods Finish Mower	P/R Standard Parks Maint	7121
1996 Ford F150	P/R Standard Parks Maint	7121
2019 Kawasaki Mule	P/R Standard Parks Maint	7121
Talon Leaf Vac	P/R Standard Parks Maint	7121
2005 GMC Sierra 2500HD	P/R Standard Parks Maint	7121
Fuel Key - Mike Allen	P/R Standard Parks Maint	7121
Toro Power Broom	P/R Standard Parks Maint	7121
Hustler 60" Mower	P/R Standard Parks Maint	7121
2018 Kaufman Landscape Trailer	P/R Standard Parks Maint	7121
Western 8.5' Snow Plow	P/R Standard Parks Maint	7121
2014 Ford F250	P/R Standard Parks Maint	7121
Fuel Key P&R #2	P/R Standard Parks Maint	7121
1999 Ford Ranger	P/R Standard Parks Maint	7121
Woods Bush Hog	P/R Standard Parks Maint	7121
Ariens Snow Blower	P/R Standard Parks Maint	7121
2017 Kaufman Landscape Trailer	P/R Standard Parks Maint	7121
2014 Currahee Landscape Trailer	P/R Standard Parks Maint	7121
2008 Ford Pickup F250	P/R Standard Parks Maint	7121
Exmark 72" Mower	P/R Standard Parks Maint	7121
Open Trail Snow Plow	P/R Standard Parks Maint	7121
Hustler 60" Mower	P/R Standard Parks Maint	7121
2019 Ford F250	P/R Standard Parks Maint	7121
Exmark Walk Behind Mower	P/R Standard Parks Maint	7121
2017 Kaufman Landscape Trailer	P/R Standard Parks Maint	7121
2012 Kubota Tractor	P/R Standard Parks Maint	7121
2008 Ford F150	P/R Standard Parks Maint	7121
Exmark Walk Behind Mower	P/R Standard Parks Maint	7121
1999 Mid-Atlantic Trailer	P/R Standard Parks Maint	7121
Exmark 72" Mower	P/R Standard Parks Maint	7121
2014 Homesteade Dump Trailer	P/R Standard Parks Maint	7121
Exmark 72" Mower w/ vac system	P/R Standard Parks Maint	7121
2017 Jeep Compass Sport	Parks & Rec Admin	7110
2016 Ford F150 XL	Parks & Rec Admin	7110
Cargo Express 7x14 Enclosed Trailer	Parks & Rec Athletics	7111
Cargo Express 6x12 Enclosed Trailer	Parks & Rec Special Events	7113
2024 Ford Police Interceptor AWD	PD Admin	3111
2015 Ford Police Interceptor AWD	PD Admin	3111
2024 Ford Police Interceptor AWD	PD Admin	3111
2023 Ford Police Interceptor AWD	PD Admin	3111

2025 Ford Police Interceptor AWD	PD Admin	3111
2013 Ford Police Interceptor AWD	PD Admin	3111
2007 Ford Expediton	PD Admin	3111
2010 Ford Escape XLS	PD Admin	3111
2023 Ford Police Interceptor AWD	PD Admin	3111
2021 Ford Police Interceptor AWD	PD Admin	3111
2022 Ford Police Interceptor AWD	PD Admin	3111
2018 Dodge Grand Caravan	PD Admin	3111
2021 Ford Police Interceptor AWD	PD Admin	3111
2008 Ford F250	PD Admin	3111
2021 Ford Police Interceptor AWD	PD Admin	3111
2016 Ford F150 XLT	PD Admin	3111
2022 Ford Police Interceptor AWD	PD Admin	3111
2025 Ford Police Interceptor AWD	PD Admin	3111
2017 Ford F150	PD Admin	3111
2025 Ford Police Interceptor AWD	PD Admin	3111
2022 Honda CRV EX AWD	PD Admin	3111
2014 GMC Savana 2500	PD Admin	3111
2022 Ford Police Interceptor AWD	PD Admin	3111
2013 Nissan Altima	PD Admin	3111
2020 Honda CRV EX AWD	PD Admin	3111
2020 Honda CRV EX AWD	PD Admin	3111
2014 Ford Police Interceptor AWD	PD Admin	3111
2025 Ford Police Interceptor AWD	PD Admin	3111
2025 Ford Police Interceptor AWD	PD Admin	3111
2025 Ford Police Interceptor AWD	PD Admin	3111
2022 Ford Police Interceptor AWD	PD Admin	3111
2023 Ford Police Interceptor AWD	PD Admin	3111
2019 Ford Police Interceptor AWD	PD Admin	3111
2020 Ford Police Interceptor AWD	PD Admin	3111
2015 Ford Police Interceptor AWD	PD Admin	3111
2018 Ford Police Interceptor AWD	PD Admin	3111
2024 Ford Police Interceptor AWD	PD Admin	3111
2018 Ford Police Interceptor AWD	PD Admin	3111
2020 Ford Police Interceptor AWD	PD Admin	3111
2020 Ford Police Interceptor AWD	PD Admin	3111
2019 Ford Police Interceptor AWD	PD Admin	3111
2021 Ford Police Interceptor AWD	PD Admin	3111
2023 Ford Police Interceptor AWD	PD Admin	3111
2014 Ford Police Interceptor AWD	PD Admin	3111
2026 Chevrolet Equinox AWD	PD Admin	3111

