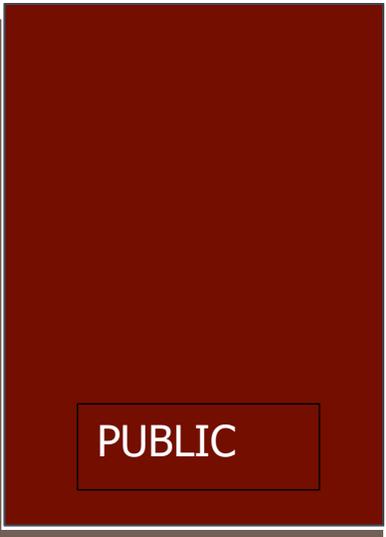


2014



PUBLIC



To the Elected Officials and Citizens of Union County, Iowa

As the Emergency Management Coordinator for Union County, I am tasked with providing a framework for performing emergency functions during a significant emergency or disaster. This new Emergency Operations Plan (EOP) has been prepared with substantial input from our First Responder Community and reflects the community values in preserving life, health and property. It is designed according to the National Incident Management System, Incident Command System, and in the State of Iowa mandated Essential Service Function format (ESF). This plan is also prepared in accordance with federal and Iowa statutes and will be tested, revised, and updated as required or when deemed necessary.

Union County strives to maintain a high level of readiness to respond to natural and man-made disasters. All departments, agencies, and private organizations work via an integrated emergency management program to plan for the mitigation of hazards, prepare for emergencies, and assist the County in returning to pre-disaster conditions.

This plan is intended to be implemented in conjunction with ongoing training and safety awareness efforts as part of an integrated, collaborative approach to safety. This approach includes a strong emphasis on planning, training, and exercising to foster a culture of preparedness Union County.

Sincerely,

Jo Anne Duckworth,  
Union County Emergency Management Coordinator

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## Purpose and Introduction <sup>1</sup>

The purpose of this Emergency Operations Plan is to provide guidance and to realistically reflect how the jurisdictions, responding agencies, supporting partner organizations, and citizen volunteers in Union County agree to and actively plan to work together in times of emergency. The ultimate goal of this plan and its stakeholders is to preserve life, minimize damage to the environment, to property - and following a disaster - return communities to as normal a state as is possible.

### Union County EOP Features:

- **An All Hazards Approach** – The plan is inclusive but not limited to incidents and events caused by natural and/or manmade disasters, acts of terrorism and enemy attack, civil disobedience, and other disruptive emergencies.
- **A Basic Plan and Emergency Support Functions** - The specific responses for and responsibilities of governmental agencies, departments, and non-governmental agencies are contained and are defined in sections known as Emergency Support Functions (ESFs).
- **Who Does What** - *Each Emergency Support Function designates the primary and supporting agencies for that function in addition to listing volunteer organizations where appropriate and groups that play important roles. Each ESF provides guidelines that enable the agencies and departments to protect and preserve life, the environment, and property.*

### What the EOP Does Not Include

There are unique and specific hazards in Union County which pose high risks to local citizens and the region. These specific hazards require multiple and sometimes complex responses on the part of first responders, first receivers, and industry, state, federal, and or military resources. *Incident Specific Plans for unique and specific hazards are developed or are being developed in addition to this EOP and provide more detailed guidelines to address these atypical hazards.* Incident Specific Plans (ISP) are used in conjunction with this EOP, but are developed, approved and maintained separately. Copies are on file with the Union County Emergency Management Agency and the appropriate organizations as deemed applicable.

The Standard Operating Guidelines (SOGs) and Implementing Guidelines (IGs) are used to implement the Union County EOP but are not included because of their voluminous and detailed nature. SOGs and IGs are maintained by the EMA Staff and the departments and agencies that are responsible for the particular action or response.

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<sup>1</sup> CPG101.2C5

**Union County EOP Characteristics:**

- *The Union County EMA Coordinator, or the Coordinator's designee, annually reviews the EOP as do the responding agencies and departments.*
- The Union County EMA Coordinator maintains a list of plan holders (included in this EOP) at the EMA Office and updates are sent as applicable.
- This plan requires fair and equal treatment to all persons regardless of race, creed, color, national origin, sex, age, or disability.
- The Union County EMA and plan responders adhere to the *National Incident Management System, National Response Framework, and the Incident Command System.*
- *Can be amended as, as necessary, upon the request of responders, issues presented in training, exercise, and response, without the need for reconfirmation of the governing body. A re-write changing basic by at least 25% will require actions by the Commission and all signatories to this plan.<sup>2</sup>*

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<sup>2</sup> CPG101.2C7

## Scope

The scope of the Union County EOP is county-wide encompassing the jurisdictions of the Union County, the Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City, and Thayer. The plan, which is multi-use in nature, will be enacted whenever the resources of any singular jurisdictional entity are exhausted and Memoranda of Agreements with other entities must be enacted; and/or the coordination of a multi-agency or jurisdictional approach is required to meet the demands of an incident or accident as determined by the Incident Commander, Emergency Management Coordinator, and/or the head elected official of any jurisdiction this plan is intended for.<sup>3</sup>

*In addition, the plan -*

- Establishes official policies, strategies and planning assumptions for preparedness, response, recovery, and mitigation.
- Provides policies and guidelines for coordination of agencies and organizations performing multi- functions in tandem for positive outcomes.
- Provides an all-hazards organizational structure for the coordination of emergency operations.
- Assigns specific functional responsibilities to agencies, departments, and non-governmental organizations.
- Outlines steps to take when resources in Union County are near depletion or when capabilities are inadequate and outside resources are requested through IAHSEMD and Mutual Aid Agreements.

## Situation Overview

Union County is located in Southwest Iowa. The county covers an area of 426 square miles, with a current population of 12,534.

Union County is a land of four seasons. The county receives an average 33.96 inches of rain per year. The average yearly snowfall is 27.3 inches. The number of days with any measureable precipitation is 113.3.

On average, there are 59 sunny days in Union County. The average high temperature in July is around 86 degrees. The average low temperature in January is approximately 11 degrees.

Information from the Union County Assessor’s office breaks down countywide land use allocation inventory as follows:

### Land Use

Type	Acreage	% Total
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<sup>3</sup> CPG101.2C7

Agriculture	189,728.982	69.6 %
Open Space	66,918.997	24.6 %
Commercial	1,536.247	0.6 %
Residential	2,074.109	0.8 %
Water	3,204.487	1.2 %
Roads	8,081.328	3.0 %
<b>TOTAL COUNTY ACRES</b>	<b>272,453.365</b>	<b>100%</b>

Creston is the County Seat.

Union County is a basically rural/suburban county and heavily dependent on agriculture and small businesses. Population estimates according to the 2010 US Census lists the population of the County at 12,534 persons. Union County residents not within incorporated areas account for 3,023 of the total population of the County.

### Population by Age of Union County, 2010

<u>Residents by Age</u>	<u>Number</u>	<u>Percentage</u>
Under 5 years	829	6.6 %
5 to 9 years	813	6.5%
10 to 14 years	826	6.6%
15 to 19 years	867	6.9%
20 to 24 years	737	5.9%
25 to 34 years	1,398	11.0%
35 to 44 years	1,368	10.9%
45 to 54 years	1,813	14.5%
54 to 59 years	868	6.9%
60 to 64 years	782	6.2%
65 to 74 years	1,103	8.8%
75 to 84 years	780	6.2%
85 years and older	384	3.1%

The Cities within Union County are as follows:

### Population of Cities of Union County, 2010 Census

<b>Union County Total Population</b>	<b>12,534</b>
Afton, City of	845
Arispe, City of	100
Creston, City of	7,834
Cromwell, City of	107
Lorimor, City of	360
Shannon City, City of	71
Thayer, City of	59
Unincorporated Population	3,158

According to the United States Census Bureau in 2010, the vast majority of the residents of Union County spoke English as a first language. The next most often spoken language was Spanish, yet it was only 1.7% of the population. The complete breakdown is included in the chart below.

## Languages Spoken at Home (Union, IA) 2013 American Community Survey

<b>Subject</b>	<b>Number</b>	<b>Percent</b>
Population 5 years and over	11,782	100.0%
English Only	11,543	98.00%
Spanish	102	.09%
Speak English less than very well	49	.4%
Other Indo-European	117	1.0%
Speak English less than very well	17	.01%
Asian Language	10	.1%
Speak English less than very well	4	0.0%
Other	10	0.1 %

### Homeless Population

Homelessness is a concern in the United States. According to 2010 statistics, there were NO homeless individuals in Union County.

### School Populations

Schools are located throughout the county; within the city limits of both Creston and Afton and outside city limits in rural areas. Detailed information and mapped locations are contained in specific Implementing Guidelines and in Standard Operating Guide documents located in the Union County Emergency Operations Center.

#### *Southwestern Community College*

Population approximately 1,700 students and 155 employees in Creston, Osceola, and Red Oak. On campus, 4 residence halls institutionally house approximately 200 students. In addition, SWCC also provides approximately 400 High School students with educational opportunities throughout the school year.

