

EMERGENCY SUPPORT FUNCTION #10

HAZARDOUS MATERIALS



2019

Emergency Support Function (ESF) 10 Hazardous Materials

Primary Agency: Florida Department of Environmental Protection

Support Agencies: Santa Rosa County Firefighters' Association
Santa Rosa County Fire/Rescue Departments/Districts
Santa Rosa County Department of Health
Santa Rosa County Division of Emergency Management
Santa Rosa County Public Works Department
Santa Rosa County Sheriff's Office
Santa Rosa County HAZMAT Advisory Council
SWS Environmental Emergency Response Inc.
City of Milton Public Works Department
City of Gulf Breeze Public Works Department
Town of Jay Public Works Department

I. Purpose

The purpose of ESF 10 is to provide hazardous materials coordination and support services in support of emergency events in Santa Rosa County. ESF 10 can provide personnel and resources to support prevention, preparedness, response, recovery and mitigation in support of the primary emergency management objectives. The ESF 10 Emergency Coordination Officer (ECO) is appointed by the Santa Rosa County Firefighters' Association office and directs all aspects of emergency management. ESF 10 resources are used when individual agencies are overwhelmed and County Emergency Response Team requests additional hazardous materials assistance.

II. Concept of Operations

A. GENERAL

1. ESF 10 is organized consistent with State Emergency Operations Center and the requirements of the National Response Plan, the National Incident Management System, and the Incident Command System in order to provide incident assessment, planning, procurement, deployment, coordination and support operations to Santa Rosa County through the Santa Rosa County Emergency Response Team, Area Operations and State Emergency Response Teams to assure a timely and appropriate response to an emergency or situation.
2. Procedures protocols and plans for disaster response activities are developed to govern staff operations at the Santa Rosa Emergency Operations Center and in the field. These are in the form of an Emergency Operations Center (i.e., Base Plan) and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines, which describe ESF 10 capabilities (based on the national Planning Scenarios, the Universal Task List and the Target Capabilities). Periodic training and exercises are also conducted to enhance effectiveness.
3. In a large event requiring State, Federal or mutual aid assistance, ESF 10 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of any required assets.

4. Throughout the response and recovery periods, ESF 10 will evaluate and analyze information regarding the identification of securing, removing and disposing of the hazardous materials requests for response, develop and update assessments of the hazardous materials situation and status in the impact area, and do contingency planning to meet anticipated demands or needs.
5. Supplies and equipment will be provided from current county and municipal stocks or surplus, and from commercial sources and donations.
6. When an event is focused in scope to a specific type or response mode technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills pertinent to the type of event, who will advise and/or direct operations within the context of the Incident Command System structure. Support by these agencies will be terminated at the earliest practical time.
7. Designated support from the commercial entity, SWS Environmental Emergency Response, Inc., who will furnish resources as required fulfilling these ESF requirements. Support by this commercial entity will be terminated at the earliest practical time.
8. Procurement will be made in accordance with current state and federal laws and regulations that include emergency procedures under Florida Statute.