2018 Ford Police Interceptor AWD	PD Admin	3111
2025 Ford Police Interceptor AWD	PD Admin	3111
2022 Ford Police Interceptor AWD	PD Admin	3111
2020 Ford Police Interceptor AWD	PD Admin	3111
2025 Ford Police Interceptor AWD	PD Admin	3111
2020 Ford Police Interceptor AWD	PD Admin	3111
2017 Ford Police Interceptor AWD	PD Admin	3111
2011 Dodge Charger Pursuit	PD Admin	3111
2016 Western Snow Plow HTS	PD Admin	3111
2011 Ford Crown Vic	PD Admin	3111
2024 Ford Police Interceptor AWD	PD Admin	3111
2025 Ford Police Interceptor AWD	PD Admin	3111
2005 Ford Crown Vic	PD Admin	3111
2022 Ford Police Interceptor AWD	PD Admin	3111
2014 Ford Police Interceptor AWD	PD Admin	3111
2015 Ford Police Interceptor AWD	PD Admin	3111
1995 John Deere Gator	PD Admin	3111
2025 Ford Police Interceptor AWD	PD Admin	3111
2025 Kia Sorento S AWD	PD Admin	3111
2013 Ford Police Interceptor AWD	PD Admin	3111
2025 Ford Police Interceptor AWD	PD Admin	3111
2019 Ford Police Interceptor AWD	PD Admin	3111
2022 Ford Police Interceptor AWD	PD Admin	3111
2007 Chevrolet Colorado	PW Admin	4001
2005 GMC Sierra	PW Admin	4001
2015 Jeep Compass Sport	PW Admin	4001
2026 Chevrolet Traverse, AWD	PW Ops Admin	4158
2003 Chevrolet Impala	RDHA	1657
2020 Ford F250	RDHA	1657
2009 Ford Super Duty	RDHA	1657
2017 Ford Transit 150	RDHA	1657
2011 Chevrolet Impala	RDHA	1657
2020 Ford F250	RDHA	1657
2022 Ford F150	RDHA	1657
2009 Ford F150	RDHA	1657
Fuel Key - RDHA	RDHA	1657
2018 Ford EcoSport	RDHA	1657
2015 Ford F150	RDHA	1657
2011 Ford F250	Refuse Admin	4234
Bolens Push Mower	Refuse Admin	4234
2016 Case Skid Loader	Refuse Admin	4234

Stihl Chainsaw	Refuse Admin	4234
Troy Built Push Lawn Mower	Refuse Admin	4234
2015 Stihl Chainsaw MS 250	Refuse Admin	4234
2016 Jeep Compass Sport	Refuse Admin	4234
Honda Steam Jenny Pressure Washer	Refuse Admin	4234
Fuel Key - Refuse	Refuse Admin	4234
Kobalt Hedge Trimmer	Refuse Admin	4234
2018 Frieghtliner Garbage truck	Refuse Admin	4234
2019 Honda Mi-T-M Pressure Washer GX390	Refuse Admin	4234
Kobalt Hedge Trimmer	Refuse Admin	4234
2026 Freightliner Garbage Truck	Refuse Admin	4234
Stihl Weedeater	Refuse Admin	4234
2021 Freightliner Garbage Truck	Refuse Admin	4234
2015 International Garbage Truck	Refuse Admin	4234
Kobalt Hedge Trimmer	Refuse Admin	4234
AquaTools CartBlaster II Container Cleaning System	Refuse Admin	4234
2025 Freightliner Garbage Truck	Refuse Admin	4234
2016 Chevrolet Silverado 3500HD (Cage Truck)	Refuse Admin	4234
2016 Freightliner Garbage Truck	Refuse Admin	4234
2025 Freightliner Garbage Truck	Refuse Admin	4234
Fuel Key - Schools Bldg Grounds	School Small Equipment	1657
2020 Ford Cargo Van	School Vehicle Operation	1657
2008 Thomas School Bus #695	School Vehicle Operation	1657
2014 Chrysler Town & Country	School Vehicle Operation	1657
2002 Freightliner School Bus #644	School Vehicle Operation	1657
2003 Thomas School Bus #622	School Vehicle Operation	1657
Fuel Key - Dr. Barber	School Vehicle Operation	1657
2017 Thomas School Bus #618	School Vehicle Operation	1657
2013 Thomas School Bus #621	School Vehicle Operation	1657
2011 Thomas School Bus #625	School Vehicle Operation	1657
Fuel Key - Dr. Cassell	School Vehicle Operation	1657
2009 International School Bus #610	School Vehicle Operation	1657
2018 Toyota RAV4	School Vehicle Operation	1657
2002 Freightliner School Bus #643	School Vehicle Operation	1657
2016 Chrysler Town & Country	School Vehicle Operation	1657
2004 Thomas School Bus #697	School Vehicle Operation	1657
2011 Chevrolet School Bus #611	School Vehicle Operation	1657
2015 Chrysler Town & Country	School Vehicle Operation	1657
2004 Thomas School Bus #692	School Vehicle Operation	1657
2016 Chrysler Town & Country	School Vehicle Operation	1657
2008 Thomas School Bus #694	School Vehicle Operation	1657