#### *Community School Districts*

Located in the City of Creston, the Creston Community School System has a population of approximately 1,396.8 certified students (k-12) and an additional 67.5 in Pre-K. East Union Schools (k-12) serves approximately 522.8 with an 12 enrolled in Pre-School.<sup>4</sup>

#### *Private Schools*

There are three private schools within Union County. St. Malachy School and Mayflower Heritage School are both located in Creston (k-8). St. Malachy has a student population of approximately 135 students. Mayflower's enrollment is approximately 50 students. The Mennonite School is located in Union County.

#### *Child-care Facilities*

At any one time 35-40 child-care facilities operate throughout Union County, caring for 500-650 children age infant through pre-school. The Union County Emergency Agency tracks these facilities and maintains detailed information regarding their emergency plans, relocation/evacuation routes, point-of-contact information and population statistics. This information is maintained in Implementing Guidelines, Standard Operating Guidelines, and other "job aid" documents located in the Union County Emergency Operations Center. Daycare Coordinators (volunteers from the professional daycare staffs) report to the Emergency Operations Center as requested when the EOC is activated and Daycare populations may be affected.

#### *Health and Medical Facilities*

Union County has one medical facility, Greater Regional Medical Center, which includes the hospital, several clinics, hospice, and assisted living facilities. In addition there are four additional nursing homes, five homes for adults with special needs, and thirty-one senior housing options

<sup>4</sup> Iowa Department of Education, 2014-2015 Certified Enrollment Summary by District, June 18, 2015

throughout the County. Greater Regional also provides EMS transportation throughout the County. First responders are found in each Fire Department. Specific details regarding population, capacity, emergency plans are kept with implementing Guidelines and Standard Operating Guidelines at the Union County EOC. <sup>5</sup>

**Access and Functional Needs Population**

Access and functional needs is defined as follows: homebound, wheelchair bound, diabetic, restricted to oxygen, legally deaf, legally blind, or suffers from a chronic condition that would require additional assistance or supervision during extreme circumstances. Based on reports provided from the Union County Health Department and home health agencies, the access and functional needs population can vary between 100 and 500 individuals.

In addition to home bound access and functional needs citizens, Union County is also home to a number of assisted living centers, housing facilities that have a majority of populations of access and functional needs residents, and day time adult care centers.

**Industry, Business, and Agriculture**

Union County reflects diversity, both geographically and economically, with robust sectors of manufacturing, commerce, and farming. All three sectors require different types of infrastructure, services, land use and geographic location. These differences, while beneficial economically for the citizens of Union County, do pose challenges for emergency responders in terms of their various geographic locations and the broad array of risk types represented. (Specific risks and hazards are outlined in the Hazards Analysis section of this document).

	<b>No. of Establishments</b>	<b>No. of Employees</b>	<b>Annual Payroll (\$1,000)</b>
Manufacturing	12	1,450	47,732
Wholesale Trade	16	146	4,054
Retail Trade	60	779	15,094
Real Estate, Rental & Leasing	18	46	861
Professional, Scientific & Technical Services	17	60	1,863
Administrative	13	193	4,191
Educational Services	3	10	84
Health Care and Social Assistance	38	904	24,824
Arts, Entertainment & Recreation	10	73	430
Accommodation & Food Services	27	344	2,754
Other Services, Not Public Admin	30	139	2,644

- Approximately 4-8 businesses employ 100 workers or more
- Approximately 29 and public utilities submit SARA Tier II and Tier III reports from year to year, which state the presence of hazardous materials kept on-site of the facility, are kept on file at the Union County EMA Offices, by the Local Emergency Planning Committee, and the Fire Department jurisdiction in which the company or organization is located.

The Union County EMA maintains a listing of major employers in the county along with contact information and locations.

<sup>5</sup> Greater Regional Medical Center

**Agriculture** – The Iowa Agriculture Statistics reported in 2008 that 77.4% of the land in Union County is designated as "land in farms."

**Commerce** – Creston and Afton have areas that are retail/commerce centers and where heavy concentrations of people congregate and motor traffic can become congested.

**Area Attractions and Recreation**

Union County is the retail hub for South Central and Southwest Iowa, attracting large numbers of people each day. Various industries have business representatives visiting the county for a single day to a week at a time. A major contributor to the temporary population influx is our Community College and tourism. Creston and Union County with its many tourism activities attracts thousands of tourists and summer residents each year. Creston is also host to several events each year that attract large numbers of visitors, including a week long Fourth of July celebration, a three-day Hot Air Balloon Festival, and a several Community College and High School events. Additionally Afton hosts the week-long Union County Fair and Lorimor hosts a Fall Harvest Days Weekend Celebration. Union County also has some of the best hunting and fishing in the State, Fishing tournaments at three of our lakes occur on a weekly basis. Field Trials and other hunting-related events occur during these seasons.

**Union County Lodging Inventory**

Number of Establishments	Number of Rooms
17	206

**Campgrounds**

Green Valley State Park Campgrounds -100 Campsites  
 83 Electrical - Balance Primitive – Cabins for Rent – 14 Miles of Trails  
 Green Valley Road, N of Creston

Three Mile Lake Campgrounds – 80 Campsites  
 80 Electrical – Also offers Tent Sites – Cabins for Rent – Trail around Lake  
 Creamery Road, N of Afton

Thayer Lake – Primitive Campground  
 Some electrical Hookups  
 Thayer Lake Road - S of Thayer

Cozy Campers Campground – 38 Campsites  
 38 Electrical  
 McKinley Lake Road – Creston

Garfield Park – Primitive Campsites w/Electrical  
 190<sup>th</sup> St – W of Afton

**Attractions**

Union County Historical Complex  
 McKinley Park - Creston, IA

Mt. Pisgah  
 Thayer, IA

McKinley Park  
 Creston, IA

Rainbow Park  
 Creston, IA

Cedar Park  
Creston, IA

Taylor Park  
Creston, IA

Summit Lake  
Creston, IA

Afton Lake  
Afton, IA

Afton City Park  
Afton, IA

Arispe City Park  
Arispe, IA

Lorimor City Park  
Lorimor, IA

Lions Park  
Lorimor, IA

Talmage Hill Nature Park  
Thayer, IA

Talmage Hill Wildlife Area  
Thayer, IA

Groesbeck Wildlife Area  
Lorimor, IA

High Lakes Shooting Range  
Afton, IA

Pine Valley Golf & Bowl  
Creston, IA

Family Fun Center  
Creston, IA

Crestmoor Golf & Country Club  
Creston, IA

Lakeshore Golf & Country Club  
Afton, IA

Southern Prairie YMCA  
Creston, IA

Frank Phillips Visitor Center  
Creston, IA

Park to Park Walking Trail  
Creston, IA

Afton Walking Trail  
Afton, IA

## **Transportation**

### **Roads**

Union County serves as a regional hub for transportation with an airport, one railroad line, and US Hwy 34, which runs east/west US Hwy 169 which runs north/south, and State Hwy 25 which runs north/south through the county. Citizens, businesses, and industries of Union County can easily gain convenient access to other areas of the state, and to areas outside the State. In addition to the U.S. and State Highways in the county, there are approximately 701.9 miles of rural secondary roads for all systems of area services and farm-to-market access.

### **Aviation**

**Cherry Street Road.** The Airport serves every type of aircraft, short of large commercial airlines. The Iowa DOT classifies the airport as an enhanced service airport. The Creston Municipal airport supports two runway facilities. Runway 16/34 is paved and is 4,901 feet in length and 75 feet in width. The asphalt surfaced runway has a 15,000 pound single wheel load. Medium intensity edge and threshold lights are in place. Runways 16 and 34 are equipped with runway end identifier lights (REIL) and visual approach slope indicators (VASI). Runway 4/22 is turf and is 1,692 feet in length and 100 feet in width. A non-precision instrument (NPI) approach may be made to Runway 34. NDB or GPS RWY 34. Runway 16/34 is served by a connecting taxiway and turnarounds. The airport has a rotating beacon, lighted wind indicator, segmented circle and non-directional beacon (NDB). An Automated Weather Observing System (AWOS III) is located on the field. Landside facilities include a terminal building, aircraft storage hangars, fuel facilities, apron area and vehicle parking. The 720 square foot terminal building was constructed in 1986. A map of the facility can be found on file, along with resources and management at the Union County EOC.

The Iowa Department of Transportation estimated the annual operations at the airport as 6,604 uses. The usage is split between itinerant operations at 3,962 and local based operations at 2,642 in 2007. Usage by both local and itinerant operations is expected to increase over the next several years as improvements are made to the airport.

### Mass Transportation

The Southern Iowa Trolley provides bus transportation throughout Union County as well as Adair, Adams, Clarke, Decatur, Ringgold, and Taylor counties. Southern Iowa Trolley is a demand-response/subscription transportation service. They provide service Monday through Friday 7 AM to 5 PM to the general public and will operate on weekends by contract. Their fleet includes handicap accessibility.