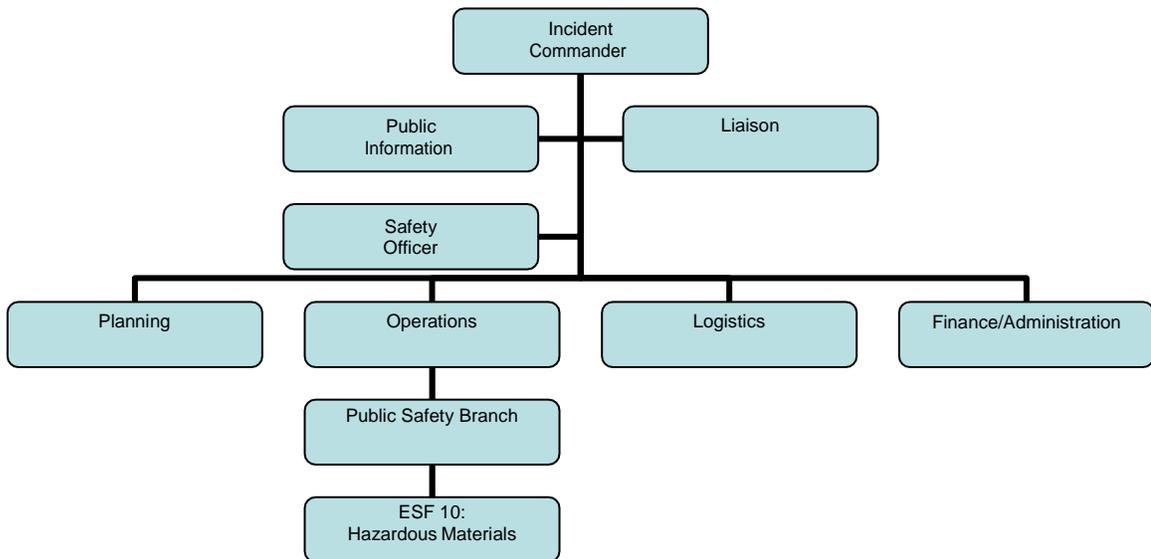


Figure – Incident Command System Structure: ESF 10 – Hazardous Materials

B. ORGANIZATION

1. COUNTY

- a. During an activation of the County Emergency Operations Center, support agency staff is integrated with the Santa Rosa County Firefighters Association and Municipal

Fire Departments/Districts staff to provide support that will allow for an appropriate, coordinated and timely response.

- b. During an emergency or disaster event, the primary and support agencies of ESF 10 will respond indirectly to the Public Safety Branch Director who reports to the operations under the overall direction of the Emergency Management Operations Chief.
- c. During the response phase, ESF 10 will evaluate and analyze information regarding hazardous materials requests. Also, ESF 10 will develop and update assessments of the hazardous materials status in the impact area and does contingency planning to meet anticipate demands and needs.
- d. Santa Rosa County Emergency Management Operations Chief develops and maintains the overall ESF 10 Emergency Operations Plan and accompanying Appendices, annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Plan, the National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.

2. AREA

- a. The Public Safety Branch Director, in consultation with the requesting jurisdiction, may obtain additional hazardous materials resources via established mutual aid agreements.
- b. The Florida Department of Environmental Protection serves as the lead agency for hazardous materials coordination and support and will designate a liaison to the EOC from the FDLE Regional Office and/or the Regional Domestic Security Task Force (RDSTF). The liaisons have been trained to carry out Emergency Support Function 10 responsibilities and will function as coordinators, assessors, and operational personnel in support of EOC or field activities.
- c. If more than one county emergency management operation center is activated State environmental protection may support the coordination of the event response with regional resources or request additional resources from the State Emergency Operations Center, the State Environmental Protection agencies will participate in a Multi-Agency coordinating entity to coordinate requests for hazardous materials resources among multiple Emergency Operations Centers.

3. STATE

- a. During an activation of the State Emergency Operations Center, the Department of Environmental Protection is the designated lead agency for State hazardous materials and will provide a liaison to facilitate requests for hazardous materials resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of ESF 10 at the State Emergency Operations Center will report to the Emergency Services Branch Chief who reports to the Operations Section chief under the overall direction of the State Coordinating Officer.
- c. During the response phase, ESF 10 will evaluate and analyze information regarding hazardous materials requests. Also, ESF 10 will develop and update assessments of the hazardous materials situation and status in the impact area and do contingency planning to meet anticipated demands and needs.

- d. The Department of Environmental Protection develops and maintains the overall ESF 10 Emergency Operations Plan and accompanying Appendices, annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Plan, the National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.

