

ST. JOHNS COUNTY
COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN

2021

NIMS | ESF Emergency Support Functions

ESF Matrix



LEGEND – ESF MATRIX

P = Primary | S = Support | LMPG = Local Mitigation Policy Group

Recovery Phase

- I = Immediate: This phase focuses on priority areas for the first seven days after the disaster.
- Int = Intermediate: This phase may last weeks or months depending on the magnitude of the disaster and expanse of damage.
- LR = Long Range: This phase will cover long term recovery and redevelopment. It may last months or years.

Emergency Services Section

- ESF 04 - Fire Fighting
- ESF 09 - Search and Rescue
- ESF 10 - Hazardous Materials and Environmental Protection
- ESF 13 - Military Support
- ESF 16 - Law Enforcement

Planning Section

- ESF 05 - Information & Planning

Infrastructure Support

- ESF 01 - Transportation
- ESF 02 - Information Technology
- ESF 03 - Public Works / Engineering / Utilities
- ESF 12 - Energy

Human Services Section

- ESF 06 - Mass Care
- ESF 08 - Health and Medical Services
- ESF 11 - Food and Water
- ESF 15 - Volunteers and Donations
- ESF 17 - Animal and Agricultural Issues
- ESF 18 - Business and Industry

Finance / Administration

- ESF 07 - Resource Support

Public Information

- ESF 14 - Public Information

St. Johns County Emergency Management
EMERGENCY SUPPORT FUNCTION MATRIX

P = Primary Function

S = Support

Agency / Organization	ESF #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	Recovery	LMPG
Amateur Radio (ARES)		P				S										S				I-Int	
American Red Cross						S					S					S				I-Int-LR	
Anastasia Mosquito Control								S		S								S		I-Int-LR	
Beaches Energy													S							I-Int-LR	
Catholic Charities							S									S				I-Int-LR	
City of St. Augustine			S				S					S	S	S	S					I-Int-LR	S
City of St. Augustine Beach			S				S	S				S	S	S	S	S				I-Int-LR	S
City of St. Augustine Beach PD		S															S			I-Int-LR	
City of St. Augustine Fire Dept.		S	S					S	S											I-Int-LR	S
City of St. Augustine Police Dept.		S															S			I-Int-LR	S
Civic Organizations																S				I-Int-LR	
Civil Air Patrol								S								S				I-Int-LR	
Flagler Hospital				S	S	S														I-Int-LR	S
Florida Department of Health - St. Johns						S	P		S	S				S						I-Int-LR	S
Florida Highway Patrol																	S				
Florida Dept. of Law Enforcement																	S			I-Int-LR	
Florida Dept. of Transportation		S																		I-Int-LR	
Florida Forest Service				S																Int-LR	S
Florida National Guard								S					S			S				I-Int-LR	
Florida Power and Light												P								I-Int-LR	
GTV														S						I-Int-LR	
H.A.W.K.E.																		S		I	
Home Health Agencies						S	S													I-Int-LR	
Jacksonville Electric Authority													P							I-Int-LR	
Local Telephone Companies		S																		I-Int-LR	
Medical Supply Companies						S	S													I-Int-LR	
Private Business																			S	I-Int-LR	S
Salvation Army						S					S					S				I-Int-LR	
SJC Administration															P					I-Int-LR	S
SJC Animal Care and Control																		P		I-Int-LR	
SJC Agricultural Extension Office																		S		Int-LR	S
SJC Board of County Commissioners															S					I-Int-LR	S
SJC Cattlemen's Association																		S		I-Int-LR	
SJC Chamber of Commerce																			S	Int-LR	S
SJC Council on Aging		S						S												I-Int-LR	
SJC Clerk of the Court							S													I-Int-LR	
SJC Code Enforcement					S															I-Int-LR	S
SJC Economic Council																			S	Int-LR	
SJC Emergency Management		P			P		S	S		S	S	P	S	P	S	P	S	P		I-Int-LR	P
SJC Environmental Division										P										I-Int-LR	
SJC Facilities Maintenance			S									S								I-Int-LR	S
SJC Fire / Rescue		S	P	S	S	P	P							S				S		I-Int-LR	S

SJC Geographic Information Systems					S													I-INT-LR
SJC Health and Human Services					S	S								S				Int-LR
SJC Horse Council																S		I-Int
SJC Housing and Community Services					S													I-Int
SJC Information Systems					S													I-Int
SJC Marine Rescue					S	S	S	S										I-Int
SJC Medical Examiner					S			S										I-Int
SJC Mental Health					S	S												I-Int-LR
SJC Parks and Recreation										P								I-Int-LR
SJC Planning Department					S													I-Int-LR
SJC Public Library														S				I-Int-LR
SJC Public Works	S	P							S	S								I-Int-LR
SJC Purchasing							P											I-Int-LR
SJC School District	P					P	S		S									I-Int-LR
SJC Sheriff's Office	S	S	S			S	S	S	S				S		P	S		I-Int-LR
SJC Tourist Development Council																	S	Int-LR
SJC Utilities			S															I-Int-LR
SJC Veterinary Society																	S	Int-LR
SJC VOAD															P			I-Int-LR
St. Augustine Humane Society																	S	Int-LR
State Agencies	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	Int-LR
United Way																P		I-Int-LR
VA Medical Center								S										Int-LR
Volunteer Groups						S									S	S		I-Int-LR

ST. JOHNS COUNTY
COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN

2021

NIMS | ESF Emergency Support Functions

Emergency Services



NATIONAL INCIDENT MANAGEMENT SYSTEM FUNCTIONS

NIMS Function: **EMERGENCY SERVICES SECTION**
Emergency Support Functions 4, 9, 10, 13, 16

I. GENERAL

A. Coordinating Agencies: St. Johns County Fire Rescue
 St. Johns County Sheriff's Office

Unified Command: St. Johns County Fire Chief
 St. Johns County Sheriff

B. Primary Agencies:

ESF 4 - St. Johns County Fire Rescue

ESF 9 - St. Johns County Fire Rescue

ESF 10 - St. Johns County Fire Rescue and St. Johns County
 Environmental Division

ESF 13 - St. Johns County Division of Emergency Management ESF

ESF 16 - St. Johns County Sheriff's Office

C. Support Agencies:

Civil Air Patrol

Flagler Hospital

Florida National Guard

Florida Department of Law Enforcement

Florida Forest Service

St. Augustine Fire Department

St. Augustine Police Department

St. Augustine Beach Police Department

St. Johns County Public Works

St. Johns County Marine Rescue

St. Johns County Medical Examiner

St. Johns County Solid Waste

St. Johns County Health Department

II. ORGANIZATION

The Emergency Services Section includes the following Emergency Support Functions (ESF's), and assigns coordinating responsibilities to the following Primary Agencies:

ESF**Primary Agency**

ESF 04 - Firefighting	St. Johns County Fire Rescue
ESF 09 - Search / Rescue	St. Johns County Fire Rescue
ESF 10 – HazMat / Environmental	St. Johns County Fire Rescue
	St. Johns County Environmental Div.
ESF 13 - Military Support	St. Johns County Emergency Mgmt.
ESF 16 - Law Enforcement	St. Johns County Sheriff's Office

III. INTRODUCTION**A. Purpose**

The Emergency Services Section coordinates emergency response actions and resources to support the needs of local government and other emergency support agencies requiring firefighting, emergency medical, law enforcement, search and rescue, hazardous materials and military support services in response to an actual or potential incident.

B. Scope

The scope of this section applies to natural, human caused or technological disasters or emergencies whenever local emergency response is required in either a declared or undeclared emergency. The scope includes, but is not limited to performing the necessary actions to:

1. Detect and suppress urban, rural and wildland fires resulting from, or occurring coincidentally with, a significant disaster condition or event.
2. Provide emergency medical treatment to the injured, medically compromised, and to the physically entrapped.
3. Conduct urban and non-urban search and rescue in response to an actual or potential disaster condition, including locating missing persons from boats lost in waterways, downed aircraft, extrication and treatment of victims at the time of their rescue.
4. Respond to all incidents involving the intentional, unintentional or potential release of hazardous substances in accordance with Federal, State, and local laws, policies, plans, and procedures; delegating to the Florida Department of Environmental Protection the power and duty to control, prohibit and respond to pollution of the air, surface water and lands, and protect the public health, safety and welfare from the effects of releases of hazardous substances.

5. Provide resources and support to protect citizens' security and safety, and / or coordinate deployment of state and local law enforcement support resources.
6. Perform Rapid Impact Assessment to provide immediate field intelligence regarding area of impact, extent of damage and need for emergency response actions and resources.

C. Policies

1. St. Johns County Fire Rescue will coordinate and augment local agencies with their firefighting and emergency medical responsibilities and efforts.
2. St. Johns County Sheriff's Office (SJSO) will coordinate and augment local agencies with their law enforcement responsibilities and efforts.
3. ESF-4 will interface with ESF-8 as to medical assistance and transportation of victims beyond initial collection points.
4. Rapid Impact Assessment will be carried out under the direction and according to the policies of St. Johns County Fire Rescue.
5. St. Johns County is a signatory to the Statewide Mutual Aid Agreement and may request assistance through this agreement.
6. All functional agencies will maintain properly trained and certified emergency response personnel regardless of pay or volunteer status.
7. Each primary and support agency representative will prepare an inventory of personnel, equipment and vehicles and have it on file in their departments by the first of May annually.

D. Planning Assumptions

1. A significant natural disaster, emergency condition or other major incident will be of such severity and magnitude as to require all local resources and state resources, including the Florida National Guard, Florida Forest Service and / or Florida Department of Law Enforcement to supplement local fire, EMS, law enforcement and security efforts to save lives and protect property.

2. Response requirements of the disaster or emergency incident will cause an immediate and continuous demand for these resources, which will eventually exceed the capabilities of the affected local agency to respond.
3. A major disaster will have an immediate impact on the local emergency response community. Most likely incidents include transportation and / or hazardous material accidents due to rail, air, water and roadway transportation; and weather-related incidents such as storm surge and / or flooding due to hurricane activity, or a tornado. Such incidents would potentially involve large numbers of victims with identification issues, death notices, mass medical and morgue requirements, and post-incident mental health counseling. Local emergency facilities could be over-whelmed and field hospital or medical treatment facilities might be required on short notice.
4. Initial response will be the responsibility of local agencies. Once local resources have been expended, agencies may request assistance through existing mutual aid agreements, such as the Florida Sheriff's Association, Florida Department of Law Enforcement, Florida Fire Chief's Association, or by utilizing the Statewide Mutual Aid Agreement, to which St. Johns County is a signatory.
5. Fire, emergency medical and law enforcement resources may be sought by the affected local emergency response agency in addition to other requested assistance. When the Governor declares a state of emergency for St. Johns County, assistance may be obtained from any city or county emergency response agency throughout the state, pursuant to Florida Statute 23.1225 (5(a)) and / or the Statewide Mutual Aid Agreement.
6. Coordination and direction of local efforts, including volunteers, will be required.
7. Damaged areas may initially be inaccessible except, in some cases, by air, and prevent immediate response.
8. Secondary events or disasters will threaten lives of emergency responders as well as civilians.

IV. CONCEPT OF OPERATIONS

A. General

1. The National Incident Management System will be the organizing structure for disaster operations, with the Unified Command (County Fire Rescue Chief or designee, and St. Johns County Sheriff or designee).
2. The Primary Agency for each ESF will coordinate the provisions of supporting agencies' emergency response resources, including personnel and equipment.
3. Each Primary Agency will assign a representative capable of committing and coordinating their agency's resources, to the Emergency Services Section at the EOC.
4. The Unified Command for ESF-4, ESF-9, ESF-10 and ESF-16 will coordinate with the EMD and EOC Operations Coordinator or designee, and will be the point of contact for coordination with the other NIMS Functional Sections, Planning, Operations, Finance/Administration, and Logistics.
5. Each ESF within the Emergency Services Section will coordinate with other agencies through the Unified Command.
6. Unified Command will plan, coordinate and mobilize all resources of support agencies through the Emergency Operations Center.
7. St. Johns County Fire Rescue Communications and Law Enforcement Communications will coordinate communications with other support and mutual aid agencies.

B. Notification

1. **Advance Warning** – In the case of hurricanes, ample time should be available for response agencies to restructure in anticipation of the occurrence. Resources may be reallocated and pre-positioned into task forces. Resources should be located in storm-protected facilities during the height of the storm and ready to respond as soon as conditions allow.

2. **No-Notice Event** – The on-duty chief for SJFR will notify the Fire Chief or their designee. The Fire Chief may elect to restructure their staff to meet the response needs, or, depending upon available information regarding the severity and magnitude of impact, notify the EMD or their designee.

Action: Upon direction by the Emergency Management Director, St. Johns County Fire Rescue Communications Center will initiate immediate notification of appropriate agency personnel under prescribed communication protocols.

3. Upon incident notification by the State Watch Office (SWO) of a potential or actual event requiring response, the EMD will request Fire Rescue Communication Center personnel to notify designated Primary Agencies by Communications Center protocols.
4. Upon notification by the St. Johns County Fire Rescue Communications Center, Primary Agency and / or Support Agency representatives will report to the EOC or other designated location.
5. Pre-incident and ongoing activities will be monitored by each Primary Agency and coordinated with the St. Johns County EOC and other local and State agencies, as appropriate.

V. NIMS FUNCTIONS

Referenced ESF's will follow this management plan.

FIRE / RESCUE*Emergency Support Function 4 (ESF-4)***I. GENERAL**

- A. Primary Agency:** St. Johns County Fire Rescue
- B. Support Agencies:** Flagler Hospital
Florida Forest Service
St. Augustine Fire Department
St. Johns County Marine Rescue
St. Johns County Medical Examiner
St. Johns County Sheriff's Office

II. INTRODUCTION**A. EOC Staffing**

ESF-4 will ensure adequate staffing in the EOC to coordinate all requirements for firefighting activities and identification of any additional resources.

B. Fire Protection

Within the scope of this appendix, fire protection refers to the resources required and activities undertaken to suppress fires, either before or after a fire becomes a major disaster, and to the rescue operations that may be required. Fire suppression activities include fires, which may result from natural, manmade or technological disasters, and fires, which have or threaten to become disasters within themselves.

C. Purpose

The purpose of this appendix is to outline those resources that are available for fire protection in St. Johns County and the means utilized to alert and dispatch those resources, and also to define certain situations requiring fire protection resources for events other than major fires and to outline those resources that are available for emergency medical response.

1. Suppress structural fires that may result from natural, manmade or technological disasters.

2. Respond to emergency calls as dispatched including auto accidents, power lines down, mechanical fire alarms, etc.
3. Detect and suppress wildland fires resulting from or occurring as the disaster.
4. Provide emergency medical treatment, extrication and transportation to those injured and in need of assistance.
5. Provide medical and health related support to state and local entities involved in delivering emergency response and recovery efforts for natural, manmade or technological disasters.
6. Support public shelters with medical assistance beyond the capabilities of the shelter staff.
7. Support other emergency responders, relief workers and volunteers who are injured or ill as a result of the disaster.
8. Perform Rapid Impact Assessment to provide immediate field intelligence regarding area of impact, extent of damage and need for emergency response actions and resources.