### Railroads

There is One (1) Class 1(one) Railroad in Union County. The Burlington Northern Santa Fe (BNSF) is a Class 1 rail line running multiple trains daily throughout the year on an East/West line. The BNSF carries various loads including, coal, grain, chemicals, mixed loads and hazardous wastes. The BNSF is among the largest railroads in the U.S. today with operating mileage totaling over 32,000 miles covering 28 states and two Canadian provinces. BNSF covers the western two-thirds of the U.S. from major Pacific Northwest and California ports to the Midwest, Southeast and Southwest, and from Canada to Mexico. The railroad operates 675 miles of track in Iowa which runs from Burlington to Glenwood in southern Iowa (Amtrak also operates on this stretch under trackage rights) and northward from Sioux City in Northwest Iowa. The BNSF also operates several branch lines that stem off its main line, including a line from Des Moines to Albia. The railroad employs over 38,000 people.

### Gas Pipelines

Pipelines of various sizes (4 inches to 36 inches) carry natural gas into and through Union County. The pipeline companies are Alliant Energy, BP Pipelines, Central Iowa Power Cooperative, Kinder Morgan Natural Gas Pipeline of America, Lenox Municipal Utilities and MidAmerican Energy. Detailed maps and information on pipelines and companies are kept in the Union County Emergency Operations Center.

### Housing

According to Union County QuickFacts provided by the U.S. Census Bureau, there were 5,922 housing units in Union County in 2010. During the period of 2006-2010 the home ownership rate was 62%. During the same period, 11.9 % of housing units were multi-unit structures. The Union County Planning Department has identified 13 mobile home parks in the county which have been mapped and information is kept on file in the Union County EOC. The database and mapped locations of mobile home parks include commercially listed mobile home parks with management and clusters of private mobile home residences discovered through aerial photographs or GIS field work.

### Cost of Owner- Occupied Housing Units in Union County, 2013 American Community Survey

Less than \$50,000	757
\$50,000 to \$99,999	1,478
\$100,000 to \$149,999	613
\$150,000 to \$199,999	583
\$200,000 to \$299,999	339
\$300,000 to \$499,999	93

\$500,000 and over		43
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*Institutional housing*

The Union County does have a county home for AFN population.

**Utilities**

- **Utility Gas (53.7%)**
- **Bottled, tank, or LP gas (13%)**
- **Electricity (26.9%)**
- **Wood (3.2%)**
- **Fuel Oil or Kerosene (0.5%)**
- **Other Fuel (2.2%)**

The following utilities - including electric, sanitation, water, and natural gas – provide services to households and businesses in Union County. Complete and detailed information on utility providers is kept on file at the Union County EOC.

**Electric:**

Alliant Energy  
Farmer’s Cooperative  
Clarke County REC  
Southwest Iowa REC

**Sanitation:**

Waste Management  
Jim’s Sanitation  
GHI Garbage & Recyclables

**Water:**

Creston Municipal Utilities  
Southwest Iowa Water Association

**Gas:**

Alliant Energy  
Lorimor Municipal Utilities  
Afton Municipal Utilities  
MidAmerican

**First Response Services**

Three local jurisdiction -The Cities of Creston and Afton and Union County – has law enforcement. The Cities of Creston, Afton, and Lorimor have firefighting departments. However, the Public Safety Answering Point (PSAP) (dispatch) and EMS are each consolidated to serve incorporated and unincorporated areas. Local agencies for telecommunication (dispatch), EMS service, law enforcement, firefighting, and rescue are listed below. More complete information, including state and federal agencies located in Union County, are included in the appropriate Emergency Support Function (ESF) sections of this EOP and in the Emergency Resource Inventory Lists (ERILs) which accompanies this EOP.

**Telecommunications:** E-9-1-1 located at 302 N. Pine Street, Creston, IA. Serves all of Union County.

**EMS:** Greater Regional Medical Center provides EMS transportation with Paramedics. Creston, Afton, and Lorimor Fire Departments have EMS personnel on their station rosters, though none are a transportation service.

**Law Enforcement:** There are three local law enforcement agencies with sworn officers serving Union County.

- Union County Sherriff’s Office – Unincorporated areas of Union County
- Creston Police Department – City of Creston
- Afton Police Department – City of Afton

**Firefighting:** The City of Creston has their own fulltime career fire departments. The Creston Fire Department is also supported by a volunteer fire and rescue department.

Volunteer Fire Departments	Area Served
City of Creston	City of Creston, Douglas, Highland, Lincoln, Platte and Spaulding. Grant Twp. is shared with Afton FD.
City of Afton	Cities of Afton, Arispe and Shannon City, Dodge, Union, Pleasant, Dodge, Union and Sand Creek Twp. Grant Twp. is shared with Creston. Jones and Pleasant is shared with Murray FD.
City of Lorimor	Cities of Lorimor and Thayer, and New Hope Twp. Jones Twp. is shared with Afton and Murray FD’s.
City of Murray (Clarke County)	Share part of Jones and Pleasant Twp.

**Rescue:** Search and Rescue Services are provided by the following agencies; more detailed information is provided in ESF #9 of this EOP.

- Creston Fire Department
- Afton Volunteer Fire Department
- Lorimor Volunteer Fire Department
- Murray Volunteer Fire Department

## Critical Facilities

Critical facilities, including vulnerable facilities aforementioned, are listed with GPS and/or location information, population and capacity, ownership, and point of contact information in the ESF-based Emergency Resources Inventory Lists.

## Shelters

The Union County EMA has identified shelter locations and operators throughout Union County based on proximity and unique capabilities to protect displaced populations from specific hazards. Lists of schools, churches, community buildings and safe rooms are maintained at the Union County Emergency Operations Center and included in the Resource Guide Book in the EOC.

## Assumptions and Hazard Analysis Summary <sup>6</sup>

### Assumptions

- Any hazard can occur at any time, however historical data and mitigation studies show Union County to be more vulnerable to certain hazards than others. Therefore, planning and resources will focus on hazards which pose the greater threat to vulnerable areas.
- Emergencies will occur that will require multiple agency coordination.
- Local heads of jurisdiction will retain responsibility for law enforcement, fire-fighting, and emergency response within their respective jurisdictions.
- Local agencies assigned to emergency response have existing emergency plans and procedures; their own agency standard operating guidelines; as well as training to create and follow tactical strategies in the field.
- Response and recovery efforts can and are often hampered by equipment and/or facility damage, communications failure, inclement weather, responder injury or death, and other limiting factors that are unpredictable.
- Local resources, including personnel, are finite and will become limited and scarce as events move from the response phase to the sustainability phase and to the recovery phase.
- Assistance will be needed for major events lasting more than 48-72 hours.
- Assistance will be available from Iowa Homeland Security and Emergency Management Division and from other state, regional and federal agencies through Memoranda of Agreement or Understanding and local declarations of disaster or emergency.
- Executing the EOP and implementing pre-determined guidelines will save lives and reduce damage to the environment, and to property.

### Hazard Analysis Summary

Union County is susceptible to most all recognized hazards and accidents - wild fires and suburban fires, floods, extreme weather, hazardous materials, civil disorder, terrorism, etc. However, Union County's geographical location, climate, location of population centers, and surface transportation in relation to critical or hazardous material storage facilities – creates an increase in risk and vulnerability from certain hazards. This EOP lists the hazards to which Union County is most vulnerable and for which support plans and guidelines exist or are in development.

### Natural Hazards

Union County, The Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City, Thayer, Creston Community School District, East Union Community School District, and Southwestern Community College actively participated with the Southern Iowa Council of Governments (SICOG) to develop a Federal Emergency Management Agency (FEMA) approved Union County Natural Hazard Mitigation

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<sup>6</sup> CPG101.2C5

plan. This plan, including their methodology and the collected scientific and historical detail on which they are based, is published separately. This plan goes through an exhaustive review process and is updated every five years.

Union County not only depends on the published hazard mitigation plan, but continually seeks and depends on the consensus of local response agencies, updated studies and information from the IAHSMD and the National Weather Service (NWS), and additional data from weather tracking to maintain an updated list of possible hazards. All of these sources combine to determine the most probable natural hazards with critical to catastrophic results in Union County. The listing is as follows.

**Medium to High Risk Natural Hazards for Union County**

Hazard	Probability	Severity	Warning Time	Duration	County location
<b>Severe winter storm</b>	Highly Likely	Critical	12-24 hours	> 1 week	County-wide
<b>Windstorm</b>	Highly Likely	Critical	0-6 hours	<6 hours	County-wide
<b>Thunderstorm/lightning</b>	Highly Likely	Critical	0- 6 hours	< 6 hours	County-wide
<b>Extreme heat</b>	Possible	Limited	0-6 hours	< 6 hours	County-wide
<b>Tornado</b>	Possible	Critical	0-6 hours	< 1 week	County-wide
<b>Drought</b>	Possible	Limited			County-wide
<b>Hailstorm</b>	Likely	Limited	0-6 hours	<24 hours	County-wide
<b>Flash flood</b>	Highly Likely	Limited	0- 6 hours	< 24 hours	*Low-lying areas near roadways and development

Hazards such as widespread water shortage or electrical power are typically results of natural hazards but can also be the result of equipment failure or a man-caused incident. Specific plans addressing these hazards are part of the Union County EMA Implementing Guidelines.

