

Sedgwick County Emergency Operations Plan

December 2024

PREPARED BY

Steven Wahrman

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Table of Contents

Emergency Contacts.....	6
1. Promulgation	11
2. Approval and Implementation	11
2.1 Introduction	11
2.2 Plan Applicability.....	12
2.3 Delegation of Authority	12
3. Record of Changes and Distribution	14
4. Purpose	15
5. Scope.....	16
6. Situation Overview	16
7.1 – 7.2 Description	16
7.3 Provision of Assistance	17
7.4 – 7.5 Hazard Identification and Risk Assessment	17
7.6 Capability Assessment Summary	20
7.7 Mitigation Overview	21
7. Assumptions	22
8. Concept of Operations (ConOps).....	22
9.1 Emergency Management Principles.....	22
9.2 Plan Activation and Emergency Declaration Process	23
9.3 Pre-Disaster Operations	23
9.4 Response to Disaster Operations.....	23
9.5 Recovery from Disaster Operations	24
9.6 Access and Functional Needs	24
9.7 Emergency Management Phases	24

9.8 – 9.16 Community Lifelines	25
9.17 – 9.24 Recovery Support Functions.....	26
9. Organization and Assignment of Roles and Responsibilities	27
10.1 – 10.12 Agency Roles and Responsibilities.....	27
Supporting County Agencies.....	33
Other Local, State and Federal Agencies	35
Volunteer Organizations.....	36
Private Sector Organizations	37
9. All Tasked Organizations	38
10.13 ESF Responsibilities	38
10.15 Agency Leads	40
10.16 Community Lifeline Responsibilities	40
10.18 Individual Roles and Responsibilities.....	43
10.19 Emergency Support Function Leads	43
10. Direction, Control, and Coordination	44
11.1 Operational Management, Direction, and Control	44
11.2 National Incident Management System.....	45
11.3 Organization Chart.....	46
11.4 Control of Response Assets	46
11.5 Multiagency Coordination Group	47
11. Information Collection, Analysis, and Dissemination	48
12. Communications	50
13.1 Communications Plan Summary	50
13.2 Tactical Interoperability Communications Plans	50
13. Administration.....	51
14.1 Employee Reassignment.....	51

14.2 Worker's Compensation	51
14.4 Timekeeping	51
14.5 Records Retention	51
14.6 Use of Volunteers	52
14.7 Documenting Response and Recovery Operations	52
14.8 After Action Reporting.....	53
14. Finance	53
15.1 Authorities and Policies	53
15.2 Emergency Procurement and Spending	54
15. Logistics.....	54
16.1 Mutual Aid and Regional Aid Agreements.....	54
16.2 Resource Gaps.....	55
16.3 Mutual Aid	55
16.4 Resource Tracking	56
16.5 Specialized Resources	56
16.6 Resource Management Plan	57
16.7 Logistical Support	57
16. Plan Development and Maintenance.....	58
17.1 EOP Coordination	58
17.2 Planning and Coordination Responsibility	58
17.3 EOP Updates	59
17. Laws, Authorities, and References	60
18.1 Legal Basis of Emergency Operations and Activities.....	60
18.2 Senior Officials' Emergency Authorities	60
18.3 Pre-Delegate Emergency Authorities.....	60
18.4 Continuity of Operations and Continuity of Government Provisions	60

18.5 Acronyms and Glossary 61

17.6 – 18.21 Federal, State, and Local Laws, Authorities, and
References 64



SEDGWICK County is dedicated to a whole-community approach in all county programs and services. This whole-community approach includes individuals with disabilities and access and functional needs (AFN). Reasonable accommodations are available upon request. For more information, please contact the Sedgwick County OEM (970) 520-5003.

EMERGENCY CONTACT NUMBERS

County Departments

	Office	Extension	Cell	24 hr contact
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Administrator

See Clerks office

Treasurer

Lori Ehmke	474-3473			
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Assessor

Eva Contreras	474-2531			
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Maintenance

Zach Ruder			303-941-5713	
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Clerk and Recorder

Chris Beckman	474-3346			
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Commissioners

District #1 Ronald Berges	474-2485		641-455-1356	
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District #3 John Fryar	474-2485			
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District #2 Todd Tobin	474-2485			
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Sedgwick County Communications

Bridget Britton	474-3355		970-768-0535	474-3355
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Coroner

Tasha Harris	474-3355	474-3355
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County Attorney

Kelly Lowery	522-2341	
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Extension Services

Katie Green	474-3479	
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Emergency Management

Steven Wahrman	520-5003	474-3355
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970-520-5007

Northeast Colo. Health Department

Mike Burnett	522-3741	1238	520-3823
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Human Services

Tasha Thode	474-3397	extension #307
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Information Technology (IT)

Concentrics Inc	303-932-6250
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Ambulance Services

Tasha Harris	474-3313	571-5006	474-3355
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Nursing Home

Andrea Marin	474-3323	970-580-9838
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Road & Bridge

Kacey Campbell	474-3576	520-1948	474-3355
Bob Coty	474-3576	580-6948	474-3355

Hospital-Clinic

Valley Medical	474-3323
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Aidan Hettler CEO	412-760-8459
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Landfill

Chuck Juhl	474-2557
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Sheriff's Office

Sheriff Koby Quale	474-3355	970-520-0209
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Power

High Line	463-5440	970-854-2236
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Towns

Julesburg	474-3344	474-3355
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Ovid	463-5446	474-3355
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Sedgwick	463-8814	474-3355
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State Departments

Colorado Division of Homeland Security & Emergency Management (DHSEM)

Bob Heldenbrand, Regional Field Manger	720-602-5344 -C-
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Kevin Kuretech, Field Services Area Supervisor-North	970-290-5480-C-
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Colorado Division of Fire Prevention and Control (DFPC)

Taylor Triolo, Battalion Chief-South Platte Region	720-737-6462-C-
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1. Promulgation

Please see the SEDGWICK County Emergency Operations Plan (EOP). This plan supersedes the previously issued SEDGWICK County EOP (dated 01/01/2021) and provides a flexible framework for emergency operations in the County. This plan is effective upon receipt or effective as of the date signed once reviewed, approved, and signed by jurisdictions authority.

The EOP, including all associated annexes and appendices, provides a comprehensive framework for system-wide emergency management. It addresses the roles and responsibilities of emergency management and response agencies in SEDGWICK County, as well as partner agencies, and provides a link to federal, state, local, territorial, tribal, and private organizations and resources that may be called upon to assist and participate in response to incidents that occur throughout the County.

The EOP has been developed taking into consideration recognized State and Federal guidance that includes: Federal Emergency Management Agency (FEMA) Target Capabilities List; FEMA Core Capabilities; National Preparedness Framework; National Incident Management System (NIMS) FEMA's Comprehensive Preparedness Guide (CPG) 101; FEMA CPG 201; Colorado Emergency Management Program Guide; and relevant laws and authorities pertinent to emergency management.

The EOP is designed to minimize the disruption of each agency's mission by establishing a system of collaboration during times of crisis. To meet this goal, it is imperative that all County, partner, and stakeholder agencies and their personnel prepare, train, exercise, equip, and execute their required roles and responsibilities in accordance with this EOP.

Signed this 30th day of December, 2024

A handwritten signature in black ink, appearing to read "Sedgwick County OEM", is written over a horizontal line.

Name and Title

2. Approval and Implementation

2.1 Introduction

Provided in the following document is the SEDGWICK County EOP. This document includes the framework for SEDGWICK County's plan to manage all-hazard emergency situations. Emergency situations can occur at any time, whether they are natural or human-caused, and this EOP enhances the County's emergency management division/system to help prevent, prepare for, respond to, recover from, and mitigate against any and all hazards that threaten the safety and security of the people, resources, equipment, and environment of the County.

SEDGWICK County is vulnerable to a number of hazards, which are referenced later in this document. The EOP is critical to implementing and conducting emergency management activities within the jurisdiction.

This EOP includes information for the preparation, response, recovery, and mitigation for an all-hazards approach to emergency management. Additional hazard-specific plans are referenced and linked to coordinate with this plan. This EOP also includes information relating to the County's hazard and risk assessment and capability assessment.

2.2 Plan Applicability

This plan supersedes the previously issued Sedgwick County EOP dated 01/01/2021 and is effective as of the date signed below. The EOP, including all associated annexes and appendices, provides a comprehensive framework for systemwide emergency management. It addresses the roles and responsibilities of agencies within SEDGWICK County, as well as partner agencies, and provides a link to federal, state, local, territorial, tribal, and private organizations and resources that may be called upon to assist and participate in response to incidents that occur throughout the locations that may default to this EOP aligned with Colo. Rev. Stat. § 24-33.5-707.

2.3 Delegation of Authority

The EOP, including all associated annexes and appendices, is considered a living document and shall be continuously updated and revised to reflect lessons learned during incident response and exercise play. It will be reviewed annually and updated as applicable. Recipients are requested to advise the Director of Emergency Management of any changes that might result in improving the EOP. The Director of Emergency Management has the authority to accept or reject changes to the EOP and may defer this authority to designated individuals.

Signed Name  Date 12/30/2024

Printed Name Steven Wahman

2.4 Signatures

RESOLUTION 2025-041

Resolution 2025-041 It was moved by Commissioner Schneider and duly seconded by Commissioner Berges to adopt the following Resolution.

WHEREAS, the Sedgwick County Emergency Manager has proposed an overall Emergency Support Functions Plan for approval by the Board of County Commissioners; and

WHEREAS, said Plan provides a basis for incorporating County departments and offices with disaster responsibilities for continuity in County government and a comprehensive framework for local disaster mitigation, preparedness, response, and recovery; and

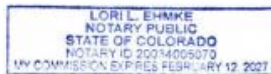
WHEREAS, the Emergency Manager has met with all elected officials and department heads regarding said Plan and outside governmental entities and has reviewed their respective roles; and

WHEREAS, said Plan follows the guidelines outlined by the State of Colorado Emergency Operations Plan.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SEDGWICK COUNTY, that the Emergency Support Functions Plan as presented and reviewed shall be and by this action is approved as the process by which any County response shall be undertaken in the event of a disaster and shall be the guideline for internal County responsibilities in such event.

The foregoing Resolution was presented at a regular meeting of the Sedgwick County Commissioners held on the 4th day of Aug, by Commissioner Schneider who moved its adoption. The motion was seconded by Commissioner Berges and on roll call vote, all votes being yes, the resolution was adopted.

Attest: Lori Ehmke
My commission expires: Feb 12, 2027



Howard McConrich by Ronald Berges vice
Chairman chairman

[Signature]
Commissioner

Ronald Berges
Commissioner

3. Record of Changes and Distribution

[illegible]

This Plan will be distributed to all participating county agencies, fire and police agencies, selected state and federal government agencies, selected state and county organizations, American Red Cross and other volunteer organizations, private organizations, and other interested individuals.

Sedgwick County Board of Commissioner's
Sedgwick County Clerk and Recorder's Office

Sedgwick County Treasurer's Office
Sedgwick County Office of Emergency Management
Sedgwick County Sheriff's Department
Sedgwick County Assessor's Office
Sedgwick County Human Services
Sedgwick County Clinic
Sedgwick County Coroner

Sedgwick County/CSU Extension Office
Sedgwick County Maintenance Department
Sedgwick County Medical Center, Nursing Home, and Assisted Living
Sedgwick County Road & Bridge
Julesburg Fire Department
Ovid Fire Department
Sedgwick Fire Department
Sedgwick County Ambulance
Sedgwick County Communications Center
Centennial Mental Health Center Inc.
District Chapter of American Red Cross
Julesburg School District
Revere School District
Colorado Division of Homeland Security & Emergency Management
Colorado State Patrol, Sterling Hazardous Materials Team
Colorado Parks & Wildlife, Brush Office
Town of Julesburg
Town of Ovid
Town of Sedgwick
Northeast Colorado Health Department
Posted on the County Website, Emergency Management page

4. Purpose

The purpose of the EOP is to establish the framework necessary to support a coordinated response to incidents across the County and to collaborate with external stakeholders, including federal, state, local, territorial, and tribal entities, and private sector organizations. The EOP provides guidance for SEDGWICK County on a general concept of preparedness and response activities before, during, and after an emergency.

The EOP consists of a base plan and supporting annexes, appendices, policies, and procedures. The base plan establishes the structure and provides guidance for a timely and coordinated response, internal communications, information gathering, information sharing, decision-making, and roles and responsibilities for coordinating incident operations. The annexes, appendices, procedures, and policies provide the tools that support the implementation of the base plan. The EOP is drafted to be adaptable to any situation in which the County responds to an emergency regardless of the level of severity and outlines how to prevent, prepare for, respond to, recover from, and mitigate the potential hazards identified within the jurisdiction.