III. CONCEPT OF OPERATIONS

- A.** St. Johns County Fire Rescue provides fire protection and emergency medical services to the unincorporated areas of St. Johns County and St. Augustine Beach. The St. Augustine Fire Department provides fire protection services to all of the City of St. Augustine. Each fire station is assigned a specific geographical area of responsibility, which is based, insofar as possible, on equal territory, access road availability, and structure type and quantity and department capabilities.
- B.** Personnel of the St. Johns County Fire Rescue Communications Center dispatches fire protection resources. The primary means of dispatch is by tone activated receivers in the fire stations via an 800 MHz radio system. Off duty personnel are called in using the ReadyOp System which uses both phone calls or text messaging. Everbridge (Alert St. Johns) will be utilized as a backup system for communicating with, notifying personnel of an emergency situation.

IV. INVENTORY OF FIREFIGHTING RESOURCES

St. Johns County Fire Rescue maintains an inventory of vehicles and equipment that is available for Firefighting and EMS activities and the list is kept current as changes occur. The Fire Chief, or designee, will update the inventory list annually, during the month of May.

V. RESCUE OPERATION

Rescue, within the scope of this appendix, generally means, but is not specifically limited to, the removal of persons from burning structures, automobiles, woods, aircraft, etc. Rescue tools, air bags, other power and non-power hand tools are available for use within St. Johns County.

VI. RESOURCES AVAILABLE FROM STATE

Florida Forest Service Field Stations are located in DuPont Center and Bakersville and close liaison is maintained with that agency. The Forestry Service is responsible, under Florida State Statute 590.01 for woodlands fire protection and is the agency for issuance of burn permits within the County.

VII. STATE FIREFIGHTING SUPPORT

Coordination with the Florida Fire Chiefs Association will be maintained by the County Fire Liaison in order to obtain state Firefighting support. The Fire Chief's Association maintains a pre-incident equipment inventory list identifying mutual aid resources by type and agency.

VIII. MUTUAL AID

- A.** St. Johns County Fire Rescue is a professional fire rescue organization with full time firefighting staff. When a need arises, the SJC Fire Rescue Communications Center tones the Fire Stations utilizing 800 MHz radios.
- B.** St. Johns County Fire Rescue has Automatic Mutual Aid Agreements with Jacksonville Fire Department, Jacksonville Beach Fire Department, St. Augustine Fire Department, Clay County Fire Department, Flagler County Fire Department and Putnam County Fire Department. Additional resources can be obtained through the Statewide Mutual Aid Agreement which St. Johns County and its municipalities are signatories too; after all local and regional inter-service agreement support has been expended.

SEARCH AND RESCUE
Emergency Support Function 9 (ESF-9)

I. GENERAL

- A. Primary Agency:** St. Johns County Fire Rescue
- B. Support Agencies:** Anastasia Mosquito Control District
Civil Air Patrol
Florida Fish and Wildlife
Florida Forest Service
Florida National Guard
Northeast Florida Regional Airport
St. Augustine Beach Police Department
St. Augustine Fire Department
St. Augustine Police Department
St. Johns County Marine Rescue
St. Johns County Emergency Management
St. Johns County Public Works
St. Johns County Sheriff's Office
St. Johns County Utility Department

II. INTRODUCTION

Search and Rescue (SAR), or Urban Search and Rescue (USAR), operations include but are not limited to: incidents that involve locating missing persons, locating boats/boaters in the near shore waters, Intracoastal Waterway or on rivers, downed aircraft, extrication from collapsed or compromised structures or any other operations involving life-saving activities during and after disaster events.

III. DIRECTION AND CONTROL OF OPERATIONS

- A. St. Johns County Fire Rescue is the primary agency in coordinated search and rescue operations under ESF-9. It will also plan, coordinate and mobilize other resources as required.
- B. St. Johns County Emergency Management provides assistance in coordinating response with local, State, Federal, and non-governmental agencies.
- C. Command will be established according to the Incident Command System (ICS) concept. The Incident Command Post will provide functional

organization for on-scene management of facilities, equipment, procedures and communications.

- D. St. Johns County Fire Rescue will perform rescue to include persons trapped in buildings or stranded in disaster areas and will be the lead agency when hydraulic rescue tools are needed.
- E. St. Johns County Sheriff's Office will coordinate dive rescue/recovery operations as well as searches for missing persons.

IV. CONCEPT OF OPERATIONS

St. Johns County Fire Rescue and other county department supervisors will insure the commitment of required resources (equipment and / or personnel) for any search and rescue operations.

V. TASKS

- A. City Government – Will provide aid and assistance in all Search and Rescue operations through Fire Departments and Law Enforcement Agencies.
- B. County Government – Primary in all Search and Rescue operations. The lead agency for overall coordination and operations will be St. Johns County Fire Rescue. County Departments will render any assistance requested.
- C. State Government – Will provide aid and assistance in Search and Rescue operations through requests sent from the County to the State EOC via WebEOC.
 - 1. Act on St. Johns County's request for multi-county coordinated Search and Rescue operations.
 - 2. Act on St. Johns County's request for state and federal assistance.
 - 3. Provide technical assistance beyond the capability of the County.
 - 4. Coordinate the use of any State agency resources, communications equipment, vehicles or equipment in any SAR activities in St. Johns County.
 - 5. Deploy the Florida National Guard upon request from St. Johns County and with the Governors authorization.
- D. Federal Government – May provide U.S. Coast Guard SAR or military assistance as requested by a St. Johns County's request for assistance through the State Watch Office or a WebEOC request.

VI. FUNCTIONS AND RESPONSIBILITIES

A. St. Johns County Fire Rescue

1. Overall coordination
2. Communications
3. Establish ICP (Incident Command Post)
4. All search and rescue activities
5. Organizing spontaneous volunteers
6. Scheduling of relief resources
7. Reporting observations, needs, status, and progress to authorities
8. Requesting assistance through proper channels
9. Deployment of resources
10. Locate the trapped, endangered, injured or deceased
11. Gain access to trapped, endangered or injured
12. Treat injured persons
13. Perform initial triage
14. Move endangered persons to safety
15. Transportation of persons requiring further medical attention
16. Clearly mark the premises where searched
17. Staffing ESF-9 Search and Rescue function at the County EOC

B. St. Johns County Sheriff's Office

1. Communications and mobile communications center (UCC)
2. Traffic and crowd control
3. Scene / site security
4. Requesting additional LE assistance
5. Assist with search activities

C. St. Johns County Emergency Management

1. Assist in establishing ICP
2. Communications support
3. Assist in providing food, lodging, materials and supplies to Search and Rescue personnel
4. Provide for transport of non-injured endangered persons
5. Request assistance
6. Coordinating mutual aid for Search and Rescue efforts

VII. RESOURCE SUPPORT

- A. St. Johns County Fire Rescue provides Advance Life Support (ALS) Emergency Medical Services to the County. In addition to the rescue units, fire apparatus are requested to respond when additional resources are needed. UF Health and Baptist Hospitals provide ALS Helicopter response to Northeast Florida including St. Johns County. The following is a listing of current EMS resources within St. Johns County that would be available for deployment on an SAR mission.

Type and Number of Units		Hours of Operation
ALS Transport	13	24-hours / day
ALS Response	13	
BLS Transport	0	24-hours / day
BLS Response	10	
ALS Transport (Spare)	6	Available as needed with notice

- B. All County fire rescue stations will provide resources to assist with SAR and provide first responder aid as assigned.
- C. Other resources available are as follows:

Other Resources	
Location	Type of Equipment
SJC Emergency Management	Global positioning Equipment (GPS), Utility Vehicles, Generators, Satellite Communications
SJC Marine Rescue	Utility Vehicles, 4WD, marine assets
SJC Sheriff's Office	Utility Vehicles, 4WD, All Terrain Vehicles, K-9 Support, Helicopter, tactical assets, Mobile Command Post (UCC), marine assets, (1) 2.5 ton high-water truck, (2) shallow water boats
SJC Utilities	(1) Rubber tire Backhoe with operator
SJC Public Works	(6) 2 person Cut & toss crews, (6) chainsaws, (6) backhoes
Florida Forest Service	(3) 2 person Cut & toss crews, (6) chainsaws, 4 bulldozers and operators

VIII. COMMUNICATIONS

Communications between the Emergency Operations Center (EOC) and the Search and Rescue (SAR) operations team will be maintained by St. Johns County Fire Rescue Communications Center in accordance with the Communications Plan.

IX. IDENTIFICATION OF TRANSPORT AND MEDICAL FACILITIES FOR THE INJURED

The following resources will be used to transport the injured to medical facilities:

St. Johns County has twelve (13) ALS transport units staffed 24 hours a day, 7 days a week. SJC Fire Rescue does maintain spare units that can be put into service in an emergency or be used if another unit breaks down. Disaster survivors in serious or critical condition can be transported outside the area by helicopters.

Seriously ill or injured victims in a disaster will be transported immediately to one of the following hospitals, depending on location: Flagler Hospital, Baptist South or Beaches and Memorial stand-alone Emergency Room – Julington Creek.

X. ACCOUNTABILITY OF SEARCH AND RESCUE PERSONNEL

Responsibility for the accountability of all Search and Rescue (SAR) assigned personnel on each operation is assigned to the Team Leader. Upon completion of the mission and / or the release or re-assignment of the team, the SAR Team Leader will submit a report accounting for all personnel via radio or telephone to ESF-9 at the EOC.

XI. MUTUAL AID AGREEMENTS

Existing Mutual Aid Agreements may be activated during SAR operations as needed. Inter-service local agreements will be used before assistance is requested from the State EOC using the Statewide Mutual Aid Agreement.

HAZARDOUS MATERIALS and ENVIRONMENTAL PROTECTION*Emergency Support Function 10 (ESF-10)***I. GENERAL**

- A. Primary Agency:** St. Johns County Fire Rescue
St. Johns County Environmental Division
- B. Support Agencies:** Anastasia Mosquito Control District
Florida Department of Environmental Protection
Florida Department of Health – St. Johns
St. Augustine Fire Department
St. Johns County Sheriff's Office
St. Johns County Solid Waste
St. Johns County Public Works

II. INTRODUCTION**A. Purpose**

To provide a support plan in response to an actual or potential discharge and / or release of hazardous materials (HazMat) resulting from a natural, human caused, or technological disaster.

B. Activation

As a member of the County Emergency Response Team, ESF-10 may be activated under one of the following conditions:

1. In response to any hazardous material incident or chemical spill that exceeds the scope of a "normal response" as deemed by the lead agency on scene.
2. In response to those natural or other catastrophic disasters.
3. In anticipation of a natural or other disaster that is expected to result in a local declaration.

C. Scope

1. ESF-10 provides for a coordinated, effective and efficient response to discharges and releases of hazardous materials by putting resources into action in the impacted area.
2. This ESF establishes the lead coordination roles and determines the division and specific responsibilities among county agencies that are

brought in for response actions. This plan is applicable to all county and municipal departments with responsibilities and assets to support the local response to potential discharges and actual releases of hazardous materials.

3. Response to oil discharges and hazardous substances will be in accordance with the NCP and is authorized pursuant to SS. 403.121, 403.161, 403.726, 403.7264, 403.855, 403.856, 376.011, 376.302, 376.304, 376.305, 376.307, 376.3071 and 376.319, Florida Statutes, delegating the DEP the power and duty to control, prohibit and respond to pollution of the air, surface water and lands of the state, and protect the public health safety and welfare from the effects of releases of hazardous substances.

III. REGIONAL RESPONSE TEAM CONCEPT

- A. Response Team** – If the internal capabilities within the County are insufficient to adequately respond to and recover from a HAZMAT incident, and when inter-local mutual aid agreements are inadequate for proper response to the incident, assistance may be requested by St. Johns County Fire Rescue from the Regional Response Teams (RRT's):

Duval Hazmat Team
Clay Hazmat Team
Alachua Hazmat Team

Additionally, assistance may be requested from the Regional Response Team made up of regional representatives of Federal and State agencies and co-chaired by EPA and the USCG. The RRT serves as a planning and preparedness body before a response, identifying these respective agency response resources and providing coordination and advice to the OSC during response actions. The 44th Civilian Support Team based out of Camp Blanding is an additional resource that may be requested.

- B. Training and Preparedness** – RRT participates in preparedness activities under the State ESF-10 and is expected to be closely involved in response activities.
- C. Coordination and Responsibilities** – At the state level, activities under ESF-10 provide a bridge between the State On Scene Coordinator (OSC) directed response of the RRT and the overall disaster response activities. The OSC's will carry out their responsibilities under the National Contingency Plan (NCP) and Area Contingency Plan (ACP) to coordinate, integrate and manage the State effort to direct, identify, contain, cleanup, dispose of or minimize releases

of oil, gases, or other hazardous substances; or prevent, mitigate or minimize the threat of potential releases. These efforts will be coordinated under the direction of the State ESF-10 leadership.

IV. POLICIES

- A. **National Contingency Plan** – NCP serves as the basis for planning and utilization of Federal resources for responding to releases or threats of releases of oil, gases, or other hazardous substances. Response actions under ESF-10 will follow policies, procedures, directives and guidance developed to carry out the provisions contained in the NCP.
- B. **Command** – St. Johns County Fire Rescue, as the lead agency for ESF-10, will serve or designate the incident command, under NIMS for HAZMAT response operations within the County.
- C. **St. Johns County SHOT Team** – The St. Johns County Special Hazards Operations Team (SHOT Team¹) is a unit that is trained to handle those emergencies that require specialized skills to respond to emergencies that may involve specialized rescue and / or hazardous materials.
- D. **Support Agencies** – In accordance with the assignment of responsibilities in this appendix, support agencies will provide resources and support in response to a release or threat of release of oil, gases, or other hazardous substances. To the extent possible, the state level support agency representatives to ESF-10 should be those personnel also assigned to the RRT. Where such dual assignments are not possible, each ESF representative is to maintain close coordination with their RRT representative.
- E. **Multiple Response Actions** – When due to multiple response actions, more than one state OSC is involved in implementing response, ESF-10 or the designated IC will be the mechanism through which close coordination will be maintained among all agencies and OSC's. ESF- 10 representatives or the IC will assure that response actions are properly coordinated and carried out.

V. SITUATION

- A. **Disaster Conditions** – A natural or other catastrophic disaster could result in numerous situations in which hazardous materials are released into the environment. Fixed facilities such as sites which use, store, or dispose of hazardous materials could be damaged so severely that existing spill control

¹ A Complete description of the St. Johns County SHOT Team can be located in the St. Johns County Fire Rescue Policy Manual and SOP.

and containment measures are not effective. Hazardous materials that are transported may be involved in rail accidents, highway collisions or pipeline accidents. Abandoned hazardous waste sites could be damaged causing further degradation of holding ponds, tanks and drums.

B. Planning Assumptions

1. Local response agencies will be overwhelmed by the extent of the response effort required to assess, mitigate, monitor, cleanup and dispose of hazardous materials released into the environment.
2. There will be numerous incidents occurring simultaneously in separate locations throughout the County.
3. Standard communications equipment may be disrupted or destroyed.
4. Response personnel, cleanup crews and response equipment will have difficulty reaching the site of a hazardous materials release because of the damage sustained by the transportation infrastructure.
5. Additional response / cleanup personnel and equipment will be needed to supplement existing capabilities and to augment relief resources.
6. Even if the natural, human caused or technological disaster does not cause situations where there are actual releases, there will be considerable concern about facilities which are located in or near the affected area. These facilities will need to be monitored by ESF-10.
7. Emergency exceptions will be needed for collection, transportation and disposal of contaminated material.
8. Local or other mutual aid responders should be self-sufficient in the early part of the response.