**Hazardous Materials**

The proximity of storage and transport routes of hazardous materials to hospitals, schools, daycares and critical infrastructure facilities pose one of the greatest risks in Union County. Not only would critical structures themselves be affected but so would evacuation routes. The Overview section of this EOP contains information on the access and functional needs populations and their approximate location.

Hazard	Probability	Severity	Risk Factors
Highway Minor Spills	<b>Highly Likely</b>	<b>Limited</b>	<b>US Hwy 34 and State Hwy 25 Accidents involving minor spills</b>
Rail Transportation	Likely	Critical	<ul style="list-style-type: none"> <li>• 34 miles of BNSF Rail Transportation</li> <li>• Over 7,000 rail cars per year containing hazardous materials</li> </ul>
**Fixed Facilities	Likely	Limited-Critical	<ul style="list-style-type: none"> <li>• 30-40 Utility/Commercial Facilities store hazardous materials on</li> </ul>
Gas Pipeline	Likely	Limited - Critical	<ul style="list-style-type: none"> <li>• 150-200 miles of natural gas transmission pipeline</li> </ul>

\* Materials and amounts shipped by rail vary from year to year. Material density reports are maintained by the Union County Emergency Management Agency (EMA). Reports are provided only to EMA and first response agencies for security purposes. In addition to the materials density reports, Union County EMA, local fire departments, law enforcement agencies, and other first response agencies use industry provided planning guides, field guides, and training materials to develop and maintain response guidelines for their respective agencies.

\*\* Fixed facilities which store hazardous materials provide copies of Tier II and Tier III reports annually to local fire departments, the Union County EMA, the Local Emergency Planning Committee as well as the Iowa Emergency Response Commission. This is in accordance with the Emergency Planning and Community Right to Know Act (EPCRA) and the Superfund Amendments and Reauthorization Act of 1986 (SARA).

The Union County EMA works closely with the Local Emergency Planning Committee and uses current and updated Fixed Facility Hazardous Materials Profiles (maps, and detailed information about hazardous materials storage) on each facility to maintain information to aid first responders during an accident to implement their tactical and strategic guidelines.

## Direction and Control<sup>7</sup>

### Policy

The safety and welfare of the citizens of Union County and the Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City, and Thayer ultimately rest with the elected officials of the respective jurisdictions. The Union County Board of Supervisors, the Mayor of the City of Afton, the Mayor of the City of Arispe, City of Creston, City of Cromwell, City of Lorimor, City of Shannon City, and City of Thayer set the policies and direction for emergency operations and are the chief executive heads of the emergency service agencies within their jurisdictions.

<sup>7</sup> CPG101.2C5

All citizens and visitors to Union County will be treated with respect, equality, and the utmost respect regardless of age, gender, sex, race, functional needs, religion, and socio-economic status.<sup>8</sup>

### Operational Response

Under Iowa Code 29C The Union County Emergency Management Commission appoints the Coordinator of the Union County Emergency Management Agency (EMA) who has the direct responsibility for the organization, administration, and operation of the Union County Emergency Management Agency and the Emergency Operations Center (EOC). The EMA Coordinator is responsible for the coordination or response assets during activation of the EOP and or EOC within the incorporated and unincorporated areas of Union County. The EMA Coordinator also acts as liaison with other local, county, regional, state and federal emergency management agencies.

### Tactical Control

All on-scene incidents are managed using the Incident Command System and the National Incident Management System structures. The on-scene Incident Commander (s), whether Single or Unified Command, will maintain tactical operational control. The on-scene command will maintain contact with the EMA Coordinator, or his designee, at the EOC (if the EOC is activated) for requests and coordination of assets. When assets are deployed to the scene, they will be controlled by their sponsoring agency and follow their own agency procedures, but will be assigned by the Incident Commander(s).

### Operating Guidelines

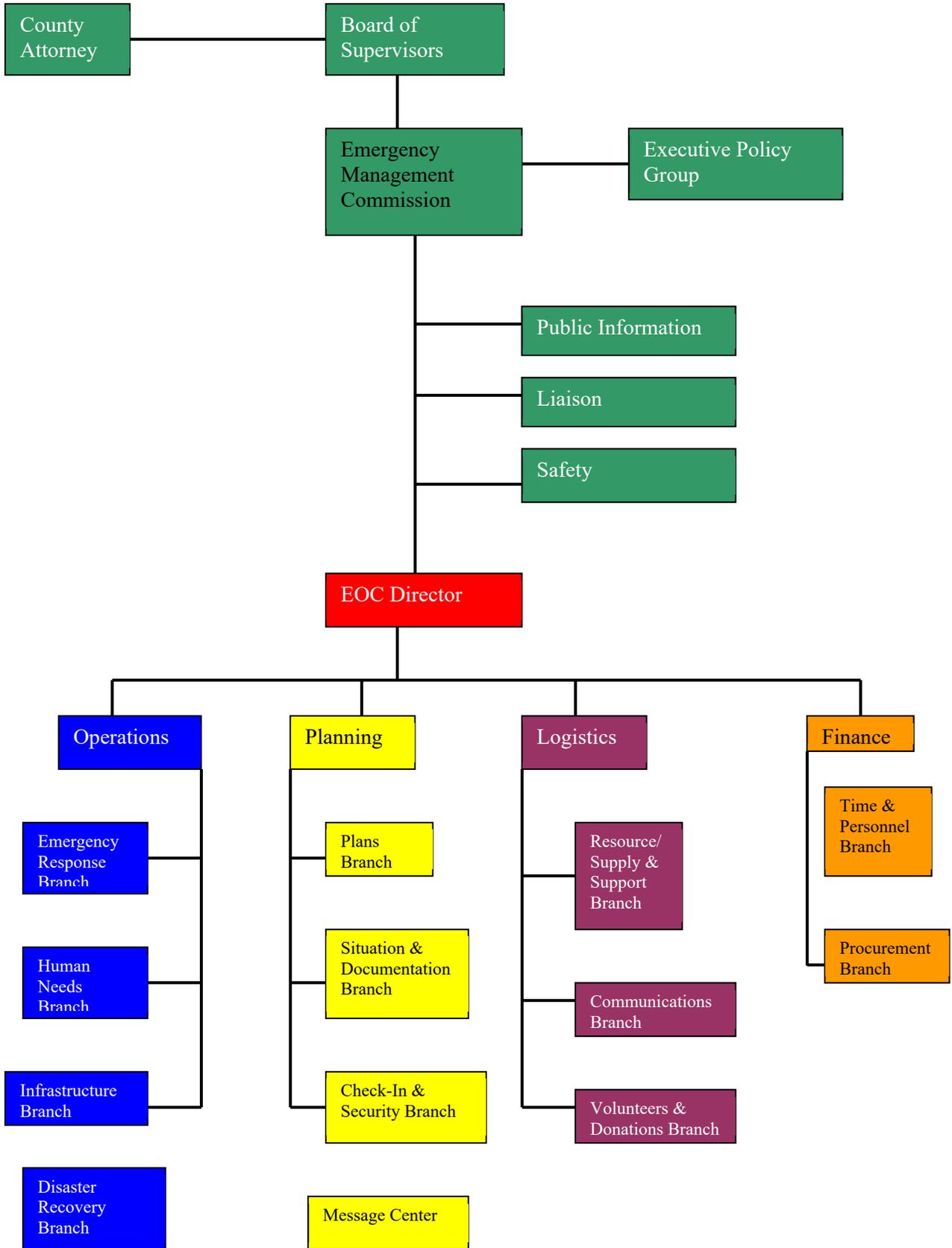
Specific agency/department personnel are assigned responsibilities as stated in the Basic Plan of this EOP and in the Emergency Support Function sections. As stated previously, supervisors will retain control over the assets, but will fulfill their responsibilities as assigned by the Incident Commander. Each agency/department assigned an Emergency Support Function will also develop and maintain their own Standard Operating Guidelines. These guidelines will include the following:

- Recall of personnel during non-duty hours
- Prioritization of tasks to guide recovery work
- Procedures to be followed when incidents deviate from the routine

A plan of succession with specific emergency authorities that may be carried out by the designated successor. Each agency/department will also designate an EOC liaison to report to the EOC as needed.

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<sup>8</sup> CPG101.2C5



## Concept of Operations<sup>9</sup>

The Union County Emergency Operations Plan (EOP) is in effect whenever an incident (1) exceeds routine capabilities of a first response agency, (2) requires the response of multiple agencies, (3) requires the response of multiple jurisdictions (4) requires the activation of multiple Emergency Support Functions, and/or (5) requires the request(s) of additional resources beyond local availability. In addition, this EOP is in effect whenever an incident or event is imminent and threatens the life and safety of any Union County citizen or visitor, the environment, or property. The Union County EOP may be in effect during events or incidents in which it is not necessary or not possible to fully activate the Union County Emergency Operations Center. It is also in effect following an emergency during recovery efforts to return communities to as normal a state as is possible.

