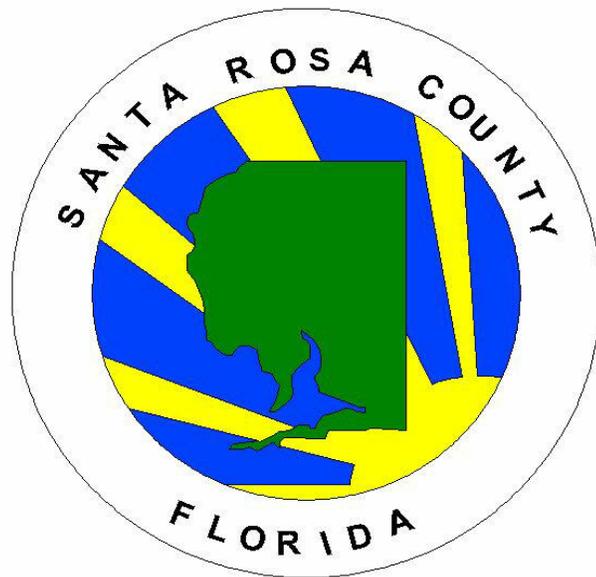


RESPONSE ELEMENT



RESPONSE ELEMENT

TRANSITION FROM PREPAREDNESS TO RESPONSE

The transition from the preparedness phase to the response phase occurs upon notification that an incident has occurred. Where advanced warning of a threat is known, certain aspects of the response phase may actually begin during the preparedness phase, such as activation of emergency plans, disaster declarations, and certain inter-agency or multi-jurisdictional coordination efforts.

INTRODUCTION

This Response Element will provide the reader with an understanding of the Disaster Magnitude Classifications, planning assumptions for response, roles, and responsibilities under the plan, and key resources available for response operations. Please refer to the Concepts of Operations Section of the CEMP, pgs 57-96, for organizational structures and management of incidents for field and EOC operations.

As defined in the National Incident Management System, the response phase of emergency management includes:

- 1) Immediate actions to save lives, protect property, and meet basic human needs
- 2) The execution of emergency operations plans
- 3) The execution of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes
- 4) As indicated by the situation, response activities can also include such activities as:
 - Applying intelligence and other information to lessen the effects or consequences of an incident
 - Increased security operations
 - Continuing investigations into the nature and source of the threat
 - Ongoing public health and agricultural surveillance and testing processes
 - Immunizations, isolation, or quarantine
 - Specific law enforcement operations aimed at pre-empting, interdicting, or disrupting illegal activity
 - Apprehending actual perpetrators and bringing them to justice

RESPONSE ELEMENT

RESPONSE PLANNING ASSUMPTIONS AND GUIDELINES

1. County and municipal governments have primary responsibility for response in emergency/disaster situations. They will commit all available resources to save lives, minimize injury to persons, and damage to property.
2. Local government (county and municipalities) departments/agencies have designated representatives of their organization to act as Emergency Coordinators. The Emergency Coordinators are responsible for assisting in developing their department/agency contingency plan and reporting to the Santa Rosa County Emergency Operations Center, upon request and if appropriate, during emergencies.
3. As appropriate, state and federal departments/agencies, plus adjacent jurisdictions, will assist in emergencies/disasters response and recovery, if called upon.
4. The proper use of this plan may reduce or prevent the loss of lives and damage to property.
5. Many emergency/disaster situations can occur with little or no warning, allowing little time for preparedness measures.
6. Officials of all jurisdictions within Santa Rosa County are aware of the possible occurrence of emergencies/disasters. They are also aware of their responsibilities under this plan and will fulfill their duties as needed.
7. Disaster relief operations are conducted by Santa Rosa County and other agencies within the authority and responsibilities designated in Chapter 252, Florida Statutes.
8. Municipalities within the county may exercise independent direction and control of their own resources, outside resources assigned to the municipality by the County EOC, and resources secured through existing mutual aid agreements with other municipalities. Requests for state/federal government assistance will be directed to the County EOC.
9. The Mayors (or designee) of all incorporated communities are assigned the leadership role in their community in preparing for natural and manmade disasters. Each city is encouraged to adopt, through municipal planning and organization, in coordination with the County, their own means of controlling and handling the threats and effects of natural and technological disasters within their community. These plans may not be in conflict with county functions.
10. All municipality and county departments and agencies emergency preparedness planning and coordination will be compatible with the policies and procedures of this plan.
11. In support of this plan, the primary and support agencies of each emergency support function have developed emergency operations procedures.
12. It is assumed that many local emergency response personnel will experience casualties and damage to their homes and personal property, and will themselves be victims of the disaster.
13. It is assumed that citizens and response organizations from other counties and states will send massive amounts of food, clothing, and other supplies in response to what they perceive to be Santa Rosa County's needs.
14. It is assumed that competition among Santa Rosa County citizens and communities for scarce resources will occur.

RESPONSE ELEMENT

GENERAL

Emergency operations span two separate but contiguous phases: emergency response and recovery. This concept of operations will focus on emergency response and measures to be taken for a smooth transition into intermediate and long-term recovery from a major or catastrophic emergency. The scope of these operational concepts and response actions will include:

1. Providing emergency notification and warning
2. Describing emergency mobilization procedures
3. Conducting rapid assessments of emergency impacts and immediate emergency resource needs
4. Delineating emergency decision-making processes
5. Describing types of emergency protective actions
6. Communicating information and instructions to the public
7. Requesting external assistance

MAGNITUDE CLASSIFICATION

Santa Rosa County encounters many different emergencies on a daily basis that require response from at least one agency. The magnitude of each incident varies, but is typically a function of its impact on people or property.

Not all incidents will be considered disasters however; a single incident or a series of high severity incidents can result in disaster. Among disasters, there are also distinctions, based on magnitude and involvement of outside assistance.

INCIDENTS	DISASTERS
Alpha	Minor
Bravo	Major
Charlie	Catastrophic
Delta	
Echo	

INCIDENT MAGNITUDE CLASSIFICATION

The following categories are used by Santa Rosa County Emergency Management's dispatching system to classify emergencies by incident type and magnitude in order to prioritize response efforts. These incidents are typically handled within the local response capability; some may require notification to the State Warning Point and may or may not result in county EOC activation.

ALPHA

Category given to a non life-threatening incident with relatively minor property damage that can be successfully handled within a single response entity; usually employs a single Incident Command structure

BRAVO

Category given to an incident when the nature of the incident is unknown, or is slightly above Alpha; Single or Unified command is generally utilized

CHARLIE

Category given to a high priority (potentially life-threatening/ increased potential for property damage) incident involving response from multiple agencies; Unified Command is generally utilized; only subtle differences exist between the Charlie classification and the higher Delta category

DELTA

Category given to a high priority (potentially life threatening/ increased potential for property damage) incident involving response from multiple agencies; Unified Command is generally utilized; Subtle differences exist between the Delta classification and the lower Charlie category and are necessary for resource prioritization

ECHO

Category given to the highest priority (imminently life threatening or imminent major property damage) incident involving response from multiple agencies; Unified Command is generally utilized

RESPONSE ELEMENT

DISASTER MAGNITUDE CLASSIFICATION

Chapter 252, Florida Statutes, requires the Comprehensive Emergency Management Plan to contain provisions to ensure that the county is prepared for minor, major, and catastrophic disasters.

1. MINOR DISASTER

Any disaster that is likely to be within the response capabilities of local government and results in only minimal need for State or Federal assistance.

2. MAJOR DISASTER

Any disaster that will likely exceed local capabilities and require a broad range of State and Federal assistance

3. CATASTROPHIC DISASTER

Any disaster that will require massive State and Federal assistance, including immediate military involvement

ORDER OF RESPONSE PRIORITIES

For all incidents, regardless of cause, response actions in Santa Rosa County will focus on those actions that can be taken to save lives, sustain life, and protect infrastructure.

ORDER OF RESPONSE PRIORITIES:

LIFE SAVING

LIFE SUSTAINING

INFRASTRUCTURE

RESPONSE ELEMENT

DEPARTMENTAL/AGENCY RESPONSIBILITIES

All departments/agencies during the response phase of an incident are responsible for:

- Responding to incidents when dispatched, and providing status updates to emergency management
- Adhering to the NIMS-Compliant Incident Command Structure for Field Operations
- Adhering to the principles and management concepts within the National Incident Management System
- Activating any internal emergency plans and notifying the EOC when such plans are activated
- Reviewing security procedures and implementing enhancements as needed based on criminal or terrorist threats or incidents
- Sending a representative to the EOC within 1 hour when requested by Emergency Management, to coordinate responsibilities under the ESF plan
- Providing regular status reports to the EOC on department/agency resources, activities, and emergency conditions about which the department/agency has information
- In order to adequately address the needs of the community, it is imperative that those having identified a need relay that information to the Santa Rosa County Director of Emergency Management or the Emergency Operations Center (EOC), if activated
- Coordinating with the EOC in establishing priorities for restoring service after a power outage
- Coordinating through the ESF system to request resources and provide information
- Coordinating all public information activities with the County's Public Information Officer and the Information and Planning Section at the EOC
- Keeping accurate and complete records of costs of responding to the emergency, such as personnel costs (regular and overtime), equipment costs, cost of supplies, and costs of services; these records will be used for reporting the Board of County Commissioners and may be required to apply for Federal assistance
- Maintaining lists and descriptions during the emergency of facilities and equipment damaged by the disaster
- Advising the Division of Emergency Management when the Department/Agency cannot carry out its roles or responsibilities described in this plan or its annexes

RESPONSE ELEMENT

KEY STEPS IN LOCAL RESPONSE:

- 1) Emergency Management Communications, serving as the county's 24-Hr Warning Point, dispatches all appropriate local response organizations according to established dispatching procedures.
- 2) Local response organizations utilizing Incident Command System (ICS) respond to calls as dispatched.
- 3) Emergency Management Director (EMD) evaluates situation based on input from response agencies to determine if, or what, additional county actions may be necessary (potential EOC activation, recommendation for Local State of Emergency).
- 4) If the EMD determines no additional county actions are necessary, county Emergency Management staff may simply provide advice/ technical support /existing resources to Incident Commander, if requested.
- 5) If additional Emergency Management action is necessary to support the Incident Command Post, the Emergency Management Director or designee:
 - Ensures operational readiness of the Emergency Operations Center
 - Determines if EOC should be activated and Level of Activation (Monitoring, Partial, Full)
 - Notifies Public Services Director and/or Administrator of situation and intended action
 - Activates EOC, if so determined
 - Notifies State of Florida Division of Emergency Management of EOC activation
 - Initiates any public protective measures in accordance with the Incident Commander
 - Determines whether or not to recommend Local State of Emergency to County Administrator
 - Activates the most appropriate ESF agencies based on level of activation to provide the means for supporting:

*Lifesaving measures such as search and rescue
 Transportation resources for evacuation and response
 Emergency information dissemination
 Emergency Responder Communications
 Sheltering and feeding of evacuees
 Evaluation of infrastructure needs and emergency
 debris clearing of essential roads
 Firefighting efforts
 Assessment of personal and property losses
 Logistical support to the county facilities/departments
 Health and medical resources needed*

*Field response for hazardous materials releases
 Identification of food and water for eventual distribution
 Allocation and restoration of water, sewer, electrical
 power, phone service and fuel supplies
 Military resources, as appropriate
 Information needed for up-to-date situation analysis
 Unmet needs and delivery of voluntary goods /services
 Law enforcement operations
 Local resources for Animal Issues
 Needs of critical facilities
 Documentation needed for reimbursement*

- 6) Coordinate local assets and request assistance if needed through the State EOC for Mutual Aid
- 7) Coordinate municipalities' requests for assistance through State EOC
- 8) Disseminate ongoing public information
- 9) Prepare for transition to short-term recovery

RESPONSE ELEMENT

DETERMINATION OF EXISTING/IMPENDING DISASTER

Many emergencies occur on a daily basis that requires response from agencies, such as fire, EMS, and law enforcement. Most are handled within the existing capability of the response agencies and are not considered "Disasters". These emergencies do not necessarily require extraordinary support from Santa Rosa County Emergency Management.