VI. CONCEPT OF OPERATIONS

- A. General** – ESF-10 will direct the local emergency response actions, within the disaster area, immediately following a disaster involving hazardous materials. Close coordination must be maintained between federal, state and local officials. ESF-10 operations will secure, remove and dispose of hazardous materials from the area and will initiate other tasks demanded by the Department of Environmental Protection (DEP) until such time as further activation is deemed necessary.

B. Organization – The Florida DEP is the primary State Agency for ESF-10. The DEP provides representatives on a 24-hour basis to the EOC or the incident scene, when required, to insure the full deployment and utilization of Department resources.

C. Notification

1. In the event of a spill or release involving hazardous materials, the State Watch Office (SWO) will be notified and will be provided the name of the County ESF-10 coordinator or their alternate. This notification will be effected by telephone or EMNet and may request that State ESF10 representative(s) report to the EOC or incident site, as required.
2. The ESF-10 Coordinator or alternate will alert support staff and agencies.
3. Emergency cleanup contractors may be alerted to situate themselves in a standby mode. List of cleanup contractors are available from the St. Johns County Fire Rescue Department. The responsible party for the spill or leak will be informed that they are responsible for payment to the cleanup contractor.

D. Response Actions

1. Immediately upon arrival at the scene, the IC and staff will identify strategic goals and tactical tasks that must be accomplished to mitigate or lessen the effects of the incident.
2. Commit necessary resources to the incident area.
3. Assess and prioritize response actions necessary to mitigate hazardous materials releases as follows:
 - a. Stabilize and stage
 - b. Categorize and dispose

VII. RESPONSIBILITIES

A. Primary Agency – Will have overall on site responsibility for ensuring that proper actions are taken to immediately respond to and recover from any HAZMAT incident that might occur in St. Johns County. The EOC, when activated, or the County Warning Point (SJC Fire Rescue Communications), when the EOC is not activated, will be kept informed throughout the operation.

- B. Support Agencies** – These agencies will be utilized as necessary to support the response and recovery efforts as determined by the primary agency, St. Johns County Fire Rescue.
- C. Fire Chief, or designee** – Will have overall responsibilities for coordinating and directing the response and recovery operations, to include the interface between the on-site command and the EOC. Will ensure that all actions taken are consistent with the policy guidance of the Board of County Commissioners. Will assume, or designate an Incident Commander (IC).

VIII. ADDITIONAL INFORMATION

- A. Medical Facility for Contaminated Patients** –Contaminated patients will be transported to Flagler Hospital, Baptist South, or Baptist Beaches.
- B. Radiological Monitoring Equipment** – St. Johns County has units for radiological monitoring. They are tested periodically and personnel are trained in their use.
- C. Decontaminated Wash Down Stations** – St. Johns County has capabilities for decontamination of vehicles, equipment, and personnel at the present time. As an expedient means, decontamination of personnel and equipment, including vehicle wash down, will be accomplished at the incident scene to minimize hazardous materials being transported from the site, and spread unintentionally throughout the county. Maximum containment effort will be made on site, such as building berms, capturing wash water, where possible, by whatever means are available, such as use of tarpaulins.

MILITARY SUPPORT
Emergency Support Function 13 (ESF-13)

I. GENERAL

- A. Primary Agency:** St. Johns County Emergency Management
- B. Support Agencies:** Florida National Guard
Florida Air National Guard

II. INTRODUCTION

A. Purpose

This appendix provides the coordinating guidance relative to the military support the Florida National Guard (FLNG) may provide to St. Johns County in times of major or catastrophic disaster and / or civil unrest. In addition, this plan outlines the responsibilities and the role of the FLNG in conducting Rapid Impact Assessments.

B. Scope

Military Support is extremely diverse as the FLNG is identified as a support agency to ten (10) of the seventeen (17) ESF's at the State level. Therefore, the primary goal of the Military Support ESF is to prioritize all requests for assistance and allocate available resources based upon mission priorities as established by the Florida Division of Emergency Management. Military support operations include, but are not limited to, supporting the following ESF's and special mission:

1. ESF-1 | Transportation – Support with surface and air movement of personnel and equipment.
2. ESF-2 | Communications – Support with temporary communications equipment and personnel.
3. ESF-3 | Public Works and Engineering – Support for debris removal and clearing operations, emergency restoration of public services, technical assistance and damage assessment.
4. ESF-4 | Firefighting – Support primarily in a non-urban environment with personnel and aviation support operations.

5. ESF-6 | Mass Care – Support with personnel for sheltering, point of distribution and logistics operations.
6. ESF-7 | Resource Support – Support with limited equipment loans to other agencies.
7. ESF-8 | Health and Medical – Support with medical personnel and equipment.
8. ESF-9 | Search and Rescue – Support with personnel for strike teams and engineering, aviation, and medical equipment.
9. ESF-11 | Food and Water – Support with personnel and equipment during food and water distribution.
10. ESF-16 | Law Enforcement and Security – Support with personnel and equipment to assist in curfew enforcement, site security and crowd control operations.
11. Special Mission – Immediately following the occurrence of a major or catastrophic disaster, the FLNG may deploy a Recon Team at the request of the State or County. The mission of the Recon Teams will be to expeditiously evaluate the immediate needs of the affected population as a result of infrastructure loss or damage and availability of essential services within the impacted area. St. Johns County ESF-5 will have responsibility for planning, coordination, and for providing a representative on the Recon Team when performing a County mission.

III. AUTHORITIES

- A. Governor's Executive Order.
- B. Florida Statutes, Chapter 250, Military Code.
- C. Florida Statutes, Chapter 252, Emergency Management.
- D. US Law Codes, Title 10 and 32

IV. POLICIES

- A. In accordance with existing National Guard Regulations it is understood that primary responsibility for disaster relief shall be with local and state

governments and those federal agencies designated by statute. National Guard assistance generally is provided when:

1. The situation is so severe and widespread that effective response and support is beyond the capacity of local and state government, and all civil resources have been exhausted.
2. Required resources are not available from commercial sources. National Guard support will not be furnished if it is in competition with private enterprise or the civilian labor force.
3. National Guard resources will normally be committed as a supplement to civil resources that are required to cope with the humanitarian and property protection requirement caused by a civil emergency or mandated by law.
4. Assistance will be limited to tasks that, because of experience and the availability of resources, the FLNG can do more effectively or efficiently than other agencies.
5. When an emergency or disaster occurs and waiting for instructions from higher authority would preclude an effective response, a FLNG commander may do what is required and justified to save a human life, prevent immediate human suffering, or lessen major property damage or destruction. The commander will report the action taken to a higher military authority and to civil authority as soon as possible. Support will not be denied or delayed solely for the lack of a commitment for reimbursement or certification of liability from the requester.
6. The FLNG will be employed with adequate resources to accomplish the mission when conducting civil disaster / emergency relief operations. The on-scene commander or the senior officer present will make that determination. Military support to civil authorities will terminate as soon as possible after civil authorities are capable of handling the emergency.
7. When any public service is lost or withdrawn, and an immediate substantial threat to public health, safety, or welfare is evident, the FLNG may be called to restore and / or continue that public service. It is desirable that supervisors, managers, and key personnel of the public service be available to provide technical assistance to FLNG personnel. In the absence of public service personnel, the State

Adjutant General will make plans and coordinate with appropriate civil authorities to perform the mission within the capabilities and limitations of the FLNG.

8. The capability of the FLNG to assist in the restoration / continuation of public services depends primarily on the degree of military or civilian skills possessed by FLNG personnel.
- B.** Chapter 250 (Military Code) of the Florida Statutes designates the Governor as the Commander In Chief of all the Militia (FLNG) of the state and in order to preserve the public peace, execute the laws of the state, or respond to an emergency, order all or part of the militia into active service of the state. This is done through the issuance of a Governor's Executive Order.
- C.** Request for National Guard assistance must specify if it is a humanitarian or law enforcement type mission.

V. SITUATION

A. Disaster Condition

Major or catastrophic disasters will result in widespread damage or total loss of any and all existing civil infrastructure capabilities. Combined with a significant loss of dwellings, structures and widespread displacement of people; local and state authorities will require additional assistance to include federal response of a significant magnitude. In order to fully determine the magnitude of the disaster on the population and provide an immediate and effective response, an impact / needs assessment will be conducted at the earliest possible time following a major or catastrophic disaster.

B. Planning Assumptions

1. All FLNG assets are available for a state mission. It is understood that the federal wartime mission of all DOD assets takes priority over state missions.
2. Post-disaster impact / needs assessments are an ongoing process as needs cannot be fully determined in the initial response phase of a major or catastrophic disaster.
3. The Governor issues an Executive Order prior to the occurrence of a major catastrophic disaster, when possible, authorizing the Adjutant

General to call to State Active Duty those personnel and equipment necessary to support the State of Florida's response and recovery effort. A number of these forces will be staged in and around the anticipated disaster area prior to occurrence when possible.

4. Recon Teams will be deployed to the disaster area over land or by air, as appropriate, and will deploy fully self-contained (food, water, communications, etc.). A St. Johns County ESF-5 representative will participate as a member of the Recon Team when deployed within the County.
5. Restoration and / or preservation of law and order (ESF-16), in support of the St. Johns County Sheriff's Office, will be a priority mission of the FLNG immediately following a major or catastrophic disaster.

VI. CONCEPT OF OPERATIONS:

A. General

1. Mission – When directed by the Governor, the Adjutant General of Florida deploys personnel and equipment, through appropriate commanders, to assist civil authorities.
2. Execution – The FLNG will provide Military Support to Civil Authorities in accordance with existing Florida National Guard Operation Plan for Military Support to Civil Authorities.

B. Concept

1. As a potential disaster develops, or upon the occurrence of a disaster, the FLNG will dispatch the Military Support (ESF-13) team to the SEOC in Tallahassee. The purpose of this team will be to advise the State Emergency Response Team (SERT) Leader on FLNG capabilities and resources; ongoing missions status, troop numbers and estimated daily costs; legal considerations and receive official mission requests to support other ESF's and pass to the Adjutant General for action.
2. Upon the issuance of the Governor's Executive Order and prior to an imminent disaster, when possible, the Adjutant General through appropriate commanders, will mobilize and stage in and around the projected disaster area, personnel and equipment as necessary, to

restore / preserve law and order, support the committed elements, and provide support to other ESF's respectively as directed by the SERT Leader and within FLNG capabilities.

3. As activated ESF's within the State EOC determine that all available state resources are exhausted and / or a mission exceeds the ESF's capabilities, the ESF Primary Agency ECO will pass a request to ESF-13 in the form of a "Mission" via WebEOC. This mission request will be evaluated for immediate staffing and determination of supportability. If FLNG can support the requested mission the Adjutant General will determine the number of personnel and type of equipment necessary through the appropriate commander who will immediately contact the supported agencies local point of contact for mission coordination. Simultaneously the ESF-13 ECO will be notified of mission acceptance and kept updated on mission status. Similarly, the process of exhausting local resources prior to requesting State / FLNG resources will be utilized if / when St. Johns County EOC requests assistance from State ESF-13 it will be in the form of a Mission in WebEOC.
4. Recon Teams – In direct support of the Florida Division of Emergency Management (FDEM), the FLNG will pre-position Recon Teams prior to a disaster, when possible, or immediately following a disaster and be prepared to immediately deploy to the disaster area as conditions allow. Each Recon Team will be comprised of civil utility and infrastructure representative, EM representative and appropriate state agency representatives. The composition, mission, deployment, and logistical requirements are contained in the FLNG Operation Plan for Rapid Impact Assessments.
5. In major or catastrophic disasters requiring a large Federal Department of Defense response, the Adjutant General and their staff will serve in a liaison role between the State of Florida and the Active Component in charge. As the state's first line military response in times of disaster and civil emergency, the National Guard will closely coordinate with active federal military to insure mutual support during federal disaster relief operations.

C. Notification

1. ESF-13 response will be activated upon notification by FDEM that an emergency condition is imminent or exists, which requires personnel and / or resources of the FLNG, North Area Command. Initial

notification will be made by phone to the designated Emergency Coordination Officer (ECO) or the alternate.

2. As FLNG units are activated the Adjutant General will appoint an Area Commander. The Area Commander will normally be a Colonel or Brigadier General who will assume operational command and control of all FLNG assets operating within their area of operations. The Area Commander will receive all mission assignments from the FLNG-EOC.

D. Support Agencies

The disaster location and magnitude will dictate the precise composition of the Recon Teams. They may be composed of representatives from the following agencies:

1. Florida Division of Emergency Management - Liaison
2. Florida National Guard - Team Support OIC
3. Florida Department of Health
4. Florida Department of Law Enforcement
5. Florida Department of Transportation
6. Florida Department of Management Services
7. St. Johns County Emergency Management Representative (ESF-5)

VII. REQUIREMENT FOR FLNG LIAISON OFFICER

When it is anticipated that National Guard troops will be requested and deployed into St. Johns County, a request will be made to the State EOC via WebEOC that a FLNG liaison officer be assigned for duty in the County EOC. Support will be furnished or coordinated by the EOC, such as office supplies, feeding and assistance in arranging lodging, if required.

VIII. REFERENCES

- A.** DOD Directive 3025.1, Use of Military Resources during Peacetime Civil Emergencies within the U.S., its Territories and possessions.
- B.** National Guard Regulation 500.1, Military Support to Civil Authorities.
- C.** Headquarters, Florida National Guard Plan for Military Support to Civil Authorities. (Copies are on file with SJC Emergency Management)
- D.** Florida Department of Law Enforcement, Florida Mutual Aid Plan

LAW ENFORCEMENT AND SECURITY
Emergency Support Function 16 (ESF-16)

I. GENERAL

- A. Primary Agency:** St. Johns County Sheriff's Office
- B. Support Agencies:** St. Augustine Police Department
St. Augustine Beach Police Department
FDLE
Florida National Guard
Florida Highway Patrol

II. INTRODUCTION

A. Purpose

The purpose of this ESF is to establish procedures for the command, control and coordination of all law enforcement personnel and equipment to support local law enforcement agencies. To establish procedures for the use of the Florida National Guard in security missions as requested by local law enforcement.

B. Scope

This ESF applies to natural or human-caused disasters or emergencies whenever a local law enforcement agency requires assistance from the state or another jurisdiction in either declared or undeclared emergencies, and when the resources of one or more local law enforcement departments is inadequate to meet the needs.

III. POLICIES:

- A.** To create a law enforcement mutual aid plan which provides for the command, control and coordination of law enforcement planning, operations and mutual aid.
- B.** To coordinate the dispatch and use of law enforcement personnel and equipment.
- C.** To provide a system for the receipt and dissemination of information, data and directives pertaining to activities among law enforcement agencies.

- D. Each primary and support agency will prepare an inventory of personnel, equipment and vehicles and have it on file by the first of May.
- E. To collect and disseminate information and intelligence related to disasters or emergencies, either existing or pending.
- F. To pre-plan distribution and allocation of state resources in support of the overall law enforcement mission.
- G. If the situation warrants, a request will be made for assistance through the Statewide Mutual Aid Agreement.

IV. SITUATION

A. Disaster Condition

A significant natural disaster, emergency condition or other major incident will be of such severity and magnitude as to require state law enforcement, including the Florida National Guard, to supplement local law enforcement efforts to save lives and protect property.