The EOP is applicable to all local government jurisdictions and their agencies which have been assigned or may be assigned functional tasks and responsibilities by the elected officials, or their designees, of their jurisdictions. The EOP is applicable to all emergency incidents and disasters whether they are caused by natural, technological, or man-caused events.

## Emergency Declarations <sup>10</sup>

An emergency or disaster declaration may be declared by each elected official, or their designees, for each of the jurisdictions in Union County - the Union County Board of Supervisors Chairperson, the Mayor of the City of Afton, the Mayor of the City of Arispe, City of Creston, City of Cromwell, City of Lorimor, City of Shannon City, and City of Thayer. The Chief Executive of the jurisdiction in which the incident or disaster occurs is the official in charge.

Emergency/Disaster declaration templates for all three jurisdictions are kept on file at the Union County Emergency Operations Center. There are templates for natural hazards and for chemical events. As conditions develop that indicate a need for a declaration, it is written and reviewed by EOC staff, reviewed by the EOC Operations Lead, then reviewed and signed by the Chief Executive of the jurisdiction or their designee. It is the responsibility of the Union County EMA Coordinator to ensure the declaration is submitted to and received by the Iowa Homeland Security and Emergency Management Department.

## The Union County Emergency Operations Center<sup>11</sup>

The Union County Board of Supervisors Chairperson, the Mayor of the City of Afton, the Mayor of the City of Arispe, City of Creston, City of Cromwell, City of Lorimor, City of Shannon City, and City of Thayer, the Incident Commander or the Union County EMA Coordinator may authorize the partial or full activation of the Union County Emergency Operations Center (EOC). The EOC may be activated due to an emergency or to monitor and prepare for imminent threat of an emergency.

The EMA Coordinator serves as the Chief of Staff to the Board of Supervisors Chairperson and to the Mayors and assists them in policy and decision-making in regard to incidents and/or impending threats of

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<sup>9</sup> CPG101.2C5

<sup>10</sup> CPG101.2C7

<sup>11</sup> CPG101.2C7

disaster. The EMA Coordinator, or his designee, is in charge of the EOC staff and acts as the Operations Lead in coordinating response assets from the EOC during activation.

## Coordination of Response Assets

### Local Government

In an emergency that prompts activation of this EOP, the Union County Emergency Management Agency (EMA) is authorized by the Union County Board of Supervisors, and the Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City, and Thayer coordinate emergency response efforts within the political jurisdictions of the incorporated and the unincorporated areas of Union County. On behalf of local government Union County EMA will fulfill responsibilities which include but are not limited to the following.

- Act as one of the primary “first providers” of emergency response services
- Activate public notification systems as warranted
- Activate partially or fully the Emergency Operations Center as warranted
- Coordinate the response of public and private organizations and agencies
- Notify the Iowa Homeland Security and Emergency Management Division (IHSEMD) of the situation by submitting periodic situation reports, signed emergency or disaster declarations, damage assessment reports, and requests for additional assets
- Maintain and activate, as needed, local mutual aid agreements
- Maintain and activate, as needed, mutual aid agreements with State and/or Federal departments or agencies
- Request additional assets, as needed, from IAEM
- Activate the Joint Information Center as needed

Memoranda of understanding or agreement between the Union County EMA and local and regional agencies, non-profit organizations, state and federal departments and agencies are kept on file at the Union County Emergency Operations Center. Local inter-agency and jurisdictional mutual aid agreements are kept on file by their respective agencies.

Union County is a party to the State of Iowa Statewide Emergency Management Mutual Aid and Assistance Agreement having approved and adopted the agreement. Thereby a mutual aid agreement is established with all other parties to this statewide agreement, ensuring the availability of mutual aid with other local governments throughout the state.

### State level, Iowa Homeland Security and Emergency Management Department

HSEMD coordinates a system of mitigation, preparedness, response, and recovery systems to assist local governments to protect and save lives, the environment, and property. State response during an emergency or disaster will include but is not limited the following.

- Monitor the situation
- Activate the State EOC to coordinate available State assistance
- Review and evaluate local situation reports, local and other response efforts
- Review, and as possible, fulfill requests for assistance
- Determine if the situation is beyond state capabilities, and if so, request the activation of State-to-State, regional, or federal mutual aid agreements
- Recommend to the Governor that an Emergency or Disaster Declaration for the State be made
- Request Federal assistance as necessary

## Emergency Management Assistance Compact (EMAC)

EMAC, Emergency Management Assistance Compact, is a national Governor's interstate mutual aid compact that facilitates the sharing of resources, personnel and equipment across state lines during times of disaster and emergency. EMAC is formalized into law by member parties.

EMAC does not replace federal assistance, but can be used alongside federal assistance or when federal assistance is not warranted. In Iowa, Iowa HSEMD may request resources from participating but non-impacted states who will respond at their discretion.

### Federal Level

If a disaster or emergency exceeds local, regional, and state resources and is major or catastrophic, IAEM may request the Federal Emergency Management Agency (FEMA) to coordinate the activation and implementation of the National Response Framework. FEMA may assign a Federal Liaison to coordinate immediate response until such time the Governor submits a formal request for a Presidential Declaration of Emergency or Disaster.

If the President authorizes federal assistance, a Federal Coordinating Officer is appointed and is authorized to use the full authority of the Robert T. Stafford Disaster Relief and Emergency Assistance Act to reimburse response and recovery claims against the Disaster Relief Fund. In addition, the Stafford Act provides funding to states to assist communities in mitigation activities.

Federal response will include but is not limited to the following:

- Conduct joint Preliminary Damage Assessments with State and Local governments to identify:
  - (1) Damage to individuals, farms, and businesses
  - (2) Damage to public agencies, special districts, and private nonprofit organizations
  - (3) Potential mitigation activities that can occur during repairs and before another disaster
- Approve or deny requests for federal assistance. If approved:
  - (1) Assign a Federal Coordinating Officer to head the Incident Management Assistance Team
  - (2) Set up a Joint Field Office to coordinate response and recovery efforts
  - (3) Work with the State Coordinating Officer to address response and recovery efforts
- Activate the procedures outlined in the National Response Framework
- Establish an Emergency Support Team to monitor operations
- Identify the necessary Emergency Support Functions to respond and activate those functions

### Access and Functional Needs Populations

The Union County EMA Coordinator, or his designee, assigns the role of Access and Functional Needs Coordinator to a Union County EMA volunteer. The duties of this position include working with the Union County Health Department and the public to maintain an access and functional needs database. The responsibilities of this position during an emergency in which the Emergency Operations Center is activated include integrating the needs of the access and functional needs population into the following tasks groups and Emergency Support Functions:

- Human Services Group – ESF # 6 Mass Care, Resource Support, and Recovery
- Medical Group – ESF # 8 Public Health and Medical Services, ESF # 9 Search and Rescue, and ESF #11 Agriculture

- Transportation – ESF # 1 Transportation (evacuation and relocation)

## Support Plans<sup>12</sup>

Incident Specific Plans, Implementing Guidelines, and other support plans to this EOP are kept on file at the Union County Emergency Operations Center where they are available during emergencies as aids to the implementation of the EOP. These plans are reviewed and updated regularly. These plans include but are not limited to the following:

- Specific Implementing Guidelines for natural hazards (severe winter weather, tornado, drought, flash flood)
- Detailed evacuation/relocation plans
- Pandemic Flu Plan
- Joint Information Center/Joint Information System Plan
- Emergency Operations Center Standard Operating Guidelines
- Specific guidelines for Hazardous Materials Releases/Spills
- Greater Regional Medical Center Disaster Plan
- Union County Environmental Health Plan
- Schools and other similar institutions Emergency Plans in Union County

## Continuity of Government

### Purpose and Scope

It is paramount that essential and basic governmental functions and services continue during and/or recover quickly from a disaster or an emergency. This plan outlines (1) how the policy-making and decisions will continue by governmental leaders; (2) where the business of governmental services will be conducted if primary governmental buildings and property are destroyed; (3) and how vital records are preserved and protected from being lost.

All jurisdictions in Union County are included in this plan: Union County, The Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City, and Thayer.

This plan is in effect whenever a disaster or emergency of catastrophic nature affects and/or inhibits the ability of government to function and serve the citizens of Union County whether the emergency is due to a natural hazard, terroristic incident, or a man-caused accident or incident.

### Situations and Assumptions

- The Union County Board of Supervisors and the Mayor(s) of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City, and Thayer has the responsibility and authority to ensure that proper steps are taken to ensure Continuity of Government in their respective jurisdictions.
- Union County, Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City, and Thayer have the responsibility and authority to codify ordinances and/or orders that ensure the legal transference of power from the Union County Board of Supervisors and the Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City and Thayer to their respective alternates.
- Each jurisdiction is responsible for its own guidelines and procedures which provide the detailed information on the transference of power to alternate elected officials; the transfer from one physical site of governmental services to its alternate site; and the

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<sup>12</sup> CPG101.2C7

implementation of replacement Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City, Thayer of vital records.