Through monitoring and established dispatch notification procedures utilized by Emergency Management Communications (EMC), the Emergency Management Director is notified of any unusual emergencies or of those that may affect a significant number of people. This is based on the information received from field response agencies in the course of normal duties.

It is the responsibility of the Emergency Management Director to grasp the magnitude of an incident, recognize that possible disaster conditions exist and initiate action.

LOCAL "STATE OF EMERGENCY" (LSE)

Under the provisions of Santa Rosa County Ordinance No. 9-26, the Board of County Commissioners is empowered to issue proclamations or resolutions with the force of law. This includes a Local State of Emergency (LSE).

A Local State of Emergency may be declared whenever normal community functions are severely disrupted, Santa Rosa County Government requires outside assistance, or as deemed necessary by the Santa Rosa County Emergency Management Director.

The Local State of Emergency allows the County to forego certain financial processes necessary to expedite urgently needed resources, and its issuance increases the likelihood of future reimbursement of expenses. It is also necessary for requesting outside assistance through the State of Florida.

The Emergency Management Director, or designee, notifies the Santa Rosa County Administrator who seeks to call a quorum of the Board of County Commissioners. If a quorum is not possible, succession falls to the Chairman, any available Commissioner, or absent a Commissioner, the County Administrator, who may decide to issue a Local State of Emergency.

LOCAL "STATE OF EMERGENCY" (LSE) (Cont)

The Local State of Emergency is signed and remains as part of the incident documentation kept on file at Santa Rosa County Emergency Management.

Additionally, the Santa Rosa County Sheriff is also empowered to declare a state of emergency based on Florida Statute 870.043. This declaration is primarily for civil disturbance and imminent threat to public peace or order.

Upon issuance of a Local State of Emergency, Santa Rosa County Emergency Management notifies the State Warning Point that a Local State of Emergency is in effect.

The Local State of Emergency **is valid for seven days, at which point it must be extended for an additional seven days, and cannot exceed 60 days total**, without specific approval from the Governor of the State of Florida.

The Governor of the State of Florida may also declare a state of emergency on behalf of Santa Rosa County, in the absence of a county declaration.

A Sample Copy of the Local State of Emergency is included in the Forms Section of the CEMP.

DIRECTION AND CONTROL FOR RESPONSE

FIELD OPERATIONS

RESPONSE ELEMENT

The on-scene commander, or Incident Commander, in an emergency response is a local official, usually an emergency services officer from police, fire, or Emergency Medical Service (EMS). This individual, or individuals in the case of Unified Command, maintains direction and control of field operations. (See Concept of Operations for Field Operations, Pgs 68-75)

EOC OPERATIONS

If the emergency warrants a disaster response resulting in EOC activation, the Emergency Management Director is responsible for the overall coordination of disaster relief activities and efforts on behalf of Santa Rosa County, and if warranted may participate in a Unified Command.

THE SANTA ROSA COUNTY EMERGENCY OPERATIONS CENTER (EOC)

Santa Rosa County's EOC is located at 4499 Pine Forest Road, Milton, FL. It is collocated with Emergency Management Communications (EMC), Enhanced 911 Division, and the Santa Rosa County Division of Emergency Management. In the event the EOC is threatened, an alternate EOC is activated.

The county's Emergency Operations Center (EOC) serves as a support element to the Incident Command structure in the field. It is a location where multiple levels of government, agencies, and organizations coordinate decisions, resources, and public information on a strategic level. It provides the capability for the leadership to direct and control operations from a centralized facility in the event of an emergency.

The Santa Rosa County Division of Emergency Management is responsible for the outfitting and maintenance of the county's Emergency Operations Center (EOC). The Emergency Management Director, or designee, under the direction of the Director of Public Services, the County Administrator, and the Santa Rosa Board of County Commissioners, may activate this facility based on the needs of the incident.

The Santa Rosa County Policy Group, composed of the Chairman of the BOCC, or designee, the County Administrator, Santa Rosa County Department Heads, the Director of Planning and Zoning and the Emergency Management Director, serves as an advisory structure for the Santa Rosa County Emergency Operations Center and may interface with or participate in Unified Command.

The area command or other Incident Command Structures may or may not collocate in the EOC.

The Santa Rosa County Emergency Operations Manager (EO Manager) operates the EOC and facilitates the overall coordinated effort, however the operation of the EOC does not eliminate the tactical level coordination of manpower and resources within each individual agency.

The EOC is a support element to the Incident Command structure. The EOC serves as a central coordination point to support the Incident Command Post, which directs the on-scene operations. To do this, liaisons from Municipal, County, State, and Response/Relief agencies congregate in a concerted effort to monitor the situation, exchange information about response/recovery actions taken/needed, and support resource requests from the field.

Upon activation of the EOC, these liaisons, are organized into what is known as the Emergency Support Function System (ESF), and are tasked to find and secure resources as requested by the Incident Commander that pertain to their particular function (Firefighting, Energy, Food and Water, etc). There are seventeen functional groupings, each with a different responsible agency. Calls in the EOC are directed to the most relevant ESF to be addressed. The Emergency Support Function (ESF) System is discussed in more detail in the CEMP Concept of Operations Section and again in the ESF plans attached as an appendix to this CEMP.

FIVE FUNCTIONS OF THE EOC:

1. BROAD DIRECTION AND CONTROL (not Tactical)
2. SITUATION AND ASSESSMENT
3. COORDINATION
4. PRIORITY ESTABLISHMENT
5. RESOURCE MANAGEMENT

RESPONSE ELEMENT

DETERMINATION TO ACTIVATE THE EOC

The Santa Rosa County Director of Emergency Management, or designee, will make the determination as to whether or not a situation warrants activation of the Emergency Operations Center facility. This is generally based on whether or not incident support can be provided within the current capacity in the course of daily duties.

If the determination is made, that the EOC should be activated, the Emergency Management Director, or designee, will subsequently determine the appropriate level of activation necessary (Monitoring, Partial, Full), depending on the size, scale, scope, and magnitude of the incident.

LEVELS OF EOC ACTIVATION

For consistency, Santa Rosa County EOC Levels of Activation are identical to those used in the State of Florida's EOC.

LEVELS OF EOC ACTIVATION

LEVEL III - MONITORING PHASE

LEVEL II - PARTIAL ACTIVATION

LEVEL I - FULL-SCALE ACTIVATION

LEVEL III: MONITORING PHASE

The point at which the Emergency Operations Center enters the Level III monitoring stage is defined as:

--the point at which Santa Rosa County Emergency Management Communications staff notifies the Director of Emergency Management, or designee, of an actual or potentially threatening situation which subsequently results in the Director, or designee, monitoring the progress of the situation or following up with the Incident Commander

The Santa Rosa County Director of Emergency Management, or designee, will make the determination as to whether or not a situation warrants activation of the Emergency Operations Center facility.

Level III (Monitoring) activation does not necessarily require opening of the EOC facility as ongoing actions to monitor and follow-up may be simply conducted via phone or radio communications.

The Emergency Operations Manager determines appropriate staffing needs during the Level III activation.

At this stage of Activation, no notifications are necessary other than to those agencies dispatched by Emergency Management Communications that would normally respond as part of daily duties. However, the Director of Emergency Management, or designee, may notify the Director of Public Services and County Administrator that a situation is being closely monitored and notification may be provided to the Board of County Commissioners.

No official notification to the State Division of Emergency Management (State DEM) is required at this point.

LEVEL II: PARTIAL ACTIVATION

This level involves limited agency activation and is used primarily for situations requiring coordination from only a selection of Emergency Support Functions. This level is typically selected based on the anticipated number of functional areas required to support the particular incident or as a downgraded condition from full-scale EOC activation.

The Director of Emergency Management or designee initiates partial activation of the EOC.

At this stage of activation, notification of Partial EOC Activation is given to all Emergency Support Function primary agencies. Though all primary agencies are notified, only those necessary to support the incident through the EOC are activated.

The Director of Emergency Management, or designee, will notify the Director of Public Services and County Administrator that the EOC has been partially activated and notification may be provided to the Board of County Commissioners. Notification to the Florida Department of Emergency Management's State Warning Point is required.

The EOC facility is subsequently opened, with assistance from the Santa Rosa County Policy Group and is staffed by County personnel and selected Emergency Support Function (ESF) representatives to facilitate the rapid deployment of resources necessary to support the Incident Commander or Unified Command.

RESPONSE ELEMENT

LEVEL I: FULL-SCALE ACTIVATION

This activation level is typically used for those incidents, such as community-wide threats, requiring high levels of resource support across a broad range of functional areas.

The Director of Emergency Management or designee initiates full activation of the EOC.

At this stage of activation, notification of full-scale activation is given to all primary and support agencies under the Emergency Support Function system as listed in the Santa Rosa County CEMP.

The Director of Emergency Management, or designee, will notify the Director of Public Services and County Administrator that the EOC has been fully activated and notification will be provided to the Board of County Commissioners.

Notification to the Florida Department of Emergency Management's State Warning Point is required.

The EOC facility is subsequently opened, with assistance from the Santa Rosa County Policy Group. The facility is staffed by County personnel and Emergency Support Function (ESF) representatives, typically 24 hours a day in order to support the Incident Commander or Unified Command, and remains open until the EOC is either downgraded to a lesser activation level or closed.

EMERGENCY SUPPORT FUNCTIONS (ESF)

The EOC will be organized around the Emergency Support Function (ESF) system. Emergency Support Functions represent functional groupings of types of assistance that jurisdictions are likely to need, such as firefighting, energy, public information, etc. There are 18 separate functions within the Santa Rosa County ESF system, numbered appropriately ESF 1-18. Each ESF has a corresponding ESF Desk at the EOC, manned by either county staff or liaisons from the primary agency responsible for that particular ESF. Requests for assistance will be tasked to the corresponding ESF for completion.