B. Planning Assumptions

1. Response requirements of the disaster or emergency incident will be an immediate and continuous demand for law enforcement and security. The demand will eventually exceed the capabilities of the affected local law enforcement agencies.
2. Law Enforcement agencies may request assistance from their own sheriff's office or other sheriffs and police agencies with which they have an existing mutual aid agreement, or by utilizing the Statewide Mutual Aid Agreement, to which St. Johns County is a signatory.
3. The Sheriff may request assistance from other sheriffs through the pre-existing Florida Sheriffs Association Statewide Mutual Aid Agreement.
4. When the Governor declares an emergency, assistance may be obtained from any city or county law enforcement agency throughout the state pursuant to Florida Statute 23.1225 (5(a)).
5. State law enforcement and Florida National Guard resources may be requested by local law enforcement when local resources are not

adequate to meet the needs of the disaster. Upon determination that assistance is needed ESF-16 will coordinate with SJC Emergency Management on requesting regional and state resources, in addition to other requested assistance or equipment.

C. Request for Assistance

Request for assistance shall be by WebEOC mission request, through the liaison in the EOC, phone, 911 lines or by means of 800 MHz radio system.

V. CONCEPT OF OPERATION

A. General

When an emergency situation is anticipated or occurs, and upon request from the County, an FDLE liaison will be dispatched to the affected agency(s) to support state mutual aid and monitor the situation. State law enforcement resources from within the affected area of the state are immediately available to the law enforcement agency(s) requiring assistance. If the State is EOC is not activated the Special Agent in Charge or designee from the nearest FDLE office will coordinate the use of state resources for the local law enforcement. Should the situation escalate, or require at the onset, additional state law enforcement resources from outside the affected area, such resources will be requested through the State EOC and dispatched by the FDLE Mutual Aid Director in Tallahassee in conjunction with the other state law enforcement agencies in the Florida Mutual Aid Plan.

B. Organization

1. St. Johns County Sheriff's Office will serve as the primary agency for ESF-16.
2. St. Augustine Police Department, St. Augustine Beach Police Department, FDLE, Florida Highway Patrol and the Florida National Guard are support agencies for ESF-16.

C. Notification

1. Primary notification will be 800 MHz radio, with cell phones and Alert St. Johns as back-up.

2. Changes in levels of readiness or activation will be accomplished by Alert St. Johns, 800 MHz radio or phone.

D. Response Actions

1. The ESF-16 desk at the EOC will be staffed upon request by the County EM Director. The Sheriff, or their designee, will report to the EOC to monitor the situation and act as liaison and coordinate local law enforcement resources.
2. All personnel will be placed on alert.
 - a) Sheriff's Office personnel will go to Alpha/Bravo shift schedule
3. Initial Actions
 - a) Local resources committed
 - b) Other outside resources committed
4. Continuing Actions
 - a) Address enforcement and security within capabilities
 - b) Request assistance as needed and necessary
 - c) Incoming resources will be assigned as necessary within the afflicted area.
 - d) Normally Florida National Guard forces will be the first to be withdrawn as order is restored, followed by state agencies.

VI. RESPONSIBILITIES

A. Primary Agency

1. The St. Johns County Sheriff's Office is the agency responsible for monitoring potential emergencies that may require the deployment of law enforcement forces in support of other affected law enforcement agencies. Further, this ESF will coordinate the dispatch and use of such resources. This ESF will maintain liaison with St. Johns County Emergency Management, and will have a representative on duty in the EOC, if activated to coordinate efforts as needed and appropriate.

2. An ESF-16 representative will coordinate with other ESF's in the EOC to ensure that security at all shelters, feeding sites, other mass care facilities and Logistics Staging Area is provided as required.
3. ESF-16 will be responsible for re-entry to evacuated areas as follows:
 - a) Coordination with other ESF's on security and controlling reentry into evacuated areas.
 - b) Follow the re-entry security plan incorporating the following procedures for proper identification when applicable to control entry into specific areas:
 - a. Use of picture ID
 - b. Vehicle registration
 - c. Recognition by the law enforcement officer

B. Support agencies

Support agency will perform missions as assigned by ESF-16.

VII. RESOURCE REQUIREMENTS

A. Human Resources

1. ESF-16 will insure that a 24-hour staffing pattern is established for the EOC until conclusion of response and recovery efforts.
2. The Sheriff or their EOC representative will establish special response teams for traffic control, crowd control, EOC and shelter security, and other security missions as they arise.

B. Other Resources

1. Vehicles
2. Portable (handheld) Radios
3. Helicopter
4. Marine Assets
5. Tactical Assets
6. Unified Command Center (UCC)
7. High-water vehicle(s)

C. Inventory of Personnel, Vehicles and Equipment

The Sheriff’s Office, as well as Emergency Management, will maintain an inventory of law enforcement resources that are available for use during an emergency and / or disaster.

D. Intelligence

Information relative to any incident may be gathered from a myriad of sources, including, but not limited to:

- | | | | |
|-------------|-----------------|---------|-------------------------|
| Field Units | Fusion Center | FDLE | NCIC/FCIC Teletype |
| SEOC | Secure Websites | SJC EOC | Social Media Monitoring |

ST. JOHNS COUNTY
COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN

2021

NIMS | ESF Emergency Support Functions
Information and Planning



NATIONAL INCIDENT MANAGEMENT SYSTEM FUNCTIONS

NIMS Function: **PLANNING SECTION**
Emergency Support Function 5 (ESF-5)

I. GENERAL

- A. Coordinating Agency:** St. Johns County Emergency Management
Section Chief: Emergency Management Planner
- B. Primary Agency:** St. Johns County Emergency Management
- C. Support Agencies:** SJC Code Enforcement (Damage Assessment), NWS Jacksonville, Northeast Florida Regional Council, St. Johns County Planning Department, Geographic Information Systems (GIS), Information Systems (MIS), all ESF's and supporting agencies within this plan. All primary and support agencies are considered support for ESF-5 by virtue of their ability to furnish needed information and to assist in the planning process.

II. ORGANIZATION

The Information and Planning Section works under the direct supervision of the Emergency Management Director in the Emergency Operations Center, and coordinates with all ESF's to gather, collate and disseminate information.

III. INTRODUCTION

A. Purpose

The purpose of the Planning Section is to collect, analyze, process and disseminate essential information for use by local, state, and federal authorities in response to a disaster situation.

B. Scope

This section applies to natural or human-caused disasters or emergencies, whenever local emergency response is required, in either a declared or undeclared emergency. This includes, but is not limited to, information sharing and performing necessary actions to:

1. Collect, process and disseminate essential elements of information for use by local, state, and federal authorities.

2. Provide and collect input for Flash and Situation Reports, EOC and Partner briefings, Operational displays, and plans.
3. Consolidate key information into reports and other materials, describe and document overall response and recovery activities and keep appropriate authorities informed on the status of the overall response and recovery operations.
4. Maintain displays of key information such as maps, charts, and status boards in the EOC.
5. Create and distribute Flash and Situation Reports, Incident Action Plans and other pertinent information to response and recovery agencies.
6. Provide periodic briefings, as requested, to the public officials.
7. Participate in planning and information sharing meetings with the department heads, supporting agencies, and other local response and recovery agencies.
8. Conduct conference calls with department heads and / or selected supporting agencies.

C. Planning Assumptions

1. A significant natural or human-caused disaster, emergency condition, or other major incident will be of such severity and magnitude as to require state assistance to supplement local government's efforts to save lives and protect property.
2. The local response elements will be the best available source of vital information regarding damage and initial unmet needs assessments.
3. There will be an immediate and continuous demand for information on which decisions will be made to conduct response and recovery operations.
4. There may be delays in establishing full information processing capabilities.

5. During a disaster, information flow may bottleneck in the EOC due to the tremendous volume of information being received.

IV. CONCEPT OF OPERATIONS

A. General

During an emergency or disaster, the Emergency Management Planner will be the Planning Section Chief in charge of ESF-5 Information and Planning. The EMD is the overall coordinator for all ESF's. In the initial response following impact of a disaster, the ESF's will collect, sort and process essential information. The Information and Planning Section is responsible for directing message flow within the EOC, displaying information and data, tracking mission assignments and providing technical data in support of response and recovery operations.

B. Organization

1. Upon receipt of a message in the EOC it will be logged into WebEOC for action. The Planning Section Chief in coordination with the WebEOC Administrator will determine which ESF is responsible for the action and will pass it on accordingly through WebEOC. The appropriate ESF will work the action to completion and will update the mission in WebEOC for Emergency Management Staff to close out. In working the action the ESF representative will coordinate as required with other ESF's and, if necessary, will brief the Emergency Management Director and / or public officials for information or decision making approval / purposes.
2. The Information and Planning Section will ensure that status boards, information charts, and maps are displayed in the EOC to provide current operational and planning status. Maintenance of status boards and maps are the responsibility of the Planning Section Chief. Status boards and maps are used to ensure all EOC personnel are kept current on operations and for briefing purposes. Displays prepared by the Planning and Information Section may include, but are not limited to:
 - a) EOC Status Board: Used to list major incidents / problems occurring during an emergency event that need to be shared immediately when received and may need to be referenced later. Mission assignments to specific ESF's and emergency

declarations will be reflected in WebEOC and may be recorded on this board.

- b) Maps: In coordination with the GIS department, the Planning Section will use maps to illustrate areas of evacuation, SAR, damage assessment and any other issues that need to be graphically illustrated.
3. The Information and Planning Section staff will be responsible for information flow, mission tracking, response planning, and status board. ESF-5 staff will operate from a designated location within the EOC.
 4. Due to the critical nature of information during a disaster, the Information and Planning Section will coordinate with all Sections and ESFs to obtain the most recent and reliable information regarding response and recovery actions. This information will be compiled into Situation Reports, Flash Reports and/or Incident Action Plans. In addition, the Section will promptly provide any information to the other Sections and ESF's that will potentially impact their assigned tasks primarily via WebEOC, partner calls and other modes.

C. Notification

1. If a disaster occurs in St. Johns County, the St. Johns County EOC will notify the State Watch Office using operational protocols.
2. St. Johns County Emergency Management will request mutual aid from the SEOC using established protocols.
3. The SEOC will notify St. Johns County Emergency Management if mutual aid is being requested for a situation occurring outside St. Johns County.

V. EMERGENCY SUPPORT FUNCTIONS

A. Consolidation and Dissemination of Key Information

Periodic meetings, briefings, and other discussions between EOC staff, Emergency Management Director, County Administrator and public officials, when required, will be conducted during the response and recovery phases. The purpose of such meetings is for information sharing and for

the consolidation and development of plans, reports and other material needed for tasking of response and recovery agencies and continuity of efficient operations. In these meetings objectives for incident operations will be established. In addition, such information may be used for reports to Florida Division of Emergency Management and FEMA, and in some cases for release to the media by the PIO. In addition, the following specific briefings will occur at the appropriate time:

1. Shift change briefing of incoming EOC staff.
2. News media briefing (backgrounds) or news conferences as needed.
3. Special briefing (VIPs, visitors, officials, etc.)
4. Incident Action Plan briefing at beginning of a new Operational Period, which will include:
 - a) Objectives
 - b) List of mutual aid (resources loaned and / or borrowed)
 - c) Shelter status (capacity, availability, resource support issues, etc.)
 - d) Road closures (with anticipated reopening times, etc.)
 - e) Reentry issues (areas ready or not ready, etc.)
 - f) Critical issues (significant unresolved issues, resource support problems, coordination, etc.)
 - g) Staff Listing

B. Procedure for Coordination of Information

After collection and consolidation of key information by the Planning Section Chief, as indicated in Section V, Part A, the Emergency Management Director will determine which information should be coordinated with or provided to the Florida Division of Emergency Management and other supporting or assisting agencies. The establishment of a joint information processing capability will be in accordance with these instructions and Section V, Part A (above). The FDEM Regional Coordinator or other FDEM representative will be a key participant in the collection, consolidation, coordination and distribution of key information.

C. Tracking of Assistance and Resource Request

Request for assistance and resources will be received in the EOC and will be placed in WebEOC and will be processed and tracked in the same

manner as indicated in Section IV, Part A. If resources are overwhelmed from within the County, or from local interagency agreements, the request will be submitted by St. Johns County Emergency Management to the State EOC via WebEOC for action. The appropriate ESF and / or ESF-5 will track the request to completion. The Emergency Management Director, County Administrator and appropriate public officials will be kept informed on status of requests.

D. Staffing Pattern for Continuous Collection and Dissemination of Information

The Planning Section Chief on duty in the EOC, in coordination with the Emergency Management Director, will ensure a 24-hour staffing pattern is in place to ensure continuous collection and dissemination of information for response and recovery planning.

VI. RESPONSIBILITIES

A. Primary Agency: St. Johns County Emergency Management

Responsibilities:

1. Coordinate the overall efforts to collect, process, report, and display essential elements of information.
2. Facilitate support for planning efforts in response operations.
3. Creation of Situation Reports for immediate updated information.
4. Creation of the Incident Action Plan to relay updated information and to give an overview for the following operational period and what needs to be accomplished.

B. Support Agencies: Damage Assessment, GIS, MIS, ESFs and other agencies that may provide needed information to assist in the planning and information gathering process

Responsibilities:

1. Creation of necessary maps and status boards.

2. Identify and provide staff representatives to support the Information and Planning Section in gathering and consolidating operational information.
3. Provide needed information to support response and recovery operations.

ST. JOHNS COUNTY
COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN
2021

NIMS | ESF Emergency Support Functions
Infrastructure



NATIONAL INCIDENT MANAGEMENT SYSTEM FUNCTIONS

NIMS Function: **INFRASTRUCTURE SUPPORT SECTION**
Emergency Support Functions 1, 2, 3, 7, 12

I. GENERAL

A. Coordinating Agency: St. Johns County Emergency Management
Section Chief: EM Director or Designee

B. Primary Agencies:

ESF 01 - St. Johns County School District
ESF 02 - St. Johns County Emergency Management/ARES
ESF 03 - St. Johns County Public Works Department/Utilities
ESF 07 - St. Johns County Purchasing Department
ESF 12 - Florida Power and Light/Jacksonville Electric Authority

C. Support Agencies:

City of St. Augustine
City of St. Augustine Police Department
City of St. Augustine Fire Department
City of St. Augustine Beach
City of St. Augustine Beach Police Department
Council on Aging
Florida Department of Transportation
Local Telephone Companies
St. Johns County ARES (Amateur Radio)
St. Johns County Clerk of the Courts
St. Johns County Facilities Maintenance
St. Johns County Fire Rescue
St. Johns County Office of Management and Budget
St. Johns County Management and Information Systems
St. Johns County Sheriff's Office

II. ORGANIZATION

The Infrastructure Support Section includes the following Emergency Support Functions (ESF's), and assigns coordinating responsibilities to the following Primary Agencies:

<u>ESF</u>	<u>Primary Agency</u>
ESF 01 – Transportation	SJC School District
ESF 02 – Communications	SJC Emergency Management
ESF 03 – Public Works / Engineering	SJC Public Works and Utilities
ESF 07 – Resource Support	SJC Purchasing
ESF 12 – Energy	Florida Power and Light/Jacksonville Electric Authority

III. INTRODUCTION

A. Purpose

The purpose of the Infrastructure Support Section is to coordinate disaster response actions, recovery and restoration, and the use of resources to support the needs of local government and other emergency support agencies and organizations requiring transportation, communication, public works, engineering, resource support and energy in response to an actual or potential incident.

B. Scope

The scope of this Section applies to natural or human-caused disasters or emergencies whenever local emergency response is required in either a declared or undeclared emergency. The scope includes, but is not limited to performing the necessary actions to:

1. Coordinate the use of transportation resources to support disaster response actions.
2. Identify communications needs to support disaster response and recovery, and coordinate and assist in providing communications facilities, equipment and personnel to meet local needs.
3. Provide public works and engineering support, including technical advice and evaluations, engineering services, construction management and

inspection, emergency contracting and emergency repair and clearance of roads.