5. Scope

This EOP provides guidance for community-wide coordination of incident planning and response to incidents and hazards affecting SEDGWICK County and all individuals, resources, and property within the jurisdiction. The scope of the EOP includes all entities within the geographic boundaries of the County. This EOP is scalable and was designed to support the organization, management, and coordination of all types of incidents and/or hazards affecting the jurisdictions. This document considers emergent operations from an all-hazards perspective.

6. Situation Overview

7.1 - 7.2 Description

Geography – Sedgwick County, located in the northeastern plains of Colorado, covers a land area of 548 square miles. Major bodies of water in Sedgwick County are the South Platte River, Jumbo Reservoir, and DePorter Lake. Major transportation routes include Interstate 76, US Highways, 385, 138, and 59 along with the Main East-West Line of Union Pacific Railroad. In addition, the Town of Julesburg operates a municipal airport.

Demographics – An estimated 2300 people live in Sedgwick County, including municipalities and the unincorporated areas of the county. There are 3 incorporated towns in Sedgwick County, Julesburg, Ovid, and Sedgwick. The Town of Julesburg is the county seat and largest of all Sedgwick County municipalities. There are 2 School Districts, six Fire Districts, one Ambulance Service, and the County Sheriff's Office.

Sedgwick County-- will use data from the Northeast Colorado Regional Hazard Mitigation Plan (HMP-updated every 5 years) and the DHSEM Colorado Emergency Preparedness Assessment (CEPA-updated every 3 years) in reassessing and updating our hazard vulnerability assessment and planning.

Whole-community inclusion is the process involving businesses, schools, media, nonprofit groups, faith-based organizations, community organizations, and individuals and families in the preparedness planning process. In the development of this document, its annexes, and Emergency Support Functions (ESFs), SEDGWICK County has included the whole community. SEDGWICK County has worked with local businesses, the schools, community and / or faith-based organizations, and other stakeholders to identify their needs. SEDGWICK County is

committed to developing plans that serve the whole community and their continuous involvement in updates and additions to this and other emergency plans.

7.3 Provision of Assistance

SEDGWICK County is prepared to respond to the hazards listed in this plan. This EOP will be utilized, exercised, and updated so that the County is adequately prepared. However, if an incident goes beyond the County's capabilities to respond, the County acknowledges that outside assistance may be required.

7.4 - 7.5 Hazard Identification and Risk Assessment

Sedgwick County, located in the northeastern plains of Colorado, covers a land area of 548 square miles. Major bodies of water in Sedgwick County are the South Platte River, Jumbo Reservoir, and DePorter Lake. Major transportation routes include Interstate 76, US Highways, 385, 138, and 59 along with the Main East-West Line of Union Pacific Railroad. In addition, the Town of Julesburg operates a municipal airport. An estimated 2300 people live in Sedgwick County, including municipalities and unincorporated county. There are 3 incorporated towns in Sedgwick County, Julesburg, Ovid, and Sedgwick. The Town of Julesburg is the county seat and largest of all Sedgwick County municipalities. There are 2 School Districts and 6 Fire Districts.

Sedgwick County will use the HMP and CEPA assessments to keep our Hazard Analysis, Identification, and Risk Assessments up to date.

A disaster can occur at any time within the jurisdictions of Sedgwick County and any of its municipalities. All areas of Sedgwick County are at risk for these types of emergencies:

- Natural Disasters – Sedgwick County is at risk from tornadoes; floods; earthquakes; severe storms (e.g., snow, rain, and hail); urban and wildland fires; drought; and power failure.
- Technological Incidents – In addition to natural disasters, Sedgwick County is at risk for man-made, or technological, disasters such as dam failures, hazardous materials incidents along transportation routes or industrial areas; civil unrest; major air and ground transportation accidents; and attack by a foreign enemy or terrorist organization in the form of chemical, biological, nuclear weapons.

- Man-Made Hazards - Possible man-made disasters which could create an emergency response include transportation incidents involving hazardous substances, major air and ground transportation accidents, civil disturbances, terrorists, or bomb threats, and conventional, nuclear, biological, or chemical attack.
- Local government has the responsibility to protect life and property from the effects of hazardous incidents or events, as much as possible. This is accomplished by use of government and volunteer agencies which have the capability of providing emergency services resources.
- Floods – Floods present a risk to life and property, including buildings, their contents, and their use. Floods can affect crops and livestock. Floods can also affect lifeline utilities (e.g., water, sewerage, and power), transportation, jobs, tourism, the environment, and the local and regional economies.
- The principal cause for flooding in Sedgwick County is intense rainfall which normally occurs in the period of May through September. A historical analysis of rainfall patterns along the Front Range has shown that probable maximum amounts of 20 inches of rainfall can occur in each 24-hour period. The likelihood of flooding is also increased in May and June as a result of spring runoff from winter snowpack.
- Dam Failure – Dam failure is a unique source of flash flooding. There are 3 Class I dams in Sedgwick County. The State Engineer’s categorization of a dam as being high hazard means that if the dam failed there would be significant loss of life and/or property damage. It has nothing to do with whether the dam is inherently unsafe - a fact which upon occasion must be reiterated to the public. In addition to these, there are many low hazard dams and holding ponds which might be compromised, to a greater or lesser extent, in an earthquake. There is a possibility that some county dams could be adversely affected with such seismic activity. Although dam failures are rare events, they occasionally occur due to a variety of causes, including overtopping during flooding, improper maintenance or operation, earthquakes, and (potentially) acts of sabotage. As dams age and the water demands of a growing population increase, the dam failure hazard also increases, compounded by new development in dam failure flood inundation zones.
- Blizzard & Winter Storms – Blizzards and severe winter storms cover large land areas, impacting multiple counties concurrently. The impacts throughout the planning area are generally the same. Interstates and secondary roads are often closed because the road crews cannot “keep up” with the rate of snowfall; to prevent motorists from being stranded and necessitating rescue efforts; and to maintain the safety of the road crews. When the highways are closed, this action cuts the provision of primary supplies (gasoline and food) to the communities and strands many motorists who were “passing through” for up to several days.
- Drought – Even in high moisture years, Colorado rainfall does not provide a consistent, dependable water supply throughout the year. Severe drought results in devastating economic consequences for agriculture, forestry, wildlife management, the environment and tourism. Drought recorded history includes severe drought in 1894, 1930-1937, and 1976-1977. The drought of 2002-2005 caused loss of crops and livestock throughout much of the State and reduced revenues from lowered tourist visits.
- Tornadoes – Tornadoes are rotating columns of air marked by a funnel-shaped downward extension of a cumulonimbus cloud whirling at destructive speeds of up to 300 mph, usually accompanying a thunderstorm. (Hazards in Colorado) Each spring to midsummer, Sedgwick County reports an average of two tornado incidents per

year. These are typically the EF0 or EF1 variety (on the Enhanced Fujita Scale of tornado intensity of EF0-EF5). Large-scale destruction of homes, business, or other structures is minimal, due to the large areas of farm, rural, and undeveloped prairie. However, any tornado incident involving structures in this county would prove a formidable incident. The conventional wisdom is that tornadoes move from the west or southwest.

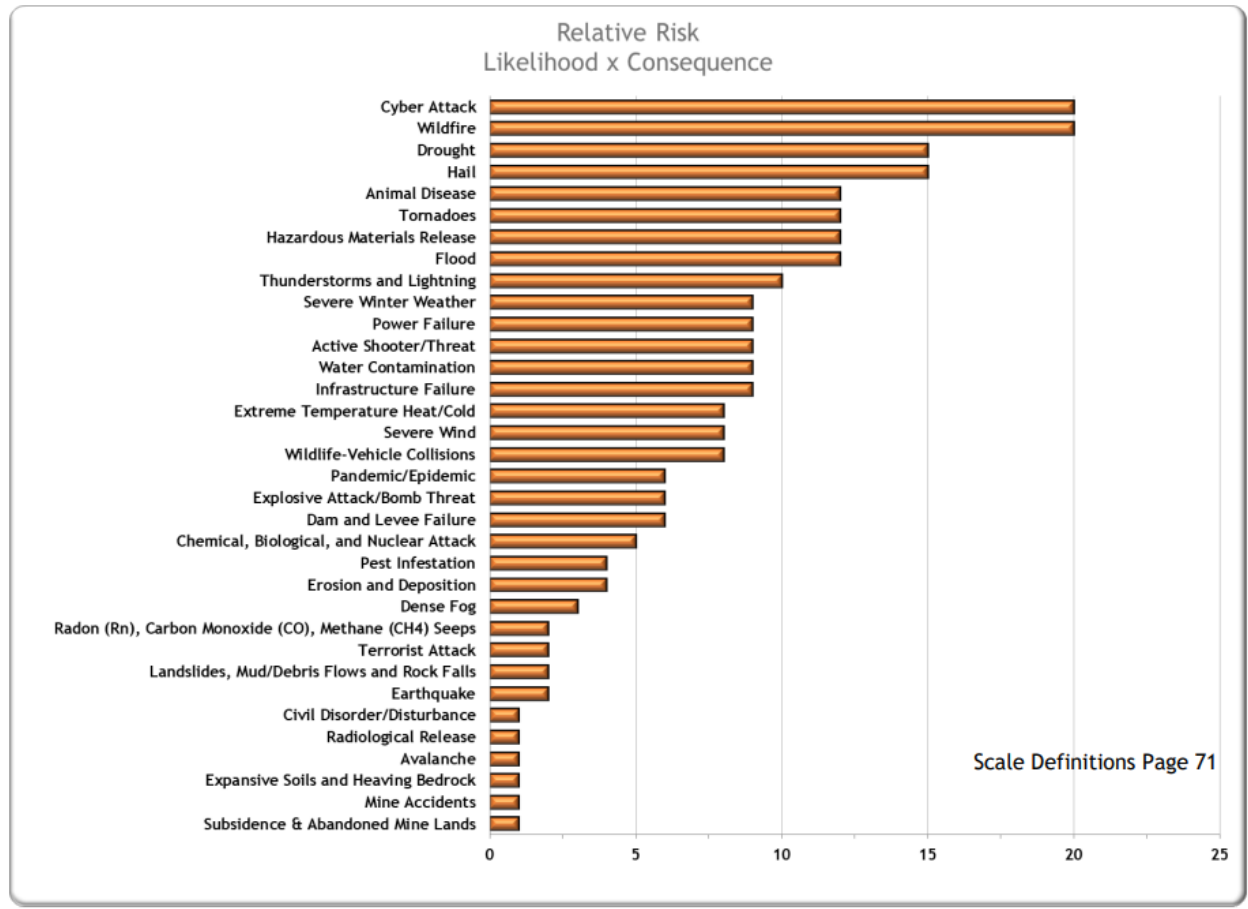
- Other Wind Hazards – Windstorm activity is well documented in Sedgwick County and can occur anytime throughout the year. The most notable wind events however are those associated with down slope, “Chinook” windstorms and can produce gusts more than 100 mph. As with tornadoes, the principal danger to persons in this situation is injury from flying debris. Any such winds are also capable of inflicting great damage to property.
- Windstorm damage can be very widespread throughout the county compared with the greater but more geographically limited damage with tornadoes. About windstorms, the principal response by Sedgwick County will be damage assessment. Therefore, the goal of this section of the Emergency Operating Plan will be to describe roles and responsibilities during and after tornado events.
- Hail & Summer Storms – Hail is associated with thunderstorms, and thunderstorms are a common occurrence throughout the area between early spring and late fall. In addition, hailstones are frequently thrown out miles in front of the storm. Hail in northeastern Colorado, primarily causes crop damage. However, hailstorms in populated areas can cause significant damage to roofs, automobiles, and windows.
- Wildland/Grassland Fires – Wildland and Grassland fires in Sedgwick County are predominantly ignited by either lightning, sparks from braking trains, or cigarettes discarded from automobiles traversing the county roadways. There exists the risk of losses to homes, livestock, agriculture outbuildings, farm equipment, and storage tanks because of these fires. The risk of fires is amplified with the drought events.
- Hazardous Materials Incident – The potential for spills, leaks, ruptures and/or fires involving hazardous materials in Sedgwick County exists primarily through transportation accidents of surface, rail vehicles, pipeline, and air. Interstate 76, US Highway 385, US Highway 138, and a portion of US 59 are designated HazMat routes which are heavily traveled by transports, which very frequently carry a wide variety of hazardous materials. Also, the Union Pacific Railroad carries many hazardous materials through Sedgwick County. Sedgwick County is also included in the transport route for radiological waste. Storage and transfer facilities are potential sources of leakage although spills are principally attributed to human error. As a result, the time and location of a likely occurrence cannot be specifically foreseen. Planning must therefore be directed toward a generalized and flexible response capability.
- Radiological Incident – Radiological weapons threats may range from detonation of a complete weapons system from a nuclear arsenal to any explosive device packed with highly radiological material with the latter being the most likely method. The physiological impact of such a weapon can be far more devastating than the actual physical damage. Radiation is an invisible hazard. There are no initial characteristics or properties of radiation itself that are noticeable. Unless the nuclear/radiological material is marked to identify it as such, it may be some time before the hazard has been identified as radiological.