2006 Thomas School Bus #620	School Vehicle Operation	1657
2004 Thomas School Bus #655	School Vehicle Operation	1657
2020 Dodge Grand Caravan	School Vehicle Operation	1657
2011 Thomas School Bus #607	School Vehicle Operation	1657
Fuel Key - Mr. Moore	School Vehicle Operation	1657
2017 Dodge Grand Caravan	School Vehicle Operation	1657
2012 Chrysler Town & Country	School Vehicle Operation	1657
2011 Thomas School Bus #605	School Vehicle Operation	1657
2009 International School Bus #693	School Vehicle Operation	1657
2011 Thomas School Bus #626	School Vehicle Operation	1657
2006 Thomas School Bus #617	School Vehicle Operation	1657
2017 Dodge Grand Caravan	School Vehicle Operation	1657
2012 International School Bus #601	School Vehicle Operation	1657
2019 Dodge Grand Caravan	School Vehicle Service	1657
2020 Chrysler Voyager	School Vehicle Service	1657
2019 Dodge Grand Caravan	School Vehicle Service	1657
2017 Ford F250	School Vehicle Service	1657
2016 Chrysler Sport Van	School Vehicle Service	1657
2014 Honda Odyssey	School Vehicle Service	1657
2011 Chrysler Town & Country	School Vehicle Service	1657
2002 Mazda MPV	School Vehicle Service	1657
2005 Chevrolet Silverado 2500HD	School Vehicle Service	1657
2004 Chevrolet Silverado 2500HD	School Vehicle Service	1657
2003 Dodge Grand Caravan	School Vehicle Service	1657
2019 Dodge Grand Caravan	School Vehicle Service	1657
2020 Chrysler Pacifica	School Vehicle Service	1657
2018 Ford Transit-150	School Vehicle Service	1657
2019 Dodge Grand Caravan	School Vehicle Service	1657
2020 Ford Explorer	School Vehicle Service	1657
2017 Ford F250	School Vehicle Service	1657
2020 Ford Edge	School Vehicle Service	1657
2019 Toyota Sienna	School Vehicle Service	1657
2018 Ford Explorer	School Vehicle Service	1657
2011 Chevrolet Impala	School Vehicle Service	1657
2005 Dodge Grand Caravan	School Vehicle Service	1657
2021 Ford F250	School Vehicle Service	1657
2017 Ford Van	School Vehicle Service	1657
2005 Dodge Grand Caravan	School Vehicle Service	1657
2002 Ford Crown Vic	School Vehicle Service	1657
2005 Dodge Grand Caravan	School Vehicle Service	1657
2019 Ford Edge	School Vehicle Service	1657

2021 Ford F250	School Vehicle Service	1657
2022 Chrysler Pacifica	School Vehicle Service	1657
1990 Ford F450	School Vehicle Service	1657
2022 Freightliner Dump Truck	Sewer Admin	4670
Godwin Pump	Sewer Admin	4670
2005 Trailer	Sewer Admin	4670
2021 Case Backhoe	Sewer Admin	4670
2007 International Flush Truck	Sewer Admin	4670
Edco 18" Street Saw	Sewer Admin	4670
Hurco Smoker, Ripcord	Sewer Admin	4670
2007 Chevrolet Silverado	Sewer Admin	4670
Edco 18" Street Saw	Sewer Admin	4670
Stihl Quickie Saw	Sewer Admin	4670
Infosense SL-RAT	Sewer Admin	4670
Bomag Tamper	Sewer Admin	4670
Honda Trash Pump	Sewer Admin	4670
Stihl Weedeater	Sewer Admin	4670
2009 Trailer	Sewer Admin	4670
2026 Case TV450B Track Loader	Sewer Admin	4670
2023 Kaufman 20" Trailer	Sewer Admin	4670
2013 Ford F350	Sewer Admin	4670
2016 International Dump Truck	Sewer Admin	4670
Bradco Bush Hog	Sewer Admin	4670
Honda Generator	Sewer Admin	4670
2024 Chevrolet Silverado 1500	Sewer Admin	4670
Bomag Tamper	Sewer Admin	4670
Wacker Tamper	Sewer Admin	4670
Wacker 2" Trash Pump	Sewer Admin	4670
Fuel Key - Michael Stogdale	Sewer Admin	4670
2006 Case Backhoe	Sewer Admin	4670
2016 Ford F150	Sewer Admin	4670
1976 Hyster Trailer	Sewer Admin	4670
Bomag Tamper	Sewer Admin	4670
Sullivan Air Compressor	Sewer Admin	4670
2019 Freightliner Dump Truck	Sewer Admin	4670
Bomag Tamper	Sewer Admin	4670
Wacker Tamper	Sewer Admin	4670
2002 Carolina Trailer	Sewer Admin	4670
2013 Ford F550	Sewer Admin	4670
Stihl Chainsaw	Sewer Admin	4670
Tamco Jackhammer	Sewer Admin	4670

Case Fenco Mulching Head	Sewer Admin	4670
Bomag Tamper Roller	Sewer Admin	4670
Stihl Pole Saw	Sewer Admin	4670
2014 International Dump Truck	Sewer Admin	4670
Bomag Trench Roller	Sewer Admin	4670
2018 Ford Transit Van	Sewer Admin	4670
Stihl 14" Cutoff Saw	Sewer Admin	4670
2020 Ford F350	Sewer Admin	4670
2008 GMC Dump Truck	Sewer Admin	4670
1983 Trail King Trailer	Sewer Admin	4670
2020 Ringomatic Vacuum Hydro Excavator	Sewer Admin	4670
Bomag Tamper	Sewer Admin	4670
Bomag Tamper	Sewer Admin	4670
Fuel Key - Corey Snyder	Sewer Admin	4670
2010 Case Backhoe	Sewer Admin	4670
2008 Case Excavator	Sewer Admin	4670
2016 Case Mini Excavator	Sewer Admin	4670
O'Brien Pump in EQ #2029	Sewer Admin	4670
2013 Utility Trailer	Sewer Admin	4670
2014 International Dump Truck	Sewer Admin	4670
2025 Ford Explorer Police AWD	Sheriff	2170
2025 Ford Explorer Police AWD	Sheriff	2170
2024 Ford F150	Sheriff	2170
2005 Ford Crown Vic	Sheriff	2170
2010 Mercury Grand Marquis	Sheriff	2170
2025 Ford Explorer Police AWD	Sheriff	2170
2018 Dodge Charger Pursuit	Sheriff	2170
2020 Ford Police Interceptor AWD	Sheriff	2170
2017 Dodge Charger Pursuit	Sheriff	2170
Stihl Blower	Stormwater Maintenance	4517
2023 Case Bar Wheel Loader	Stormwater Maintenance	4517
Fuel Key - Chris Lowery	Stormwater Maintenance	4517
TOKU Chipping Hammer	Stormwater Maintenance	4517
Honda 3-1/2" Trash Pump	Stormwater Maintenance	4517
Sullivan Air Compressor	Stormwater Maintenance	4517
2024 Case Backhoe	Stormwater Maintenance	4517
2008 Case Excavator	Stormwater Maintenance	4517
2016 Freightliner Sweeper	Stormwater Maintenance	4517
2021 Kaufman 20' Deluxe EQ Trailer	Stormwater Maintenance	4517
Stihl Blower	Stormwater Maintenance	4517
2018 Ford F250	Stormwater Maintenance	4517