- Formal approval and acceptance of Union County Emergency Operations Plan, inclusive of this Continuity of Government plan, constitutes documented approval of this Continuity of Government plan by the Union County Board of Supervisors and the Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City and Thayer.

## Lines of Succession

Succession of Union County, the Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City, and Thayer elected officials will be in conformity with the Code of Iowa.

## Union County Board of Supervisors

This line of succession is enacted whenever the **County Board of Supervisor Chairperson is** absent or disabled in any way that prevents them from serving in the office during a local, state, or national emergency. In this case, the duties and responsibilities of the office will be administered by another **Member of the Union County Board of Supervisors**. In the event that the none of the Board of Supervisors is unable to serve due to absence or disability, the duties and responsibilities will be assumed temporarily by a **the Union County Auditor**.

## The Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City and Thayer:

The Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City and Thayer maintain City Orders appointing a Mayor Pro-tem to perform the duties of Mayor in their absence.

During times of emergency and activation of the Emergency Operations Center, and the Mayor and Mayor Pro Tem are absent, unavailable, or unable to make decisions, City Council Members have been pre-designated by the City of Afton Mayor to represent them. The list of pre-designated Council Members is kept as part of the Alert and Warning roster at the Union County Emergency Operations Center and Union County E-9-1-1 Center.

## Delegation of Emergency Authority<sup>13</sup>

The elected officials and the designees of the Union County Board of Supervisors, The Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City and Thayer are responsible for policy level decisions. During times of emergency or impending emergency, these elected officials have empowered the Union County Emergency Management Agency Coordinator to direct and control emergency management activities in Union County. This includes but is not limited to preparedness planning and mitigation, activities and the coordination of response, stabilization and recovery activities. Responsibilities also include the running and maintaining the county's Emergency Operations Center and directing the Emergency Operations Center Staff.

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<sup>13</sup> CPG101.2C7

## Alternate Locations of Government Services

It is possible an accident, incident, or disaster (whether man-caused or natural) could partially damage or completely destroy governmental buildings and disrupt the conduction of governmental services. If such an event takes place, the following alternate locations have been pre-designated and are kept in file at the respective political jurisdictions.

- When displacement necessitates a move to an alternate location, prompt action will be taken by all agencies to re-establish their normal site as soon as is possible.
- Agency and department heads may assign and or request additional personnel to assist in moving to and establishing governmental services at the alternate sites.
- Agency and department heads may assign and or request additional personnel to assist in returning and re-establishing services at the permanent site when possible.
- It is the responsibility of each governmental agency and department to establish its own specific procedures for relocation.

## Safe Guarding and Preserving Vital Records

Vital records are those records that are essential to the preservation of the legal rights and interests of individual citizens and their governments.

Union County vital records are stored at the Union County Recorder Office in the following manner to ensure their safe storage and retrieval:

- Several sufficiently separated locations (e.g. Courthouse, out of county location, etc.) to ensure that no single disaster or incident can destroy the records. Birth, death, and marriage records are kept at the State level in addition to local records.
- Electronic records are backed-up weekly and maintained on electronic media in separate physical locations.

Vital records of the Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City and Thayer are kept in vaults within the applicable City Hall or Courthouse as appropriate.

- Union County departments, districts, and agencies will continue to develop and update procedures to preserve essential records, files, and reference documents necessary for internal operations.
- Reconstruction of vital records is the responsibility of each agency. Overall coordination of Union County Government will be carried out by the Union County Board of Supervisors and the County Auditor. The Cities of Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City and Thayer overall coordination will be carried out by the Mayors and City Clerks.
- Each agency and department is responsible for ensuring adequate redundancy and that records stored electronically, along with software programs, can be accessed during and after a disaster.

## Protection of Local Government Resources and Recovery<sup>14</sup>

The Union County Board of Supervisors and Mayors of the Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City and Thayer will ensure necessary security procedures are in place and will be executed following a disaster to protect governmental resources – including personnel, facilities, and vital records. The protection of governmental resources must be maintained in order for the business of government – at all levels – to continue in order to provide security, protection, and assistance for recovery for its citizens.

Methods that will be used to protect the business of government may include but are not limited to the following:

- Plans and operating guidelines
- Electronic backup of data and records
- Off-site storage of files
- Backup generators
- Memoranda of Understanding and Memoranda of Agreement

## Organization and Assignment of Responsibilities<sup>15</sup>

### Primary Agency Designation for Incident Command and Unified Incident Command by Hazard Type

There may be single or multiple lead agencies during the response phase of a hazard incident depending upon the complexity and scale of the incident and whether a single or unified command structure is adopted. The specific lead agency, or agencies, will also be determined by the jurisdiction in which the incident occurs. The table below lists hazards which could take place in Union County, the lead agency discipline for that hazard type, and the ESF(s) that may play a primary response role.

<b>HAZARD TYPE</b>	<b>LEAD AGENCY OR AGENCIES</b>	<b>PRIMARY ESF(s)</b>
Floods (including flash floods)	Fire, EMA, Law Enforcement	4,5,13
Tornado	Fire, EMA, Law Enforcement	4,5,13
Severe Winter Weather	EMA, Fire, Law Enforcement	4,5,13
Hazardous Materials	Fire, EMA	4,5
Explosions	Fire, Law Enforcement	4,13

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<sup>14</sup> CPG101.2C9

<sup>15</sup> CPG101.2C8

Epidemics, Disease, Pandemic Flu	Health Department, EMA	8, 5
Food Contamination	Health Department, Environmental Health	8
Riots, Civil Disturbances	Law Enforcement	13
Pipeline spill or explosion	Fire, EMA	4, 5
Water Supply contamination	Health Dept., Public Works, Environmental Health	8,3
Train derailment	Fire, EMA	4, 5
Building collapse	Fire, EMA, SAR	4,5, 9,14

Note- Agencies or ESFs not listed as primary agencies in the above table may be added depending on expertise and needs required during the response phase. Other agencies and ESFs may become lead or primary agencies when the event transitions from the response phase to the recovery phase.

### Organization and Responsibility by Emergency Support Function

This section describes how agencies and departments in the Cities of Afton, Arispe, Creston, Cromwell, Lorimor, Shannon City and Thayer and in Union County organize and assume responsibilities during an emergency in which this EOP is in effect. Departments and agencies are organized by Emergency Support Function (ESF) for primary response and support. However, when the EOC is activated, these agencies are also grouped into a management structure based on task type. The following table will indicate what task group in which agency liaisons work and if the agency performs a primary or a support agency in each ESF. In the ESF sections of this EOP, more detailed information on tasks and responsibilities are provided; and additional primary and support agencies and non-governmental organizations are listed.

### Plan Development, Maintenance and Execution<sup>16</sup>

The Union County Emergency Management Agency has the overall responsibility for emergency planning, and coordination of local resources, and the requests of additional resources through IAEM - including requests to assist Union County responding agencies and organizations in the conduct of disaster operations.

Primary and support organizations and agencies are responsible for maintaining internal plans, including Standard Operating Guidelines, employee notification rosters, and resource data to ensure prompt and effective response, stabilization, and recovery to and from emergencies.

Effective emergency preparedness, response, recovery and mitigation in Union County is dependent on all participating agencies/organizations to be involved in the process of planning, practicing, and maintaining this EOP which is a continual process.

The Union County EMA:

- Develops the Plan with input from representatives from participating agencies
- Writes the Plan
- Maintains the Plan

<sup>16</sup> CPG101.2C8

- Updates the Plan
- Provides a copy of the most current plan to participating agencies, departments and organizations
- Distributes Changes

Chief Elected Officials, the EMA Coordinator, and/or designees:

- Review the plan annually
- Review the plan or portions of the plan following implementation due to an emergency incident or event
- Present the Plan to local Magistrates, Councilpersons, and or Commissioners for concurrence
- Sign promulgation documents
- Submits Plan to IAHSMD for review

EMA Coordinator and/or designees:

- Activates plan for training and exercise purposes
- Presents plan to Chief Officers of all participating departments, agencies, and organizations for review, recommendations, and signature
- Presents plan or portions of plan to Chief Officers of all participating departments, agencies, and organizations following an exercise, drill, or actual incident as part of the After Action Assessment

Each Agency, Department, and Organization with Assigned Responsibilities:

- Reviews the Plan
- Reports their concurrence to Chief Executive Officer
- Participates in Plan exercises, drills, and training session
- Participates after Action Assessments
- Submits recommendations for Plan revision