7.6 Capability Assessment Summary

The Colorado Emergency Preparedness Assessment (CEPA) is a framework and tool to help state and local stakeholders assess risk, capabilities, and the potential need for support and resources during emergencies or disasters. CEPA provides a standardized and repeatable process to better understand the capabilities at the county/local level and allows for the examination and analysis of regional or statewide trends.

The key component of the CEPA process is an in-person meeting between state and local subject matter experts (SMEs) to discuss and analyze risk and capability information and to identify potential resource gaps. This process also provides an opportunity to promote continued communication and coordination among state and local partners. Information obtained during the CEPA process helps the state to better plan for and respond to the needs of counties. The state will protect the information gathered during the CEPA process and will not share county specific data with any other parties (including other counties) unless specific consent is provided.

The figure below is an example of a completed Capability Assessment chart, showing the county's rankings of each core capability 1 through 5.



Using the results from this capability assessment, SEDGWICK County was able to identify strong areas as well as any areas with gaps or weaknesses that might hinder mitigation or response operations or exacerbate any existing hazards or vulnerabilities. SEDGWICK County utilized this knowledge as part of the basis for this EOP as well as for the separate HMPs that accompany this EOP.

7.7 Mitigation Overview

Mitigation measures conducted by SEDGWICK County are implemented prior to, during, and/or after an incident. The purpose of these measures is to help reduce exposure to, probability of, or potential loss from hazards. Mitigation actions taken by the County include, but are not limited to:

- Training Volunteer Fire Departments for wildfire response.
- Establishing post disaster mitigation committees and/or community groups.
- Investing in updated snow removal equipment.
- Updating water-level monitoring instruments in flood-prone areas.
- Conducting training and exercises.
- Establishing and refining a public safety messaging campaign.
- Educating the public on safe wildfire zones and wildfire risks.

- Updating and utilizing land use, building codes and zoning requirements.
- Utilizing Early Alert and Warning, signals, sirens, and other public facing systems when needed.

7. Assumptions

Sedgwick County will continue to be subject to a variety of natural and/or human caused hazards and incidents. SEDGWICK County will commit all available resources to save lives and minimize injury to persons and infrastructure, the environment, and property both public and private. Warning time available to implement this plan will vary from little or no warning to days or weeks, according to the type of hazard. When a disaster exceeds SEDGWICK County's resources and response capabilities, the County will request help from the State of Colorado or from mutual aid organizations.

- Local government officials, both elected and appointed, will carry out to the best of their ability all responsibilities regarding public safety and protection of property. This includes attention to all phases of comprehensive emergency management and provisions to ensure continuity of an effective, constitutional, and democratic form of government.
- Departments and organizations with emergency responsibilities will ensure that all personnel concerned are properly trained, are familiar with existing plans and procedures and can implement them in a timely and effective manner.
- State and federal assistance, as well as volunteer and private organizations, will be available to supplement local government resources as needed to cope with a disaster emergency.
- Sedgwick County has been identified as a host area to receive and care for evacuees from other areas in Colorado in the event of a major disaster or national emergency. This based on the North Central Regions Evacuation Plan.
- The National Incident Management System (NIMS) will be used as the incident management system for all levels of response.

8. Concept of Operations (ConOps)

9.1 Emergency Management Principles

The National Response Framework (NRF) is an all-hazard disaster response plan, which provides a federal operational response structure for disasters that are beyond the capabilities of local and state governments.

9.2 Plan Activation and Emergency Declaration Process

Upon declaration of an emergency by the executive authority of Sedgwick County, this Emergency Support Function (ESF) based Emergency Operations Plan (EOP) will be established as law and binding toward the direction of emergency operations for the duration of the disaster. Consistent with NIMS and ICS, this plan may be partially or fully implemented. This allows maximum flexibility to meet the unique operations requirements of any situation.

If a disaster emergency occurs within Sedgwick County, immediate response by the government(s) concerned will be required. Trained personnel accomplishing prearranged plans and procedures will be prepared to make the coordinated effort necessary to meet a threat to life and/or property. Activation of the EOP may be for a specific location within the jurisdiction or could include the entire jurisdiction.

9.3 Pre-Disaster Operations

Pre-disaster planning and preparation sets organizations up for success in the aftermath of a disaster. SEDGWICK County Emergency Management pre-disaster operations include:

- Routine training and exercise schedules [include timeline of exercises, if applicable].
- Collaborating with local agencies in planning and exercising to include the Sedgwick County Multi-Agency Coordination Group (MACG) and community.
- Maintaining year-round relationships with the Sedgwick County Multi-Agency Coordination Group (MACG) and community.

9.4 Response to Disaster Operations

SEDGWICK County uses this EOP to support disaster response operations. Additionally, SEDGWICK County coordinates with MACG, local businesses, community, volunteer organizations, mutual aid partners, and ESF's in the immediate hours following a disaster to

begin utilizing the EOP to respond to the disaster. SEDGWICK County executes the EOP by communicating with BOCC, and notifying MACG of EOP activation.

9.5 Recovery from Disaster Operations

As SEDGWICK County enters the recovery phase of disaster operations, SEDGWICK County begins to assess damages and actions identified for immediate and/or longer-term accomplishment.

- *Short-term operations* seek to restore critical services to the community and provide for the basic needs of the public. Examples are temporary shelter, drainage, channel improvement, replacement of destroyed bridges and reconstruction of other infrastructure, most of which will also help to mitigate damage from any future disaster. temporary road and bridge repairs, and restoration of government services.

Long-term recovery aims to restore the community to its normal or to an improved state.

9.6 Access and Functional Needs

Policies surrounding access and functional needs (AFN) ensure equal and equitable access for all individuals without discrimination. The Americans with Disabilities Act (ADA) defines an individual with a disability as “a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment.” The NRF defines these populations as “populations whose members may have additional needs before, during, and after an incident.” SEDGWICK County incorporates a whole-community approach throughout its planning, response, and recovery efforts and considers individuals with AFN to be included in the whole community. The County incorporates AFN into the EOP by predetermining ESF agencies to support the whole community, including AFN considerations, during all stages of planning and preparedness, and committing additional bandwidth to these communities during and after a disaster.

9.7 Emergency Management Phases

FEMA outlines five mission areas as part of the National Preparedness Goal. Below are examples of how SEDGWICK County incorporates each of these into its operations.

Prevention

- Prepare and routinely update a Terrorism Annex to the base plan.
- Involve stakeholders from law enforcement and other security agencies in plan development.

Protection

- Collaborate with stakeholders to strengthen supply chain integrity.
- Involve stakeholders from law enforcement, health and medical, cybersecurity, non-profits, supply chain, and other relevant agencies into plan development.

Mitigation

- Collaborate with local infrastructure partners to encourage reinforcement of infrastructure systems to limit impacts to life and property.
- Involve infrastructure partners in plan development.

Response

- Develop communications plans to expedite response post-disaster.
- Pre-delegate and train authorities on tasks to expedite response post-disaster.

Recovery

- Develop short-term and long-term recovery strategies and involve community stakeholders in the process.

9.8 – 9.16 Community Lifelines

Community Lifelines enable the operation of critical government and business operations in the aftermath of a disaster. These Lifelines are essential to health, safety, and economic security. The following Lifelines represent those fundamental services and their subcomponents that, when disrupted, interfere with a community's ability to function properly.

- Safety and Security: Law enforcement/security, fire service, search and rescue, government service, community safety.
- Food, Water, Sheltering: Food, water, shelter, agriculture.
- Health and Medical: Medical care, public health, patient movement, medical supply chain, fatality management, and EMS.
- Energy (Power and Fuel): Power grid, fuel, natural gas/propane.
- Communications: Infrastructure, responder communications, alerts, warnings, and messages, finance, 911 and dispatch.

- Transportation: Highway/roadway/motor vehicle, mass transit, railway, aviation, maritime.
- HazMat: Facilities, HazMat, Pollutants, Contaminants.

SEDGWICK County incorporates these Community Lifelines into the EOP by notification from ESF support group(s).

9.17 - 9.24 Recovery Support Functions

As an incident begins to transition into recovery, SEDGWICK County utilizes Recovery Support Functions (RSFs) to assist with this transition. According to FEMA, the RSFs “comprise the coordinating structure for key function areas of assistance in the National Disaster Recovery Framework (NDRF). Their purpose is to support local governments by facilitating problem solving, improving access to resources and by fostering coordination among state and federal agencies, nongovernmental partners, and stakeholders.” The following list is comprised of the FEMA identified RSFs.

- Economic Recovery Plan enables the “return to economic and business activities to a state of health and develops new economic opportunities that result in a sustainable and economically viable community” (FEMA). Economic recovery activities might include:
 - o Supporting the capacity of local, state, tribal, and territorial governments, and other entities to produce a multi-dimensional strategy capable of supporting economic recovery and improving community resilience.
- Health and Social Services supports “locally led recovery efforts to address public health, health care facilities and coalitions, and essential social services needs” (FEMA). Health and social services activities might include:
 - o Completing assessments of community health and social services needs.
 - o Restoring health care, public health, and social services functions.
 - o Restoring and improving the resilience and sustainability of the health care system and social services.
- Community Planning and Capacity Building (CPCB) enables local governments to “effectively and efficiently carry out community-based recovery planning and management in a post-disaster environment” (FEMA). CPCB activities might include:
 - o Education on recovery planning.
 - o Coordinated, community-wide recovery planning.
 - o Community engagement.
 - o Management capacity.

- Infrastructure Systems “efficiently facilitate the restoration of infrastructure systems and services to support a viable, sustainable community and improve resilience to and protection from future hazards” (FEMA). Infrastructure activities might include:
 - o Providing technical assistance to all levels of governments for identifying/prioritizing critical infrastructure systems and assets.
 - o Providing mitigation opportunities that leverage innovative and green technologies.
 - o Including private sector infrastructure owners and operators and related service providers in planning at all levels.
 - Housing “coordinates and facilitates the delivery of federal resources to implement housing solutions that effectively support the needs of the whole community and contribute to its sustainability and resilience” (FEMA). Housing activities might include:
 - o Utilizing housing as a platform for improving quality of life.
 - o Building inclusive and sustainable communities.
 - o Identifying strategies to strengthen the housing market.
 - o Integrate disaster mitigation measures into community design and development to improve resilience to disasters.
 - Natural and Cultural Resources (NCR) “supports the protection of natural and cultural resources and historic properties through appropriate response and recovery actions to preserve, conserve, rehabilitate, and restore” (FEMA). NCR activities might include:
 - o Provide technical assistance to help impacted communities.
 - o Integrate environmental staff knowledgeable in natural resources and environmental regulatory requirements early in a disaster recovery planning process.
 - o Coordinate environmental and historic property issues across other RSFs.
- More information regarding the RSFs can be found in the RSF Annex (if applicable).

9. Organization and Assignment of Roles and Responsibilities

10.1 – 10.12 Agency Roles and Responsibilities

1. Board of Sedgwick County Commissioners

As the chief executive and governing body in Sedgwick County is responsible to:

- A. Assist in implementing the Sedgwick County Emergency Operations Plan, all or in part, as the situation requires.
- B. Direct and control all Sedgwick County departments before, during, and after a disaster (through the MACG).
- C. Monitor status of mutual aid agreements.
- D. Designate a Public Information Officer (PIO) to provide accurate disaster information to the public. The Chairman of the Board or his/her designee will designate PIO's from County Departments / Offices PIO's.
- E. Issue official orders or public proclamations relative to the disaster emergency (through the MACG), such as evacuation directives, establishment of curfews, and enactment of price controls.
- F. Issue formal declaration of a county emergency or disaster.
- G. Issue formal requests to the Governor's Office (through the SEOC-DHSEM) for the declaration of a state emergency for the purposes of obtaining state and/or federal assistance.
- H. Establish policy for expenditure of funds and for the management of distribution of resources during the emergency.
- I. Approve and commit Sedgwick County resources and funds for disaster or emergency purposes.
- J. The BOCC will serve as the planning director(s) for Sedgwick County.
- K. Coordinate with Department Head(s)/Director(s) to provide continuity of government services throughout the emergency to the greatest degree possible.
- L. Coordinate with Department Head(s)/Director(s) to obtain and reassign County personnel as necessary to augment emergency staff and continue regular services as much as possible.
 - a. Coordinate with volunteer organizations and individual volunteers to identify, obtain, and assign volunteers as needed to supplement County staff.
 - b. The Sedgwick County Board of County Commissioners is responsible primarily for continuation of regular services during an emergency and for resource and personnel support to emergency operations.