4. Coordinate debris clearance and removal resulting from a disaster event.
5. Provide logistical and resource support, including locating, purchasing and issuing resources, such as supplies, office space, office equipment, fuel, contracting services, personnel, heavy equipment and transportation.
6. Coordinate the provision of emergency power to support immediate response operations as well as restoring the standard supply of power to normalize and expedite community recovery.
7. Coordinate the provision of emergency water to support immediate response operations as well as restoring the standard supply of water to normalize and expedite community recovery.
8. Coordinate actions necessary to stimulate the restoration of the local economy, including prioritized use of local approved vendors, if available.
9. Coordinate and provide resources to perform damage assessment of the impacted area to identify the magnitude and severity of the damage, collect immediate information regarding number of structures impacted, number of citizens impacted, estimated dollar loss of property damage, and estimated dollar loss of economic damage.

C. Policies

1. The assets available to this Section will be used to assist county and municipal response and recovery agencies to coordinate and facilitate the restoration of transportation, communication, utilities and other infrastructure.
2. The functions of this Section will be considered a priority to maintain essential critical facilities and services before, during and immediately following a disaster event, in order to facilitate emergency response, human services, and economic recovery.
3. St. Johns County is a signatory to the Statewide Mutual Aid Agreement and may request assistance through this agreement.

4. All functional agencies will maintain properly trained and certified disaster response personnel regardless of pay or volunteer status.
5. Each primary and support agency representative will prepare an inventory of personnel, equipment and vehicles and have it on file by the first of May annually.

D. Planning Assumptions

1. Significant natural or human-caused disaster, emergency condition or other major incident will be of such severity and magnitude as to require all local resources and state resources, including the Florida Department of Transportation and public electric and water companies to supplement local infrastructure resources and provide technical assistance in order to maintain essential services.
2. Response requirements of the disaster or emergency incident will cause an immediate and continuous demand for these resources, which will eventually exceed the capabilities of the affected local agency to respond. In addition, materials and fuels to support response actions by operational teams to maintain and / or restore infrastructure may be in short supply or unavailable.
3. A major disaster will have an immediate impact on the community. The results of these disasters would potentially be blocked roads, disruption to electric and water distribution systems, mass evacuations, interruption of vital communications networks, and would require additional resources to restore functional systems.
4. Initial response will be the responsibility of local agencies. Once local resources have been expended, agencies may request assistance through existing mutual aid agreements, or by utilizing the Statewide Mutual Aid Agreement, to which St. Johns County and all its municipalities are signatories
5. Damaged areas may initially be inaccessible to emergency response services and will require immediate action to restore access.
6. The local economy is dependent on the function of County and regional businesses and industries. Following a disaster, approved vendors, when available, will be used for goods and services.

IV. CONCEPT OF OPERATIONS

A. General

1. The National Incident Management System (NIMS) will be the organizing structure for disaster operations, with the Coordinating Agency Representative (St. Johns County Emergency Management Director or designee) as Section Chief.
2. The Primary Agency for each ESF will coordinate the supporting agencies' disaster response resources including personnel and equipment.
3. Each ESF Primary Agency will assign a representative capable of committing and coordinating their agency's resources, to the Infrastructure Support Section at the EOC.
4. The primary agency representative will report to the EMD, or designee, and will be the point of contact for coordination with the other ESF's in the EOC.
5. Each ESF within the Infrastructure Support Section will coordinate with other ESF's through the Section Chief.
6. The Infrastructure Section Chief will coordinate and mobilize all local and State agencies' resources through the County EOC and State Emergency Operations Center (SEOC).

B. Notification

1. **Advance Warning** – In the case of hurricanes, ample time should be available for response agencies to restructure in anticipation of the occurrence. Resources may be reallocated and pre-positioned into operational units. Resources should be located in hardened facilities during the height of the storm and ready to respond as soon as conditions allow.

Action: Initiate agencies' hurricane preparedness and response procedures.

2. **No-Notice Occurrence** – The Primary Agencies will be notified by St. Johns County Emergency Management, and, at the direction of

the EMD or designee, advised to activate response protocols and resources.

Action: Upon direction of the EMD or designee, activate all Primary Agency resources. Primary Agencies will notify appropriate support agencies.

3. Upon notification by the State Watch Office (SWO) of a potential or actual event requiring response, the EMD, or designee, will notify designated Primary Agencies.
 - a) Upon notification by the EOC, Primary Agency and / or Support Agency Representatives will report to the EOC or other designated location.
 - b) Pre-incident and ongoing activities will be monitored by each Primary Agency and coordinated with other ESF's and local and State agencies, as appropriate, through the Section Chief.

V. NIMS FUNCTIONS

Referenced ESF's will follow this management plan.

EMERGENCY TRANSPORTATION
Emergency Support Function 1 (ESF-1)

I. GENERAL

A. Primary Agency: St. Johns County School District

B. Support Agency: Council on Aging (COA)
Florida Department of Transportation
St. Johns County Public Works
St. Johns County Sheriff's Office
Florida National Guard

C. Task Assignments

See section III, below, for specific tasks for those State and local agencies that have transportation responsibilities during an emergency.

D. Assumptions

Supplementary transportation may be needed in preparation for a hurricane in the event the St. Johns County Board of County Commissioners orders an evacuation. In addition, resources may be needed following a disaster as a result of both increased transportation needs and disruption of normal transportation systems. Transportation may be required for moving emergency equipment and supplies into the disaster area. Emergency transportation may also be necessary to provide access to assistance centers for disaster survivors and access to places essential to the resumption of normal community life such as stores, schools, government offices and major employment centers. The provision of emergency transportation may involve establishment of usage priorities as well as alternate resources while normal systems are being restored.

II. CONCEPT OF OPERATIONS:

A. Planning

Local planning for the provision of emergency transportation services should include all available transportation options. This may require establishing and maintaining agreements with not-for-profit organizations, private companies and surrounding communities. It is estimated that an average household maintains one week of food supplies. This estimate could be up to two weeks for some basic non-perishables. Individual

gasoline supplies are normally limited to the fuel in personal cars at any given time. Government and industry have some limited bulk fuel storage. A list of St. Johns County fuel supply locations, and contracted bulk fuel suppliers, can be found in the St. Johns County Logistics Plan which is kept on file with Emergency Management. Local government intervention to place some controls over both food and fuel sales may be required depending on the emergency. Rationing of some degree even without state or federal initiation may be necessary. An emergency declaration may be made in anticipation of emergency in accordance with Chapter 252.36(2) and (8) and St. Johns County Ordinance 2021-4.

B. Communications

School buses have 800 MHz radios that will allow them to maintain contact with their dispatch center. Emergency Management has the School District's approval to transmit on their network during an emergency. St. Johns County 800 MHz radio system will also be utilized as necessary.

C. Emergency Transportation Coordination Procedures

Coordination of emergency transportation planning with the primary agency will be accomplished by the Emergency Management Director. The Director of Transportation for the St. Johns County School District will coordinate transportation requirements with support agencies for ESF-1.

D. Alert and Contact of Drivers

Recall of transportation personnel will be conducted per agency SOP for emergency recall at the request of Emergency Management. A call-down list is maintained by the School District Transportation Office. Buses are parked in the maintenance shop parking lot. If buses are parked in maintenance shop parking lot and emergency bus transportation is required, drivers are responsible for reporting to the transportation depot for duty.

E. Pick-up Points

Passenger pickup points will be identified for the public and drivers are to use discretion in stopping to pick up passengers if flagged down. Pick-up points will be normal school bus stops. Alternate pick-up points will be churches, community centers and other identified sites.

F. Identification

St. Johns County School District Buses are commonly marked and would not require special markings in an emergency. The public will be informed that school buses are being used as emergency transportation for evacuation of residents to the shelters.

G. Transportation of Special Needs Persons

St. Johns County School District and the Council on Aging will provide primary transportation for persons with special needs, using the handicapped equipped vans and buses.

H. Emergency Traffic Regulations

At the present time there are no requirements to establish emergency traffic regulations. If there becomes a requirement for one-way traffic flow or other special considerations, such regulation will be established in coordination with ESF-1 and ESF-16.

I. Priority of Transportation Resources

The priority system for allocation of transportation resources is based on the urgency of need as determined by ESF-1, ESF-3, ESF-7, ESF-8, ESF9, ESF-11 and ESF-15. Priority for transportation is to meet medical requirements and basic human needs. The following priority guidance will be used by ESF-1 in the allocation of transportation assets:

Priority	Transportation Tasks
1	Movement of people in life threatening circumstances.
2	Transportation of ill or injured (if EMS transport is unavailable)
3	Support to critical assets.
4	Transportation of food, supplies and other items to meet basic human needs.
5	Other transportation requirements to meet response and recovery operations.

J. Pre-Positioning of Equipment

Prior to, if possible, or immediately after the emergency / disaster, ESF-1 will determine and / or anticipate the need for transportation assets to meet the response and recovery operations. Equipment will be prepositioned at the School District Transportation Maintenance Compound or at St. Johns

County Schools. St. Johns County Emergency Management has established an agreement with the World Golf Village Association to stage both local and state resources on their property if needed.

K. Recovery Transportation

Transportation activities relating to recovery efforts will be coordinated by ESF-1 with ESF-3, ESF-6, ESF-7, ESF-11 and ESF-15 and other agencies when required.

L. Emergency Actions

The following is a list of potential emergency actions that may be taken by local officials:

Fuel Emergency		Food Emergency	
1.	Reduce service station hours.	1.	Reduce store hours.
2.	Reduce amount of fuel per car.	2.	Limit amount of sales per family.
3.	Prioritize major fuel supplies.	3.	Open sales only of perishables.
4.	Implement the even-odd day sales.	4.	Limit sales on non-perishables.
5.	Law enforcement availability at service station.	5.	Law enforcement availability at store.
6.	Law Enforcement or National Guard to ride in supply vehicles.	6.	Law Enforcement or National Guard to ride in supply vehicles.
7.	Limit fuel sales to essential government and vital industry use.	7.	Full government control of food sales.
8.	Implement a public transportation system to supplement private vehicle use.	8.	Organize and centralize food preparation / consumption / control.

M. Requirements for State Assistance

When all local resources have been activated following a disaster and are inadequate to resolve the situation, a request will be made through the EOC to the Florida Division of Emergency Management (FDEM) for assistance.

N. Requirement for Federal Assistance

When State resources have supplemented local resources and are still inadequate to resolve the situation, the Governor may request federal

disaster assistance. Such assistance may be provided to meet emergency needs of the community and to assist in the recovery process.

III. TASKS

A. State Government

1. Department of Transportation

- a) The Florida Department of Transportation (FDOT) has primary responsibility for state emergency transportation assistance. FDOT may establish agreements for provisions of emergency transportation services by municipal and private companies and may coordinate use of all state transportation resources during an emergency.
- b) Maintain information on government and private transportation resources with state.
- c) Develop and maintain agreements with municipal and private companies.
- d) When State and local resources are inadequate for the situation, FDOT may provide to FDEM data regarding the transportation needs of the impacted area, state and local resources being used, and the additional resources required to meet the needs of the disaster area.
- e) Coordinate provisions of transportation services under federal assistance programs. If federal assistance is provided, acquire the needed resources through contracts with private companies and organize the resource use.
- f) Coordinate the alteration or suspension of Public Service Commission or Department of Transportation intra-state carrier regulations as needed to facilitate provision of emergency transportation services.
- g) Maintain accurate records of resource utilization.
- h) Determine when drawbridges are locked in the down position and bridge tenders are removed. Responsible for closing and opening bridges, and inspecting them for damage.

2. Department of Management Services

- a) Maintain listings of state vehicles and their location, and make this information available to the Department of Transportation when requested.
- b) Operate the State Motor Pool (on a 24-hour basis if required) in support of state departments during a disaster situation.
- c) Establish priorities, schedule and coordinate the use of the State aircraft in a disaster situation.

3. Department of Agriculture and Consumer Services

- a) May assist in the transportation of equipment and supplies as needed.

4. Department of Military Affairs

- a) Provide transportation assistance as directed by the Governor.

5. Public Service Commission

- a) Develop and maintain assistance agreements for using resources of private companies / carriers under their jurisdiction.
- b) Both the Department of Transportation and the Public Service Commission will alter or suspend regulations on intra-state carriers as needed to facilitate provisions of emergency transportation services.

6. Department of Highway Safety and Motor Vehicles

- a) Coordinate law enforcement agency assistance in transporting emergency supplies (such as food, water, or medical supplies) into the disaster area.
- b) Provide clearances for movement of vehicles involved in emergency services into and out of disaster areas.

7. Department of Business and Professional Regulation, Florida Department of Law Enforcement, Department of Environmental Protection, Fish and Wildlife Conservation Commission
 - a) Coordinate with the Department of Highway Safety and Motor Vehicles to provide needed assistance for transporting emergency supplies into the disaster area.

B. County Government

1. St. Johns County Emergency Management

Assigned the primary responsibility for coordination with ESF-1 on the development and implementation of a coordinated emergency transportation plan, including maintaining a list of vehicles for use in transporting disabled persons. The Emergency Management Director will be the contact for initiating the evacuation and transportation of disabled persons.

2. St. Johns County School District (ESF-1)

As the Primary Agency, ESF-1 is responsible for transportation requirements and personnel to assist in the implementation of the transportation operation. In addition, ESF-1 will be responsible for:

- a) Maintaining plans for providing emergency transportation services as needed.
- b) Developing agreements with voluntary agencies with emergency transportation capabilities.
- c) Plans for the use of private commercial transportation if required.
- d) Providing needed emergency transportation services using all available local resources.
- e) Inventory of Transportation Resources – Location and inventory of vehicles, which will be used for emergency transportation, is maintained in the School District Transportation Office. By May 1st of each year the School District Transportation Director and the Director of the Council on Aging will be requested to provide the EMD with an

inventory list of all transportation assets that will be available for use during an emergency.

- f) Assessment of Transportation Resources – As early as possible in the response phase, a transportation resource assessment will be made by ESF-1 in coordination with other ESF's and support staff to determine requirements. If shortfalls exist, action will be taken to secure additional resources within mutual aid agreements and other available sources. Pre-positioning or staging of transportation resources will be accomplished at St. Johns County Schools or other County facilities.
- g) Transportation Staffing Patterns – ESF-1 in coordination with ESF-3, ESF-11 and ESF-15 will develop staffing patterns to ensure 24-hour operation of transportation vehicles, as the necessary.
- h) Additional Transportation Capabilities – All emergency transportation requirements for response and recovery operations beyond the capabilities of the respective ESF will be given to the ESF-1 representative in the EOC for coordination and resource support.
- i) Request for State Assistance – Requesting state assistance from the State EOC when local resources, including those from local inter-service agreements, are inadequate, will be done through Emergency Management.
- j) Transportation for Special Needs People – The coordination of transportation for disabled persons to shelters during emergency evacuations. Approximately 610 (this number varies as residents are added / deleted) have registered for evacuation assistance with St. Johns County Emergency Management. A detailed list of these individuals is located in the St. Johns County Special Needs Registry on file with St. Johns County Emergency Management.
- k) St. Johns County School District Transportation Division will supply the following additional support:
 - a. The maintenance staff at School Bus Garage will provide crews to provide vehicle maintenance, tire

changes, fuel servicing, welding capability and other maintenance activities to support the transportation mission during a disaster. St. Johns County Fleet Maintenance will provide additional assistance if needed.