## Union County Emergency Support Function (ESF) Primary Agencies

- **ESF-1 - Transportation**  
ESF-1 provides overall coordination of transportation assistance to city/county departments, other governmental and private agencies, and voluntary organizations requiring transportation capacity to perform disaster missions. A primary priority of this ESF will be the coordination of evacuation.  
**Primary Agency – Union County Emergency Management Agency**
- **ESF-2 - Communications**  
ESF-2 will assure the provisions of required communications support to operations.  
**Primary Agency – Creston – Union County LEC Communications Center**
- **ESF-3 - Public Works**  
ESF-3 is responsible for emergency debris clearance, temporary construction of emergency access routes, emergency restoration of critical facilities including potable water, water supply systems, and water for firefighting; emergency demolition or stabilization of structures deemed hazardous to public health; technical assistance and damage assessment including structural inspection. This ESF has two primary responsibilities; debris clearance and removal, and restoration of public facilities.  
**Primary Agency – Union County Engineer’s Office/City Engineer-Public Works Offices**
- **ESF-4 - Fire Operations**  
ESF-4 will detect and suppress wild-land, rural and urban fires resulting from or occurring coincidentally with a disaster. All fire personnel will report to this ESF.  
**Primary Agency – Creston/Afton/Lorimor Fire Departments**
- **ESF-5 - Emergency Management**  
ESF-5 will be responsible for the command and control of incident operations and the operation of the EOC.  
**Primary Agency – Union County Emergency Management**
- **ESF-6 - Mass Care**  
ESF-6 will coordinate efforts to provide sheltering, feeding and emergency first aid in the event of a potential or actual disaster; operate a Disaster Welfare Inquiry system regarding status of victims; and coordinate bulk distribution of emergency relief supplies to disaster victims.  
**Primary Agency – American Red Cross**
- **ESF-7 - Resource Support**  
ESF-7 will provide logistical and resource support during the response and early recovery phases to include emergency relief supplies, space, office equipment, office supplies, and telecommunications, contracting services, transportation services and personnel required to support response phase activities.  
**Primary Agency – Union County Emergency Management Agency**
- **ESF-8) - Health and Medical Services**

ESF-8 will provide a coordinated response to medical needs following a disaster; provide a structure to receive assistance from Disaster Medical Assistance Teams (DMATs) and Volunteer medical personnel.

**Primary Agency – Union County Public Health**

- **ESF-9 - Search & Rescue**

ESF-9 activities included developing search patterns and procedures to locate disaster victims in damaged urban areas; and locating, extricating and providing for the immediate medical treatment of victims trapped in collapsed structures.

**Primary Agency – Creston/Afton/Lorimor Fire Departments**

- **ESF-10 - Hazardous Materials**

ESF-10 will respond to an actual or potential discharge and/or release of hazardous materials.

**Primary Agency – Creston FD/Afton FD/Lorimor FD**

- **ESF-11 – Agriculture, Natural Resources, and Pets**

ESF-11 will provide a coordinated response to natural disasters, foreign animal diseases or crop diseases that have or will impact agricultural assets, including crop and animal assets with Union County.

**Primary Agency – County Extension Service**

- **ESF-12 - Energy**

ESF-12 will facilitate restoration of energy systems following a disaster; coordinate the provisions of emergency power and fuel to support response operations as well as provide power and fuel to normalize community function.

**Primary Agency – Alliant Energy and other Independent Suppliers**

- **ESF-13 - Public Safety and Security**

ESF-13 will provide command, control and coordination of all state and local law enforcement operations.

**Primary Agency – Union County Sheriff’s Office/City Police Departments**

- **ESF-14 - Long-Term Community Recovery**

ESF-14 will be responsible for developing recovery assistance management plan, the business recovery program, managing community assistance programs, and coordinating the contracting of recovery/reconstruction efforts; coordinating economic stabilization; establish long-term recovery goals and developing the after-action and lessons learned reports.

**Primary Agency – Southwest Iowa Community Organization After Disaster**

- **ESF-15 - External Affairs**

ESF 15 will provide emergency information to the general public, and provide information to the media in the event of a disaster.

**Primary Agency – County Public Information Officer/City Public Information Officers**

## Administrative Appendices – List of Attachments

Attachment A – List of Acronyms

Attachment B – Definitions and Terms

## Attachment A - List of Acronyms

The following acronyms are used throughout Union County Emergency Management documents, including the Emergency Operations Plan, Standard Operating Guidelines, and Chemical Stockpile Emergency Preparedness documents. In addition, the list includes often-used acronyms in Union County emergency preparedness and planning, and acronyms specifically for Union County entities.

This is not comprehensive. For a comprehensive list the Union County Emergency Operations Center maintains copies and refers to the FEMA publication, "Acronyms, Abbreviations, & Terms: a Capability Assurance Job Aid" FEMA P-524/July 2009.

<b>AAR</b>	After-Action Report
<b>AM</b>	Area Manager
<b>APHIS</b>	Animal and Plant Health Inspection Services
<b>ARC</b>	American Red Cross
<b>ARES</b>	Amateur Radio Emergency Service
<b>CAP</b>	Civil Air Patrol; also Corrective Action Program
<b>CATS</b>	Consequence Assessment Tool Set
<b>C/B</b>	Chemical/Biological
<b>CBRNE</b>	Chemical, Biological, Radiological, Nuclear, and Explosive
<b>CDC</b>	Centers for Disease Control and Prevention
<b>CERCLA</b>	Comprehensive Environmental Response, Compensation, and Liability Act
<b>CFR</b>	Code of Federal Regulations
<b>CHEMTREC</b>	Chemical Transportation Emergency Center
<b>COG</b>	Continuity of Government; also Council of Governments
<b>COOP</b>	Continuity of Operations
<b>CPG</b>	Civil Preparedness Guide
<b>DECON</b>	Decontamination
<b>DEP</b>	Department of Environmental Protection
<b>DFO</b>	Disaster Field Office
<b>DHHS</b>	Department of Health and Human Services
<b>DHS</b>	Department of Homeland Security
<b>DMAT</b>	Disaster Medical Assistance Team
<b>DMORT</b>	Disaster Mortuary Operational Response Team
<b>DO</b>	Duty Officer
<b>DOC</b>	Department Operations Center
<b>DRC</b>	Disaster Recovery Center
<b>EAS</b>	Emergency Alert System
<b>EHS</b>	Extremely Hazardous Substance
<b>EMA</b>	Emergency Management Agency
<b>EMAC</b>	Emergency Management Assistance Compact
<b>EM</b>	Emergency Management
<b>EMS</b>	Emergency Medical Services
<b>EO</b>	Executive Order
<b>EOC</b>	Emergency Operations Center
<b>EOP</b>	Emergency Operations Plan
<b>EPA</b>	U.S. Environmental Protection Agency
<b>EPCRA</b>	Emergency Planning and Community Right-to-Know Act
<b>EPI</b>	Emergency Public Information
<b>ERG</b>	Emergency Response Guide
<b>ERT</b>	Emergency Response Team/Environmental Response Team

**ESF** Emergency Support Function  
**EST** Emergency Support Team

**FAD** Foreign Animal Disease  
**FBI** Federal Bureau of Investigation  
**FCC** Federal Communications Commission  
**FEMA** Federal Emergency Management Agency  
**FNS** Food and Nutrition Service  
**FOG** Field Operating Guide  
**GAR** Governors Authorized Representative  
**GIS** Geographical Information Systems

**HA** Hazard Analysis  
**HazMat** Hazardous Material(s)  
**HEPA** High-Efficiency Particulate Air  
**HMRU** Hazardous Materials Response Unit

**IAP** Incident Action Plan  
**IC** Incident Commander  
**ICP** Incident Command Post  
**ICS** Incident Command System  
**IED** Improvised Explosive Device  
**IMAC** Iowa Mutual Aid Compact  
**IMS** Incident Management System  
**IMT** Incident Management Team  
**IND** Improvised Nuclear Device  
**IST** Incident Support Team  
**IT** Information Technology

**JIC** Joint Information Center  
**JIS** Joint Information System  
**JOC** Joint Operations Center

**LNO** Liaison Officer  
**LO** Logistics Officer

**MA** Mutual Aid  
**MACS** Multi-Agency Coordination System  
**MACC** Multi-Agency Coordination Center  
**MAA** Mutual Aid Agreement  
**MHz** Megahertz  
**MOU** Memorandum of Understanding

**NFA** National Fire Academy  
**NFIP** National Flood Insurance Program  
**NIMS** National Incident Management System  
**NIPC** National Infrastructure Protection Center  
**NMRT** National Medical Response Team  
**NOAA** National Oceanic and Atmospheric Administration  
**NRF** National Response Framework  
**NWS** National Weather Service

**OSC** On-Scene Commander  
**OSFM** Office of State Fire Marshall  
**OSHA** Occupational Safety & Health Administration

**PA** Public Assistance  
**PAZ** Protective Action Zone  
**PDA** Preliminary Damage Assessment

**PDD** Presidential Decision Directive  
**PHS** Public Health Service  
**PIO** Public Information Officer  
**POC** Point of Contact  
**POD** Point of Distribution  
**PPE** Personal Protective Equipment  
**PSA** Public Service Announcement  
  