Each Emergency Support Function (ESF) has a Primary Agency that is responsible for supporting field operations, information, and delivery of assistance related to its ESF function. An agency may be designated as primary for an ESF based on a statutory responsibility to perform that function, necessary expertise or because the agency's mission is similar to the mission of the particular ESF. The primary agency

for each ESF may be assisted by numerous "Support" agencies. (See *ESF Chart for Primary and Support Agencies for each ESF*, pg 84-86)

Agencies that assume responsibility as Primary Agencies for each ESF are required to formally acknowledge that responsibility which is subsequently kept on file with the Division of Emergency Management as part of the "ESF plan". (See ESF Plans attached in Appendix 7)

Both the State of Florida and FEMA use an emergency support function system for their operations. There are slight variations among each, particularly in the numbers of categories or the naming of each category. Santa Rosa County's ESF system is based on the State of Florida's system. For ease of translation, this CEMP includes a cross-reference chart to easily compare each set of ESF's used. (See *ESF Listing and ESF Comparison Chart in the Concepts of Operations Section*, pg 83)

EMERGENCY OPERATIONS CENTER-ACTIONS

1. Notifies all county agencies to prepare to support inter-county mutual aid agreements
2. Coordinates each aspect of the incident through the ESF structure (See ESF Function List, pg 82)
3. Receives information and requests for assistance from the Incident Commander and assigns to the appropriate Emergency Support Function (ESF)
4. Coordinates Public Information
5. Coordinates the provision of resources
6. Submits resource requests to the State EOC through Tracker or Groove system, once local resources are exhausted
7. Coordinates the mechanics of evacuation
8. Coordinates the provisions for sheltering operations
9. Coordinates requests for assistance with the State on behalf of the Municipalities
10. Coordinates with the Chamber of Commerce on Business activities
11. Coordinates with Municipalities to issue Situation Reports

WARNING AND NOTIFICATION TO
RESPONSE PERSONNEL (EMERGENCY
MOBILIZATION)

Santa Rosa County may receive initial warning of an emergency, disaster, or impending disaster from calls to the E-911 system, the National Weather Service, the State Warning Point, the FEMA National Warning Center, county or municipal government, interested citizenry, or the news media.

Upon receipt of a call indicating an emergency has occurred, Santa Rosa County Emergency Management staff dispatch appropriate response personnel using dispatching protocols established for each agency.

Upon notification of a disaster or impending disaster, the Emergency Management Director is responsible for disseminating warnings to the following:

1. County Administrator
2. Each County Commissioner
3. Mayors of each municipality
4. Constitutional Officers (Sheriff, Clerk of Court, Tax Collector, Property Appraiser, Supervisor of Elections, Superintendent of Schools)
5. County Department Directors
6. ESF Primary Agencies

The State EOC must be notified when the EOC is activated or when incidents occur which may require a state response. Refer to Emergency Management Communications (EMC) Policies for State Warning Point Reporting Guidance, Appendix 6, pg 5.

WARNING AND NOTIFICATION SYSTEMS

There are specific resources available to Santa Rosa County to facilitate warning and communication with emergency responders. These include the following:

Santa Rosa County Emergency Management Communications (EMC):

Santa Rosa County Emergency Management Communications is the 24-Hour Warning Point. It is staffed continually and provides communications support for the County. If a determination is made that a disaster or emergency has occurred or is imminent, the Emergency Management Communications staff will notify key emergency management personnel and response entities via VHF/ UHF radio and County pager.

Emergency Satellite Communications System (ESATCOM):

This is a state-sponsored, dedicated voice and data communications system that links the State Warning Point with each County Warning Point. ESATCOM has limited conferencing and data transfer capabilities.

Santa Rosa County Emergency Management

Maintains the capability to notify agencies and/or receive warnings through phone, alpha-numeric/digital pagers, two-way radios and group or individual email and fax.

Communications Blackout Contingency

Santa Rosa County Emergency Management is located at 4499 Pine Forest Rd, Milton, Florida 32583

In the event of a sustained communications blackout that results in the inability of a response agency to receive calls for emergency assistance, such as from Santa Rosa County Emergency Management Communications, or its alternate. The impacted response agencies are to automatically send liaison with any necessary job aids to SRC Emergency Management within 30 minutes of recognizing that an unresolved communications blackout exists for their agency. This would include ARES/Ham operators, which would be dispatched to specific locations and the EOC.

In the event of a sustained, countywide communications blackout in combination with the occurrence of a hazard (i.e. explosion, terrorist incident, etc.) all ESF Leads, county department heads, municipal liaisons, etc are to muster at SRC Emergency Management within 30 minutes of recognition of the situation.

This contingency should be enacted without prompting, as it is assumed that there will be no communications available to notify liaisons to report to SRC Emergency Management.

If an incident directly impacts the physical structure of the building which houses Santa Rosa County Emergency Management, all persons as stated, not involved in immediate life safety issues at the impacted site should report to the alternate EOC location to coordinate efforts.

Upon arrival, representatives will coordinate efforts, determine status, and initiate alternative means for bridging the communications gap and for coordination of response. The RDSTF leadership through the MAC Group may be able to assist in bringing in portable communications systems.

Alternate communications may need to be established with the following entities:

1. Emergency responders
2. Responders and the Incident Commander (IC)
3. The IC and the Emergency Operations Center
4. The EOC and outside response organizations
5. The EOC and neighboring businesses
6. The EOC and employees' families
7. The EOC and media

Potential options for communications among first responders, Incident Command, and the Emergency Operations Center include the use of the Emergency Deployable Interoperability Communications System (EDICs) package or other portable systems available through Mutual Aid, Moto Bridge, satellite phones, walkie-talkie communication devices (for teams in close proximity), text only messages (If available), amateur radio operators, live or delayed video, Incident Action Plan, human couriers, liaisons, status boards, hand signals, flags, etc. There is also a back up radio system in place that is not telephone line driven and a mobile command post (if communications were out to equipment at the building)

Emergency Management maintains a Communications Blackout Resource List, which is a separate document that complements this Communications Blackout Contingency.

For public information, it is extremely unlikely that all FM stations will be disabled, however those with generators, (i.e. WXBM/CAT Country/WUWF) would become the primary source for public information.

Communications with the public, media, and/or businesses could also be accomplished using portable roadway signs, disaster newsletters distributed to POD locations, signage, flyers, word of mouth, human couriers, media (if operational), bull horns, roping/barricades/tape, etc.

In order to communicate needs or requests for assistance to the State Emergency Operations Center, Santa Rosa County may be able to relay needs and situation reports through a neighboring county, if not also affected, for transmission to SEOC. Other possibilities include satellite telephone, amateur radio/Ham operators, or in wide-scale disaster-through media outlets. Human couriers can also be used among response entities, counties, or the State.

Communications failure will increase the importance of gaining accurate, timely situational awareness-such as the name of the person in charge of each incident site, resources requested or committed, key decisions made, etc.

Adequate copies of all relevant contact lists, SOG's, CEMP, Press Release forms, Incident Command forms, SMAA, maps, etc., critical to the operation should be readily available in paper format in case the communications blackout impacts computer-based storage, or occurs in combination with failure of power/backup power systems.

PUBLIC WARNING SYSTEMS

When disasters occur, emergency management uses many different means to communicate warnings and instructions to the public through any combination of the following:

1. Commercial radio/television broadcasts
2. Automated Telephone notification system
3. Cable TV Interrupt
4. Weather radio, through National Weather Service
5. Public Warning Statements
6. Emergency Alert System

Commercial radio/television broadcasts

Santa Rosa County communicates emergency information to residents primarily through local radio and television outlets. Depending on the situation, press releases, interviews, or regularly scheduled press briefings may be indicated throughout the duration of the disaster.

Automated Telephone Notification System (Reverse 911):

In time sensitive situations, the automated telephone notification system operated by Emergency Management Communications may be utilized to reach a population with critical life-saving information. This system allows Emergency Management staff to record a message and disseminate the warning to the home telephone numbers of residents throughout Santa Rosa County. The operator can designate which areas within Santa Rosa County to call and can send over 40 messages per minute. The system recognizes busy signals and answering machines and if necessary, will redial a particular phone number up to three times.

Limitation: The system does not send to cell-phones or other telephonic devices.

PUBLIC WARNING SYSTEMS (Cont)

Cable TV Interrupt

Santa Rosa County through agreement with Mediacom has the capability to interrupt Cable television with emergency information. This is used primarily to disseminate critical warnings and life-saving public protective actions.

Limitation: This capability does not extend to those utilizing satellite television.

Weather Radio

Weather radio is a means of communicating emergency information to the public. The National Weather Service in Mobile facilitates the activation of this system at the request of Santa Rosa County.

Public Warning Statements

Public Warnings Statements may be issued from the following authorized individuals: Any member of the Board of County Commissioners, the County Administrator, Sheriff, Public Information Officer or Authorized Agency representatives.

Emergency Alert System (EAS):

The Emergency Alert System (EAS) provides the President with emergency communications with the American people during grave national emergencies. During a national security emergency, the Emergency Alert System is activated through both television and radio. It also provides for localized announcements of pending or actual emergencies and is activated in Santa Rosa County via Local Radio Station agreement.

E-breaking News

E-breaking News is an in-house notification system that allows citizens to sign up for text and/or email notification of emergencies in the county free of charge. The same information is posted to the breaking news bar on the county web page.

RESPONSE ELEMENT

PUBLIC PROTECTIVE ACTIONS

The primary public protective actions include the following:

Shelter-In-Place

Primarily used for Hazardous materials incidents and radiological emergencies to isolate a room from contaminated air outside.

Steps to be issued to public:

1. Go Inside
2. Shut Doors/Windows
3. Turn off AC/Heat
4. Tape windows/doors of interior room shut with plastic and duct tape (Not for long-term radiological events)
5. Tune into Local Media for further instructions

Shelter-In-Place All Clear

Every shelter-in-place issued must have a corresponding "All-Clear" message provided to the public when conditions warrant, the Incident Commander, usually from the Fire Service, advises when the situation has been resolved and the "All Clear" message can be given.

Evacuations-General

One key life-saving protective measure available for use by Santa Rosa County is the ability to order evacuations of an impacted area in conjunction with or in advance of a pending threat.

Evacuations can be local or can encompass areas beyond the county's borders. In each, Santa Rosa County's responsibilities remain the same. However in the event of a multi-county, regional or interregional evacuation, evacuations will be coordinated by the Governor according to Regional Evacuation Procedures developed at the State level.

Please refer to the Evacuation Section of the CEMP on the next page for more information, including hazard specific evacuations for threats such as hurricanes.

Public Information

If circumstances warrant, a public information release, separate from the evacuation or warning instructions, should be considered. ESF 14 or the senior official in charge can provide a Public Announcements to include information about the Citizen Information Lines, other applicable numbers, the location of the Special Needs and general population shelters, as well as any actions to be taken by the public.

LOCATIONS OF SHELTERS

Below are the locations of the main shelters used in Santa Rosa County, additional Shelters may also be available. *For more information on sheltering, please refer to the Response Element (Shelter Section), pg 30.*

SANTA ROSA COUNTY SHELTERS

Milton Community Center
5629 Byrom Street
Milton, FL 32570

S.S. Dixon Intermediate School
5540 Education Drive
Pace, FL 32571

Sims Middle School
5500 Education Drive
Pace, FL 32571

PET FRIENDLY SHELTER

Avalon Middle School
5445 King Arthur's Way
Milton, FL 32583

SPECIAL NEEDS SHELTER

Bennett Russell Elementary School
3740 Excalibur Way
Milton, FL 32583

EVACUATION

GENERAL

Evacuation is the orderly removal of people from an area threatened by disaster to a place of safety. Evacuation may be necessary for several reasons, such as hurricanes, tropical storms, hazardous material incident, fire, or other disaster.

Evacuations may be necessary to protect public safety, to secure perimeters or to contain potentially hazardous situations. Evacuations may involve specific areas within Santa Rosa County or may involve the entire county. Additionally, some evacuations may be regional in scope and involve coordination with the State of Florida, the State of Alabama, or neighboring counties.