C. ALERTS/NOTIFICATIONS

1. Santa Rosa County Firefighters Association will notify the County Warning Point when information comes known indicating that an emergency or disaster situation is developing. The report will include all relevant information that is known at the time. Additional information should be reported as it becomes available.
2. The County Warning Point will notify the "on call" Emergency Duty Officer and/or Emergency Coordinating Officer (ECO) for ESF 10 when the county or an area of the County has been threatened or impacted by an emergency or disaster event as provided in the County Warning Point procedure.
3. In the event of a spill or release involving hazardous materials or substances, the respective Fire District will be notified to respond; in addition, a page will be sent out the Hazardous Materials Advisory Council by the EOC. In the event of a pending situation, the Council coordinator will be notified to provide EOC staffing to Hazardous Materials (ESF-10).
4. ESF 10 will be activated or placed on standby upon notification by the County Emergency Management Office. The primary and support hazardous materials agencies will coordinate and support the emergency activities of ESF 10.
5. Upon instructions to activate ESF 10, local and State hazardous materials teams will implement its operating procedures to notify and mobilize all personnel, facilities, and physical resources likely to be needed, based on the emergency circumstance.

D. ACTIONS

Actions carried out by ESF 10 are grouped into several phases of emergency management: prevention, preparedness, response, recovery and mitigation. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. ESF 10 encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services. The following services may be provided.

- Assessment of Hazardous materials needs and potential impacts.
- Hazardous materials personnel.
- Hazardous materials equipment and supplies.
- Evacuation support.
- Emergency responder health and safety.
- Radiological/chemical/biological hazards.
- Mental health and crisis counseling for responders.
- Hazardous materials Public Information and risk communication.
- Hazardous materials Management, Command and control of assets.
- Hazardous materials activities related to terrorist threats and/or events.

- Logistical Staging areas and Points of Dispensing.
- Catastrophic incident and alternate Hazardous materials facility support.
- Oil and hazardous substance incident.
- Information on drinking water, wastewater and solid waste facilities.
- Information on SARA Title III fixed facilities, storage of extremely hazardous substances within the county.

1. PREPAREDNESS ACTIONS

- a. Actions and activities that develop hazardous materials response capabilities may include planning, training, orientation sessions, and exercises for ESF 10 personnel (i.e., County, State, Regional, and Federal) and other emergency support functions that will respond with ESF 10. This involves the active participation on inter-agency preparedness organizations, which collaborate in such activities on a regular basis.
- b. Local and State hazardous materials teams will jointly address planning issues on an on-going basis to identify response zones, potential staging areas, and potential medical facilities and establish specialized teams.
- c. Conduct planning with ESF 10 support agencies, Regional Domestic Security Task Forces, and other emergency support functions to refine hazardous materials operations.
- d. Develop and refine procedures to be used in the following field surveys: Community Hazardous Materials Assessments.
- e. Conduct training and exercise for EOC and hazardous materials response team members.
- f. Prepare and maintain emergency operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency.
- g. Ensure lead agency personnel are trained in their responsibilities and duties.
- h. Develop and present training courses for ESF 10 personnel, provide information on critical facilities to the County Emergency Management and develop protocols for frequently provided services.
- i. Maintain liaison with support agencies.
- j. Conduct vulnerability analysis at critical facilities and make recommendations to improve the physical security.
- k. Conduct all exercises involving ESF 10.

2. RESPONSE ACTIONS

- a. Coordinate operations at the ESF 10 office in the County Emergency Operations Center and/or at other locations as required.
- b. Establishment and maintain a system to support on-scene direction, control and coordination with the local incident commander, the county EOC, Regional Domestic Security Task Force and State EOC, and or other coordination entities as appropriate.
- c. Establish Mutual Aid procedures for the following resources; Hazardous Materials Response Teams, Interoperable Communications and Command Vehicles.
- d. Resource Management and Logistical Support.