**RACES** Radio Amateur Civil Emergency Services  
**REACT** Radio Emergency Assistance Communications Team  
**RNAT** Rapid Needs Assessment Team  
**RQ** Reportable Quantity  
  
**SA** Staging Area  
**SAC** Special Agent in Charge (FBI)  
**SAR** Search and Rescue  
**SARA** Superfund Amendments and Reauthorization Act of 1986 (also known as EPCRA)  
**SCBA** Self-Contained Breathing Apparatus  
**SCO** State Coordinating Officer  
**SEOC** State Emergency Operations Center  
**SERC** State Emergency Response Commission  
**SERT** State Emergency Response Team  
**SITREP** Situation Report (Also SitRep)  
**SLG** State and Local Guide  
**SO** Safety Officer  
**SOG** Standard Operating Guide  
**SOP** Standard Operating Procedure  
**SP** State Police  
  
**TPQ** Threshold Planning Quantity  
  
**UC** Unified command  
**UCEMA** Union County Emergency Management Agency  
**UCS** Unified Command System  
**UHF** Ultra High Frequency  
**USDA** United States Department of Agriculture  
**US&R** Urban Search and Rescue  
  
**VA** Department of Veterans Affairs  
**VHF** Very High Frequency  
**VOAD** Volunteer Organization After Disaster  
**VS** Veterinary Services  
  
**WMD** Weapon(s) of Mass Destruction

## Appendix B Definitions and Terms

The following definitions and terms are used throughout Union County Emergency Planning documents such as the Emergency Operations Plans and Standard Operating This is list is not intended to be a comprehensive listing representative of the emergency management industry but to function as an aid in understanding documents specific to Union County Emergency Management.

**Access and Functional Needs** - Persons who may have additional needs before, during and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities; live in institutionalized settings; are seniors; are children; are from diverse cultures; have limited English proficiency or are non-English speaking; or are transportation disadvantaged.

**Access Control Point (ACP)** - Road or highway control points manned primarily to deny the entry of unauthorized vehicles and personnel into a controlled area. It is an enforcement function, usually under the supervision of radio equipped law enforcement officers, and utilizing trained personnel, with vehicles and/or barricades and other devices to establish a perimeter around a hazardous area.

**Accident Assessment** - An appraisal of an accident and its relation to one of the three levels used by civilian officials.

**Casualty** - Any person who is brought to the hospital as a result of disaster or accident.

**Chemical Agent** - A compound or material included in the lethal stockpile of a variety of munitions and bulk containers covered by Public Law 99-145, Title 14, Part B, Section 1412. Lethal chemical agents are of two basic types: Nerve (GB & VX) and Blister (H).

**Decontamination** - The process of removing a hazardous material from a victim. Includes management of contaminated clothing, adsorbents, decontaminating solutions, and contaminated bodies which may arrive.

**Emergency Alert System (EAS)** - A cooperative agreement between commercial radio and television stations to allow local or state officials to use their facilities to broadcast emergency information to the general public in the event of a life threatening situation. Previously referred to as Emergency Broadcast System, or EBS.

**Emergency Management** - The judicious planning for and coordination of available resources to prevent, mitigate, prepare for, respond to and/or recover from the effects of an enemy attack, manmade or natural emergency or disaster. In Iowa, the term Disaster and Emergency Services, or DES, refer to County and State level Emergency Management Agencies (EMAs).

**Emergency Operations Center (EOC)** - A facility designated as the location where responsible officials gather during an emergency to direct and coordinate emergency operations. Communications with other

jurisdictions and with emergency forces in the field, formulation of protective action decisions, and the development of information and instructions for public dissemination are also functions of the EOC.

**EOC Staff** - Consists of decision-making (elected/ appointed) representatives from affected local and County agencies, as well as appropriate state and federal representatives, as needed to provide direction and control for a coordinated response to an actual or potential emergency.

**Emergency Planning Zone (EPZ)** - A geographical area delineated around a potential hazard that defines the anticipated areas of impact in order to facilitate planning for the protection of people during an emergency. The EPZ includes three (3) sections: the Immediate Response Zone (IRZ); the Protective Action Zone (PAZ); and the Precautionary Zone (PZ).

**Evacuation** - A protective action which involves persons who may be in danger leaving the area of risk, before the arrival of the hazard or after in-place protection, and then remaining outside the risk area until the hazard has been eliminated.

**Host Area** - A predetermined location, usually some distance away from a potential risk, where persons evacuated from a risk area are supported until they can return to the evacuated area.

**Host Facility (School or Health Care)** - A predetermined facility (school/health care) to which students/patients AT RISK are evacuated, retained and supervised by officials until picked up by or reunited with their family.

**Immediate Response Zone (IRZ)** - The closest geographical areas around a hazard site that defines the area most rapidly and severely affected by a hazard It is in this area where IMMEDIATE protective actions must be taken to safeguard the public.

**Institutional Populations** - People in schools, hospitals, nursing homes, prisons, or other special facilities that require special care or consideration by virtue of their dependency on others for care. Also referred to as **access and functional needs**.

**Mass Care Shelter** - A predesignated facility operated by the American Red Cross or other NGO to provide emergency lodging and care for persons made temporarily homeless by an emergency. Essential basic services (feeding, family reunification, etc.) are also provided at or near the mass care shelter.

**National Warning System (N.A.W.A.S.)** - The national warning system was installed originally to warn of nuclear attack, has direct telephone links nearly 2,000 locations around the United States, and is manned 24 hours a day. Known as Warning Points, these locations can talk to each other and to national centers near Washington DC, and Colorado Springs, Colorado.

**National Oceanic and Atmospheric Administration (N.O.A.A.)** - This Federal agency has numerous branches, the most well-known of which is the National Weather Service (NWS). It operates the N.O.A.A. Weather Radio System to provide weather information and tone-alert weather bulletins.

**Population at Risk** - The population that could possibly be affected by concentrations of chemical agent above minimum safe levels. The population at risk is calculated by determining the population within the radial distance estimated to be affected by agent dose following a release.

**Protective Action** - An action taken to avoid or reduce exposure to a hazard.

**Protective Action Decision (PAD)** - The decision whereby off-post officials make a selection of one or more protective actions to protect the threatened population.

**Protective Action Recommendation (PAR)** - The recommendations to either in-place protect or evacuate. The Army will make recommendations as part of its accident assessment and off-post notification processes.

**Protective Action Zone (PAZ)** - A geographical area around a hazard site broader than the IRZ in which agent exposure is unlikely. However, protective actions therein can significantly enhance the ability to protect the public.

**Public Alert and Notification System** - The system that obtains the attention of the public and provides appropriate emergency information. Sirens are the most commonly used public alert devices. Sirens are supplemented by alert radios, visual warning devices for the hearing impaired, route alerting and telephone. Emergency instructions are most commonly provided through activation of the Emergency Alert System (EAS) stations and the use of predetermined emergency messages.

**Public Information Statements** - Public announcements made by County or State government using appropriate news media (i.e., newspaper, radio or television) to explain government actions being taken to protect the public during time of emergency. Information released by other (i.e., health care) facilities will utilize normal day-to-day media contacts and procedures and will be coordinated through the County EOC with the Joint Information Center (JIC), set up and jointly staffed by the State and BGAD.

**Radio Amateur Civil Emergency Services (RACES)** - An emergency service designed to make use of skilled amateur radio (HAM) operators in accordance with approved County emergency communications plans.

**Reception Center** - A facility operated by County officials for providing emergency referral and care or directions to a mass care shelter for members of the general public made temporarily homeless by an emergency. Sometimes set-up jointly with and referred to as a mass care shelter or Red Cross shelter (not to be confused with the protective action of in-place protection).

**Route Alerting** - One of several methods used to alert the public to a danger. It involves radio equipped emergency personnel traveling in vehicles or door-to-door along pre-assigned routes and delivering emergency messages to the general public. Methods include using lights, sirens, public address systems, and door to door notification.

**Shelter-In-Place Protection** - A protective action which involves taking cover in a building that can provide suitable protection from the threat of extreme weather or emergency conditions. Sheltering in place could also include additional precautions, such as turning off fans, air conditioning, and forced air heating systems, to reduce any potential for air contamination in the event of a chemical or biological release.

**Stand-by Status** - A state of readiness for emergency personnel and public officials which indicates they have been alerted to anticipate a call to action, but no action has been indicated.

**Traffic Control Point (TCP)** - A location on a road or highway, (i.e. usually an intersection), which is manned by trained and radio equipped personnel to ensure continued movement of traffic into or out of a risk area. Traffic control is a temporary function to be implemented at points where normal traffic controls are inadequate or where redirection of traffic becomes necessary due to an emergency.

**Transportation Resources** - Transportation vehicles used to evacuate access and functional needs population or populations with specific needs. Generally includes ambulances, coach buses, school buses, handicapped vehicles, vans, and covered trucks.

**Unmet Needs** - Capabilities or resources required for emergency operations that are neither available nor provided or at the level where their response is needed.