2025 Freightliner Dump Truck	Stormwater Maintenance	4517
Stihl Concrete Saw	Stormwater Maintenance	4517
Bomag Tamper	Stormwater Maintenance	4517
Tamco Mini Jack Hammer	Stormwater Maintenance	4517
2021 Freightliner Dump Truck	Stormwater Maintenance	4517
Toku Pavement Breaker	Stormwater Maintenance	4517
Wacker Tamper	Stormwater Maintenance	4517
2010 Case Mini Excavator	Stormwater Maintenance	4517
1990 Caterpillar Track Loader	Stormwater Maintenance	4517
Stihl 14" Cutoff Saw	Stormwater Maintenance	4517
2006 Case Skid Steer	Stormwater Maintenance	4517
Bomag Tamper	Stormwater Maintenance	4517
2021 Kaufman 20' Enclosed Utility Trailer	Stormwater Maintenance	4517
Honda Pump	Stormwater Maintenance	4517
1984 Caterpillar Loader, 936	Stormwater Maintenance	4517
1981 International Dump Truck	Stormwater Maintenance	4517
Stihl 18" Chainsaw	Stormwater Maintenance	4517
Stihl 14" Cutoff Saw	Stormwater Maintenance	4517
2015 Jeep Compass Sport	Stormwater Managment	4512
2018 Ford Escape	Stormwater Managment	4512
Field Boss XStream Sprayer	Street VDOT Reimbursable	4111
EQ #2000	Street VDOT Reimbursable	4111
Honda 4" Trash Pump	Street VDOT Reimbursable	4111
EQ #1108	Street VDOT Reimbursable	4111
EQ #1107	Street VDOT Reimbursable	4111
Stihl Chainsaw	Street VDOT Reimbursable	4111
Stihl 18" Chainsaw	Street VDOT Reimbursable	4111
2013 Bobcat Skid Loader	Street VDOT Reimbursable	4111
EQ #1705	Street VDOT Reimbursable	4111
1992 Ford F800 Water Truck	Street VDOT Reimbursable	4111
2001 Trailer	Street VDOT Reimbursable	4111
EQ #1065	Street VDOT Reimbursable	4111
Epiroc Mini Hoe Ram Hammer	Street VDOT Reimbursable	4111
2015 Holmes Utility Trailer	Street VDOT Reimbursable	4111
Solar Tech Message Board	Street VDOT Reimbursable	4111
Good Roads Salt Spreader	Street VDOT Reimbursable	4111
Epiroc 1500' lb Hammer (Attached to EQ 120)	Street VDOT Reimbursable	4111
Mikasa Tamper	Street VDOT Reimbursable	4111
Mik Compactor Plate	Street VDOT Reimbursable	4111
Fuel Key - Street Asphalt	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111

Stihl Blower	Street VDOT Reimbursable	4111
Stihl Hedge Trimmer	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
2019 Kawasaki Mule	Street VDOT Reimbursable	4111
EQ #1062	Street VDOT Reimbursable	4111
2018 John Deere Cab Tractor w/ 22" Alamo Machete2	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
2024 Freightliner Dump Truck	Street VDOT Reimbursable	4111
2016 Case Backhoe	Street VDOT Reimbursable	4111
Old Dominion Brush Leaf Picker	Street VDOT Reimbursable	4111
EQ #1112	Street VDOT Reimbursable	4111
Mikasa Tamper	Street VDOT Reimbursable	4111
Old Dominion Brush Leaf Picker	Street VDOT Reimbursable	4111
Husqvarna Concrete Saw	Street VDOT Reimbursable	4111
EQ #	Street VDOT Reimbursable	4111
2006 GMC Sierra	Street VDOT Reimbursable	4111
Stihl Pole Saw	Street VDOT Reimbursable	4111
EQ #	Street VDOT Reimbursable	4111
KM 2ton Asphalt Hotbox Reclaimer	Street VDOT Reimbursable	4111
2023 Freightliner Dump Truck	Street VDOT Reimbursable	4111
2005 John Deere Tractor, Sweeper	Street VDOT Reimbursable	4111
FFC Paladin High Flow Planer (Milling Head)	Street VDOT Reimbursable	4111
EQ #	Street VDOT Reimbursable	4111
Stihl 18" Chainsaw	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
2012 International Dump Truck	Street VDOT Reimbursable	4111
Ventrac V-Blade Snow Plow	Street VDOT Reimbursable	4111
2012 Chevrolet Silverado	Street VDOT Reimbursable	4111
Old Dominion Brush Leaf Picker	Street VDOT Reimbursable	4111
Stihl Chainsaw	Street VDOT Reimbursable	4111
2005 Landscape York 7' Rake	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
Husqvarna Concrete Saw	Street VDOT Reimbursable	4111
SPARE	Street VDOT Reimbursable	4111
2016 Ford F150	Street VDOT Reimbursable	4111
1967 Ryan Sod Cutter	Street VDOT Reimbursable	4111
2019 Freightliner Dump Truck	Street VDOT Reimbursable	4111
2016 Kaufman Trailer	Street VDOT Reimbursable	4111
2019 Ford F250	Street VDOT Reimbursable	4111
Stihl Pole Saw	Street VDOT Reimbursable	4111
2008 Chevrolet Colorado	Street VDOT Reimbursable	4111