2. Sedgwick County Multi Agency Coordination Group (MACG)

As the primary advisory board to the County Commissioners, and Chief Executives of political subdivisions and key county agencies, the Multi Agency Coordination Group (MACG) will:

- 1. Monitor and support operations of county departments and agencies during all phases of the disaster emergency.
- 2. Monitor and support implementation of the Sedgwick County EOP and mutual aid agreements.
- 3. Issue public proclamations on emergency matters such as evacuation and movement to shelters.
- 4. Monitor and support NIMS and the Incident Command System.
- 5. Establish a Joint Information Center (if needed).
- 6. Develop policy for emergency funding, control of expenditures, and allocation of resources to achieve optimum utilization.
- 7. Evaluate the disaster emergency in terms of the need for a disaster declaration, advising the Board of Sedgwick County Commissioners.
- 8. In coordination with Emergency Management, provide routine Capability Assessments for emergency services and public works functions in Sedgwick County.

1. Sedgwick County Emergency Manager

The Sedgwick County Emergency Manager will:

1. Keep the Board of Sedgwick County Commissioners apprised of overall readiness to respond to all types of disaster emergencies.
2. In an emergency, act as coordinating staff advisor to the Board of Sedgwick County Commissioners, the MACG, and other officials as required, to include:
3. Assuming responsibility to keep County Commissioners informed of the situation.
4. In coordination with the Sheriff's Office, Communications Center, Local (NCHD)-State agencies (DHSEM, CDPHE, CIAC, WebEOC) and the PIO's, gather, analyze, and filter critical information so it is actionable.
5. Emergency situation assessment and recommendations to the County Commissioners concerning the need for local disaster declarations, travel restrictions, curfews, or other temporary social restrictions.
6. Preparation of situation reports and damage assessment reports for the County Commissioners.
7. Technical support to EOC staff and other county personnel with respect to resource management, damage assessment, intergovernmental coordination, disaster recovery, hazard mitigation and other emergency management functions, as needed.
8. Coordinating the provision of mass care needs for personnel performing medical duties during catastrophic emergencies.
9. Serve as manager of the Emergency Operations Center (EOC), to include:
 - a. Arranging for staffing the EOC and support of the MACG during the emergency.
 - b. Activating and managing the EOC in an emergency.
 - c. Notification of emergency personnel.
 - d. Designating alternate EOC(s) as required.
 - e. Ensuring that communications, warning, and other necessary operations support equipment is readily available for use in the alternate EOC.
10. Manage, liaison and coordination with external government agencies and private sector entities, to include:
 - a. Coordination of mutual aid and outside assistance.
 - b. Establishment of communications with the Division of Homeland Security & Emergency Management (DHSEM) to provide situation reports and forward all requests for state assistance.
 - c. Liaison and coordination with adjacent jurisdiction emergency management directors to ensure integrated emergency plans.
 - d. Liaison and coordination of Sedgwick County's disaster planning and operations with area industrial installations, public utilities, and welfare agencies.
 - e. Coordination of volunteer support efforts to include the activities of volunteers from outside the county, and the assistance offered by unorganized volunteer and neighborhood groups within the county.
 - f. Assist the Finance Director / CFO and Treasurer in tracking disaster costs, establishing and tracking burn rates.
11. Serve as Resource Manager in the event of an emergency large enough to warrant a specialized resource management function. Provide services and oversee staff required to:
 - a. Assess emergency resource requirements.
 - b. Source and obtain emergency resources.
 - c. Store, transport, and distribute emergency resources.
 - d. Maintain financial and legal accountability for resource transactions.

12. In coordination with the Sedgwick County Sheriff, implement the Incident Command System (ICS), including determining the locations of Incident Command Posts (ICP) and establishing necessary positions and functions (i.e., planning, finance, logistics, operations, and public information), to include.
 - a. Assessment of emergency conditions and determination of required levels of immediate assistance.
13. Ensure Emergency Operations Plan maintenance, training, and exercises, to include:
 - a. Development, revision, distribution, and follow-up of all elements of the Sedgwick County EOP.
 - b. Conduct or coordination of training programs and exercises as necessary to maintain and improve the general disaster readiness posture of all elements of Sedgwick County's disaster response organizations, followed by update of the EOP.
 - c. Following the update of the DHSEM CEPA assessment (every 3 years) and the Regional HMP update (every 4 years) will complete a scheduled EOP update based on the findings of the CEPA and HMP assessments.
14. Assume responsibility as response authority for hazardous substance spills, mass transportation accidents.
 - a. Direct hazardous materials accident response and incident control in unincorporated areas of the county.
15. Serve as Warning Coordinator, responsible to ensure that all organizations and the public are warned of an emergency as effectively and quickly as possible (see especially ESF 2B). In coordination with the MACG, support and promote a public relations program, including CodeRed enrollment and general emergency preparedness programs.
16. Assist the American Red Cross, Salvation Army, and other volunteer organizations in the provision of emergency shelters, temporary housing, and other assistance to displaced citizens.
17. In coordination with MACG, provide routine Capability Assessments for emergency services and public works functions in Sedgwick County.
18. Create and maintain the Sedgwick County WebEOC board to provide situational awareness / information sharing for all department heads, emergency service directors, elected officials and decision makers with-in the county.

3. Sedgwick County Sheriff

The Sedgwick County Sheriff is responsible to:

1. Establish and maintain law and order.
2. In coordination with the Sedgwick County Emergency Management Coordinator, implement the Incident Command System (ICS), including determining the locations of Incident Command Posts (ICP) and establishing necessary positions and functions (i.e., planning, finance, logistics, operations, and public information), to include.
 - a. Assessment of emergency conditions and determination of required levels of immediate assistance.
 - b. Provision of law enforcement, traffic control, and access control within the disaster area(s) and in other areas of the county.
 - c. Provision of security measures at the ICP, EOC, and in disaster-impacted areas.
3. Implement available public warning measures to warn the public regarding the nature of the emergency or disaster.

4. Maintain contact with the EOC and Sedgwick County Communications Center on established talk groups.
5. Direct and coordinate search and rescue activities.
6. Establish a traffic control plan to meet potential threat needs.
7. Prepare for (pre-planning), direct (in coordination with Emergency Management Board), and conduct evacuation of all or part of an area, to include:
 - a. Coordination with Emergency Management Coordinator/American Red Cross to assure availability of shelters for evacuees and food/clothing/medical support.
 - b. Designating evacuation routes and modes of transportation.
 - c. Securing evacuation routes (traffic control points and roadblocks).
 - d. Coordinating and providing transportation to include transportation resources required for the number of people to be moved, location of staging areas and rest areas.
 - e. Arranging for evacuation of special populations (nursing homes, disabled/infirm, handicapped, jail population, people in institutions, etc.).
 - f. Coordinating with Human Services and the American Red Cross in this effort to assure adequate housing, food, and medical resources are available.
 - g. Providing security for evacuated areas and in areas accommodating evacuees, such as reception centers, lodging and feeding facilities, and emergency shelters.
 - h. Coordinating road service support in movement of population (evacuation/shelter).
8. Direct Wildland fire suppression in private, unincorporated areas and on state land in Sedgwick County.
9. The sheriff's Office will provide municipal Code Enforcement for the town(s) on a contract basis.

4. Sedgwick County Road & Bridge Supervisor

The Sedgwick County Road & Bridge Supervisor is responsible to:

1. Manage public works resources and direct public works operations, to include:
 - a. Central control and repair of all transportation assets for maximum emergency utilization of all county vehicles, facilities, heavy equipment, fuels, supplies, and assigned county personnel.
 - b. Transportation services in support of emergency response and recovery efforts, e.g., movement of county personnel, equipment and supplies to designated staging areas.
 - c. Clearing major thoroughfares and removal of debris to permit emergency operations, with priority assigned to critical emergency services lifelines.
 - d. Providing emergency sources of electricity, gas for essential County and relief activities.
 - e. Providing emergency traffic engineering and control measures including barricades, street flares, and marking of emergency traffic routes and dangerous areas in coordination with the Sheriff's Office.
 - f. Providing personnel and heavy equipment to support search and rescue operations.
2. Manage operation, maintenance, and repair of infrastructure, to include:
 - a. Assisting the Sedgwick County Commissioners, MACG to establish priorities for repair of damaged infrastructure.
 - b. Restoration of damaged county roads and bridges and other public services and facilities.
3. Coordinate with private sector utilities (e.g., power and gas) on shutdown and service restoration, to include:

- a. Ensuring emergency shutdown of utilities to prevent damage.
- b. Monitoring repair of electrical, gas, and water distribution systems.
- c. Coordinating with private sector utilities and contractors for use of private sector resources in public works-related operations.
- 4. Develop damage assessment information, to include:
 - a. Provision of personnel for structure and facility inspections to determine safety of individual structures, businesses, residences, and public buildings and to identify needed repairs (or to implement condemnation procedures when necessary).
 - b. Participation with representatives of other county departments on Sedgwick County damage assessment team at EOC and on local-state field damage survey teams, as needed.
- 5. Assist in facilities protection and emergency repairs to county public buildings, roads, utilities, and other essential facilities.
- 6. Assist in decontamination of facilities, areas, roadways, and equipment during a radiological environment or a hazardous material spill.

5. Fire Departments and Fire Protection District Chiefs

Fire departments and fire protection district chiefs will be responsible to:

- 1. Conduct all regularly assigned functions relating to fire prevention and control to minimize loss of life and property due to fire.
- 2. Establish incident command posts and maintain continuous communications between all such command posts and the EOC.
- 3. Establish and maintain continuous communications with the Sheriff's Office and the Emergency Management Director during any incident period.
- 4. Assist in the conduct of all types of rescue operations.
- 5. Assist in warning the public of impending danger and evacuating, as necessary, potential danger areas within zone responsibility, and providing fire security in evacuated areas.
- 6. Maintain contact with the Sedgwick County Communications Center on established frequencies.

6. Sedgwick County Communications Center

The Sedgwick County Communications Center ensures that all organizations and the public are warned of an emergency as effectively and quickly as possible.

- 1. Notify appropriate responding agencies of the emergency.
- 2. Coordinate all radio traffic.
- 3. Obtain the assistance of amateur radio operators in establishing a logistics and resources communications net. Coordinate volunteer amateur resources used for backup communications and additional radio frequencies.
- 4. Keep the EOC updated and current of any information pertinent to the incident or emergency.
- 5. Coordination of communications and provision of communications staff support for field command post(s).
- 6. Follow (Local, NEAHR, NERHCC, State TIC) plans, participate in Local, regional, state (TIC) exercises.

7. Sedgwick County Public Information Officers

The Sedgwick County Public Information Officers ensure that the public receives appropriate and timely information for emergency preparation, survival, response, and recovery. In Sedgwick County, the Public Information Officer role is filled by the Office of Emergency

Management as designated by the Board of County Commissioners. The Public Information Officer will:

1. Advise the Sedgwick County Commissioners and municipal leadership on matters of emergency public information.
2. Release public information as ordered by the Sedgwick County Commissioners by whatever means possible - radio, telephone, newspaper, social media etc.
3. Establish and maintain a working relationship with local media.
4. Prepare a call-down list for disseminating emergency public information to groups that do not have access to normal media.
5. Prepare emergency information packets for release; distribute pertinent materials to local media prior to emergencies; and ensure that information needs of visually impaired, hearing impaired, and non-English speaking audiences are met.

8. Sedgwick County Ambulance Services

The Sedgwick County Ambulance Service:

1. Provide and coordinate the advanced life support emergency medical services response in Sedgwick County.
2. Coordinate the triage and transport of sick and injured patients from the scene of the incident, according to the triage plan, to the appropriate medical facility.
3. Coordinate with the Emergency Operations Center upon activation.
4. Keep complete records of patients who have been treated or transported.

9. Information and Technology (IT)

Sedgwick County contracts IT services through Concentrics Inc (Littleton, CO)

Supporting County Agencies

Directors and Heads of County Departments and Agencies

1. Directors and heads of County Departments and Agencies will:
2. Prepare and keep current department plans, emergency organizations and standard operating procedures as needed to cope with disasters that might occur in Sedgwick County, and to assure continuity of governmental operations.
3. Identify functions to be performed in time of emergency and assign operational responsibility.
4. Be prepared to provide staff members to the Emergency Operations Center to coordinate their emergency response functions with those of other agencies represented therein.
5. Ensure that the Emergency Management Board is kept informed of the situation during emergencies by reporting events and activities to the Emergency Operations Center in a timely fashion.

Northeast Colorado Health Department

The Northeast Colorado Health Department supports the ESF8 as required.

- a. Acts as lead agency for ESF-8
- b. Participation in Unified Command concerning matters of public health.
- c. Receive, manage, and coordinate the Strategic National Stockpile.
- d. Investigate, and control food borne, waterborne and infectious disease outbreaks.
- e. Plan, update and carry out mass prophylactics clinics.
- f. Register and issue death certificates for death occurring in Sedgwick County.