- b. Insure that fuel tanks on School District property and all vehicles are full before a known emergency / disaster occurs. In the event of an imminent emergency / disaster, provide those services on a select basis to insure operational capabilities to those functions essential in implementing this plan. This procedure will be coordinated with the EOC.
 - c. Establish a fuel-servicing plan to ensure an orderly system, to ensure transportation resources have adequate fuel supplies.
 - d. Provide mobile maintenance capability until relieved by the EOC.
 - e. Ensure that vehicles, equipment, and facilities are secured, except those minimum resources required during the emergency.
4. The County Administrator – The County Administrator or designated representative must approve the use of employees and / or equipment in support of other authoritative agencies.
 5. St. Johns County Sheriff's Office (ESF-16) – Will establish and maintain emergency routes to hospitals, shelter, and / or other specific locations for exclusive use of emergency equipment.
 6. St. Johns County Fire Rescue – Will utilize personnel and equipment to continue responding to request for service; will make every effort to provide an effective response during a disaster.
 7. Mutual Aid – Transportation resources from the State and/or surrounding counties will be accomplished in accordance with the Statewide Mutual Aid Agreement.

St. Johns County Transportation Resources

I. School Buses

St. Johns County School District currently has 293 standard school buses; with 68 of these buses equipped to move disabled passengers. In an emergency, drivers will be called in by the School District to assist the County with an evacuation. The Director of Transportation for the St. Johns County School District (ESF-1) must be contacted to obtain the buses.

II. Emergency Vehicle Use

Below is the *estimated* number of vehicles that may be available to move residents and visitors of St. Johns County to, from and between emergency facilities or shelters as needed. These estimates are comprised using known resources in St. Johns County.

A. Transportation to Emergency Medical Facilities

1. Ambulances

a) 13 ALS Transport Units

2. Non-emergency Medical Transportation Services:

a) Local private ambulance service

b) Council on Aging

3. School buses may be utilized to transport “walking wounded” to emergency medical facilities.

B. Transportation to Shelters - minimum 30 buses

C. Shuttle transportation to DRC’s or other designated facilities from Shelters

All persons will be transported to shelter locations and then to other designated locations via shuttle buses. “Bus stops” will be established as needed and appropriately marked by the director of transportation within the disaster area.

D. The Council on Aging (COA) currently has 15 standard shuttle buses equipped to accommodate wheelchairs.

III. List of transportation resources

A. EMS Transportation (Public and Private)

- ASI
- Liberty
- Century
- Clay County
- Flagler County
- Putnam County
- St. Johns County Fire Rescue

B. Non-Emergency Transportation

- Council on Aging

C. Air Transport Services

- Life Flight (Jacksonville)
- UF Health Trauma One (Jacksonville)

D. Other Transportation Resources

- St. Johns County School District
- SJC vans and other large vehicles

IV. St. Johns County Major Fuel Suppliers

- AmeriGas
(904) 829-2241
- Courtesy Gas
(904) 829-2709
- Coomes Oil & Supply
(904) 829-2251
- L.V. Hiers, Inc. Petroleum Products
(904) 259-2314
- Suburban Propane
(904) 829-5623
- St. Augustine Gas
(904) 824-1601
- Commercial Gas Stations
County-Wide

Information Technology
Emergency Support Function 2 (ESF-2)

I. GENERAL

- A. Primary Agency:** SJC Management Information Systems
St. Johns County Emergency Management
St. Johns County Radio Communications Division
ARES
- B. Support Agency:** Telephone, Cell Phone, Cable Companies
St. Johns County Fire Rescue
St. Johns County Sheriff's Office
St. Augustine Beach Police
St. Augustine Fire Department
St. Augustine Police Department

C. Purpose / Scope

The purpose of ESF-2 is to assure the provision of required communications support to state, county, and municipal response efforts before, during and immediately following the Governor's emergency declaration. ESF-2 plans, coordinates and assists in all actions taken to provide communications support to state, county, and municipal response elements. This ESF will integrate and coordinate the communications assets available from all state agencies, county agencies, and volunteer groups, local industry, federal government agencies and the U.S. Military. ESF-2 will prepare recommendations for the local EOC and other agencies as required. Additionally, ESF-2 will be the focal point of all response communications activity at the local level prior to, during and immediately after an emergency.

The role of ESF-2 personnel will include, at a minimum, the following:

1. Identify communications resources available for use within the affected area(s).
2. Establish and maintain a County Communications Plan.
3. Identify actual and planned actions of commercial telecommunications companies to restore services.
4. Identify Communications facilities, equipment and personnel located locally that could be used to support recovery efforts.

5. Coordinate the acquisition and deployment of additional communications equipment, personnel and resources necessary to establish temporary communications capabilities within the stricken area.

II. POLICIES

This document will serve as the primary authority for planning and emergency preparation of communications resources. Agencies identified herein are encouraged to allocate the resources necessary to plan, test and participate in disaster exercises initiated by the local EOC.

III. RESPONSE LEVEL

The response or level of support required for this plan will be predicated on the intensity of disaster. A catastrophic or major disaster will require ESF-2 to respond with full plan implementation. A minor disaster or emergency may not require an increased readiness level or activation at all.

IV. SITUATION

A. Disaster Condition

A disaster condition may result from a significant natural disaster or other incident that produces extensive damage. Consequently, a large volume of requests for assistance to save lives and protect property may result. The responders and their support require timely and accurate information to base their decisions on and focus their response efforts.

Disasters can cause widespread damage to communications and electric transmission facilities. At a time when the need for real-time information is critical, the capability to provide it may be seriously limited or nonexistent. All surviving communications assets of the government agencies and departments, as well as the telecommunications industry, will be needed to assure survivors an immediate and effective response.

B. Planning Assumptions

1. Initially, the local emergency service organizations will focus on lifesaving activities. Local officials will work toward re-establishing order in the disaster area. Emergency Management will become the central point of coordination and control for local relief activities.

2. Initial reports of damage will be fragmented and provide an incomplete picture of the extent of damage to communications resources.
3. Weather and other environmental factors will restrict the ability of suppliers to deploy mobile or portable communications equipment into the area.
4. The affected area's ability to communicate with the rest of the county (or state) will be impaired. Personnel may be isolated from their departments and / or operational centers.
5. The type of disaster may necessitate the consideration of sites for establishing an Incident Command Post.
6. St. Johns County Emergency Operations Center will be the command and control center during large scale disasters.

V. CONCEPT OF OPERATIONS

A. General

Under the leadership of St. Johns County Emergency Management, representatives from each of the support agencies and volunteer groups will assemble and be briefed at the EOC. Each representative will establish contact with their appropriate personnel and begin to activate or initiate emergency response plans. The role of the primary agency will be to focus coordination, ensure the management of combined agency efforts, and maintain a continued flow of information between ESF's. Communications will respond directly to the EOC staff regarding recommendations pertinent to ESF-2's functions.

B. Notification

1. Emergency Management will activate the EOC and alert pre-identified individuals from each of the ESF's primary agency to begin staffing ESF-2. St. Johns County Emergency Management, the primary agency for ESF-2 will notify support agencies. Once notified, each agency will appropriately staff ESF-2.
2. ESF-2 will ensure that Emergency Management establishes communication with the State EOC to report the current status and any unmet needs. ESF-2 will ensure communication capabilities with

the State EOC and other governmental agencies are maintained for the duration of the event.

3. Immediately upon receipt of disaster information, Communications staff will establish contact with the county, city and volunteer response staff.
4. Contact lists for individuals within agencies, volunteer groups and telecommunications industry are included in "Contact List", "Emergency Contact Numbers".

C. Response Actions

1. Preparatory Activities
 - a) Immediately upon notification of a pending disaster the primary agency will begin assessing the present status of communications capabilities within the county. Communications will alert / contact all ESF-2 support agencies and direct that they activate their staff and assume their assignments. A roll call of all ESF-2 staff should be conducted.
 - b) ESF-2 will establish local Rapid Assessment Teams (RAT) to evaluate damage to critical communications infrastructure. Survey teams should be organized with expertise capable of assessing both the private and public communications infrastructure. Survey teams should ensure that they have communications with ESF-2 staff at the EOC.

The initial focus of these teams will be to identify:

- a. Operational 800 MHz communications for use within the affected area.
- b. Operational cellular, internet, and telephone infrastructure for use within the affected area.
- c. Damage to emergency communications infrastructure. (Fire, EMS, etc.)

2. Continuing Actions

ESF-2 will provide operational support as well as planning for and coordination of communications resources.

a) Planning

The ESF-2 Coordinator shall begin planning the recovery process according to the following:

- a. Accumulate damage information obtained from all the assessment teams. Additionally, these teams may make initial estimates of the amount of communications support required. This information should be provided to the ESF-2 staff as soon as possible.
- b. Review, categorize and compare damage information to ensure that problems are clearly identified.
- c. Assemble a listing of all communications assets available to support recovery mission(s). Other volunteer and local agencies with communications assets may also be asked to contribute these assets to the response effort. Private resources must also be considered for availability and effectiveness. Furthermore, availability, operational condition and duration of need for resources must be considered. The logistical requirements necessary to obtain critically needed equipment will also be evaluated.
- d. Select the resource alternatives most applicable and coordinate its deployment.

b) Operations

The ESF-2 staff should:

- a. In conjunction with ESF-5, monitor the National Weather Service for the latest weather conditions for the county, including present conditions, the 24-hour forecast, and the long-range forecast.

- b. In conjunction with ESF-5, obtain information from ESF-1 (Transportation) regarding road, rail, and air transportation conditions, and whether ESF-1 can move mobile communications systems into the area.
- c. Determine locations of possible secondary response locations in the disaster area. For example, staging areas, medical stations, satellite JFO's, etc.
- d. Assess the need to request assistance (mobile or portable equipment) through Emergency Management from SEOC.
- e. Assess the need for and obtain support as needed / required for private communications infrastructure.
- f. Deploy mobile communications vehicles to coordinate response agencies in the stricken areas. County departments, Sheriff's Deputies, Fire, EMS and other agencies have 800 MHz radios.
- g. Maintain an activities log.
- h. Prepare and process reports using established procedures. Focusing attention to the production of "After-Action Reports". These will be critical for review of ESF activities and procedures.
- i. Coordinate communications support to all responders and volunteer agencies as required.
- j. Prioritize the deployment of services, based upon available resources and critical needs.
- k. Coordinate ESF-2's needs and time frames with the SJC EOC and all others as required.
- l. Work in concert with the ESF-2 Coordinator to resolve all conflicts regarding communications resource allocation requests.
- m. Develop and promulgate information collection guidelines and procedures to enhance assessment,

allocation, and / or re-allocation of communications assets.

VI. RESPONSIBILITIES

A. General

This ESF's responsibilities are delineated in the State of Florida Emergency Recovery Plan, except as annotated herein.

B. Support Agencies

1. ESF-2 support agencies will be aware of their organization's capability to provide communications.
2. The agencies listed below will provide the indicated support to the local EOC efforts under this plan.

a) County Warning Point

The County Warning Point is the communications center operated by St. Johns County Fire Rescue and provides 24 hour operations providing continuous communication with local, state, and federal agencies as well as issuing local warnings and advisories to emergency response personnel.

Equipment and systems utilized in the County Warning Point are:

- a. EMNet – a 24-hour state communication satellite system linking SEOC with all Florida counties.
- b. Local Sheriff's Frequency - 800 MHz
- c. Local Fire Frequency Network - 800 MHz
- d. Alter St. Johns (Everbridge)
- e. NAWAS
- f. Satellite Communications

b) Emergency Management Division

Emergency Management operates routinely from 0800 hours to 1630 hours on weekdays unless activated. When activated, the Emergency Operations Center section will

operate 24 hours daily until de-activation. The communications capabilities of this department are as follows:

- a. EMNet – a 24-hour state communication satellite system linking SEOC with all Florida counties
 - b. IPAWS (EAS)
 - c. Code Red
 - d. Local Sheriff's Frequencies - 800 MHz
 - e. Local Fire Frequencies - 800 MHz
 - f. Satellite Telephone
 - g. Amateur Radio Network (Ham Radio Operators)
 - h. Cell phones and landlines
- c) ARES (Amateur Emergency Radio Service)

ARES will provide support to ESF-2 with Amateur radio networks / systems, operators and emergency public communications during emergencies and major disasters. They will also provide communications systems and operators, which will link mass care facilities directly to the EOC.

VII. RESOURCE REQUIREMENTS

A. Assets Critical for the Initial Response

The assets listed below are of critical importance to providing communications within the county during emergencies or disasters:

1. Mobile communications equipment.
2. 800MHz multi-channel base and mobile radio systems.
3. Local base radio compatible "Hand Held Portables".
4. Independent electrical power supply for base units.
5. Trained personnel available for both base and field response.
6. Satellite phones/radios.

VIII. DRILLS, TRAINING AND EXERCISING

- A.** Due to the importance of communications during an emergency, all communications systems will be periodically tested. All communications systems should be tested in annual exercises. Since most modes of communications are used during the normal daily activities, periodic drills

for these systems are not necessary, although their status should be reviewed at least weekly. The EMNet System will be tested weekly from the State Watch Office. Should any problems be noted, the Emergency Management Director should be promptly notified.

- B.** Communications Officers within St. Johns County are generally trained “On-The-Job” and are required to do 4 hours of additional training monthly. Communications drills/exercises are conducted at least annually.

IX. PRE-DEPLOYMENT OR STAGING OF COMMUNICATION RESOURCES

Communications equipment will be pre-deployed to shelters, distribution sites and staging area prior to the disaster if time permits.

X. RESOURCES TO MEET STAFFING PATTERNS FOR 24-HOUR OPERATION OF COMMUNICATION SYSTEM

The ESF-2 Coordinator is responsible for ensuring the coordination and development of a staffing pattern that will ensure all communications systems are operated on a 24hour per day basis, as required throughout the emergency/disaster operation. This includes shelters, EOC staffing, and other requirements.

XI. PRIORITY FOR REPAIR AND RESTORATION OF COMMUNICATION SYSTEMS DAMAGED DURING A DISASTER

- A.** The 800 MHz radio communications system, including all tower sites, will give priority as follows:
 - 1. Law Enforcement
 - 2. Fire / EMS
 - 3. School District (also VHF)
 - 4. Emergency Management
 - 5. Public Works/Utilities
- B.** 911 Phone Systems
- C.** Other County Communication Systems

XII. COMMUNICATIONS SYSTEMS USED TO TRANSMIT AND RECEIVE INFORMATION

- A. Radio Types**
 - 1. 800 MHz

2. VHF
 - a) High Band
 - b) Low Band
3. UHF

B. Phones

1. Cellular
2. Land Line
3. Satellite Phone / Radio

C. Other

1. Internet
2. EMNet
3. Alert St. Johns (Everbridge)
4. Email
5. Social Media
6. GTV

PUBLIC WORKS / ENGINEERING
Emergency Support Function 3 (ESF-3)

I. GENERAL

- A. Primary Agency:** St. Johns County Public Works
St. Johns County Utilities
- B. Support Agency:** City of St. Augustine
City of St. Augustine Beach
St. Johns County Facilities Maintenance
Florida Department of Transportation

II. FACILITIES

A. Reconstruction of Vital Transportation Infrastructure

Primary goal of ESF-3 is the establishment of procedures and priorities for the clearing, repair and / or reconstruction of damaged transportation route including roads, bridges, and other vital transportation infrastructure.