EQ #3057	Street VDOT Reimbursable	4111
2012 International Dump Truck	Street VDOT Reimbursable	4111
Stepp Asphalt Recycler	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
2019 John Deere Tractor w/ Alamo 6' Switchblade	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
Solar Tech Message Board	Street VDOT Reimbursable	4111
John Deere Mower Z915E	Street VDOT Reimbursable	4111
1989 GMC Tractor Lo-Boy	Street VDOT Reimbursable	4111
EQ #2037	Street VDOT Reimbursable	4111
Stihl 32" Chainsaw	Street VDOT Reimbursable	4111
Alamo Mower	Street VDOT Reimbursable	4111
2025 Freightliner Dump Truck	Street VDOT Reimbursable	4111
Stihl Hedge Trimmer	Street VDOT Reimbursable	4111
Stihl Chainsaw	Street VDOT Reimbursable	4111
Stihl Leaf Blower	Street VDOT Reimbursable	4111
Alamo 88" offset rear flail mower	Street VDOT Reimbursable	4111
1983 International Cushion Truck	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
Woods Batwing 12' Rotary Cutter	Street VDOT Reimbursable	4111
2006 GMC Sierra	Street VDOT Reimbursable	4111
2007 Case Loader	Street VDOT Reimbursable	4111
WWTP	Street VDOT Reimbursable	4111
2025 Titan TLB10 Leaf Box	Street VDOT Reimbursable	4111
EQ #1035	Street VDOT Reimbursable	4111
2020 Freightliner Dump Truck	Street VDOT Reimbursable	4111
Bomag Tamper	Street VDOT Reimbursable	4111
Troy Built Edger	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
WWTP	Street VDOT Reimbursable	4111
EQ #1700	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
1967 Paquea Concrete Wagon	Street VDOT Reimbursable	4111
EQ #1034	Street VDOT Reimbursable	4111
2015 Carry On Trailer	Street VDOT Reimbursable	4111
Fuel Key - Street ROW	Street VDOT Reimbursable	4111
Stihl Chainsaw	Street VDOT Reimbursable	4111
Mikasa Plate Compactor	Street VDOT Reimbursable	4111
2006 Case Backhoe	Street VDOT Reimbursable	4111
EQ #209	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111

2024 Predator 3500W Inverter Generator	Street VDOT Reimbursable	4111
Side Dump Loading Bucket	Street VDOT Reimbursable	4111
Hustler 54" Mower	Street VDOT Reimbursable	4111
Salsco Track Paver	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
Stihl 32" Chainsaw	Street VDOT Reimbursable	4111
Bobcat 24" Planer (Milling Head)	Street VDOT Reimbursable	4111
EQ #1061	Street VDOT Reimbursable	4111
EQ #1121	Street VDOT Reimbursable	4111
2023 Mobile Lights with Trailer	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
EQ #1000	Street VDOT Reimbursable	4111
2024 Predator 3500W Inverter Generator	Street VDOT Reimbursable	4111
2013 Case Backhoe	Street VDOT Reimbursable	4111
1988 Caterpillar Trackhoe	Street VDOT Reimbursable	4111
2014 Ford F250	Street VDOT Reimbursable	4111
Bush Hog	Street VDOT Reimbursable	4111
Fuel Key - Street Concrete	Street VDOT Reimbursable	4111
EQ #183	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
Stihl 14" Cutoff Saw	Street VDOT Reimbursable	4111
2026 Kaufman 12' Enclosed Utility Trailer	Street VDOT Reimbursable	4111
Ventrac Boom Mower	Street VDOT Reimbursable	4111
Bomag Tamper	Street VDOT Reimbursable	4111
EQ #383	Street VDOT Reimbursable	4111
2015 Ford F350	Street VDOT Reimbursable	4111
Cimline Crack Sealer	Street VDOT Reimbursable	4111
2025 Kaufman 12' Trailer	Street VDOT Reimbursable	4111
EQ #3052	Street VDOT Reimbursable	4111
2014 Jeep Compass Sport	Street VDOT Reimbursable	4111
EQ #3020	Street VDOT Reimbursable	4111
2025 Titan TLB10 Leaf Box	Street VDOT Reimbursable	4111
EQ #1035 Wylie Brine Sprayer	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
2023 Ventrac Tractor 4520P	Street VDOT Reimbursable	4111
Hendersen Brine Extreme Pro	Street VDOT Reimbursable	4111
Stihl Hedge Trimmer	Street VDOT Reimbursable	4111
Bobcat Asphalt Grinder	Street VDOT Reimbursable	4111
2025 Titan TLB10 Leaf Box	Street VDOT Reimbursable	4111
Ventrac Tough Cut Mower	Street VDOT Reimbursable	4111