PRIMARY RESPONSIBLE AGENCY

Santa Rosa County Division of Emergency Management is the primary agency with overall responsibility for coordinating the evacuation process in Santa Rosa County and for the issuance of evacuation orders for community-wide events such as hurricanes and tropical storms.

However, responsibility for issuing evacuations to protect public safety as a result of a localized incident, such as a threatening wildland fire, hazardous materials incident, hostage situation, bomb threat, etc., is the responsibility of the Incident Commander for that particular scene.

In that situation, Santa Rosa County Division of Emergency Management will take a support role, facilitating emergency notifications to public and government entities through Emergency Management Communications, directing the activation of shelters, if necessary, and communicating with the State Warning Point.

DETERMINATION OF TYPE OF EVACUATION

The Incident Commander, Santa Rosa County Emergency Management Director, or other authorized government official will decide on the type and level of evacuation needed, based on the situation. Consideration must be given to evacuation routes, affected areas, evacuation clearance times, time of day, special populations, etc.

EVACUATION ORDERS

Evacuation Orders will be issued based on the hazard, amount of time available, and the length of time for anticipated completion of the evacuation. (See Evacuation Order Template in Appendix 5: Forms, pg 6)

The Governor or the Governor's Appointed Representative (GAR) may also issue an evacuation order in support of a local evacuation order. All state assistance and support will be coordinated from the State Emergency Operations Center (SEOC) under the direction and control of the State Emergency Response Team (SERT) leader.

TWO TYPES OF EVACUATIONS

MANDATORY EVACUATION

A mandatory evacuation is an organized, official evacuation, ordering residents to leave an area of danger. Santa Rosa County Emergency Management coordinates shelter openings, if necessary, in conjunction with mandatory evacuations. Additionally, traffic control measures are implemented in order to expedite and direct traffic flow.

VOLUNTARY EVACUATION

A voluntary evacuation is a requested evacuation, not mandatory, because an impending disaster may occur. The residents in the affected area are encouraged to seek refuge on their own initiative and independently obtain safe area and accommodations.

EVACUATION CESSATION

The evacuations facilitated by emergency personnel will be stopped either when the hazard is abated or when conditions become unsafe for emergency responders. For example, during a hurricane, the evacuation process will cease with sustained Tropical Storm Force Winds (above 39 mph). All other evacuation cessations are at the independent discretion of the Incident Commander, unified command, or area command structure.

EVACUATION

ROLES AND RESPONSIBILITIES	
LOCAL	STATE
Direction by: Incident Commander or Director of Santa Rosa County Emergency Management	Direction by: Governor of the State of Florida
County assistance coordinated by: Director, Santa Rosa County Emergency Management, through appropriate agency or ESF system	State assistance coordinated by State Emergency Operations Center (SEOC) under the direction and control of the SERT leader If state EOC is not activated, assistance will be provided by various state agencies under normal statutory authority coordinated by state DEM
Determines type and issues evacuation orders	Provides state assistance/resources as requested or refers to available source
Directs local evacuations	May issue evacuation orders (in support of or in the absence of local evacuation order)
Notifies local and state agencies	Directs and coordinates the mechanics of regional/ statewide evacuations
Route selection	Lifts tolls
Commitment of local resources	Coordinates regional and statewide emergency communications
Enacts local mutual aid agreements	Coordinates fuel issues
Public notification	Coordinates closure of state bridges in the impacted areas
Security	Coordinates with affected counties concerning any issues dealing with emergency medical evacuations
Traffic control	Directs non-affected counties to support evacuations through host sheltering
Sheltering (risk, special needs, host, refuges of last resort)	Reverse-laning decisions on state roads (DOT)
Special needs transportation assistance	
Requests state assistance, if necessary	
Supports regional evacuations as directed by state	

EVACUATION

LOCAL AGENCY EVACUATION ROLES AND RESPONSIBILITIES

SRC Emergency Management

1. Issues Evacuation Orders for community-wide threats (non-law enforcement in nature); NOTE: In the case of localized incidents requiring evacuation, the Incident Commander will make the evacuation determination
2. Initiates public and agency notification (including neighboring counties, the State and possibly Alabama) through Emergency Management Communications, telephone notification system, press releases or other means
3. Notifies State Warning Point, Florida Highway Patrol, Department of Transportation, if necessary
4. Directs opening of shelters, if necessary
5. Requests Mutual Aid or State Assistance, if necessary
6. Santa Rosa County Division of Emergency Management, Special Needs Coordinator, will notify those individuals on the special needs roster located in the affected area and ensure transportation requirements are met
7. Activates Citizen Information Line for all evacuations

Santa Rosa County Fire Districts

1. Provides manpower for evacuation notification, if needed
2. Provides manpower for special needs evacuation
3. Communicates with Santa Rosa County Emergency Management regarding status and additional resource needs
4. May serve as Incident Commander on scene, and subsequently issue evacuation orders for incident-specific threats (hazardous materials incidents, pipeline rupture, fires, etc)
5. If initiating evacuation, also initiates public and agency notification (including neighboring counties, the State and possibly Alabama) through Emergency Management Communications, telephone notification system, press releases or other means
6. If initiating evacuation, also communicates with Santa Rosa County Emergency Management regarding sheltering needs, recommendations and additional support needed

Law Enforcement Agencies (SRC Sheriff's Office, City of Milton Police Department, City of Gulf Breeze Police Department)

1. Augments County's warning and communications capability during evacuations
2. Monitors traffic and provides traffic control, protection and security for evacuation process on county roads
3. Provides manpower for evacuation notifications, as needed
4. May assist Florida Highway Patrol in monitoring and directing the movement of traffic on state highways within their geographical boundaries if the situation warrants (i.e. potential traffic choke points such as Five Forks Road/Hwy 87 in Navarre, downtown Milton and other highways)
5. Integrate special emergency functions into normal functions of their respective departments
6. Communicates with Santa Rosa County Emergency Management or ESF 16 at the EOC, if activated, regarding status and additional resource needs
7. May serve as Incident Commander on scene, and subsequently issue evacuation orders for incident-specific threats of a law enforcement nature (bombings, law terrorism, riots, etc)
8. If initiating evacuation, also initiates public and agency notification (including neighboring counties, the State and possibly Alabama) through Emergency Management Communications, telephone notification system, press releases or other means
9. If initiating evacuation, also coordinates with Santa Rosa County Emergency Management regarding sheltering needs

Note: For large-scale evacuations, there is currently no provision for reverse-laning local thoroughfares. This is due to the large amount of manpower that would be required to block every side road and driveway necessary to prevent wrong turns and subsequent accidents from blocking the evacuation route.

EVACUATION

American Red Cross, Salvation Army, Etc -Mass Care (ESF 6)

1. American Red Cross in coordination with the Salvation Army and other agencies as appropriate will provide shelter operations and food for evacuees

SRC Public Works Department

1. Provides services necessary to keep routes open for evacuation

SRC School District

1. Provides school buses and drivers to assist the in evacuation effort (Refer to Appendix 7 -ESF 1 Transportation Plan)

SRC Engineering Department

1. Provides services necessary to keep routes open for evacuation

Santa Rosa County Department of Health

1. Provides special needs sheltering operations, if necessary

EMS

1. Provides emergency medical care/transportation, associated with evacuations

Hospitals (Santa Rosa County Medical Center, Gulf Breeze Hospital, Jay Hospital)

1. Provides emergency medical care associated with evacuations

Florida Department of Transportation

1. Initiates traffic monitoring (video counters, etc) and provides support for evacuations
2. May provide escorts for supplies/resources

Florida Highway Patrol

1. Monitoring and patrolling state highways and regulating, controlling and directing the movement of traffic. Due to limited FHP staffing, they may be assisted by local law enforcement such as Santa Rosa County Sheriff's Office, Milton Police Department, or Gulf Breeze Police Department.
2. Assisting other constituted law enforcement agencies in the quelling of mobs and riots, the guarding of prisoners and the policing of disaster areas.
3. Investigating traffic crashes on state highways

EVACUATION

KEY LOCAL STEPS IN EVACUATION PROCESS

Note: For immediate time-sensitive evacuation orders (such as hazardous materials releases) some steps may be conducted out of order with notification to the public being one of the first considerations.

Determine the “effective” date and time of evacuation order

Determine evacuation type and affected areas

Notify local and/or state law enforcement for traffic support and security

Notify appropriate road department for local or state roads for coordination and support (including reverse-laning decisions)

Determine notification needs for Special Needs Registry and transportation coordination

Notify State of Florida and neighboring counties (Including Alabama) to prepare for influx of people

Evacuation Orders signed by the Chairman of the Board of County Commissioners, or successor (*See Evacuation Template in “FORMS” Section of CEMP, Appendix 5, pg 6*)

Enact any necessary local Mutual Aid Agreements

Coordinate resources and actions necessary to deal with directing evacuees caught on evacuation routes to safer surroundings

Issue an evacuation notice to the public

Activate citizen information line for all evacuations

Activate shelters, if required

Enact MOU with Santa Rosa County School District for provision of school buses and drivers (25 committed)

Note: Santa Rosa County is not dependant on mass transit systems; however, SRC DEM has made arrangements with the SRC School District for school bus transportation, if necessary. (Appendix 7, ESF 1 Plan)

Request state assistance, if necessary

EVACUATION

SUPPORTING EVACUATIONS FROM OTHER COUNTIES	
The Governor of Florida	<p>Will direct all major evacuations through the State Emergency Operations Center</p> <p>If Santa Rosa County opens a host shelter in support of evacuations elsewhere, the Governor will include Santa Rosa County in any Governor's Executive Order declaring a State of Emergency and in all requests for Federal Emergency Declaration or Major Presidential Disaster Declaration Assistance</p>
The State Coordinating Officer	<p>Will direct the Santa Rosa County Emergency Operations Center to support major evacuations elsewhere, when directed to do so by the State Coordinator</p> <p>Will direct Santa Rosa County (and others) to open and operate host shelters to support evacuations in other areas</p>
Santa Rosa County Emergency Management (and other counties)	<p>Will direct American Red Cross to open and operate host shelters as directed by the State Coordinating Officer to support evacuations elsewhere</p> <p>In opening a host shelter, Santa Rosa County will be covered under the Governor's Executive Order declaring a State of Emergency and will be included in all requests for Federal Emergency Declaration or Major Presidential Disaster Declaration Assistance</p> <p>Will coordinate most appropriate actions normally taken during a local evacuation to meet needs of situation, with relevant local organizations, to support evacuations into or through Santa Rosa County</p>

HAZARD-SPECIFIC EVACUATIONS

HURRICANE EVACUATIONS

GENERAL

The following table shows each hurricane category and its associated range for wind speed and storm surge. Santa Rosa County typically prepares for one category higher than the anticipated category at landfall. If a storm is predicted to be a Tropical Storm at landfall, preparations may be enacted to prepare for a Category 1 Hurricane.

Category	Winds (mph)	Storm Surge (ft)
1	74-95	4-5
2	96-110	6-8
3	111-130	9-12
4	131-155	13-18
5	Over 155	Over 18

Saffir-Simpson Scale

SANTA ROSA COUNTY EVACUATION TIMES

Northwest Florida Hurricane Evacuation Study (1999) indicates that when the order is given to evacuate, the worst-case evacuation time is twelve hours and fifteen minutes. This time is for evacuating the Category 5 Evacuation Zones. Bridge closures and other events may increase that time. As a precautionary measure, Santa Rosa County may take the added precaution of allowing for more time than the evacuation study calls for, in order to accommodate increased traffic due to population growth, current conditions, fuel supplies and other factors.