B. Restoration of Public Infrastructure

ESF-3 will coordinate with ESF-1, ESF-2, ESF-4, ESF-12, ESF-16, Emergency Management Director, public officials, municipalities, power companies and utility companies in identifying procedures and establishing priorities for the restoration of critical public services and facilities. This will include the supply of adequate potable water, restoration of water supply systems and provisions for water for Firefighting.

C. Demolition or Stabilization of Damaged Facilities

ESF-3 in coordination with ESF-5 (Emergency Management) will develop procedures for the demolition or stabilization of damaged structures and facilities designated as immediate hazards to public health and safety. Private and / or public engineering firms / agencies will be consulted if and when required.

D. Activation of Debris Management Plan

ESF-3 in coordination with County Administration and Emergency Management may activate the Debris Management Plan for the County.

This may include activating pre-established Debris Management Contracts with private vendors. The St. Johns County Debris Management Plan is located in Appendix T.

III. RESOURCES

A. Inventory of Restoration Resources

An inventory of personnel, vehicles and equipment needed for the restoration of infrastructure is maintained in the St. Johns County Public Works Department and Utilities Department and is updated at least annually.

B. Pre-Positioning of Resources

ESF-3 will develop procedures, which will provide for the pre-positioning of resources when it becomes apparent that skilled construction workers, engineers, vehicles and construction materials will be necessary. The following list of sites will be used to pre-position resources:

SITE	ADDRESS
Simms Pitt	1250 South St. Johns Street Closest intersection King Street & South St. Johns Street
Onion Patch Pitt	1762 Borrow Pitt Road Closest intersection Scott Road & SR-13
Smith Road Staging Yard	8220 Smith Road, Hastings
SJC Road & Bridge	1625 State Road 16 St. Augustine, FL 32084
St. Johns County Fairgrounds	Highway 207 West of I-95 Elkton, FL 32033
St. Johns County Utility Warehouse	2104 Arc Drive St. Augustine, FL 32084

C. ESF-3 Staffing Patterns

ESF-3 will identify resources to ensure 24-hour staffing patterns for restoration of infrastructure, when required. If internal resources are not available to establish the 24-hour staffing patterns, a coordinated

recommendation will be presented to the EM Director to request additional resources.

D. EOC Coverage

ESF-3 is part of the EOC staff and will ensure a 24-hour staffing pattern for EOC coverage. ESF-3 EOC representatives will coordinate public works and engineering functions with other EOC staff and Emergency Management Director, as required, to ensure proper resourcing and exchange of information.

IV. PRIORITY LIST FOR STREETS AND ROADS FOR DEBRIS REMOVAL

A. Guidelines for Establishing Priorities for Debris Removal

1. First – Tasks relating to lifesaving or life protection and search and rescue operations.
2. Second – Tasks relating to providing supplies and services to meet basic human needs.
3. Third – Tasks relating to security and protection of property.
4. Fourth – Tasks relating to road and bridge clearance and maintenance to allow utility company's access to areas for restoration of services to the public.
5. Fifth – Other projects.

RESOURCE SUPPORT
Emergency Support Function 7 (ESF-7)

I. GENERAL

- A. Primary Agency:** St. Johns County Purchasing
- B. Support Agency:** St. Johns County Disaster Recovery
City of St. Augustine
City of St. Augustine Beach
St. Johns County Airport Authority
St. Johns County Clerk of the Court
St. Johns County Finance Department
St. Johns County Office Management and Budget
St. Johns County Personnel Department
St. Johns County Sheriff's Office

II. INTRODUCTION

A. Purpose

The purpose of this plan is to publish guidance on providing logistical and other resource support to local agencies involved in delivering emergency and recovery efforts for disasters and / or emergency operations.

B. Scope

The St. Johns County Purchasing Department is designated as the primary agency for ESF-7 with responsibility for providing direct and active support to emergency and recovery efforts during the immediate response phase and during the recovery phase following a disaster. Documenting resource requests and purchasing procedures are a vital component of the ESF-7 function.

III. POLICIES AND PROCEDURES

A. Procedures for Providing Supplies and Equipment

Supplies and equipment requirements will be met from on hand inventories. Additional re-supply or equipment requirements will initially be sourced locally, when local inventories are expended, needed equipment and/or supplies will be requested from the State EOC via a mission in WebEOC. Supplies used from local inventories will be replaced as soon as possible

during or after the disaster. Equipment damaged or destroyed during the disaster or in the response or recovery phases will be replaced or repaired as soon as possible.

B. Furnishing of Resource Support and Materials

Each supporting agency has agreed to provide resource support from their existing inventories to the fullest extent possible. Re-supply and / or additional resources will be provided as outlined above. Inter-local mutual aid agreements will be utilized prior to seeking State aid.

C. Procurement Process

ESF-7 has responsibility for locating, procuring and issuing resources, such as office supplies and equipment, miscellaneous disaster response and recovery supplies and equipment, fuel contracting services, personnel, heavy equipment and transportation of such in coordination with ESF-1 and ESF-3. Procurement will be made in accordance with current State and Federal laws and regulations, which include emergency procedures under Florida Statutes.

D. Transportation of Resources

Transportation of resources into the affected area will normally be from the staging area at the County Facilities or School District Transportation Facility. ESF-7 will coordinate transportation requirements with ESF-1 to ensure timely delivery of disaster relief supplies and equipment. All resources will not necessarily come from the Staging Area; some may be directly delivered by private contractor into the affected area. ESF-7 will be the primary lead agency for coordinating the delivery and receipt of resources into or within the County.

E. Staging of Resources

The primary Staging Area for the County has been established at the St. Johns County Utility Warehouse | SR-16. Additional staging areas may be established in other municipalities or local community within the County during a disaster, as required. The facility provides office space, a covered storage area and has the ability to accept 53ft. trailers for deliveries.

F. Leasing of Real Property

If required during a disaster, the leasing of buildings or warehouses, or the replacement of damaged or destroyed facilities will be accomplished by ESF-7 in coordination with the St. Johns County Land Management Department.

G. Tracking of Loaned Property and Equipment

Before loaning any items of property or equipment to any outside agency, the Department Head will coordinate with ESF-7 for approval. If approval is granted, ESF-7 will maintain a record of such loans, indicating the type of property or equipment, the date of the transaction, the agency and location to which the loan is made, and the estimated date of return. Each department head is also responsible for ensuring that property and equipment loaned to them is documented.

H. List of Required Resources

After completion of needs and damage assessment reports, a list of required resources will be developed by each ESF's member and supporting agency and a copy furnished ESF-7 for consolidation. ESF-7 will provide a consolidated copy of resource requirement to local vendors and volunteer groups that may supplement local resources. Resource requirements beyond the local capacity to provide will be requested from the State EOC via WebEOC.

I. List of Available Resources and Locations

In coordination with each department head, ESF-7 primary agency is requested to maintain a current list of County Department available resources, with written procedures on how to obtain them, their location and an after-hours point of contact. Copy of the procedures will be furnished to Emergency Management. Changes to these procedures will be made annually, if needed, and copies furnished to Emergency Management.

IV. SECURITY OF RESOURCES

Security for resources at activated staging areas and facilities will be coordinated by ESF-16.

V. SUPPORT REQUIREMENTS FOR ESF-7**A. Human Resources**

Staffing of ESF-7 will be derived from the primary and support agencies. Additional staffing requirements will be requested through Emergency Management Director.

B. Other Resources

Vehicles and other equipment may be required for ESF-7's operations and will be provided by the primary and support agencies. Additional requirements will also be submitted to the Emergency Management Director.

C. Mutual Aid Agreements

Inter-local mutual aid agreements will be utilized to the fullest extent prior to requesting aid under the Statewide Mutual Aid Agreement.

ENERGY*Emergency Support Function 12 (ESF-12)***I. GENERAL**

- A. Primary Agency:** Florida Power & Light (FPL)
JEA
- B. Support Agency:** Beaches Energy
City of St. Augustine
City of St. Augustine Beach
St. Johns County Emergency Management
St. Johns County Public Works
St. Johns County Fleet Maintenance
TECO People's Gas
St. Johns County Facilities Maintenance

II. INTRODUCTION**A. Purpose**

This Emergency Support Function (ESF) is to promulgate the policies and procedures to be used by the St. Johns County Fleet Maintenance and electric utilities in responding to automotive fuel shortages, electric power outages and capacity shortages which impact or threaten to impact significant numbers of citizens. Automotive transportation fuel shortages may be caused by the disruption of normal supply distribution during severe storm / tropical weather conditions. Electrical power outages and capacity shortages may be caused by unusually hot or cold weather, short-term electric fuel transportation and supply shortages, transmission and distribution disruptions, severe storm / tropical weather conditions or power plant outages.

B. Scope

ESF-12 Energy involves coordinating the provision of emergency supply and transportation of automotive fuels and the provision of emergency electric power to support immediate response operations as well as restoring the normal supply and transportation of automotive fuels and electric power to normalize community functioning. This ESF will work closely with federal, state, energy suppliers and distributors. The scope of this ESF includes:

1. Assessing the electrical system damage, energy supply, demand, and requirements to restore such systems.
2. Assess natural gas distribution lines for compromise or damage.
3. Assisting local and state departments and agencies in obtaining fuel for transportation and emergency operations.
4. Recommending, as needed or required, local ordinances or resolutions for energy priorities and emergency operations
5. Coordinating with ESF-1 (Transportation), ESF-3 (Public Works and Engineering) for assistance in helping energy suppliers obtain equipment, specialized labor, fuel, and transportation to repair or restore energy systems.
6. Recommend local actions to save fuel.
7. Coordinate with ESF-14 (Public Information) in providing emergency energy information, education, and conservation guidance to the public. Before the release of information to the public, ESF-14 will coordinate with suppliers, State and Federal authorities relative to energy needs and shortfalls.
8. Coordinating information with local, state and federal officials and suppliers about available energy supply recovery assistance.
9. Providing technical assistance involving energy systems.
10. Recommending to the State and Federal Coordinating Officer priorities to aid restoration of damaged energy systems.

III. POLICIES

- A.** St. Johns County Facilities Maintenance will serve as the lead county agency in responding to emergencies regarding electric service outages and electric generating capacity shortages by providing emergency generating systems and support for the systems. The Florida Power and Light Corporation (FPL), Jacksonville Electric Authority (JEA), and Beaches Energy and their employees will be responsible for any functions that require their expertise. (Down power lines, restoration of electric service, etc.) St. Johns County Purchasing, in conjunction with SJC Fleet

Maintenance, will serve as the liaison regarding automotive transportation fuels and other energy resources in the private sector.

- B.** This ESF will be activated upon notification of a potential or occurrence of a disaster or emergency.
- C.** Upon activation of the Emergency Operations Center (EOC), the EMD will notify the ESF-12 liaisons that are designated to serve in the EOC.
- D.** ESF-12 will interface with ESF-1, ESF-3, energy offices, energy suppliers, energy and fuel distributors, regarding needs assessments and resource availability.
- E.** ESF-12 will also coordinate with ESF-14 on the release of information to the public advising residents (including the electricity dependent) on the necessity to conserve energy, energy outages and other related energy issues.
- F.** ESF-12 will establish procedures to ensure coordination of information with state and federal officials and energy suppliers regarding energy supply recovery assistance. This information will be accomplished through ESF-12 in the State EOC.
- G.** All requests for fuel and power assistance will be processed by ESF-12 representatives in the EOC in coordination with ESF-7 (Resource Support) and with ESF-12 in the State EOC for requirements beyond local capabilities.

IV. SITUATION

A. Disaster Conditions

1. Electric energy shortage conditions are those in which the supply of electric power to customers could be in jeopardy due to either generation capacity shortages and / or transmission limitations. It is expected that generation capacity shortfalls would be due to extreme weather conditions. However, they could also be the result of higher than projected demand for energy during periods when generating units are normally unavailable due to scheduled maintenance or unplanned generating unit outages.
2. Other energy shortages, such as interruptions in the supply of gas or other petroleum fuels for automotive transportation and other

industrial uses, may result from extreme weather conditions, strikes, war or international embargoes.

B. Planning Assumptions

1. St. Johns County Facilities Maintenance will be the primary agency in responding to emergencies of electric service outages and electric generating capacity shortages to supply emergency power generating capabilities. The supplier of the electric service will be notified of the outage and requested to restore the electric service.
2. During periods of abnormal weather or in the event of multiple unanticipated generating unit outages, there may be times when generating capacity is limited or falls below customer demand.
3. There may be widespread and prolonged power failure. With no electric power, communications will be affected; traffic signals will not operate, which could cause traffic problems. Such outages will have an impact on public health and other safety services, including the movement of petroleum products for transportation and emergency power generation.
4. The lead agency of the ESF, upon notification of a potential or actual generating capacity shortage, shall communicate and coordinate with the state and local agencies when prioritizing emergency support and energy restoration.
5. There may be some hoarding of fuel. If the public perceives prolonged fuel scarcities, the hoarding of fuel may increase greatly.
6. Water pressure systems may be low or zero, affecting facilities essential to the health and safety of the public, hampering fire suppression capabilities, and sewer systems may not function.
7. Coordination and direction of all local efforts including volunteers will be required.
8. Damaged areas will be restricted and not readily accessible, except, in some cases by air.
9. St. Johns County EOC will be activated for large scale disasters.

V. CONCEPT OF OPERATIONS

A. General

When electric utility operating reserves are nearly exhausted and there is imminent possibility of curtailment or loss of firm load, or when other energy supplies (such as natural gas or automotive transportation fuels) are disrupted, an appraisal of the situation is made by designated authorities / personnel and action is taken in accordance with this ESF. Emergency personnel are notified and mobilized to direct and coordinate relief efforts, to communicate with the public and appropriate governmental agencies, and to restore normal service when the emergency is over. These response actions are carried out to maintain energy systems and to minimize the impact on St. Johns County's citizens.

B. Organization

1. At the state level, the Public Service Commission and the Division of Emergency Management will assume primary responsibility for ESF-12 activity.
2. At St. Johns County level, the Facilities Maintenance Department and a representative from the electrical utilities will assume primary responsibility for ESF-12 activity.
3. Upon activation of ESF-12, Facilities Maintenance will be responsible for ensuring that energy concerns are addressed. Additional support agencies and organizations may be utilized and will either be tasked to provide a representative to the EOC or to provide a representative who will be immediately available via phone.

C. Notification

Upon activation of the St. Johns County EOC, an Alert St. Johns notification will be sent to notify all ESF-12 supporting agencies to report for duty.

VI. RESPONSE ACTIONS

A. Initial Actions

1. Activate the EOC.
2. Activate the Disaster Response / Recovery Plan.

3. Activate the Logistics Strategy which includes a Fuel Plan.
4. Contact utility providers (as appropriate) to obtain information about damage and / or assistance needed in their areas of operation.
5. Assign local emergency response / damage assessment teams to the disaster areas to determine possible affected areas, industry and resources needed for energy restoration.
6. Monitor the procedures followed by individual utilities during energy generating capacity shortages to ensure countywide action and communication.
7. Coordinate with ESF-1, ESF-3 and other support agencies and organizations when appropriate, regarding needs assessment and resource availability.
8. Estimate the expected duration of emergency event, explanation of actions, and recommended actions in support of the utilities.
9. Inform appropriate state and local news organizations about generating capacity shortfalls.