1981 International Flatbed	Street VDOT Reimbursable	4111
Stihl 14" Cutoff Saw	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
Stihl Blower	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
Vemeer Wood Chipper	Street VDOT Reimbursable	4111
Stihl 18" Chainsaw	Street VDOT Reimbursable	4111
2024 Bobcat Skid Loader	Street VDOT Reimbursable	4111
EQ #1084	Street VDOT Reimbursable	4111
Old Dominion Brush Leaf Picker	Street VDOT Reimbursable	4111
Case Double Roller	Street VDOT Reimbursable	4111
Stihl Chainsaw	Street VDOT Reimbursable	4111
2025 Kaufman 16' Trailer	Street VDOT Reimbursable	4111
2012 Case Bar Wheel Loader (Lot Loader)	Street VDOT Reimbursable	4111
2024 Mobile Mud Hog Concrete Mixer	Street VDOT Reimbursable	4111
SPARE	Street VDOT Reimbursable	4111
Atlas Copco Air Compressor	Street VDOT Reimbursable	4111
2023 Desite Top Soil Screener	Street VDOT Reimbursable	4111
Danuser Hole Digger	Street VDOT Reimbursable	4111
EQ #3034	Street VDOT Reimbursable	4111
EQ #1034 Wylie Brine Sprayer	Street VDOT Reimbursable	4111
2005 Freightliner Sweeper / Dump Truck	Street VDOT Reimbursable	4111
2025 Titan TLB10 Leaf Box	Street VDOT Reimbursable	4111
2023 Kaufman Landscape Trailer	Street VDOT Reimbursable	4111
Stihl 14" Chainsaw	Street VDOT Reimbursable	4111
Bomag Tamper	Street VDOT Reimbursable	4111
EQ #2034	Street VDOT Reimbursable	4111
Ariens Snow Blower	Street VDOT Reimbursable	4111
Toro Push Mower	Street VDOT Reimbursable	4111
Wacker Neusson 2" Trash Pump	Street VDOT Reimbursable	4111
EQ #2043	Street VDOT Reimbursable	4111
Honda Push Mower	Street VDOT Reimbursable	4111
Stihl Chainsaw	Street VDOT Reimbursable	4111
Stihl 14" Cutoff Saw	Street VDOT Reimbursable	4111
Stihl Blower	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
Stihl Weedeater	Street VDOT Reimbursable	4111
2005 International Boom Truck	Street VDOT Reimbursable	4111
EQ #1035	Street VDOT Reimbursable	4111
EQ #1034	Street VDOT Reimbursable	4111
EQ #211	Street VDOT Reimbursable	4111

Honda Snowblower	Street VDOT Reimbursable	4111
EQ #1061	Street VDOT Reimbursable	4111
Stihl Blower	Street VDOT Reimbursable	4111
Stihl Cutoff Saw	Street VDOT Reimbursable	4111
EQ #2049	Street VDOT Reimbursable	4111
Ventrac Power Broom	Street VDOT Reimbursable	4111
2024 Kaufman 12' Trailer	Street VDOT Reimbursable	4111
EQ #2043	Street VDOT Reimbursable	4111
Edco Concrete Planer	Street VDOT Reimbursable	4111
Bomag Tamper	Street VDOT Reimbursable	4111
1972 Caterpillar Grader	Street VDOT Reimbursable	4111
EQ #2035	Street VDOT Reimbursable	4111
2025 Titan TLB10 Leaf Box	Street VDOT Reimbursable	4111
EQ #	Street VDOT Reimbursable	4111
2025 Titan TLB10 Leaf Box	Street VDOT Reimbursable	4111
2025 RC Mowers 60" Deck	Street VDOT Reimbursable	4111
Hustler 60" Mower	Street VDOT Reimbursable	4111
2024 Ford F550 Bucket Truck	VDOT Traffic Lights	4161
2005 Ford F350 Super Duty Lift Truck	VDOT Traffic Lights	4161
2014 Dodge Ram 5500 Bucket Truck	VDOT Traffic Lights	4161
Graco Line Lazer 3400	VDOT Traffic Signs & Markings	4162
Stihl 9' Pole Pruner	VDOT Traffic Signs & Markings	4162
Solar Tech Message Board	VDOT Traffic Signs & Markings	4162
2008 Ford F350 Super Duty	VDOT Traffic Signs & Markings	4162
2010 Carry on Utility Trailer	VDOT Traffic Signs & Markings	4162
2025 Kaufman 16' Trailer	VDOT Traffic Signs & Markings	4162
1988 Geneva Trailer	VDOT Traffic Signs & Markings	4162
FieldLazer Paint Machine	VDOT Traffic Signs & Markings	4162
Kelly-Creswell Paint Machine	VDOT Traffic Signs & Markings	4162
Stihl 14" Chainsaw	VDOT Traffic Signs & Markings	4162
Kelly Creswell Paint Machine	VDOT Traffic Signs & Markings	4162
Smith Paint Line Remover	VDOT Traffic Signs & Markings	4162