- e. Implementation of Impact Assessment Teams to determine post-storm impact to Emergency Services functional group resources and ability to perform Continuity of Operations of essential functions.
- f. Mutual Aid procedures to assist with supporting issues related to a terrorist event or hazardous substance incident.
- g. Hazardous materials support RDSTF in the investigation of a terrorist attack.
- h. Preposition response resources when it is apparent that hazardous materials response resources will be necessary. Relocate hazardous materials response resources when it is apparent that they are endangered by the likely impacts of the emergency situation.
- i. Monitor and direct hazardous materials resources and response activities.
- j. Participate in EOC briefings, Incident Action Plans, Situation Reports and meetings.
- k. Coordinate with support agencies, as needed, to support emergency activities.
- l. Obtain State resources through the State Comprehensive Emergency Management Plan (CEMP); coordinate all resources into the affected areas from designated staging areas.
- m. Coordinate with other County ESFs to obtain resources and to facilitate an effective emergency response among all participating agencies.

3. RECOVERY ACTIONS

- a. Continue to provide support as required until response activities are concluded or until they can be managed and staffed by the primary incident agency or jurisdictions.
- b. Continue to provide support as required to support the recovery phase.
- c. Initiate financial reimbursement process for these activities when such support is available.

4. MITIGATION ACTIONS

- a. Identify deficiencies or areas to be improved and seek funds to enhance protective measures to lessen the impact on vulnerable populations and/or minimize damage to critical facilities.
- b. Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

E. DIRECTION AND CONTROL

1. ESF 10 complies with the National Response Plan, the National Incident Management System and uses the Incident Command System composed of Planning, Operations, Logistics and Finance/Administration Sections with their standardized Units, Teams, positions, forms and terminology) to manage its emergency/disaster responsibilities. Key to this system is the Division of Emergency Management, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Santa Rosa County. The Division of Emergency Management also serves as the focal point for ESF 10 activities. It is responsible for ensuring that all appropriate program departments, support agencies, other Emergency Support Functions and other private voluntary agencies have knowledge about the system and ESF 10 expectations, as well as coordinate and cooperate efficiently during an event.

2. The ESF 10 system operates in two arenas; 1) the county Emergency Operations Center, 2) field locations.
3. During emergency activations, all management decisions regarding County or regional response are made at the County Emergency Operations Center by the ESF 10 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Section Coordinators and staff at the County Emergency Operations Center assist the commander in carrying out the overall mission. Sections, Units, Teams, staffing levels, etc. are modular and scalable, depending on the type, size, scope and complexity of the emergency or disaster event.
4. A staffing directory and the ESF 10 Emergency Operations Plan, its accompanying Appendices, Annexes and Standard Operating guidelines are maintained by the Santa Rosa County Fire Rescue with status of the call lists updated at least monthly and all other documents at least annually.
5. All hazardous materials field personnel are subordinate to the ESF 10 at the County Emergency Operations Center.
6. In accordance with a mission assignment from ESF 10, and further mission tasking by a Local primary agency, each support organization assisting ESF 10 assignment will retain administrative control over its own resources and personnel but will be under the operation control of ESF 10. Delegation of mission operational control may be delegated to a Management Support Unit, Multi-Agency Coordination Team or a local entity.

F. RESPONSIBILITIES

1. PRIMARY AGENCY – Department of Environmental Protection

- a. Provide leadership in directing, coordinating and integrating overall County efforts to provide hazardous materials assistance to affected areas and populations.
 - Maintain a list of mutual aid agencies and private contractors that are trained and qualified to respond to an incident.
 - Ensure that all first responders are trained in awareness and operations level of hazardous materials response as defined in the guidelines established by the State Emergency Response Commission.
 - Ensure that public safety communications personnel are trained in the awareness level of hazardous materials response and that guidelines have been established to dispatch the proper response upon notification of hazardous materials incidents.
 - ESF 10 will coordinate the response and recovery efforts to hazardous materials incidents upon notification of a release by ensuring that coordination and cooperation is maintained in identifying the material. Then securing, removing and properly disposing of the hazardous material.
 - The presence of any radioactive material will be determined by properly trained personnel using basic detection equipment who will then determine if any evacuations are necessary. If evacuations are necessary, ESF 10 will coordinate with other ESFs to ensure that shelters are opened, and the public is informed as the situation changes.
 - Coordinate the response of all agencies required to handle the hazardous materials incident and the necessary cleanup involved in recovery.
 - Minor incidents are usually handled by jurisdictional fire departments with minimal use of resources. Larger incidents will involve a cooperative effort between all support agencies, private contractors and the Florida Department of Environmental Protection.