TIME-PHASED HURRICANE CONDITIONS

In the event the County is threatened by tropical storm or hurricane landfall, Santa Rosa County will operate under the following time-phased conditions, with specific actions to be conducted within each timeframe:

Hurricane Condition # 4:

Seventy-two (72) hours prior to the forecasted arrival of tropical storm force winds (above 39mph)

Hurricane Condition # 3:

Forty-eight (48) hours prior to the forecasted arrival of tropical storm force winds

Hurricane Condition # 2:

Twenty-four (24) hours prior to the forecasted arrival of tropical storm force winds

Hurricane Condition # 1:

Twelve (12) hours prior to the forecasted arrival of tropical storm force winds

HAZARD-SPECIFIC EVACUATIONS

Hurricane condition #4 Actions (72 hours)

1. Emergency Management Director will notify Administration and the Board of County Commissioners of the situation.
2. Briefing will be held with representatives of all agencies involved in the evacuation, sheltering, public assistance, etc.
3. Evacuation routes will be reviewed, problem areas discussed and solutions identified.
4. Dissemination of public information will begin with a recommended early voluntary evacuation notice, if necessary.

Hurricane condition #3 Actions (48 hours)

1. Dissemination of public information will continue.
2. American Red Cross will begin preparation for possible shelter openings.
3. Notify Overflow Evacuation Center staff and place on standby.
4. Personnel will be placed on standby and availability/assignment to teams confirmed.
5. Personnel having responsibilities during the storm will be sent home to prepare their families and property.
6. All campgrounds, recreational parks, and mobile home parks will be individually advised to start hurricane preparedness and evacuation.
7. Residents in mobile homes and manufactured housing will be advised through media outlets to start hurricane preparedness and evacuation.

Hurricane condition #2 Actions (24 hours)

1. EOC activated.
2. Evacuation of appropriate areas will begin subject to location, category, and speed of the hurricane.
3. Residents of Mobile Homes/Manufactured homes will be ordered to evacuate
4. Public will be kept informed through appropriate media including the Citizens' Information Lines at the EOC.
5. Primary shelters will be opened by the American Red Cross to adequately handle evacuees. The County Department of Health will open the special needs shelter.
6. All EM personnel and EOC personnel (ESF) will report to assignments.
7. Special Needs evacuation will begin with coordination between Santa Rosa School District Transportation Office, SRC DEM Special Needs Coordinator and ESF 8—Health and Medical Services.
8. Available aircraft (SRSO, Division of Forestry, Florida Highway Patrol, and/or Civil Air Patrol) will provide aerial surveillance of evacuation routes.

Hurricane condition #1 Actions (12 hours)

1. EOC fully activated with all agency representatives present.
2. Evacuation should be complete.
3. All non-essential personnel should be removed from evacuation area. Essential personnel will evacuate as conditions warrant.
4. Based on the recommendation by the Emergency Management Director, the BOCC will approve a local disaster declaration at the appropriate time.

HAZARD-SPECIFIC EVACUATIONS

HAZARD-SPECIFIC EVACUATIONS

EVACUATION ZONE-CATEGORY 1

(See Santa Rosa County Evacuation Zone Map-Appendix 4, pg 31)

All of Navarre Beach

Gulf Breeze Peninsula (Navarre, Midway, Gulf Breeze, and Holley)-All waterfront areas and residents who live within ¼ mile of (1300 feet) of water from the Okaloosa County Line along Santa Rosa Sound continuing around Gulf Breeze into Escambia Bay, East Bay and East River

In East Milton, all waterfront areas along Blackwater Bay, the Blackwater and Yellow Rivers and all residents who live within ½ mile (2600 feet) of these bodies of water

In Milton, the area south of Walker Street and to the east of Henry Street

In Bagdad, area east of Forsyth Street, and along Blackwater Bay to the east for ¼ mile (1300 feet)

In Dickerson City and Garcon Point – All areas within ½ mile (2600 feet) of the water

Avalon Beach, Mulat & Floridatown – All waterfront areas along Escambia Bay and from Garcon Point to Trout Bayou and those areas within a distance of ¼ mile (1300 feet) of the water

From Trout Bayou north to I-10 a distance of 1 mile or to Avalon Blvd

The area along Escambia Bay, North of I-10 to Cyanamid Road for a distance of 1 mile from the Bay

From Cyanamid Road to Highway 90, all areas within ¼ mile to Escambia Bay

EVACUATION ZONE –CAT 2 & 3

(See Santa Rosa County Evacuation Zone Map-Appendix 4, pg 31)

All of Navarre Beach

Gulf Breeze Peninsula (Navarre, Midway, Gulf Breeze, Holley)– All waterfront areas and residents who live within ½ mile (2600 feet) of the water along Santa Rosa Sound from the Okaloosa County Line to the East border of Gulf Island National Seashore. For a distance of ¼ mile (1300 feet) around Gulf Breeze in Escambia Bay, East Bay, and East River

Holley– All waterfront areas for a distance of 1 mile starting on the North side of East River continuing along East Bay through Holley to Eglin Wildlife Management area, with special emphasis on the creeks and canals in the area

East Milton– All areas along Ward Basin Road for a distance of 1 mile to the East from the road center, except the area from Airport Road to Highway 90

Along Blackwater River north of Highway 90 for a distance of ½ mile (2600 feet) from the banks

Milton– All of the area south of the Blackwater Heritage Trail to Blackwater River and the area from Canal Street and Henry Street to the River

Bagdad– The area east of Forsyth Street and Garcon Point Road to Garcon Point

Avalon Beach, Mulat & Floridatown – All of the area to the west of Avalon Blvd, from the CSX Rail Line; from the CSX Rail Line to Highway 90 for a distance of 1 mile along Escambia Bay

All other area subject to flooding from a storm surge or heavy rainfall such as rivers, creeks, streams and areas with poor drainage systems

HAZARD-SPECIFIC EVACUATIONS

EVACUATION ZONES FOR CATEGORY 4 & 5

(See Santa Rosa County Evacuation Zone Map, pg 31)

All of Navarre Beach; Gulf Breeze Peninsula (Navarre, Midway, Gulf Breeze and Holley) - All of the area from the City of Gulf Breeze to Ocean Breeze Lane, or 5 ½ miles from the east boundary of Gulf Island National Seashore along Gulf Breeze Parkway

Residents who live within ½ mile (2600 feet) of the water along Santa Rosa Sound from the Okaloosa County Line to Ocean Breeze Lane. For a distance of 1 mile from the water along East Bay and East River through Holley to the Eglin Wildlife Management area

East Milton – All areas along and for a distance of 1 mile to the east of Ward Basin Road, except the area from the south of Airport Road to Highway 90

Milton – All of the area south of Blackwater Heritage Trail to Blackwater River. The area south of Caroline Street S.W., and Old Highway 90 to the river

Bagdad – Along Pond Creek for a distance of ½ mile from the waterfront. The area east of Forsyth Street and Garcon Point Road to the river as far as I-10; All of the remaining area south of I-10

Garcon Point – All of the area south of I-10

Avalon Beach, Mulat & Floridatown – All of the area to the west of Avalon Blvd, from the CSX Rail Line; From the CSX Rail Line north of Highway 90 for a distance of 1 mile from the water along Escambia Bay

Harold– along the Yellow River for a distance of 1 mile from the riverbank; all other areas subject to flooding from a storm surge or heavy rainfall such as rivers, creeks, streams, and areas with poor drainage systems

EVACUATIONS FROM OTHER HAZARDS

FLOODING

Flooding in the county can result from storm surge, overflowing of rivers and creeks or ponding. Any time a substantial amount of rainfall occurs locally, the river and creek conditions will be closely monitored.

Notification of evacuation will be given to residences that may be affected by rising waters.

FIRES

When structures are threatened by fire, the situation is monitored by selected agencies in support of the Incident Commander. These agencies will respond if needed to support local evacuation. The Incident Commander will implement the decision to evacuate in coordination with other agencies involved.

HAZARDOUS MATERIALS INCIDENT

Whenever a hazardous materials incident occurs, regardless of size, it will be monitored closely. The Incident Commander will make the determination and direct the evacuation, if required. The Santa Rosa County Hazardous Materials Plan, most current hazards analysis, and the Emergency Response Guide (ERG) will be used in evacuation decisions for incidents affecting Santa Rosa County.

HAZMAT incidents and subsequent evacuation actions can occur anywhere, but specifically near Highway 98, in the intercostals waterways, Highway 87, Garcon Pt. Road/Avalon Blvd., I-10, Hwy 90 and the miles of railways.

Additionally, companies such as Air Products, Sterling Fibers, Exxon, and Solutia present continuous risks for hazardous materials incidents, as do private water companies, water treatment plants, and sewage treatment plants.

Resident evacuation notification for an incident at Air Products (Pace) will be accomplished via siren system and the Automated Telephone Notification System at the direction of the Incident Commander.

BOMB THREAT

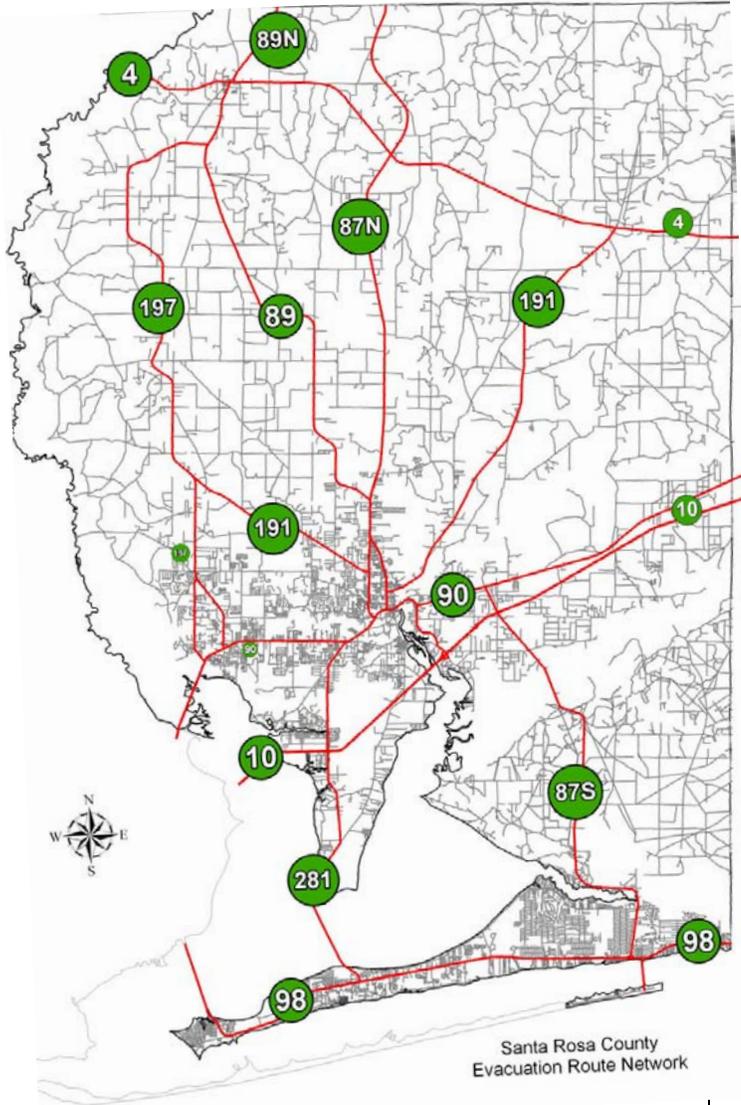
Evacuations may be used for bomb threats and will be determined by the jurisdictions' law enforcement agency.