- g. Assist the IC and EOC staff in assessing overall health and medical resource needs during response and recovery operations and maintenance of situation status information within the IC and EOC.
- h. Coordinate all public health services.
- i. Provision of environmental health services and technical support, sources of contamination, or unsanitary conditions that present hazards to the public.
- j. Communicate health information to the public.
- k. Coordinate community health education.
- l. Receive and process all disease reports.
- m. Offer coordinated secure communication within public health in Colorado.
- n. Send out health alerts.
- o. Coordinate with law enforcement for quarantine and isolation.

4. Sedgwick County Schools

Sedgwick County Schools include all public-school districts, private schools, and other educational facilities. School administrators are responsible to:

- a. Provide for the safety of students and staff.
- b. Develop and periodically exercise a student evacuation plan.
- c. Provide school bus support for evacuation and other life-saving purposes when so directed by the EM, MACG.
- d. Coordinate with designated shelter management personnel when use of the schools and/or their food stocks is directed for emergency care requirements (e.g., feeding and or sheltering).

5. Sedgwick County Assessor

The Sedgwick County Assessor will be responsible to:

- a. Establish and maintain a system for damage assessment.
- b. Provide personnel for structure and facility inspections to determine safety of individual structures (businesses, residences, and public buildings) and to identify needed repairs (or to implement condemnation procedures when necessary).
- c. Receive and plot current data concerning the extent and type of building and road damage resulting from a disaster, maintain updated data throughout the recovery process and provide briefings on current situation status to the Commissioners and the EOC as required.
- d. Prepare and publish, with the assistance of the Office of Emergency Management, damage assessment reports for local, state and federal dissemination as required.
- e. Participate with other departmental representatives on the County damage assessment team at EOC and on local and state field damage survey teams as needed.
- f. Participate in long-term disaster recovery and hazard mitigation planning to ensure the compatibility of community redevelopment plans and hazard mitigation measures with the comprehensive County Land Use Plan and other community development plans.
- g. Assist the MACG as needed.
- a. Serve as the County GIS department.

6. Sedgwick County Department of Human Services

The Sedgwick County Department of Human Services is responsible to:

- a. Advise the MACG on all Human Services matters.
- b. Assist the American Red Cross, Salvation Army, and other volunteer organizations in the provision of emergency shelters, temporary housing, and other assistance to displaced citizens.
- c. Assist in coordination of resources of emergent or spontaneous volunteers (i.e., match available resources with individual needs).
- d. Provide resources for stress counseling/crisis counseling for disaster victims and disaster relief workers as needed.

e. Provide public education materials related to community disaster recovery and reentry by citizens into disaster-impacted structures and neighborhoods (e.g., safety of stored goods, removal of mildew, cleaning of smoke damages, etc).

f. Administer Individual and Family Grant Program in Presidential-declared disasters in Sedgwick County.

7. Mental Health Organizations

Mental Health Organizations will support the Northeast Colorado Health Department for mental health needs, i.e. High Plains CISM team, Centennial Mental Health.

8. Sedgwick County Attorney

a. Provide legal counsel and assistance to Sedgwick County Commissioners and to other county officials before, during and after disaster and emergency incidents in the county.

b. Become familiar with those laws of the State of Colorado and the Federal government that apply to disasters or emergencies.

c. Prepare legal documents (disaster declarations, curfews, and price controls) as required.

d. Review and approve emergency purchasing/procurement contracts and agreements as required.

9. Sedgwick County Treasurer

a. Establish and maintain an incident-related financial record keeping system to ensure resource tracking, record-keeping and documentation of disaster-related costs and financial commitments.

b. Assist the MACG as needed, to include.

(1) Procurement of emergency-related supplies and materials and administration of vendor contracts for emergency services and equipment.

(2) Participation with other departmental representatives on the County damage assessment team at EOC and on local / state field damage survey teams as needed.

(3) Assessment and assistance in dealing with county insurance contracts.

(4) Assist the Finance Director / CFO in tracking disaster costs at the county level. Assist Finance Director / CFO, EM / EOC in establishing and tracking burn rates.

10. Sedgwick County Coroner

a. Develop plans and procedures to expand morgue and mortuary services.

b. Establish and maintain a system for body identification, verification, and disposition of deceased victims.

c. Protect personal effects with the deceased at the time of death.

d. Notify relatives of the deceased.

e. Provide rosters of fatalities to news media and law enforcement agencies.

11. Sedgwick County Clerk and Recorder

a. Preserve and secure vital records.

b. Assist the MACG as needed.

c. Document all official actions of the Sedgwick County Board of County Commissioners

d. Serve as the Finance Director / CFO / HR Director, track disaster costs at the county level / assist local governments with tracking costs, assist EM / EOC in establishing and tracking burn rates.

Other Local, State and Federal Agencies

1. Municipalities and Municipal Agencies

Other Municipalities and Municipal Agencies will prepare and execute Emergency Operations Plans as appropriate for their own jurisdictions and will conduct mutual aid and otherwise support and coordinate with County agencies as required.

2. Colorado State Patrol

The Colorado State Patrol will maintain public safety and law enforcement in state jurisdictions, aid support and coordinate with the Sheriff's Office and other law enforcement agencies in the County as required.

3. Colorado National Guard

The Colorado National Guard will.

- a. Secure all Guard facilities.
- b. Provide equipment and personnel on a mission basis as directed by the Governor.

4. Civil Air Patrol

The Civil Air Patrol will coordinate with the Sheriff's Office in airborne search and rescue operations as required.

5. Other State Agencies

Other State Agencies will prepare and execute Emergency Operations Plans as appropriate for their own jurisdictions and will conduct mutual aid and otherwise support and coordinate with County agencies as required.

6. Federal Agencies

Federal Agencies will prepare and execute Emergency Operations Plans as appropriate for their own jurisdictions and will conduct mutual aid and otherwise support and coordinate with County agencies as required.

- a. The Federal Emergency Management Agency (FEMA) of the U.S. Department of Homeland Security has specific responsibilities for consequence management in Presidential declared emergencies and will be the lead federal agency in response and recovery.
- b. The Federal Bureau of Investigation (FBI) has specific responsibilities for crisis management in some emergency situations, notably emergencies involving terrorism.

Volunteer Organizations

1. American Red Cross

The American Red Cross is designated as a supporting agency for the ESF 6 in Sedgwick County. The American Red Cross will be responsible to:

- a. Provide immediate assistance to disaster victims including food, water, shelter, clothes, physical and mental health counseling, and referrals in conjunction with appropriate Sedgwick County agencies.
- b. Establish and manage emergency shelters for mass care in cooperation with the Sedgwick County Department of Human Services and affected municipalities including registration, feeding, lodging, and responding to public inquiries concerning shelter residents.
- c. Provide temporary and immediate housing for displaced disaster victims.
- d. Provide food, beverages and other assistance to emergency response personnel and emergency relief workers.
- e. Provide damage assessment information upon request.
- f. Coordinate mental health services (in cooperation with Sedgwick County Mental Health Agencies).

2. Salvation Army

The Salvation Army will be responsible to:

- a. Provide immediate assistance to disaster victims, including food, water, counseling services and/or pastoral care.
- b. Provide food, water and other assistance to emergency response personnel and emergency relief workers.
- c. Manage donated goods including cash, food, cleaning supplies, blankets, building materials, tools, work gloves, toiletries, and personal items.

3. Community Emergency Response Teams (CERT)

Community Emergency Response Teams are composed of volunteers specially trained by emergency response agencies in basic medical, light search and rescue, small fire suppression, and incident command. CERT teams provide additional trained personnel to provide life safety assistance and care before professional responders arrive and supportive assistance under professional direction once such is on-scene.

4. Other Volunteer Agencies

Other agencies will assist Sedgwick County with volunteer resources including, but not limited to assistance with communications, donations, coordination of recovery assistance to victims, documenting exigent volunteer resources and providing personnel for EOC operational duty and coordination with community volunteer organizations.

- a. Communications organizations such as the Radio Amateur Civil Emergency Service (RACES) and the Amateur Radio Emergency Service (ARES) will support the Communications Director or other agencies in establishing and maintaining emergency communications capabilities to supplement normal communications as required.
- b. Clergy will prepare religious activities for victims or others involved in an emergency or disaster.

Private Sector Organizations

1. Sedgwick County Memorial Hospital

- a. Coordinating all Sedgwick County acute medical and patient health services as ESF8 supporting organization.
- b. Coordinate the transporting of patients to other facilities.
- c. Assist the IC and EOC staff in assessing overall health and medical resource needs during response and recovery operations and maintenance of situation status information within the IC and EOC.
- d. Keep complete records of patients who have been treated or transported.

3. Emergency Alert System (EAS) Radio and Television Stations

Emergency Alert System (EAS) radio and television stations are contracted to disseminate emergency warnings as directed by the Warning Coordinator or other appropriate County authority. These stations will also participate in disseminating emergency public information in cooperation with the Public Information Officer.

- a. Radio EAS Station – KJBL 96.5 FM
- b. Radio EAS Station – KOGA 930 AM
- c. Radio EAS Station – KOGA 106.5 FM
- d. Television – PC Telcom Cable Communications, Local Denver stations

4. Local Media Organizations

Local Media Organizations that are not part of the EAS will participate in disseminating emergency public information in cooperation with the Public Information Officer. They may also assist in warnings.

5. Private Utilities

Public Utilities, including electrical, natural gas and telephone will shut down service to affected areas as needed, and expedite restoration of public facilities and utilities in priorities dictated by the situation.

6. Dam/Reservoir Owners

Dam and reservoir owners will prepare and execute Emergency Operations Plans as required for their operations, provide proper maintenance and professional operation of their facilities and provide timely warning of any potential emergencies to the Office of Emergency Management and Sheriff's Office.

7. Irrigation Ditch Companies

Irrigation ditch companies will provide proper maintenance and professional operation of their facilities and provide timely warning of any potential emergencies to the Office of Emergency Management and Sheriff's Office.

8. Livestock Owners

Livestock owners are expected to cooperate with Sedgwick County agencies in all matters concerning human and animal safety with regards to livestock, especially to notify the Sedgwick County Sheriff's Office immediately in the case of suspected foreign or other animal diseases with potential to escalate to emergency levels.

9. All Tasked Organizations

- a. Adhere to all professional and legal standards in the performance of duties.
- b. Provide for continuity of services.
 - (1) Ensure that personnel are assigned to emergency and continuing operations and that key backups are identified.
 - (2) Identify alternate facilities and sources of equipment in case normal facilities cannot be used in an emergency.
 - (3) Ensure that vital records are stored off site and backed up so as to be available in an emergency.
- c. Prepare and maintain detailed emergency standard operating procedures that include:
 - (1) Call-down rosters for notifying personnel.
 - (2) Step-by-step procedures for performing assigned tasks.
 - (3) Telephone numbers and addresses/locations of similar services in other jurisdictions.
 - (4) Telephone numbers, addresses, type, quantity, location, and procedures for obtaining transportation resources from Federal, State, local and private organizations.
 - (5) A listing of the radio communications call signs and frequencies that each responding organization uses.
- d. Provide training and exercises as required to ensure competent execution of responsibilities under this Plan.

10.13 ESF Responsibilities

ESFs are groups of County departments, private sector organizations, and voluntary organizations that provide resources, and assist with planning and coordination in support of emergency preparedness, response, and recovery efforts. SEDGWICK County has 15 ESFs, which align with the NRF and are unique to the County. Each ESF is assigned a primary ESF lead agency that is responsible for coordinating and communicating with their assigned support agencies. The following chart describes the relevant ESFs and their main responsibilities. Additional information on the ESFs can be found in the ESF Support Annex (if applicable).

ESF 1 Transportation- Prioritize and/or allocate the resources needed to maintain and restore the transportation infrastructure. Determine the most viable transportation networks to, from, and within the disaster area, and regulate the use of these transportation networks.

ESF 2 Information Technology and Communications-Provide services relating to voice, video, and data to an incident and the EOC. Maintain a technology 'crash cart' that can be transported to any necessary location.

ESF 3 Public Works-Provide personnel, equipment, supplies, and any other necessary resources to aid in emergency operations, such as repairing bridges, roads, debris removal, etc. Make emergency repairs to essential County facilities and infrastructure.

ESF 4 Firefighting-Coordinate firefighting activities and provide personnel, equipment, and supplies in support of wildland, rural, and urban firefighting operations.

ESF 5 Information and Planning-Collect, analyze, process, and disseminate information about a potential or actual incident. Conduct crisis action planning activities to facilitate overall community assistance activities.

ESF 6 Mass Care-Ensure health standards are maintained at all service sites. Maintain records of cost and expenditures and send them to the Finance/Admin Section Chief (or other responsible party).

ESF 7 Logistics-Coordinate and support timely and efficient delivery of supplies, equipment, services, and facilities before, during, and after an incident.