- In a large event requiring local and State or mutual aid assistance, ESF 10 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use if any required assets.
 - During a State declared disaster requests for resources or assistance from State agencies will be made through established and proven procedures as set forth in the State of Florida Comprehensive Emergency Management Plan (CEMP).
 - Notify State Warning Point of all hazardous materials incidents and request State assistance when needed.
 - Coordinate with the Florida Department of Environmental Protection (DEP) for notification and response to hazardous materials incidents when the ability to identify the material or mitigate the incident is beyond the capabilities of the county.
 - Maintain an accurate and current listing of all fixed facilities that produce or store hazardous materials. Prepare site specific plans for each facility that produces or stores extremely hazardous substances (EHS) and update these plans annually or as necessary through the year.
- b. Staff and operate a National Incident Management system compliant command and control structure (i.e., Incident Command System) to assure that services and staff are provided to areas of need.
 - c. Coordinate and direct the activation and deployment of County agencies hazardous materials personnel, supplies, and equipment and provide certain direct resources.
 - d. ESF 10 members or designees will jointly evaluate the emergency situation, make strategic decisions, and identify resource needs and secure resources required for field operations.
 - e. ESF 10 is responsible for monitoring hazardous materials emergency response and recovery operations. ESF 10 members or designees will coordinate all State and Federal hazardous materials resources into the affected areas from staging areas.
 - f. ESF 10 will manage hazardous materials and other emergency incidents in accordance with each department's Standard Operating Guidelines and under the direction of ESF 10 members or designee.
 - g. ESF 10 members or designee will make specific requests for hazardous materials assistance to the State ESF 10 through the Santa Rosa County Liaison, as needed. The State will activate resources through the State Emergency Response Plan.
 - h. ESF 10 members or designees will continue to re-assess priorities and strategies, throughout the emergency, according to the most critical hazardous materials needs.
 - i. ESF 10 will demobilize resources and deactivate the ESF 10 station upon direction from the County Incident Commander.
 - j. The owner of the material will be financially responsible for the material and will incur all cost and responsibility of the cleanup and disposal activities.

2. SUPPORT AGENCIES

(NOTE: Each Support Agency should review its own roles and responsibilities and revise in conjunction with the Department of Environmental Protection

- a. Support agencies will provide assistance to the Emergency Support Function with services, staff, equipment, and supplies that complement the entire emergency response effort as the County Emergency Response Team addresses the consequences generated by the hazards that may impact the County (i.e., severe weather, tropical cyclones, environmental biological, terrorism, technological, and mass migration, etc.). Because services and resources are subject to change from

time to time, emergency coordinators are responsible for frequently updating their resources capabilities with the ESF 10.