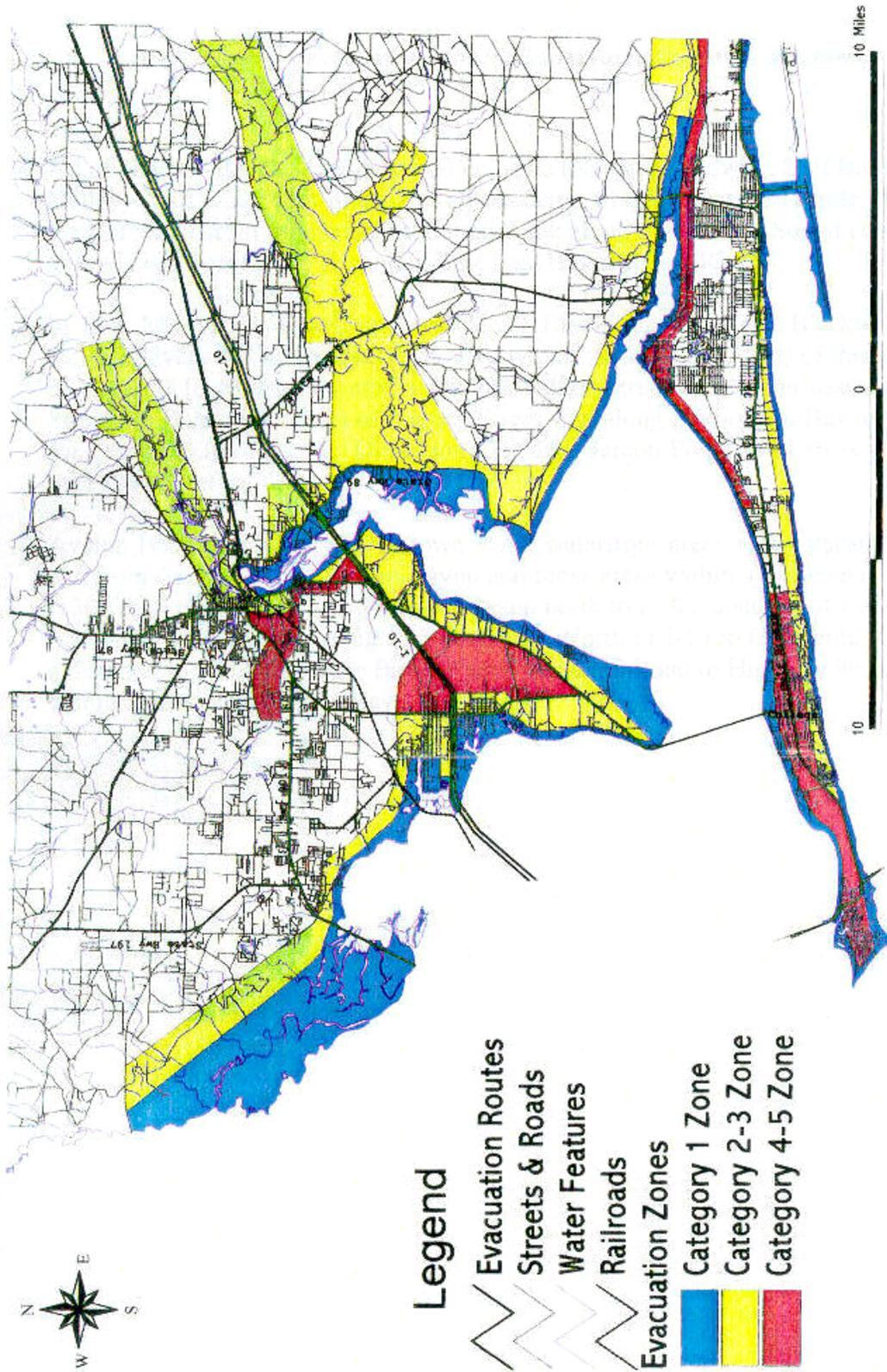
SHELTERS

EVACUATION ROUTES

The following roadways located within Santa Rosa County have been designated as the network of critical evacuation routes.

1. I-10 - Escambia County Line to Okaloosa County Line
2. US 98 (SR 30) - Escambia County Line to Okaloosa County Line
3. US 90 (SR 10) - Escambia County Line to Okaloosa County Line
4. SR 87N - Alabama State Line to Hwy 90
5. SR 87S - Hwy 98 to Hwy 90
6. SR 89 - Alabama State Line to Hwy 90
7. Ward Basin Road (CR 89) - Alabama State Line to Hwy 90
8. Avalon Boulevard (SR 281) - US 90 to US 98
9. Chumuckla Highway (CR 197) - Hwy 90 to Hwy 89 to Alabama State Line.
10. Munson Highway (CR 191) - Stewart St. to Hwy 4 to Alabama State Line





Santa Rosa County Evacuation Zone

SHELTERS

INTRODUCTION

Certain situations may result in the need to provide emergency shelter for dislocated citizens. The provision for such emergency sheltering is a local community responsibility. Therefore, Santa Rosa County Emergency Management coordinates closely with local entities and volunteer organizations to address this need.

The Emergency Support Function (ESF) Plans for Mass Care (ESF 6), and Health and Medical Services (ESF 8) contain additional information regarding the roles and responsibilities of the primary and support agencies in sheltering operations. Additional public information on the subject is contained within the Santa Rosa County Hurricane Procedures booklet.

DIRECTION AND CONTROL

Santa Rosa County Emergency Management maintains direction and control of all sheltering operations and directs entities to open or close shelters. This is facilitated through cooperation by the Santa Rosa County School District.

The American Red Cross of Northwest Florida is the Primary Agency for Mass Care Emergency Support Function (ESF 6). They operate the American Red Cross risk and host shelters in Santa Rosa County, and provide a liaison to the EOC, to coordinate all aspects of sheltering operations (risk and host sheltering).

The operation and establishment of the special needs shelter, is the responsibility of the Santa Rosa County Health Department, which serves as the primary agency for Health and Medical Services Emergency Support Function (ESF 8). Their efforts are coordinated with the American Red Cross as primary agency for Mass Care (EFS 6).

The Public Information Emergency Support Function (ESF 14) continues to advise the media so they can inform residents and traveling evacuees of the status of shelters in the County.

OPENING OF SHELTERS

In Santa Rosa County, shelters will be opened as needed when evacuation orders are issued, and may be opened prior to an anticipated threat such as a hurricane.

OPENING OF SHELTERS (Cont)

The Director of Emergency Management, or designee, directs the American Red Cross and/or the SR Co Department of Health (for Special Needs Shelter) to open or close shelters.

Three risk shelters, one special needs shelter, fifteen host shelters, and five refuges of last resort are available to be opened in Santa Rosa County. They might not all be opened at the same time, or at all; therefore, attention must be given to the current shelter status.

Shelter openings will be announced through all means possible including local media outlets, press conferences. **The Citizen Information Line at 800-225-7421 will have information about shelter openings.**

Depending on the type of shelter necessary, the following entities may be involved in the actual opening and operation of shelters in Santa Rosa County: the American Red Cross of Northwest Florida, the Santa Rosa County Health Department, Santa Rosa County School District, local churches/ community facilities, and as a last resort, pre-identified facilities near primary evacuation routes.

There are four types of shelters

1. Risk Shelters- American Red Cross operated shelters; structurally evaluated to provide best opportunity for withstanding direct threat; ability to withstand threat cannot be guaranteed; generally located at schools or other hardened structures. There are three risk shelters.
2. Host Shelters –Used when no direct threat to structure exists; generally located at churches/other facilities. There are fifteen host shelters in Santa Rosa County.
3. Special Needs Shelters- Shelter operated by the Santa Rosa County Health Department for handling special needs individuals; generally located at a school or other sufficiently hardened structure. There is one special needs shelter in Santa Rosa County.
4. Refuges of Last Resort- locations used as a last resort to provide refuge for evacuees that may have otherwise been stranded along evacuation routes within hazard impact areas; There are five potential refuges of last resorts in Santa Rosa County.

SHELTERS

RISK SHELTERS

Risk shelters are facilities that have been structurally evaluated to withstand certain forces, as evaluated using the State of Florida and American Red Cross' shelter criteria. Contrary to the name, risk shelters are not located within areas subject to high risk, particularly those subject to storm surge or flooding. Risk shelters, including the Special Needs Evacuation Shelter, are public buildings (usually schools) that are safer than mobile homes. There is no guarantee that an evacuation shelter is totally safe in severe storms.

As the lead for Mass Care (ESF 6), The American Red Cross of Northwest Florida is responsible for opening and staffing risk shelters in Santa Rosa County. Risk shelters are considered American Red Cross shelters once open and have gone through a rigorous inspection in order to be utilized as a risk shelter, during events such as hurricanes. These locations consist of selected facilities that meet minimum criteria for shelter, feeding, and structural safety.

Generally, as in a hurricane situation, only rudimentary utility systems are available to support the shelter. For more information please refer to the most current Santa Rosa County Disaster Guide for provisions that must be brought by evacuees or www.santarosa.fl.gov.

Not all shelters may be activated at the same time, and some might not be opened at all, therefore, attention must be given to the current shelter status. This is typically announced through all means possible including local media outlets, press conferences. Additionally, the Citizen Information Line at 800-225-7421 will have information about shelter openings.

As of June 2009, the following are potential locations of risk shelters:

Milton Community Center
5629 Byrom Street
Milton, FL 32570

S.S. Dixon Intermediate School
5540 Education Drive
Pace, FL 32571

Avalon Middle School (Pet Friendly Shelter)
5445 King Arthur's Way
Milton, FL 32583

Sims Middle School
5500 Education Dr
Pace, FL. 32571

In order to increase the sheltering capacity within Santa Rosa County, American Red Cross in conjunction with and the State of Florida's Shelter Coordinator, inspect potential facilities during the preparedness/prevention phase. They seek to add additional facilities as new buildings in the community are constructed or as opportunities for mitigation of existing structures occur.

HOST SHELTERS

There are currently fifteen sites that serve as host shelters in Santa Rosa County. These host shelters are typically local churches, whose clergy has agreed to allow the American Red Cross, municipalities, or other special districts to operate a shelter out of their facility. These facilities are not operated during direct hazardous conditions because they have not been sufficiently hardened to operate in risk areas.

Host shelters are the preferred means for sheltering evacuees fleeing hazards affecting an isolated geographic region within Santa Rosa County or for hazards that may have occurred in another county or state. Additionally, host shelters can be opened once a community wide threat has passed to provide shelter for dislocated citizens.

Care must be taken to ensure local hotels and motels have been utilized to the maximum extent possible prior to opening host shelters. For example, for small demand incidents, such as a structure fire, the American Red Cross may choose to place victims in commercial facilities, such as hotels and motels, as opposed to opening a host shelter.