ESF 8 Public Health and Medical Services-Provide supplemental assistance for patient movement, food safety and defense, medical surges, health surveillance, assessment of public health and medical records, etc. Coordinate public health and medical messaging with jurisdictional officials.

ESF 9 Urban Search and Rescue-Provide personnel, equipment, supplies, and other resources necessary to locate, extricate, and treat any injured or trapped victims. Provide updates to the EOC as to the status of their search and rescue operations.

ESF 10 Oil and Hazardous Materials Response-Support response to an actual or potential discharge and/or release of oil or hazardous materials. Implement environmental cleanup efforts such as removal of contaminated soil or collection of household hazardous waste.

ESF 11 Agriculture and Natural Resources-Provide nutrition and food assistance. Coordinate animal mass care services and emergency assistance. Ensure protection of natural and cultural resources and historic properties. Protect and defend animal product supplies.

ESF 12 Energy-Coordinate services, technical assistance, and engineering expertise during disasters and emergency incidents. Provide information and data concerning the status of energy restoration efforts.

ESF 13 Public Safety and Security-Provide traffic control, law enforcement, and security at any damaged County properties. Develop mutual aid agreements (MAA) with any surrounding law enforcement jurisdictions.

ESF 14 Cross-Sector Business and Infrastructure-Support stabilization of key supply chains and community lifelines among business, infrastructure, and other parties. Analyze risks, hazards, and vulnerabilities of cross-sector interdependencies that might disrupt supply chains.

ESF 15 External Affairs-Provide accurate, coordinated, timely, and accessible information to audiences. Activate and operate a Joint Information Center (JIC), if necessary.

10.15 Agency Leads

Fire-Manage the acquisition, training, and coordination of personnel and the acquisition of equipment, supplies, and other resources necessary to assist in fire suppression activities.

Law Enforcement-Provide personnel, equipment, supplies, and other resources necessary for security at the emergency/disaster area.

Emergency Management-Manage and coordinate the EOC when activated and provide direction and control of resources.

Hospital-Provide emergency and regular medical care for those injured or ill.

Public Health-Provide personnel, equipment, supplies, and other resources necessary to coordinate plans and programs for public health activities during an emergency/disaster.

Administration-Provide administrative and record keeping support for activities during an emergency/disaster.

10.16 Community Lifeline Responsibilities

Safety and Security

FEMA created the Community Lifelines to highlight impacts to essential community services and identify root causes of those impacts. These lifelines allow responders to identify where there is a breakdown in services while reporting on impacts and streamline efforts to stabilize the services that have been affected. By implementing this structure into response activities, experts are assigned responsibility to manage specific systems in emergencies that are interdependent and vulnerable to failures. This level of coordination encourages engagement with the private sector partners in both response and preparedness activities. The following are the seven lifelines FEMA has identified as critical:

- Safety and Security.
- Food, Water, Shelter.
- Health and Medical.
- Energy.
- Communications.

- Transportation.
- Hazardous Material.

Safety and Security

Immediately following disaster impacts, emergency managers work to mitigate all threats to life safety amongst survivors. This typically includes dispatching all partners in first response and can warrant the deployment of specialized teams like search and rescue in order to assist all affected survivors. SEDGWICK County has a multitude of agencies and departments to support the Safety and Security Lifeline including local police/fire departments, health and emergency medical partners, SEDGWICK County Communications District and others.

Food, Water, Shelter

Once life safety concerns have been addressed, communities need to ensure wraparound services are available to support displaced survivors. The Food, Water, and Shelter Lifeline makes certain that all survivors, their pets, and service animals have access to safe and sanitary resources that sustain basic levels of immediate needs. These services require the combined efforts of different community partners in SEDGWICK County depending on the nature of the disruption. For example, stabilization activities may need goods from the Salvation Army, The Red Cross, or VOADS, vehicles for mobilization from the Department of Transportation, National Guard, or the SEDGWICK Transit Authority, and distribution of commodities by the same partners along with a multitude of others.

Health and Medical

Health and Medical services are critical to the success of response and recovery. In the aftermath of a disaster, survivors, their pets, and service animals need access to required medical and veterinary care. Health and Medical partners can prepare to assist by ensuring local medical systems are capable of managing patient movement, public health services are available to all survivors, fatality management support is sufficient and medical supply chains are ready to allocate adequate medical supplies to medical care providers. This element of response may support life safety priorities with capabilities of the SEDGWICK County Health Department, Medical Examiner, and Emergency Medical Services Systems, City of SEDGWICK Fire and Rescue Department, local hospital systems, and more from all levels of government and the private/non-profit sector.

Energy

It is necessary to support both immediate and long-term energy needs in disaster response. Energy services provide generators to critical facilities and fuel for first responders and survivors including supplying to those dependent on power for life sustaining medical care. When working to stabilize this lifeline, SEDGWICK County should call on local, county, and private sector public works/utility entities and <insert name> Power for successful restoration.

Communications

Access to stable commercial communications systems is critical to survivors in need of life saving emergency services. It is also important to ensure that land SEDGWICK radio communication networks are operational, public safety answering points are available to the public, and that survivors have access to financial services. Similar to the Energy Lifeline, Communications is

supported by Public and Private Utility Companies, City and County Public Works, and SEDGWICK County Communications District.

Transportation

Transportation infrastructure is often impacted by disasters requiring debris removal or access to areas by alternate means. This lifeline covers multimodal routes including air, rail, road, and port accessibility to survivors and responders. In SEDGWICK County the response efforts to stabilize this lifeline are conducted by the SEDGWICK Departments of Public Safety and Transportation, the City of SEDGWICK Public Works, SEDGWICK County Public Works, Road and Bridge Department, School Board, and Wave Transit, and local, public, and private public works entities.

Hazardous Material

To avoid compounding impacts of a disaster on communities, partners responsible for the Hazardous Material lifeline should ensure that all contaminated areas are identified and secured before, during, and after an incident occurs. Hazardous Material related operations will be conducted by agencies like City Fire and Police Departments, SEDGWICK County Agricultural Center, Health Department, Public Works, and Sheriff, and other local jurisdiction departments and agencies.

Responsibilities

Jurisdictions are to identify how they intend to assign responsibilities for as well as the intended reporting of the Community Lifelines status. The following is an example:

The Community Lifelines do not replace ESFs but work as a framework that ESFs can use to evaluate incident impacts, report on critical community systems, and prioritize response activities within their specific scope. ESFs may be responsible for supporting more than one lifeline depending on the capabilities of the ESF.

ESF 5 serves as the lead coordinator amongst all the Community Lifelines and helps designate responsibilities. This mirrors the current role of ESF 5 in an EOC but may slightly shift the process. As the lifeline coordinator ESF 5 should consider the following:

- Identify lifelines likely to be impacted during a disaster;
- Determine who is responsible for managing the reporting of those lifelines;
- Ensure ESF Leads are familiar with the lifeline assessment process;
- Establish a cadence in which ESFs should report on their respective lifelines;
- Manage incoming reports according to leadership preference; and
- Provide comprehensive status updates through the chain of command as requested.

The crosswalk that follows identifies all ESFs that are capable of supporting the associated lifeline. The Primary or Lead ESF is emphasized with a large red marking among the supporting ESFs.

10.18 Individual Roles and Responsibilities

See Organization and Assignment of Roles and Responsibilities

10.19 Emergency Support Function Leads

[illegible]

County Departments	Transportation	Evacuation & Movement	Communications	Communications Systems	Warning	Public Works & Engineering	Fire Fighting	Wildfire Suppression	Emergency Management	Mass Care, Shelter, Human Services	Resource Support	Volunteer Management	Health, Medical & Mortuary	Mass Casualty	Search & Rescue	Hazardous Materials	Animal Care and Control	Energy & Utilities	Public Safety & Security	Recovery & Restoration	Public Information and Affairs	Damage Assessment
L = Lead S = Supporting	ESF 1	ESF 1a	ESF 2	ESF 2a	ESF 2b	ESF 3	ESF 4	ESF 4a	ESF 5	ESF 6	ESF 7	ESF 7a	ESF 8	ESF 8a	ESF 9	ESF 10	ESF 11	ESF 12	ESF 13	ESF 14	ESF 15	ESF 20
Emergency Management	S	L	S	S	L	S	S	S	L	S	L	L	S	S	S	L	S	S	S	L	L	L
Finance & Treasurer	S	S							S		S	S				S				S	S	S
Ambulance Services	S	S			S		S	S	S	S	S	S	S	L	S	S			S	S	S	
Planning Department	S	S				L			S		S						S			S	S	L
Public Works (Road & Bridge) & Towns	L	S				L		S	S		S					S		L		S	S	S
Administrator	S	S				S			S		S	S				S	S	S		S	L	S
Sheriff's Office	S	L	S	S	S		L	L	S	S	S	S	S	S	L	S	L		L	S	S	S
Maintenance	L	S							S	S	S			S						S	S	S
Highline Electric COOP											S							L		S		

10. Direction, Control, and Coordination

11.1 Operational Management, Direction, and Control

Incident Command

SEDGWICK County utilizes the principles of NIMS and ICS to manage incidents and emergencies. There are five basic functional sections within ICS, which are:

- Incident Command.
- Operations.
- Planning.
- Logistics.
- Finance/Administration.

Additional functional sections may be activated as needed such as an “Intelligence/Investigations” for epidemiological events and law enforcement activities.

The functional size and number of positions within the ICS can expand or contract to address the evolving needs as an incident progresses. ICS components during an activation may be adjusted to meet the unique operational needs of each incident.

EOC Operation

The Sedgwick County OEM will decide to activate an EOC at what level based on information from the reporting party/parties. The EOC can be activated prior to any formal emergency declaration and can also be activated for a pre-planned event especially if it plans to draw a large crowd. Situations that warrant an EOC activation may include:

- When the County is impacted by an imminent or ongoing disaster.
- To manage significant requests for mutual aid from another jurisdiction that has requested assistance appropriately.
- Upon request of an Incident Command (IC) or Unified Command (UC) when an incident exceeds the County’s capabilities to adequately respond.
- When the emergency has overwhelmed the local dispatch public service answering point.

Dispatch

During EOC activation, some dispatch personnel from law enforcement, fire, and rescue may be assigned to report to the EOC to assist with communications functions during the activation and until they are no longer required.

MAC

The SEDGWICK County Multiagency Coordination (MAC) Group stands up during an incident activation and consists of the current agency administrators, or designated appointees. The MAC is responsible for providing policy guidance to the EOC and other incident personnel, supporting resource prioritization and allocation, and enabling decision-making among elected and appointed officials and/or senior executives.

11.2 National Incident Management System

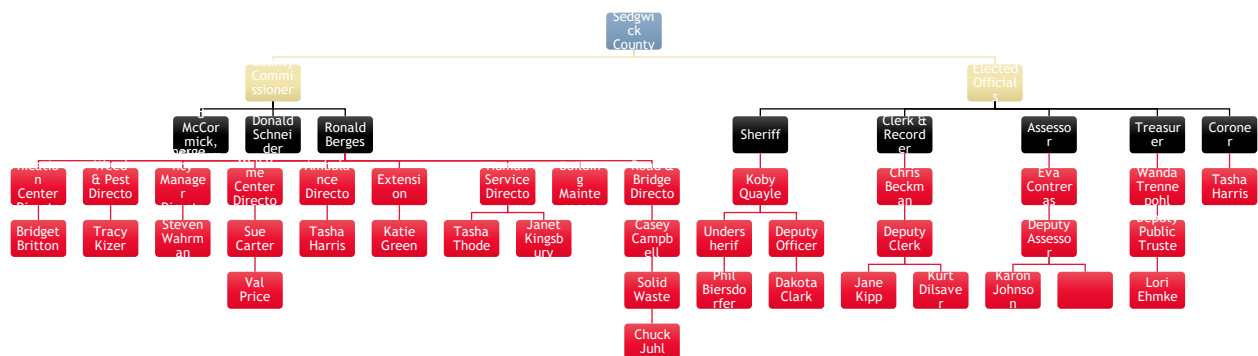
The Incident Command System (ICS) is an on-scene management system for command, control, and coordination of response to an incident and will be used to direct all field operations in the event of an emergency. When multiple incidents are present in one disaster, an Incident Commander (IC) will be detailed to each single incident. The efforts

of all Incident Commands will be coordinated through the EOC through its functional sections as defined above.

All communications resources of the County shall be utilized during an emergency and be coordinated by the EOC and Sedgwick County Communications Center who shall assign priorities in the use of such equipment. Additional information concerning emergency management communication procedures, responsibilities, and plans are included in the Emergency Support Function 2 of this Plan.

11.3 Organization Chart

Sedgwick County Organizational Structure



11.4 Control of Response Assets

The Board of Sedgwick County Commissioners shall retain responsibility for direction and control of all Sedgwick County government personnel, resources, and facilities when a disaster occurs. All direction and control activities will originate within the EOC.