Traffic Speed Trailer	VDOT Traffic Signs & Markings	4162
Solar Tech Message Board 126x76	VDOT Traffic Signs & Markings	4162
Fuel Key - Traffic	VDOT Traffic Signs & Markings	4162
Solar Tech Message Board 126x76	VDOT Traffic Signs & Markings	4162
2010 Homemade Utility Trailer	VDOT Traffic Signs & Markings	4162
SebaKMT Hydrolux Acoustic Leak Detection System	Water Admin	4410
Stihl 14" Cutoff Saw	Water Admin	4410
Tamco Jack Hammer	Water Admin	4410
Tamco Hammer, Chipping	Water Admin	4410
Wacker 2" Trash Pump	Water Admin	4410
Fuel Key - Water	Water Admin	4410
Mueller Tapping Machine	Water Admin	4410
Wacker Emergency Lights	Water Admin	4410
2006 GMC Sierra	Water Admin	4410
2020 Freightliner Dump Truck	Water Admin	4410
Hoe Ram	Water Admin	4410
Tamco Jack Hammer	Water Admin	4410
Wacker Tamper	Water Admin	4410
Mueller Tapping Machine	Water Admin	4410
Mueller Air Tapping Operator	Water Admin	4410
Fuel Key - Derek Haynes	Water Admin	4410
Sullivan Air Compressor	Water Admin	4410
Hammerhead Hole Hog Piercing Tool	Water Admin	4410
Grundomat Underground Boring Tool	Water Admin	4410
Utility Trailer	Water Admin	4410
Bomag Tamper	Water Admin	4410
2023 Case Backhoe	Water Admin	4410
Sullivan Air Compressor	Water Admin	4410
Fuel Key - Michael Helmick	Water Admin	4410
Mueller Tapping Machine	Water Admin	4410
2024 Ford F350	Water Admin	4410
Wacker 2" Trash Pump	Water Admin	4410
Sullivan Air Compressor	Water Admin	4410
Wacker 2" Trash Pump	Water Admin	4410
Dynapac DR7X Tamper	Water Admin	4410
Stihl Weedeater	Water Admin	4410
Stihl 14" Cutoff Saw	Water Admin	4410

Mueller Tapping Machine	Water Admin	4410
Edco Walk Behind Saw	Water Admin	4410
Tamco Jack Hammer	Water Admin	4410
Edco Walk behind Saw	Water Admin	4410
Tamco Jack Hammer	Water Admin	4410
Stihl 14" Cutoff Saw	Water Admin	4410
2018 John Deere Backhoe	Water Admin	4410
Atlas Copco Air Compressor	Water Admin	4410
Stihl 14" Cutoff Saw	Water Admin	4410
Hammerhead Hole Hog Piercing Tool	Water Admin	4410
Rice Hydrostatic Test Pump	Water Admin	4410
Hawkins Graves Mini Chipping Hammer	Water Admin	4410
Stihl 14" Cutoff Saw	Water Admin	4410
2024 Ford F350	Water Admin	4410
2012 International Dump Truck	Water Admin	4410
Toku Jack Hammer	Water Admin	4410
Bomag Tamper	Water Admin	4410
Dynapac DR7X Tamper	Water Admin	4410
Stihl 18" Chainsaw	Water Admin	4410
2024 Chevrolet Silverado, 1500	Water Admin	4410
Grundomat Underground Boring Tool	Water Admin	4410
Wacker Tamper	Water Admin	4410
Honda Generator	Water Admin	4410
2022 Kaufman 22' Trailer	Water Admin	4410
Toku Jack Hammer	Water Admin	4410
Mueller Air Tapping Operator	Water Admin	4410
SebaKMT Digital Correlator Leak Detection System	Water Admin	4410
Wacker 2" Trash Pump	Water Admin	4410
Rice Hydrostatic Test Pump	Water Admin	4410
2016 International Dump Truck	Water Admin	4410
2022 Freightliner Dump Truck	Water Admin	4410
Bomag Tamper	Water Admin	4410
2008 Ford Explorer	Water Customer Service	4401
2025 Chevrolet Colorado	Water Customer Service	4401
2022 Chevrolet Colorado	Water Customer Service	4401
2008 Chevrolet Colorado	Water Customer Service	4401
2006 Ford Freestar Ambulance	WFAC	1657
2017 Ford F450 Ambulance	WFAC	1657
2008 Ford F250 Ambulance	WFAC	1657
2019 Ford F450 Ambulance	WFAC	1657
Fuel Key - WFAC	WFAC	1657

2011 Mercury Boat	WFAC	1657
2023 Ford F450 Ambulance	WFAC	1657
2014 Dodge Ram Ambulance	WFAC	1657
2012 Mercedes Benz Ambulance	WFAC	1657
Fuel Key - WTP	WTP	4420
2005 GMC Sierra	WTP	4420
2024 Ford Explorer	WTP	4420
2024 Chevrolet Colorado	WWTP	4671
Fuel Key - Jakob Long	WWTP	4671
2014 Carry On Utility Trailer	WWTP	4671
1989 Ford F700	WWTP	4671
John Deere Mower	WWTP	4671
2023 John Deere Gator LX	WWTP	4671
2008 Ford F450 (Dump Bed)	WWTP	4671
2020 Freightliner Dump Truck	WWTP	4671
Fuel Key - WWTP	WWTP	4671
2019 Ford F250	WWTP	4671
2013 John Deere Gator	WWTP	4671
2020 Chevrolet Equinox LT	Youth Services Admin	3311
2025 Cargo Express Enclosed Trailer	Youth Services Admin	3311
2004 GMC Savana 3500 Van	Youth Services Admin	3311
2006 Chevrolet Mailbu	Youth Services Admin	3311
2021 Cargo Express Enclosed Trailer	Youth Services Admin	3311
2002 Ford E350 Super Duty Van	Youth Services Admin	3311
2004 Enclosed Cargo Trailer	Youth Services Admin	3311
2020 Chevrolet Equinox	Youth Services Admin	3311
2018 Ford Escape	Zoning Enforcement	3414
2013 Chevrolet Equinox	Zoning Enforcement	3414