One primary benefit of opening a host shelter is that it expands the capability for sheltering citizens once the threat has passed, and it reduces or eliminates the need to close schools solely for the purpose of opening a shelter.

Locations of host shelters to be activated are typically announced at the time of opening. Santa Rosa County Emergency Management maintains the list of potential facilities for use as host shelters.

SPECIAL NEEDS SHELTERS

The Special Needs Shelter, as required by Chapter 252.355, Florida Statutes, is located at Bennett Russell Elementary School at 3740 Excalibur Way, Milton FL 32583 and accommodates those citizens who require certain medical assistance or special care due to disability, old age, acute or chronic illnesses, or other special challenges.

SHELTERS

A special needs shelter is different from a regular evacuation shelter. The special needs shelter is not a mini-hospital or nursing home. It is a refuge for people who have specific needs that can be met in this setting. If an individual requires more, or fewer, services than can be provided, they should be referred to an alternate site, such as a general shelter or hospital.

Bennett Russell Elementary School has an emergency power generator that can provide power to run all essential medical equipment such as oxygen delivery systems and priority will be given to persons requiring this capability. The facility can accommodate up to 1570 individuals, including residents, care givers, and staff. Note: The Santa Rosa Health Department does not have staffing to support this number.

The Santa Rosa County Health Department is responsible for the establishment and operation of this facility. Each person with special needs must be accompanied by a caregiver and must bring sufficient supplies, including medicines, equipment, food, and water to meet their personal needs for the duration (minimum - 72 hours).

Santa Rosa County Special Needs Program

Santa Rosa County's Special Needs Program was developed to support the identification of individuals and resources necessary to meet the evacuation and sheltering needs of those who require certain medical assistance or special care due to disability, old age, acute or chronic illnesses, or other special challenges.

The Division of Emergency Management through its special needs registration process maintains a computerized database of registration applications. The Division continually updates the registry and reviews/ revises the list annually. Each fire department is provided the list of registered participants within their district, in case assistance is necessary. The primary source for information on eligible participants comes from area home healthcare providers and other agencies that serve the special needs populations.

Once registered, the Santa Rosa County Health Department provides the medical expertise necessary to identify the level of care required by each individual applicant. Once the level of care is determined for each registered individual, clients are pre-assigned to the most appropriate facility for their needs. Those that have needs beyond the capability of the special needs shelter are directed to local hospitals, while others may be directed to a general population shelter.

During an evacuation, the SRC Division of Emergency Management will call those registered special needs residents within the hazard area that may need assistance either with transportation, or lodging at the

special needs shelter. Calling registered individuals requires a significant time and resource commitment. Early evacuation decisions should be attempted whenever possible, in order to disseminate the information to registered residents, arrange transportation and accommodate the emergent requests for services. As of 2008, there were 200+ individuals registered in the Special Needs Program. Transportation for this program is provided through the agreement with Santa Rosa County School District.

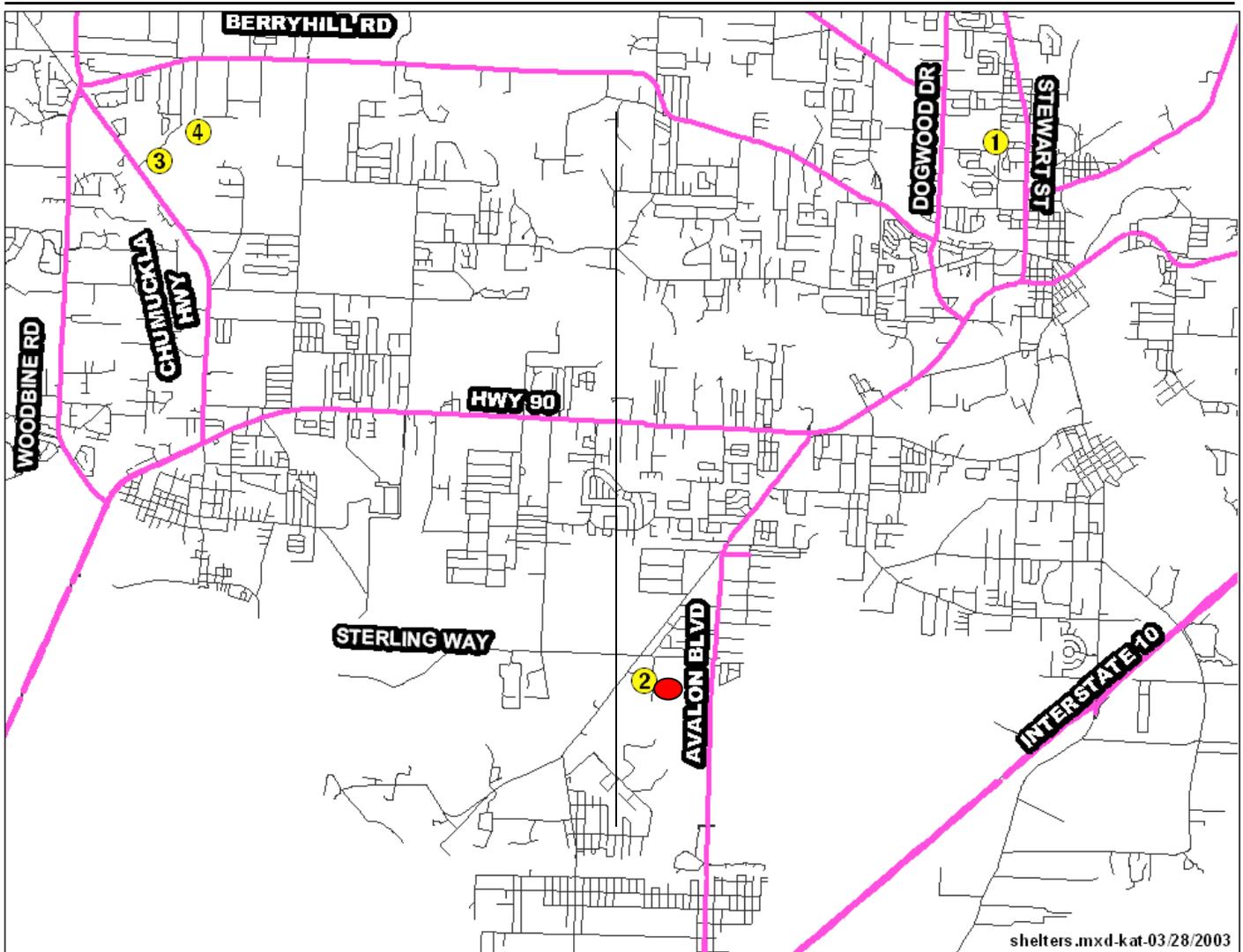
REFUGES OF LAST RESORT

Being caught in traffic along evacuation routes during conditions such as hurricanes or tropical storms is of great concern for those attempting evacuation and those tasked with protecting their safety. Therefore, Santa Rosa County Emergency Management in consultation with the American Red Cross will determine whether conditions warrant the opening of refuges of last resort.

A refuge of last resort is a building that can be considered safer than being stranded during hazardous conditions in a vehicle along an evacuation route. Refuges of last resort are operated by the facility owners or their staff who are responsible for taking care of all necessities, such as food, water etc.

Santa Rosa County Emergency Management will announce the locations of refuges of last resort to motorists by all available means including news media, programmable road signs, etc. Locations will be announced only after contact has been made with those facilities to verify their ability to accept stranded motorists.

As soon as it is safe to do so, the county will seek to transfer those evacuees to the more established public shelters.



Primary Shelters

- 1. **Milton Community Center**
5603 Byrom Street
Milton, FL 32570
- 2. **Avalon Middle School**
5445 King Arthur's Way
Milton, FL 32583
- 3. **S. S. Dixon Intermediate School**
5540 Education Drive
Pace, FL 32571
- 4. **Sims Middle School**
5500 Education Drive
Pace, FL 32571

Special Needs Shelter

- **Bennett Russell Elementary School**
3740 Excalibur Way
Milton, FL 32583

RESPONSE ELEMENT

REQUESTING OUTSIDE ASSISTANCE

Resources from Santa Rosa County are the first line of defense in response to a Disaster. The County will handle the situation within the confines of its resources and begin anticipating future needs, as well as the sustainability of current equipment, staffing, resources, etc. If the County's resources become overwhelmed or will be in the near future, the Santa Rosa County Emergency Management Director, or staff designee, will make specific requests for outside resources, either through local Mutual Aid Agreements, Voluntary Relief Organizations or from the State of Florida. If warranted, the State can interface with other states and/or the Federal Government for assistance.

MUTUAL AID ASSISTANCE

Santa Rosa County has entered into a number of mutual aid agreements with local response agencies that have agreed to lend or receive assistance during times of disaster. The complete list can be found in the beginning of the CEMP under the Memorandums of Agreement/Understanding Section on page 16.

One of the most notable mutual aid agreements exist among all of the counties and most of the municipalities in the State of Florida, called the Statewide Mutual Aid Agreement. This agreement provides a method for counties to assist one another during times of disaster and establishes procedures for supporting another county, such as operating under the terms of the receiving-county's CEMP and obtaining reimbursement for expenses while assisting in another county. Santa Rosa County and all of its municipalities are signatories to this agreement.

When local resources are overwhelmed, Santa Rosa County will request Mutual Aid assistance in compliance with the terms of the agreement. This and other Mutual Aid Agreements can be found at the offices of the Santa Rosa County Division of Emergency Management.

PRIVATE RELIEF AGENCIES

Voluntary response agencies, such as the American Red Cross and others, are key response organizations within Santa Rosa County. These agencies, along with their counterparts from chapters all over the nation are able to mobilize volunteers necessary to support sheltering operations, distribute food, water, or other essential items, and potentially assist with emergency funding to individuals. A registry of volunteer organizations is kept on file with the Retired Senior Volunteer Program (RSVP) as primary agency for

Volunteers in Donations (ESF 15).

COMMUNITY EMERGENCY RESPONSE TEAM (CERT)

Santa Rosa County recognizes the need to be able to incorporate and utilize volunteer help when available and has committed resources to training citizens to be part of a Community Emergency Response Team (CERT).

The Santa Rosa County CERT Program emphasizes a neighbor-helping-neighbor approach with training and program maintenance directed through the Santa Rosa County Division of Emergency Management.

CERT is a volunteer resource that is part of the community's operational capability following a disaster. CERT is not intended to replace Santa Rosa County's response capability, but rather, to serve as an important supplement to it. *Refer to the Santa Rosa County Community Emergency Response Team Standard Operating Guidelines*

CERT Self Activation

In the event that emergency services are overwhelmed, CERT Teams are designed to self-activate, take immediate action, and work as a team until emergency services can gain access to and stabilize the situation. A debriefing with the CERT Coordinator must occur following self-activation.

Activation of CERT by DEM

DEM may need to activate CERT to assist in emergency or non-emergency situations. If DEM activates CERT, members must act within the limitations of their training, and use the buddy system. Members will fall under the Florida Volunteer Protection Act (FI Statute 768.1355) during activation by DEM.

- CERT volunteers must keep their safety in mind as their first priority.
- CERT volunteers must know their capabilities and the limitations of their training and equipment and work within those limitations.
- CERT volunteers are not firefighters, paramedics, or law enforcement officers.
- CERT volunteers are not allowed to carry guns, knives, or other weapons.
- CERT volunteers have a responsibility to themselves and their family first.
- CERT volunteers must work in a team concept (i.e. the buddy system).