- b. The Division of Emergency Management will provide EOC support, conduct briefings, direct needs assessments, distribute key information, and serve as liaison to the State EOC to request resources.
- c. The Division of Emergency Management will:
 - Provide training to public safety communications personnel to ensure recognition of a hazardous material and information to be obtained upon notification of a release that will determine the proper emergency response.
 - Provide training to all public safety personnel and assists with training for first responders in awareness and recognition (level 1) of hazardous materials.
 - Assists training to the operations level (level 2) for all personnel responding to a hazardous materials incident that will be involved in the securing of the release, and/or removal and disposal of the material.
 - Coordinate the notification and response of all agencies required to handle the incident.
 - Notify the State Warning Point and make request for State assistance when necessary.
- d. The Department of Solid Waste (ESF 3) will:
 - Maintain a list of available department resources that may be used to respond to and recover from the incident.
 - Coordinate with the Fire Services Division of the Division of Emergency Management to ensure that the material is recovered and disposed of in accordance with local, State and Federal regulations.
 - Will coordinate with local fire department and Department of Public Works to accept any material that has been approved for disposal in the county landfill. The department will also assist the Division of Emergency Management with identification of fixed facilities that produce or store hazardous materials.
- e. The Department of Public Works (ESF 3) may assist with the removal and disposal of any hazardous material deemed safe for disposal in the county landfill. This will be done in accordance with local guidelines and agreements. These guidelines will be updated and changed as deemed necessary.
- f. Emergency Medical Services will be responsible for transporting injured personnel to medical facilities. Patients will be decontaminated by the fire department personnel before delivery to EMS when possible. EMS will be responsible for notification of the local hospitals regarding the number of patients, severity of injuries and the material involved in the incident. Baptist Hospital is responsible for patient coordination with all other hospitals during multiple casualty incidents. Contamination patients will be handled by each hospital in accordance with their standard operating procedures.
- g. Santa Rosa Medical Center, Jay, Gulf Breeze, Baptist, Sacred Heart and West Florida Hospitals will accept contaminated patients in accordance with the standard operating procedures. Emergency Medical Services will notify the receiving hospital while on scene so appropriate hospital staff are available to receive the patients.
- h. The appropriate fire departments will be dispatched to any release of a hazardous material upon notification. It will be their responsibility to attempt to positively identify the material, determine the hazard and take immediate actions necessary within their capabilities to protect life and property. Each fire department is responsible to ensure their personnel receive the required training to perform any actions taken during a hazardous materials incident and to call for assistance when the necessary actions are beyond their capabilities. Contractor through Mutual Aid agreement with Santa Rosa County Fire/Rescue will respond to an incident upon request. Contractor

personnel possess certification in all levels of training and respond with the equipment necessary to handle most hazardous materials incidents and a full support staff of chemists at their facility. Upon arrival contractor personnel will coordinate with the fire department Incident Commander to assist in the identification and establishment of hot and cold zones, decontamination site, determining the proper methods and equipment to be used. Fire Department personnel will mostly likely perform decontamination of all personnel leaving the hot zone. If required, a contractor will be obtained to properly dispose of all decontamination material.

- i. County and City law enforcement agencies (ESF16) can provide crowd control, security measures, roadway assessments, and ingress/egress actions to protect the public and property in, near and around areas involved in fire fighting operations; keep emergency forces informed of hazardous areas.
- j. City, county, and private utilities (ESF12) will coordinate with ESF 10 to address fire prevention and suppression problems due to leaking natural gas, downed power lines, and water flow problems.
- k. City and County Public Works (ESF3) and other departments will provide road clearing equipment and other major resources needed to clear roadways in support of emergency response actions.
- l. City and County Communications Centers (ESF 2) will provide radio communications support, to the extent possible, to support communications among various Fire Department agencies responding to the impacted areas.
- m. Santa Rosa County Department of Health will provide guidance on public health issues as it relates to any hazardous substance materials being introduced into the environment.
- n. Fire services - Minor incidents are usually handled by jurisdictional fire departments with minimal use of resources. Larger incidents will involve a cooperative effort between all support agencies, private contractors and the Florida Department of Environmental Protection.

G. FINANCIAL MANAGEMENT

- 1. ESF 10 is responsible for managing financial matters related to resources that are procured and used during an event. During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event. If a federally declared disaster exists, then a reimbursement formula is established by the Federal Emergency Management Agency that may be as much as 100 percent, but usually does not exceed 75 percent.
- 2. This section will coordinate closely with the Logistics Section to ensure that procurements and staff hours are properly documented and processed for payment and potential reimbursement. It will also be responsible for following up all financial issues after response has ceased by coordinating with Division of Emergency Management fiscal and personnel management officials, the State Division of Emergency Management fiscal agents and the Federal Emergency management Agency fiscal agents and directly with vendors as necessary.
- 3. Expenditures by support agencies entities will be documented by those entities and submitted directly to the Finance/Administration Section or a designated Finance Service officer as soon as possible.