CITY OF WAYNESBORO
VEHICLE ASSIGNMENT

375	2020	EXPLORER BLUE	CS8	2 KEYS
391	2005	FORD (BLUE CROWN VIC)		
397	2010	MERCURY (WHITE)		
424	2017	DODGE CHARGER (GREY)	CS19	5 KEYS
425	2018	DODGE CHARGER (WHITE)	CS20	4 KEYS
500	2024	FORD F150 (BLACK)	CS1	4 KEYS
501	2025	FORD EXPLORER (WHITE)	CS27	4 KEYS
502	2025	FORD EXPLORER (BLACK)	CS4	4 KEYS
503	2025	FORD EXPLORER (WHITE)	CS20	4 KEYS

CITY OF WAYNESBORO
FIRE DEPARTMENT APPARATUS IDENTIFICATION

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APPARATUS GROUP	NAME	ASSOCIATE DISPATCH UNIT	DEPARTMENT VEHICLE ID	MOBILE RADIO ID	LOCATION	FLEET VEHICLE NUMBER	STATUS	OWNER TYPE	PREVIOUS DESIGNATION	NEW CAD IDENTIFACTION	WATER TANK CAPACITY	FOAM TANK CAPACITY	PUMP SIZE	PUMP MANUFACTURER	PUMP MODEL	PUMP SERIAL #	FUEL TANK CAPACITY	FRONT TIRE SIZE	REAR TIRE SIZE
Waynesboro Command/Officer Vehicles	EQ 1562 ('13 Explorer)	CH1	Chief 1	2102	1	1562 (OOS)	In Service	Department	Chief 1	Chief 1									
Waynesboro Command/Officer Vehicles	EQ 306 ('06 Tahoe)	BAT1	Battalion 1	2096	1	306	In Service	Department	Command	Battalion 1							26 Gallons	LT245/75R16	LT245/75R16
Waynesboro Engines (Pumpers)	EQ 1553 ('09 Quantum)		Reserve ('09 Quantum)	2004	1	1553	Out of Service	Department	Engine 12	Reserve Engine 12	700 or 710 Gallons	40 Gallons Class A	1500 GPM	Pierce-Darley	PUC	36155	75 Gallons	425/65R22.5	315/80R22.5
Waynesboro Command/Officer Vehicles	EQ 1575 ('14 Compass)	TRN1	Training 1	2116	1	1575	In Service	Department	QRV	Training 1							15 Gallons	P215/60R16	P215/60R17
Waynesboro Engines (Pumpers)	EQ 299 ('99 Sutphen)		Reserve ('99 Sutphen)	2002	1	299	In Service	Department	Reserve Engine 11	Reserve Engine 13	500 Gallons	25 Gallons Class A	2000 GPM	Hale	QMAX 200-23L	75896	65 Gallons	315/80R22.5	12R22.5
Waynesboro Aerials/Ladders	EQ 302 ('20 Velocity)	T14	Truck 14	2003	1	302	In Service	Department	Truck 14	Truck 14	300 Gallons	None	2000 GPM	Waterous	S100C20D	170762	65 Gallons	425/65R22.5	445/65R22.5
Waynesboro Engines (Pumpers)	EQ 304 ('03 Dash)		Reserve ('03 Dash)	2001	1	304	In Service	Department	Reserve Engine 12	Reserve Engine 11	500 Gallons	25 Gallons Class A	2000 GPM	Hale	QMAX-200	84113	75 Gallons	385/65R22.5	12R22.5
Support Apparatus	EQ 305 ('13 FST)		Fire Safety Trailer		1	305	In Service	Department										ST225/75R15	ST225/75R15
Waynesboro Command/Officer Vehicles	EQ 307 ('19 Ram 2500)	CH2	Chief 2	2103	1	307	In Service	Department	Chief 2	Chief 2							32 Gallons	LT275/70R18	LT275/70R18
Waynesboro Utility Vehicles	EQ 308 ('06 Tahoe)	QRV	Quick Response Vehicle	2022	2	308	In Service	Department	FM 4	QRV							26 Gallons	LT245/75R16	LT245/75R16
Waynesboro Command/Officer Vehicles	EQ 310 ('24 F-150)	FM4	FM Vehicle	2100	1	310	In Service	Department		FM 4							36 Gallons	LT265/70R17C	LT265/70R17C
Waynesboro Utility Vehicles	EQ 317 ('08 Silverado)	U18	Utility 18	2008	1	317	In Service	Department	Utility 18	Utility 18							26 Gallons	LT245/75R16	LT245/75R16
Waynesboro Marine Apparatus	EQ 373 ('25 Hercules 818HT)	BOAT1	Rescue Boat & Trailer		1	73	In Service	Department		Boat 1								ST205/75R15	ST205/75R15
Waynesboro Engines (Pumpers)	EQ 399 ('16 Dash)	E12	Engine 12	2005	2	399	In Service	Department	Engine 11	Engine 12	660 Gallons	40 Gallons Class A	1500 GPM	Pierce-Darley	PUC	607152	65 Gallons	385/65R22.5	315/80R22.5
Waynesboro Fire Department Ambulances	EQ 420 ('12 Ram 4500)	AMB12	Ambulance 12	3039	2	420	In Service	Department		Ambulance 12							40 Gallons	225/70R19.5	225/70R19.5
Waynesboro Engines (Pumpers)	EQ 5 ('25 Saber)	E11	Engine 11	2115	1	5	In Service	Department		Engine 11	750 Gallons	20 Gallons Class A	1500 GPM	Waterous	CSU	184633	65 Gallons	315/80R22.5	12R22.5
Support Apparatus	EQ 7001 ('06 Taurus)		Ford Taurus		1	7001	In Service	Department									18 Gallons	P215/60R16	P215/60R16