The Emergency Manager will be responsible to the Board of County Commissioners for the coordination of all activities of agencies, departments, and organizations in Pre-Disaster Operations planning and the execution of this plan.

The director or head of each County Department, subject to direction and control by the Board of County Commissioners, or any authorized representative, shall be responsible for the disaster operations of their agency or department, with consideration and integration of other local EOPs / EAPs within the jurisdiction.

If the effects of a disaster require the normally established government to seek outside assistance, the assistance provided shall supplement, not replace, the operations of the County agencies involved.

11.5 Multiagency Coordination Group

The Multi agency Coordination Group, (MACG) will develop policy measures relating to emergency management and commitment of resources and advise the Board of County Commissioners in case of an emergency. The board members are senior level officials:

- Board of Sedgwick County Commissioners
- Sedgwick County Emergency Management Director
- Sedgwick County Sheriff
- Sedgwick County Ambulance Director
- Sedgwick County Coroner

11. Information Collection, Analysis, and Dissemination

<i>Measure #</i>	<i>Measure Topic</i>	<i>Content</i>
12.1	Identified critical information requirements	<p>Within the emergency management department, the EOC will collect and analyze information to identify the following:</p> <ul style="list-style-type: none"> • Current situational considerations • Incident trends • Resource allocation needs • Operational assignments • Unmet needs to support planning initiatives
12.2	Process for information collection and reporting	The EOC constantly monitors trusted sources (e.g., state or federal partners, the Incident Management Team [IMT], public safety or law enforcement, or regional information sharing platforms) to collect and report on information related to situational awareness and incident intelligence.
12.3	Process for analyzing and filtering of information	The EOC is also tasked with analyzing and filtering the gathered information to ascertain incident intelligence during day-to-day operations, before and during a pre-planned event, and during an emergency incident.
12.4	Processes for information sharing	WebEOC is the primary system used for sharing the gathered information. As a back-up platform, the Watch Office uses Microsoft Teams to share the necessary information.
12.5	Processes for dissemination of information to the policy group, ESFs, and the public	If needed, for example if an emergency is imminent, the EOC will develop and distribute a Bulletin that provides information on the incident at hand, any preparedness actions, and further actions needed. This Bulletin will be pushed out to the County leadership, staff, and other critical partners. Public information alerts are coordinated with the Public Information Officer (PIO) or other responsible party along with the Emergency Alert System Operator for the County.
12.6	Process for information storage and retention	WebEOC is used to store short-term information. After a set period of time [generally after one year unless otherwise directed], files are transferred to a back-up off-line server.

12. Communications

Explanation: The purpose of this section is to describe the communication protocols and coordination procedures used between response organizations during emergencies and disasters. It also discusses the framework for delivering communications support and how the jurisdiction's communications integrate into disaster communications networks.

Questions to Answer:

- 13.1 - Does the plan provide a summary of the communications plan and procedures for disaster communications to include: local to local, local to regional, local to state, and local to response organization? **(Basic)**
- 13.2 - Does the plan include a reference to Tactical Interoperability Communications Plans (TICPs)? **(Enhanced)**

13.1 Communications Plan Summary

All communications resources of the County shall be utilized during an emergency and be coordinated by the EOC and Sedgwick County Communications Center who shall assign priorities in the use of such equipment. Additional information concerning emergency management communication procedures, responsibilities, and plans are included in the Emergency Support Function 2 of this Plan.

13.2 Tactical Interoperability Communications Plans

A Tactical Interoperability Communications Plan (TICP) is a guide that documents the interoperable communications structure, assets, and policies and procedures for a given jurisdiction/agency/organization/other entity. Sedgwick County maintains a separate TICP that includes all the interoperability communications resources available within each department/agency/organization, identifies who controls each resource, and the use of operational procedures that exist for activation and deactivation of the identified resources. The SEDGWICK County TICP is located in the office of the Emergency Manager and meets the requirements found in Colo. Rev. Stat. § 24-33.5-2509.

13. Administration

14.1 Employee Reassignment

During an emergency, certain employees may be reassigned to complete alternative duties that differ from their regular day-to-day responsibilities. In general, SEDGWICK County employment contracts include an 'other duties as assigned' clause that can be activated for emergencies. A full description of this policy can be found in the Sedgwick County Employee Handbook.

14.2 Worker's Compensation

Employee wellbeing is a top priority for SEDGWICK County. Workers' compensation claims are to be administered according to the employee handbook. The department administration will coordinate with Human Resources to manage incidents. If incidents arise requiring a change in policy or procedure those will be coordinated by the BOCC and communicated to the EOC.

14.4 Timekeeping

Tracking employee time spent on emergency operations can be an important aspect of determining disaster costs and opportunities for reimbursement. SEDGWICK County maintains the same timekeeping policies during regular operations and during emergency operations. A timekeeping software called Isolved or Salamander is used to maintain accurate records. This software automatically sends records to the finance and administration department when completed. If, for some reason, this timekeeping software cannot be used, employees are instructed to maintain their records using WebEOC (or other methods) and then send their records to the finance and administration department on a designated day once every week.

14.5 Records Retention

The Sedgwick County Clerk and Recorder, along with Finance department (Treasurer), will preserve all records essential to government response, including, but not limited to,

requests for equipment, personnel, the exercise of mutual aid agreements and expenditures.

14.6 Use of Volunteers

Volunteers are an important part of the disaster response and recovery cycle. SEDGWICK County may also designate American Red Cross to manage volunteers and/or donations during response and recovery from a major disaster.

14.7 Documenting Response and Recovery Operations

1. Overall responsibility for administration of emergency operations and the EOC is a cooperative effort of the Incident Commander (on-scene) and the Emergency Manager (support) under the direction of the Board of Sedgwick County Commissioners. Specific administrative responsibilities for individual emergency operations functions are described in the Emergency Support Functions of this Plan.
2. Normal government services, practices and procedures will be continued under emergency conditions to the greatest extent possible. Individual department heads will be responsible for this with the support of the Sedgwick County Board of County Commissioners.
3. All departments not directly tasked with emergency operations functions will make staff available to assist with emergency operations or fill in for staff in emergency departments as much as possible. The Sedgwick County Board of County Commissioners will coordinate temporary personnel needs assessment and reassignment as well as efforts to obtain and assign volunteers.
4. During emergency operations, efforts will be made to document each transaction so that records can be reconstructed and claims properly verified after the emergency period has passed. *Reference: Sedgwick County Purchasing policy (2017), Sedgwick County Grants and Procedures policy, Sedgwick County Code of Conduct (2017), Sedgwick County Personnel policy (2017).* Authorities for

Disaster Spending, Procurement and Contracting fall to the Board of County Commissioners or their designees.

5. To the extent consistent with law, no administrative process will be permitted to interfere with operations essential to preventing injury, loss of life and significant property damage.

14.8 After Action Reporting

Both training exercises and real-world activations/use of the County EOP should be followed by a written AAR. AARs should at a minimum document:

- The activities that took place;
- Any issues;
- Any areas for improvement;
- Successes; and
- An improvement plan with individual/office/agency assignments.

AARs should be reviewed prior to any exercise to ensure that any previous issues are recognized and corrected as successfully as possible.

14. Finance

15.1 Authorities and Policies

Local

- SEDGWICK County Code of Laws, Title 1, Chapter 1, Article 1, Section SEDGWICK.
- Etc.

State

- State of Colorado Constitution.
- Colorado Code of Laws, Title 1, Chapter 1, Article 1, Section SEDGWICK.
- Etc.

Federal

- Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 100-707 (Stafford Act).
- National Response Framework.
- Department of Homeland Security (DHS), National Planning Scenarios.
- Presidential Decision Directive 63 (PDD-63) - The United States Policy on Protecting America's Critical Infrastructures.
- Etc.

15.2 Emergency Procurement and Spending

As part of the Finance and Administration Section, ESF 7 is responsible for the procurement of any resources that are needed for an emergency response. Generally, the resource request and ordering process follows the following steps:

1. Request assigned to ESF 7 by WebEOC controller.
2. Request reviewed and validated by ESF 7.
3. Contract or other vendor that can supply needed resources identified by ESF 7.
4. Resource received and delivered to requester by Logistics.
5. Payment reconciled by ESF 7.

SEDGWICK County utilizes any existing County contracts first to make purchases or secure services. If such a contract is not available, ESF 7 can use an Emergency Purchase Authorization (or specific County equivalent) to procure the necessary resources provided it is in accordance with SEDGWICK County procurement guidance.

15. Logistics

16.1 Mutual Aid and Regional Aid Agreements

An MAA is a written agreement between offices and/or jurisdictions in which they agree to assist one another, upon request, by furnishing personnel and/or equipment in an emergency. It is only after a jurisdiction identifies that the event will exceed their capacity that mutual aid

resources are requested. Once local emergency response resources are exhausted or if county does not possess the needed capabilities, then state and federal resources can be requested. The Sedgwick county Mutual Aid Agreement describes the processes for establishing and maintaining the County's MAA and regional aid agreements. The following is a list of existing IGAs, MMAs, MOUs, and regional aid agreements that SEDGWICK County currently maintains:

- MAA with Philips County.
- Regional aid agreement with Deuel/Cheyenne County Nebraska.
- MAA with DFPC.

16.2 Resource Gaps

All departments are encouraged to complete an inventory and document their resources, both critical and regular, on a regular basis and move to address any resource gaps prior to an incident. XYC County conducted a formal Capability Assessment Gap Analysis on 03/01/2024 which assisted in identifying and documenting the gaps within the jurisdiction. More detail on the final assessment can be found in the Capability Assessment Gap Analysis finding report located Capabilities review list. After completing this assessment, which was centered on the most prevalent hazards affecting Sedgwick County (listed in the Measure 7.4 and 7.5), SEDGWICK County identified the top five resource gaps and have created plans to address these gaps in this fiscal year. These plans and associated resources can be found in the [location of documents].

16.3 Mutual Aid

1. Each department will manage and use its own internal resources before requesting additional resources. If additional resources are required, they will be obtained in the following order:
 1. Normal mutual aid of the affected department.
 2. Resources of other County departments.
 3. State or other inter-jurisdictional resources made available through resource requests through the County EOC via WebEOC to DHSEM.
 4. Resources obtained by purchase or donation through the Resource Management function as described in ESF7.
 5. Other private resources.
2. Requests for State and Federal assistance should be coordinated through the EOC and DHSEM, via online ICS 213RR or at the 24-hour emergency line 1-303-279-8855. Ordering Resources will be through WebEOC / PSAP depending on the request. Tracking, Demobilizing, and cost reports will be tracked through the Salamander System.
6. Summary of identified Resource gaps based on defined Threats/Hazards can be found in the HMP or CEPA assessment. Specialized resources (Hazmat, Bomb squad, etc.) can be ordered

through the EOC/PSAP (WebEOC, Dispatch to Dispatch depending on the resource request). Specialized resources are defined as any resource that is not commonly found or utilized in Sedgwick / surrounding counties and not available through traditional mutual aid networks.

16.4 Resource Tracking

The County's regular process for resource ordering, tracking, and requesting is outlined in the steps below. Additional details can be found after these steps.

1. Request is received in WebEOC
2. Request assigned to ESFs. (If this request cannot be filled here, then move to step 3.)
3. Request assigned to ESF 7 Procurement. (If this request cannot be filled here, then move to step 4.)
4. Request assigned to Mutual Aid (or other option). (If this request cannot be filled here, then move to step 5.)
5. Request assigned to the State (note that all previous steps must have been tried before sending a request to the State to fill).

Sedgwick County utilizes an internet-based incident and event management platform called WebEOC. WebEOC is utilized by many local jurisdictions and the state. This platform supports ICS, provides provisions for NIMS, and is compliant with both. As long as personnel have access to the internet and have prior authorization, they can access WebEOC to view and input information regarding resource tracking and maintain situational awareness on the incident. A single-point ordering system is utilized and the Logistics Section utilizes WebEOC and the 213RR resource request form to track any and all resources from order to procurement to fulfillment. If, for some reason, WebEOC is not accessible, back up forms of communication and documentation, such as email, are used. In all cases where state/federal resources are requested, the 213RR must be completed and submitted to the state emergency operations center.

Resource requests that cannot be filled by Sedgwick County's existing inventories may be procured or purchased from private sector entities, NGOs, and/or other community partners (e.g., MAAs). The Logistics Section coordinates with ESF 7 Procurement and the Finance Section to purchase and receive resources using various methods (e.g., commercial vendors, private partners, and/or County contracts).

16.5 Specialized Resources

SEDGWICK County is prepared to respond to a myriad of emergencies, and, with the assistance of this plan, has prepared resources in order to assist with the response to these hazards. However, there may come a time that SEDGWICK County lacks the adequate specialized

resources, due to resource gaps, supply-chain issues, etc. If this occurs, SEDGWICK County has prepared a process for identifying, locating, and procuring any specialized resources that are required in an emergency.