RESPONSE ELEMENT

- CERT volunteers are limited to performing to the standard of their CERT training and should not exceed that standard of care.

CERT Capabilities

CERT volunteers are trained to perform the following operations

- Light search and rescue
- Fire extinguishment on small or controllable fires
- Basic triage of trauma victims
- Establishing safe evacuation areas

CERT Communications

During any activation (Self-activation or activation by DEM) communications should be done within each team according to their communications plan. They should communicate their findings to the Incident Commander as soon as the responding agency is able to access the area. In the event of delayed access and the CERT Team Leader has compiled an assessment of the area, they may contact the 911 center with the life safety issues they have found in order to coordinate emergency response efforts.

CERT Notifications

CERT volunteers will be notified of developing situations in their communities that may require their services or activation. The communication media may include, but are not limited to:

- Radio communications (AM/FM, weather band, short wave/amateur radio)
- Television
- Telephone
- Email/Internet

CERT Liability

CERT participants are deemed to be “volunteers” and not employees of Santa Rosa County Division of Emergency Management. As such, volunteers are not entitled to any of the privileges, immunities, or insurance coverage afforded of Santa Rosa County DEM. That is, volunteers are not covered by or under the County’s Worker’s Compensation, Unemployment Compensation, hospital/medical, or liability coverage.

However, volunteers have certain immunity from civil liability under the Florida Good Samaritan Act (Florida

Statute 768.13) if they graciously and under good faith render emergency care or treatment.

Further, if such volunteers are “activated” by Santa Rosa County Division of Emergency Management and are requested to provide emergency services, then such volunteers are additionally protected against civil liability under the Florida Volunteer Protection Act (Florida Statute 768.1335) if they are acting within the scope of official duties during such volunteer services.

REQUESTING OUTSIDE ASSISTANCE

County commits all available local resources (fire, law enforcement, EMS, medical, Search and Rescue, etc)

County implements local mutual aid agreements with neighboring municipalities, counties, etc

County utilizes private relief agencies as needed

If County resources are overwhelmed, declares Local State of Emergency (if not already done) and seeks state assistance via Florida Division of Emergency Management

If state resources are inadequate, State of Florida seeks federal assistance and possibly presidentially-declared Major Disaster Area via FEMA Regional Office

STATE ASSISTANCE

Santa Rosa County may request resources (supplies, response teams, staffing, equipment, etc) from the State of Florida, when local resources have been exhausted or are insufficient.

In minor emergencies, where assets are needed from only one state agency, and the Santa Rosa County EOC is not activated, Emergency Management Communications may initiate the request for state assistance through the State Warning Point.

In major emergencies Santa Rosa County Emergency Management via the Emergency Operations Center, will contact the State EOC through either the Tracker or Groove Resource System in order to request the necessary equipment, supplies, teams, personnel, etc.

Such requests of the state may be fulfilled via state assets, Statewide Mutual Aid Agreement, as a result of agreements between the State of Florida and other States (Emergency Mutual Aid Compact) or as a result of the State's request for federal assistance. In other cases, the state may simply direct the county to available vendors where the necessary supplies can be purchased.

The State of Florida can provide the following personnel/teams, as necessary:

1. Area Coordinator

Provides advice to local emergency management, facilitates information and resources.

2. State Emergency Response Team Liaison

Operates out of the Santa Rosa County EOC; provides the State with ongoing situation assessments regarding local response and may also request resources from the State; serves as the single point of contact between county EOC and Response Liaisons for resource requests and verbal information

3. Rapid Response Teams (RRT)

Deployed as a Mutual Aid Resource to an impacted county EOC at the request of the county; Assists the Emergency Management Director with county EOC operations; Augments local staff with managing, planning, operations, public information, logistics, etc

4. Rapid Impact Assessment Teams (RIAT); (smaller teams known as mini-RIAT or Recon Team)

Assesses immediate impacts to health and safety, homes and critical infrastructures within the most heavily damaged and densely developed areas; reports assessments to both the State and County EOCs.

5. Advance Team (A-Team)

Conducts daily assessments of overall state field operations to ensure that human needs are being met; requests resources for logistical support to state field operations; may assists in management of EOC operations

6. Disaster Medical Assistance Team (DMAT)

Establishes emergency medical capabilities (triage, stabilization, basic medical care)

7. Disaster Mortuary Assistance Team (DMORT)

Establishes and maintains temporary morgue facility

8. Forward State Emergency Response Teams (F-SERT)

Directs the SERT response including field personnel, mobilization and deployment of State resources; coordinates response and recovery activities under State Coordinating Officer

9. Insurance Advance Team

Gathers information regarding locations and extent of uninsured damages to residential and business structures (not government structures); Communicates with the County EOC to coordinate access into damaged areas

10. Mitigation Assessment Team

State, federal, and possibly local emergency management or LMS coordinators to assess damage and determine causes

11. Advance Recovery Liaison (ARL)

Pre-deployed recovery personnel coordinate with Santa Rosa County Emergency Management to assist in the deployment of all State recovery teams.

EMERGENCY SUPPORT FACILITIES

DISASTER FINANCIAL MANAGEMENT

A Presidential disaster declaration will permit funding from the Federal Disaster Relief Fund under the provisions of the Stafford Act. In addition, the Federal Office of Management and Budget (OMB) and Congress may give rapid approval to a FEMA – prepared emergency budget request at a level sufficient to sustain a local community's response operation for at least three weeks, with the opportunity to extend, if the situation warrants.

Therefore, it is critical that an ongoing running total be kept of all costs associated with the response and that the costs be closely monitored in order to anticipate and estimate the time period within which the Department/Agency or organization can operate self-sufficiently and to predict operating needs.

For any emergency, **it is the responsibility of each department/agency/organization to track and monitor all costs associated with their agency's response.**

Accurate documentation of expenses is critical to the application for public assistance programs as well as for any future reimbursement.

On behalf of the Departments of Santa Rosa County, The Office of Finance/Budget serves to coordinate the capture of expenses related to Financial Management.

Each organization/department should maintain communication through the Finance Section at the EOC in order to gain/provide accurate estimates of the ongoing response costs.

Disaster funding is paid out of general budget and then reimbursed by FEMA if a declared incident. Mutual aid is handled in the same manner. **The requesting party shall be responsible for reimbursement of all authorized expenses to the assisting parties. The assisting party shall bill requesting parties for all expenses as soon as practical after they have occurred, but no later than 60 days following the period of assistance, unless the deadline for identifying damage is extended. The requesting party shall pay the bill, or advise of any disputed items.**

During activations ESF 7 and the Finance Section Chief handle all tracking of expenditures.

Municipalities are responsible for their own financial tracking, however the county will order external supplies as requested through EMConstellation.

EXPENDITURE OF FUNDS

While innovative and expeditious means of procurement are called for during times of disaster, it is still mandatory that good accounting principles and practices be employed in order to safeguard the use of public funds from the potential of fraud, waste, and abuse.

In accordance with Federal guidelines, and the State of Florida Resource and Financial Management Policies and Procedures, officials of the primary and support agencies will give approval for expenditures of funds for response operations. Each agency is responsible for establishing effective administrative control of funds and segregation of duties for proper internal controls.

Extreme care and attention to detail must be taken throughout the emergency response period to maintain logs, formal records, and copies of all expenditures (including personnel time sheets) in order to provide clear, reasonable accountability and justification for future reimbursement requests. Reimbursement is NOT an automatic authorization, but a deliberate process of justifying each expense.

All records relating to the allocation and disbursement of funds must be maintained, in compliance with:

- The Code of Federal Register-Title 44 Emergency Management and Assistance (CFR 44); relevant circulars and Federal Statutes, in a manner consistent with the provisions of the Stafford Act
- Chapter 215, Florida Statutes, pertaining to safe financial matters and Chapter 252, Florida Statutes, relating specifically to emergency powers and responsibilities
- The Florida Resource and Financial Management Policies and Procedures

State funding relationship includes the Base Grant, which funds the Emergency Management program, multiple mitigation projects, which have allowed for the LMS to accomplish tasks, Citizen Corps/CERT which allow for preparedness training for citizens, and ODP, which strengthens anti-terror initiatives.

The only training provided in relation to financial management during a disaster is that provided to those county personnel from the County Office of Management and Budget that operate the EMConstellation request system. EMConstellation is a major part of the tracking process, however ESF 7 keeps records of expenditures as well.

All fund expenditures must be approved by the Director of the Office of Management and Budget who is the Finance/Administration Chief.

EMERGENCY SUPPORT FACILITIES

Emergency Support Facilities

Santa Rosa County has facilities, termed "Emergency Support Facilities" which support the mission of emergency management, particularly during response and recovery, and facilitate continuity of government. These facilities, and their alternate sites, have been established and outfitted with the infrastructure necessary to function as the emergency management hub of activity for field support including communications with field personnel and with the public. These locations provide either a permanent or mobile location through which emergency management decision making and coordination can be accomplished.

The Emergency Support Facilities within Santa Rosa County are as follows:

1. Emergency Operations Center (EOC)

The physical location at which the coordination of information and resources necessary to support domestic incident management activities takes place.

An EOC may be a temporary facility such as Santa Rosa's Mobile Operations Center or may be located in a more permanent facility.

The EOC is organized around major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, county, municipality) or some combination thereof.

When activated, representatives from many organizations meet to coordinate disaster efforts. Once activated, the EOC is self-sufficient for extended periods of time. The EOC can begin activation immediately and achieve maximum readiness in approximately four to eight hours.

Santa Rosa County's EOC is located at 4499 Pine Forest Road, Milton, Florida.

2. Alternate Emergency Operations Center (AEOC)

The Alternate Emergency Operations Center is the secondary facility for use if the primary Emergency Operations Center facility becomes inoperable during emergencies.

Santa Rosa County has several locations that can support such an operation. Santa Rosa County Emergency Management maintains the list of these facilities.

3. Department Operations Center (DOC)

Department Operations Centers normally focus on internal agency incident management and response. The DOCs are linked to the Operations Section of an Incident Command Structure. They are also linked to the Emergency Operations Center through agency representatives in order to ensure effective and efficient incident management. Emergency Management Communications and the local law enforcement jurisdictions that provide their own separate dispatching services (Sheriff's Office, Milton Police Department, and Gulf Breeze Police Department) maintain DOCs at all times. During periods of disaster, additional entities may also operate DOCs from which to coordinate their internal agency operations.

4. Emergency Management Communications Alternate Site

The alternate operating sites for Emergency Management Communications are the Escambia County Emergency Management Communications, Santa Rosa County Sheriff's Office and the Pace Volunteer Fire District Station #3 at 5597 Highway 90. These have limited ability to manage E-911 calls and dispatch EMS/Fire or law enforcement assets. The alternate sites rely on telephone switching routed through the telephone system.

5. Citizen Information Center

During times of crisis, not necessarily EOC activation, volunteers in the Emergency Operations Center staff the Citizen Information Center. The public can obtain the status of all county facilities as well as other vital information, e.g. weather or numbers to call for specific information. The public is encouraged to call the Citizen Information Center, thus reducing telephone load in the EOC proper.

EMERGENCY SUPPORT FACILITIES