1. Specific agency/person identifies resource gap and notifies the relevant agency (e.g., Logistics).
2. Logistics examines MAAs to identify potential sources for the missing resource.
3. If an MAA specifies that a certain agency/jurisdiction/organization is able to address the resource gap and provide the missing resources, the appropriate actions will be taken to activate the MAA. If there is no MAA in place that can provide the missing resources, Logistics will then notify the state/County/other to seek assistance in identifying another location to receive the needed resources.
4. Once the resources have been identified, Logistics/Procurement/Finance/other relevant department will follow the appropriate process for organizing and receiving the resources. Special approvals from officials/leadership may be needed for specialized resources.

16.6 Resource Management Plan

The county uses WebEOC for all its resource tracking needs, and employees are encouraged and trained to use WebEOC as their first source of information in regards to needed and available resources. If an employee recognizes that there is a lack of necessary resources and the jurisdiction's capabilities have been exceeded, they will make a recommendation to their supervisor that either mutual or regional aid agreements be activated or emergency contracting/purchases is considered to fill the gap with resources. It is then up to the relevant supervisor of the department/office/agency that has identified the gap to notify the proper channels to see that gap met by the appropriate means.

16.7 Logistical Support

SEDGWICK County hosts a number of pre-planned events throughout the year which vary in size from large scale one-off events like political rallies to smaller events like local fairs. The following is a list of the yearly events that require pre-planning.

- SEDGWICK County Fair.
- Sedgwick County Highschool Homecoming parade and festival.

- Fourth of July Fireworks display.
- Car shows.
- Festivals.

In order to prepare for these events, and the additional one-off events that take place throughout the year, the emergency management department may activate the EOC and have additional staff on stand-by in case they are needed to activate. Resource needs and capabilities are estimated based on each event. Prior to the event itself, generally one to two months in advance, the emergency management departments take inventory of the resources it will need for the event to ensure the necessary resources are in place before the event.

16. Plan Development and Maintenance

17.1 EOP Coordination

This EOP will be promulgated by the local elected body every 3 years. The reviews, revisions, updates, and changes made to the plan will begin with the Sedgwick County Emergency Manager, who will then elevate the plan as needed if signatures are required for the changes to the plan. If any changes need to be made to the plan that originate outside the Sedgwick County OEM, the need for updates will be communicated to the appropriate department via email to ensure version control and accountability.

Updates and changes to annexes or other plans that are connected or included in the EOP will also be communicated with the appropriate department to ensure all plans and annexes associated with the EOP are kept up-to-date. In all cases, annual review of the agency EOP is encouraged and should be documented in policy.

17.2 Planning and Coordination Responsibility

SEDGWICK County OEM is tasked with maintaining, distributing, and updating this EOP. Revisions to this EOP will be coordinated by the BOCC, who will also review and approve any proposed revisions to this EOP.

17.3 EOP Updates

Plan maintenance includes updating and revising the plan to reflect all changes, testing the plan periodically, and ensuring that all personnel remain up to date on their roles and responsibilities as outlined in the plan. If any issues emerge, situations change, gaps become apparent, and/or requirements change, the plan must be updated to reflect these and remain usable, compliant, and up-to-date. This SEDGWICK County EOP will be reviewed annually, after any tests or exercises, following any changes in requirements, and/or after actual incidents, as necessary.

EOP Reviews and Updates

This EOP is continuously monitored and evaluated for its effectiveness, and will be updated after the following:

- When lessons learned from real-world incidents are reviewed;
- When hazard risks or risk areas change;
- When alert and warning or communications systems change; and
- When governmental planning standards for the document in question are changed.

EOP Revision

An EOP will be revised (which involves a complete rewrite of the existing EOP or when substantial changes are made that result in essentially a new document) when multiple pages of the document have been updated, major portions of the document have been removed, or substantial text has been added.

Formal EOP Change

An EOP undergoes a formal change when portions of the document have been updated with specific changes on a limited number of pages. These types of changes will be numbered for identification, and any holders of the document will be issued the changes with a memorandum of the changes that were made. The memorandum should instruct the holder of the document on where to insert the new pages and what pages to remove from the existing EOP. The holder of the document should then note the changes on the record of changes in the EOP. A change of this type does not alter the original document date and does not need a new signature.

Training and Exercises

Anyone who plays a role in implementing the EOP should be appropriately trained on the plan and understand their role in supporting emergency response operations. SEDGWICK County exercises its EOP annually; however, real world events that result in activations may be substituted for an exercise if deemed appropriate.

17. Laws, Authorities, and References

18.1 Legal Basis of Emergency Operations and Activities

SEDGWICK County has an all-hazards plan that encourages a cooperative relationship between all of the local, state, federal agencies, boards, and organizations that have an emergency management function. SEDGWICK County Emergency Management Agency (EMA) is the central point of coordination within the county for response and recovery from disasters that exceed the capabilities of a single jurisdiction.

18.2 Senior Officials' Emergency Authorities

RESOLUTION 2025-041 identifies the authority and responsibility for Sedgwick County OEM to conduct emergency management operations in SEDGWICK County.

18.3 Pre-Delegate Emergency Authorities

SEDGWICK County has identified the following pre-delegated emergency authorities:

- In the case of the absence or vacancy of the Sedgwick County OEM, BOCC chairman will assume the role of OEM.

18.4 Continuity of Operations and Continuity of Government Provisions

The continuity of government services in the event of a disaster will be maintained through the utilization of all available resources and personnel. Key government officials, both appointed and elected, will designate alternates who will act in their stead should the occasion arise. Clear lines of succession will be determined from information listed in this plan.

It is the responsibility of each government entity to update such information. **All officials and department heads who are assigned duties in the EOC will designate alternates to accommodate 24-hour operations.**

The preservation of government executive authority is vital in maintaining proper communications, leadership, direction, and control. The line of succession for continuity of government is as follows:

Sedgwick County

- Chairman of the Board of County Commissioners
- County Commissioner Pro Tem
- County Commissioner

SEDGWICK County's COOP/COG plan also contains information relating to how it will continue performing essential functions during emergency operations. This includes lines of succession (like above) for each essential function, delegations of authority, protection of vital records, and other procedures for utilizing alternate facilities if needed.

18.5 Acronyms and Glossary

Acronyms

AAR After Action Report

COOP Continuity of Operations

EOP Emergency Operations Plan

IAP Incident Action Plan

ISP Incident Support Plan

MACG Multi-Agency Coordination Group

THIRA Threat and Hazard Identification and Risk Assessment

EOC Emergency Operations Center

BOCC Board of County Commissioners

Glossary

Coordination: The process of systemically analyzing a situation, developing relevant information, and selecting appropriate personnel for the most effective combination of available resources to meet specific objectives.

Emergency Management: The preparation for and the carrying out of a function to prevent, minimize, and repair injury and damage resulting from natural or manmade disasters. These functions include firefighting, police, medical and health, rescue, warning, engineering, communications, evacuation, resource management, plant protection, restoration of public utility services, and other functions related to preserving public health, safety, and welfare.

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

Catastrophic Incident – Any natural or manmade incident, including terrorism, which results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale and/or government functions. A catastrophic event could result in sustained national impacts over a prolonged period; almost immediately exceeds resources normally available to State, local, tribal, and private sector authorities; and significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic incidents are Incidents of National Significance.

Disaster – The occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property, or significant adverse impact on the environment, resulting from any natural or technological hazards, including but not limited to fire, flood, earthquake, wind, storm, hazardous substance incident, water contamination, epidemic, air contamination, blight, drought, infestation, explosion, civil disturbance, or hostile military or paramilitary action. For the purpose of state or federal disaster declarations, the term disaster generally falls into the category of major or catastrophic based on the level of severity and impact on local and state resources. Major disasters are likely to require immediate state assistance supplemented by federal resources, if necessary, to supplement state efforts and resources. Catastrophic disasters may require immediate and massive state and federal assistance in both the response and recovery aspects.

Emergency – An event that endangers the lives or property of the citizens of this County. Routine emergencies are those that occur regularly and are appropriately resolved using standard operating procedures of government and other response agencies or departments. Disaster emergencies are those which involve activities outside the routine scope of operations. This Local Emergency Operations Plan concerns disaster emergency policies.

Emergency Operations Center (EOC) – Facility used to coordinate response among government agencies, staffed by various agency and department representatives, government officials, and service organizations.

Multi-Agency Coordination Group (MACG) – As part of the EOC staff, a board of government officials who retain direction and control of all response and recovery operations during an emergency.

Operations Staff – As part of the EOC, are staff representatives from various government and service organizations who coordinate personnel, resources, and supplies for emergency disaster response and recovery.

Major disaster – As defined by the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, as amended (42 U.S.C. §§ 5121-5206), a major disaster is “any natural catastrophe, including, among other things, hurricanes, tornadoes, storms, earthquakes, or, regardless of cause, any fire, flood, or explosion” determined by the President to have caused damage of sufficient severity and magnitude to warrant major disaster assistance under the Act.

Mitigation – Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with lessons learned from prior incidents. The NRP distinguishes between hazard mitigation and incident mitigation.

Hazard mitigation includes any cost-effective measure, which will reduce the potential for damage to a facility from a disaster event. Measures may include zoning and building codes, flood plain property acquisitions, home elevations or relocations, and analysis of hazard-related data. Incident mitigation involves actions taken during an incident designed to minimize impacts or contain the damages to property or the environment.

Preparedness – The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process involving efforts at all levels of government and between government and private sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. In the context of the NRP, preparedness is operationally focused on actions taken in response to a threat or incident.

Prevention – Involves actions taken to avoid an incident or to intervene to stop an incident from occurring. For the purposes of this plan, this includes applying intelligence and other information to a range of activities that may include such countermeasures as deterrence

operations; security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing; and law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending perpetrators.

Response – Involves activities that address the short-term, direct effects of an incident. These activities include immediate actions to preserve life, property, and the environment; meet basic human needs; and maintain the social, economic, and political structure of the affected community. Response also includes the execution of emergency operations plans and incident mitigation activities designed to limit loss of life, personal injury, property damage, and other unfavorable outcomes.

Recovery – Involves actions and the implementation of programs necessary to help individuals, communities, and the environment directly impacted by an incident to return to normal where feasible. These actions assist victims and their families, restore institutions to regain economic stability and confidence, rebuild or replace destroyed property, address environmental contamination, and reconstitute government operations and services. Recovery actions often extend long after the incident itself. Recovery programs may include hazard mitigation components designed to avoid damage from future incidents.

The Plan – The term “Plan” refers to the “Sedgwick County Emergency Operations Plan”

17.6 - 18.21 Federal, State, and Local Laws, Authorities, and References

1. See the individual response and hazard specific annexes to this plan.
2. Federal Civil Defense Act of 1950, Public Law 81-920, as amended.
3. Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended by Public Law 100-707.
4. Emergency Planning and Community Right-to-Know Act of 1986, SARA Title III, Sections 301-304, 311-313, 322-325.
5. Hazardous Waste Operations and Emergency Response, 29 CFR 1910. 120, as amended 1992.
6. Hazard Communications, 29 CFR 1910. 1200 as approved June 7, 1989 and amended.
7. Homeland Security Presidential Directive 5, *Management of Domestic Incidents*, February 28, 2003.
8. Americans with Disabilities Act of 1990 as amended by the Americans with Disabilities Act
9. Amendments Act of 2008, Public Law 110-325.
10. Homeland Security Presidential Directive 8, *National Preparedness*, December 17, 2003.

11. Pets Evacuation and Transportation Standards Act of 2006, Public Law 109-308.
12. Post-Katrina Emergency Management Reform Act of 2006, Public Law 109-295.
13. NIMS, National Incident Management System.
14. Comprehensive Preparedness Guide 101 v2, Appendix A.
15. Homeland Security Act of 2002
16. Colorado Disaster Emergency Act of 1992, CRS 24-32-2201 as amended. (CRS 24-33.5-700 series)
17. Colorado Emergency Operations Plan (2019)
18. Colorado Intergovernmental Agreement for Emergency Management
19. Compensation Benefits to Volunteer Civil Defense Workers
20. CRS 24-32-2201 as amended.
21. Civil Defense Liability - Public or Private, CRS 24-32-2301 as amended.
22. Disaster Relief, CRS 24-32-2501 as amended.
23. Colorado Emergency Planning Commission, CRS 24-32-2601 as amended.
24. Colorado Hazardous Substance Incidents, CRS 29-22 as amended.
25. Northeast Colorado Health Department, 25-1-506 related to the authorities of local public health agencies.
26. Fire Department Special Districts - Powers and Duties, CRS 32-1-1002 (3) as amended.
27. Sedgwick County Emergency Management Resolution, Feb 18th, 1957. It is noted as Book 5 Page 433.