B. Continuing Actions

1. Continue to communicate with and monitor state and local utility response actions.
2. Receive, assess and submit requests for aid from state and federal agencies, energy offices, energy suppliers and distributors.
3. Request, when appropriate, needed resources to repair damaged systems. Such resources could include transportation to speed system repairs.
4. Work with State Coordinating Officer, the Florida Public Service Commission and other state organizations to establish priorities to repair damage to the local system.
5. Continue to update local news organizations, through the Public Information Officer (PIO), with accurate assessments of energy

supply, demand and requirements to repair or restore energy systems.

6. Keep accurate logs and other records of emergency responses.
7. Begin to draft recommendations for after-action reports and other reports as appropriate.

C. Fuel Shortage

In the event of a shortage of automotive and / or transportation fuels, ESF-12, ESF3 and ESF-7 will be responsible for coordinating with SEOC, industry trade groups and associations to obtain needed fuel supplies.

D. Damage to Energy Systems

ESF-12 will obtain the necessary resources needed to repair damage to energy systems. If resources are not available in the County, request will be made to the State EOC via WebEOC.

E. Public Information

ESF-3 will communicate and coordinate with ESF-14 on new releases to keep the public apprised of generating capacity shortfalls.

F. Documentation

ESF-12 will cooperate with the Florida Public Service Commission and Florida DEM on the documentation of case histories of power and fuel experience in responding to the disaster.

VII. SUPPORT AGENCIES

A. ESF-1 | Transportation

1. Will share data about transportation use requirement in order to integrate them into ESF-12's (Energy) assessment of total energy needs.
2. Will also coordinate with ESF-12 in assisting energy suppliers with the procurement of equipment, specialized labor, and transportation to repair and restore energy systems.

B. ESF-3 | Public Works

1. Will assist with emergency clearance of debris for reconnaissance of the damaged areas and passage of utilities workers, emergency personnel, supplies and equipment for life saving, life protecting, health and safety purposes during the immediate response phase.
2. Will assist with temporary clearing, repair or construction of emergency access routes, which include damaged streets, roads, bridges, waterways, airfields, railways and any other facilities necessary for passage or rescue personnel, or transport of fuel.

C. ESF-14 | Public Information

Will communicate and coordinate with ESF-12 regarding news releases about generating capacity shortfalls, requests for energy conservation, and electric or other energy restoration.

VIII. RESOURCE REQUIREMENTS**A. Assets for response include:**

1. Adequate personnel to staff the local EOC
2. ESF-12 will coordinate with ESF-1, ESF-3, and ESF-7, as well as private organizations in the procurement of emergency vehicles for fuel transportation.
3. Communications equipment needed:
 - a. Cell Phones
 - b. 800 MHz
 - c. Agency Radios
 - d. ARES
 - e. Landlines
 - f. Hand held portable radios
 - g. Satellite phones/radios

IX. STATUTORY AUTHORITY FOR ENERGY PRIORITIZATION

Reference is made to the Florida Public Service Commission and U.S. Department of Energy published rules.

ST. JOHNS COUNTY
COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN

2021

NIMS | ESF Emergency Support Functions

Human Services



INCIDENT MANAGEMENT SYSTEM FUNCTIONS

NIMS Function: **HUMAN SERVICES SECTION**
Emergency Support Functions 6, 8, 11, 15, 17, 18

I. GENERAL

A. Coordinating Agency: St. Johns County Emergency Management
 Section Chief: EMD or Designee

B. Primary Agencies:

ESF 06 - St. Johns County School District
 ESF 08 - Florida Department of Health - St. Johns
 ESF 11 - St. Johns County Parks and Recreation
 ESF 15 - St. Johns County Emergency Management
 St. Johns County Volunteer Organizations Active in Disasters
 United Way
 ESF 17 - St. Johns County Animal Control
 ESF 18 - St. Johns County Emergency Management

C. Support Agencies:

- American Red Cross
- ARES
- Catholic Charities
- City of St. Augustine
- City of St. Augustine Beach
- Flagler Hospital
- H.A.W.K.E.
- ST. Johns County Housing Partnership
- Home Health Agencies
- Medical Supply Companies
- Private Businesses
- Salvation Army
- St. Johns County Cattlemen's Association
- St. Johns County Chamber of Commerce
- St. Johns County Council on Aging
- St. Johns County Economic Development
- St. Johns County Extension Service
- St. Johns County Fire Rescue
- St. Johns County Horse Council
- St. Johns County Health and Human Services
- St. Johns County Housing and Community Services
- St. Johns County Large Animal Rescue
- St. Johns County Marine Rescue
- St. Johns County Medical Examiner

- St. Johns County Sheriff's Office
- St. Johns County Tourist Development Council
- St. Johns County Veterinary Society
- Long Term Recovery Organization (LTRO)
- St. Johns Wildlife
- Stuart-Marchman Act Behavioral Healthcare
- VA Medical Center
- Volunteer Organizations

II. ORGANIZATION

The Human Services Section includes the following Emergency Support Functions (ESF's), and assigns coordinating responsibilities to the following primary agencies:

<u>ESF</u>	<u>Primary Agency</u>
ESF 6 – Mass Care	St. Johns County School District
ESF 11 – Food and Water	St. Johns County Parks and Recreation
ESF 15 – Volunteers and Donations Management,	St. Johns County Emergency
	St. Johns County VOAD, United Way
ESF 17 – Animal and Agriculture	St. Johns County Animal Control
ESF 18 – Business	St. Johns County Emergency Management

III. INTRODUCTION

A. Purpose

The purpose of the Human Services Section is to coordinate emergency response actions and the use of resources to support the needs of disaster survivors before, during and after a disaster. Primary activities relate to mass care, emergency food and water, volunteers and donations, animals, public health and special needs and economic recovery.

B. Scope

The scope of this Section applies to natural or human-caused disasters or emergencies whenever survivor support is required, in either a declared or undeclared emergency. The scope includes, but is not limited to performing the necessary actions to:

1. Coordinate all shelter operations including Special Needs.
2. Coordinate the operation of mass feeding facilities in areas affected by disaster.

3. Coordinate relief efforts provided by volunteer organizations performing mass care functions.
4. Coordinate the donation of all materials to disaster response and recovery.
5. Provide resources and support to provide for survivors' needs and welfare in disaster, and/or coordinate deployment of state survivor services support resources.
6. Coordinate local resources in response to pet, farm and wild animal emergency needs.
7. Provide for the health and medical needs of the County's residents before, during and after a significant disaster.

C. Policies

1. St. Johns County Emergency Management will activate the Human Services Section; including mass care, emergency feeding, animal control and public health when the St. Johns County EOC is activated or it becomes essential to activate this section.
2. Shelter operations are conducted under an inter-local agreement (Resolution 2019-150¹) with St. Johns County School District. School District employees including Principals, Maintenance Supervisors and Cafeteria Staff have received Shelter Manager Training. Volunteers from the American Red Cross and ARES Radio Operators will augment the shelter staff.
3. Human services operations and activities will be coordinated within the operational protocols of its functional agencies and the primary functional agencies in the State Emergency Operations Center (SEOC).
4. Florida Department of Health - St. Johns under ESF-8, Health and Medical Services, will coordinate public health and the special needs shelter operation. They will also coordinate with State ESF-8.

¹ St. Johns County Resolution 2019-150 is on file with the St. Johns County Division of Emergency Management

5. St. Johns County is a signatory to the Statewide Mutual Aid Agreement and may request assistance through this agreement.
6. All functional agencies will maintain properly trained and certified disaster response personnel regardless of pay or volunteer status.
7. Each primary and support agency representative will prepare an inventory of resources to include personnel, equipment and vehicles and will update it annually.

D. Planning Assumptions

1. A significant disaster, emergency condition or other major incident will be of such severity and magnitude as to require all local resources and state resources, including the Florida Department of Health, Florida Department of Agriculture and Consumer Services, Florida Department of Children and Families, Florida Department of Elder Affairs, American Red Cross, Salvation Army and other public and private agencies and organizations to supplement local human services response efforts to save lives.
2. Response requirements of the disaster or emergency incident will cause an immediate and continuous demand for these resources, which will eventually exceed the capabilities of the affected local agency.
3. A major disaster will have an immediate impact on the ability of the local community to provide for survivors. Most likely incidents include transportation and / or hazardous material accidents due to rail, air, water and roadway transportation; weather-related incidents such as storm surge and / or flooding due to a hurricane, freshwater flooding or a tornado; or wildfires. Such incidents would potentially require human services dealing with large numbers of survivors with mass care needs, identification issues, death notices, mass medical and morgue requirements, and post-incident mental health counseling. The ability to provide these services may be disrupted by widespread damage to the infrastructure and distribution networks, and contaminated water sources and food. Local emergency facilities may be over-extended and field hospital or medical treatment facilities might be required on short notice.
4. Initial response during the first 72 hours after impact will be the responsibility of local agencies. Once local resources have been expended, agencies may request assistance by utilizing the

Statewide Mutual Aid Agreement, to which St. Johns County and all its municipalities are signatories.

5. State mass care, health and safety resources may be sought by the affected local emergency response agency in addition to other requested assistance. When the Governor declares an emergency, assistance may be obtained from any city or county emergency response agency throughout the state, pursuant to Florida Statute 252.
6. Coordination and direction of local efforts, including volunteers, will be required.
7. Damaged areas may initially be inaccessible except, in some cases, by air, and may require extraordinary methods to provide for survivors' immediate health and welfare needs.
8. Emergency responders may also become disaster survivors, and increase the number of volunteers needed to assist in mass care, health and safety issues.
9. When the immediate threat has subsided, individuals and relief organizations from outside the disaster area will respond to the perceived need for materials, supplies and personnel to assist in the impacted area.

IV. CONCEPT OF OPERATIONS

A. General

1. The National Incident Management System will be the organizing structure for disaster operations, with the Coordinating Agency Representative designated as Section Chief. If appropriate, a Unified Command structure may be initiated by the Emergency Management Director (EMD).
2. The Primary Agency for each ESF will coordinate the provisions of supporting agencies' disaster response resources, including personnel, supplies and equipment.
3. Each Primary Agency will assign a representative capable of committing and coordinating their agency's resources to the Human Services Section at the EOC. Agency personnel will be assigned to cover 24-hour operations, if requested.

4. The Section Chief will report to the EOC Operations Coordinator or EMD / designee, and will be the point of contact for coordination with other NIMS Functional Sections, including Planning, Infrastructure Support, Emergency Services and Finance / Administration.
5. Each ESF within the Human Services Section will coordinate with other agencies through the Section Chief.
6. The Section Chief will plan, coordinate and request all State resources of support agencies through the St. Johns County EOC.
7. Public information and press releases will be coordinated and issued by the EOC Public Information Officer with information provided to the Section Chief by Primary and Support Agencies.

B. Notification

1. Advance Warning – In the case of hurricanes, ample time would be available for response agencies to alert personnel in anticipation of the occurrence. Equipment and supplies may be reallocated and pre-positioned at appropriate locations. Resources should be located in storm-protected facilities during the height of the storm to be ready to respond as soon as conditions allow.

Action – Initiate activation procedure.

2. No-Notice Occurrence – St. Johns County Fire Rescue Communications Center personnel will initiate the response protocol appropriate to the incident. The EMD or designee will be notified and initiate EOC activation, depending upon available information regarding the severity and magnitude of impact. Upon direction by the ranking officer or Emergency Management Director, St. Johns County Fire Rescue Communications Center will initiate additional notification of appropriate agency personnel under prescribed communication protocols.

Action – Initiate activation procedure.

3. Upon notification by the State Watch Office (SWO) of a potential or actual event requiring response, the on-duty Communications personnel will notify the EMD. The EMD will authorize notification

of appropriate Primary and Support Agencies by telephone or through the Communications Center protocols.

4. Upon notification by St. Johns County Fire Rescue Communications Center or Alert St. Johns notification, Primary and Support Agency representatives will report to the EOC or other designated location.
5. Pre-incident and ongoing activities will be monitored by each Primary Agency and coordinated with St. Johns County EOC and other local and State agencies, as appropriate.

V. NIMS FUNCTIONS

1. Referenced ESF's will follow this management plan.

MASS CARE*Emergency Support Function 6 (ESF-6)***I. GENERAL**

- A. Primary Agency:** St. Johns County School District
- B. Support Agencies:** American Red Cross
ARES
St. Johns County VOAD
Stuart-Marchman Act Behavioral Healthcare
Flagler Hospital
St. Johns County Animal Control
St. Johns County Fire Rescue
St. Johns County Marine Rescue
St. Johns County Sheriff's Office
St. Johns County Housing Partnership
St. Johns County Health and Human Services
Salvation Army
Florida Department of Health – St. Johns

II. TASKING OF SHELTERING OPERATIONS

When a local state of Emergency is declared by the Chairman of the Board of County Commissioners or County Administrator, as outlined in Ordinance 2021-4, and the decision to order an evacuation and open shelters is made, the Emergency Management Director will coordinate with the St. Johns County School District. The School District will contact their trained shelter managers and begin to open designated shelters as soon as possible. St. Johns County Animal Control will begin preparing Pet Friendly Shelters. Florida Department of Health in St. Johns County will begin preparing the Special Medical Needs Shelter(s). Information of the evacuation and the opening of shelters will be provided to the media and citizens by the PIO through formal press conference, press release, social media, IPAWS, Alert – St. Johns notification, Emergency Management Website, and GTV.

III. ESTABLISHMENT OF MASS FEEDING

St. Johns County School District has responsibility for establishing mass feedings at each of the shelters. A basic human need assessment will be made early on in the recovery phase to determine if and where mass feeding sites will be established throughout the County outside of the shelters. One option will be to establish such sites at or near each shelter and will include the feeding site and possibly a comfort station. These operations will likely be managed through non-profit organizations such as the Red Cross and Salvation Army.

The mass feeding sites and comfort stations would be for the use of the general public who do not require sheltering and for relief workers in the area. It is not anticipated that these additional functions would interfere with the shelter operations.

IV. COORDINATION AND MANAGEMENT OF RELIEF EFFORT RESOURCES

ESF-6 will coordinate with ESF-11 who will be operating the County Logistical Staging Area to ensure the proper receipt and distribution of relief goods and services. ESF-6 in coordination with other ESF's and Emergency Management will determine where such goods and services are needed. After coordination between ESF-6, ESF-11 and ESF-15 is accomplished, ESF-11 and ESF-15 will be responsible for implementing the disaster relief plan by ensuring timely and proper distribution of relief effort resources.

V. EMERGENCY FIRST AID IN SHELTERS AND EMERGENCY STATIONS

ESF- 4 & 9 will provide first aid support to shelters, feeding sites, comfort stations and other emergency stations within their available resources. Additional first aid resources will be coordinated with and provided by ESF-8 from their available resources and / or through mutual aid agreements. St. Johns County Marine Rescue will be assigned to shelters to provide basic first aid and St. Johns County Fire Rescue will provide a paramedic to each shelter for emergency response.

VI. INFORMATION ON MASS CARE ACTIVITIES

Information concerning mass care activities and requirements will be determined from the needs assessment that is accomplished as early as possible in the recovery phase. ESF-6 will collect the information and will coordinate with ESF-5, ESF-7, ESF-8, ESF-11 and ESF-15 on securing necessary resources as well as determining where and how the relief goods and services will be provided.

VII. STAFFING PATTERN FOR SHELTER OPERATIONS

St. Johns County School District representatives will develop a staffing pattern for 24-hour operation of all shelters. (ESF-8 is responsible for ensuring staffing patterns for 24-hour medical operation of the Special Needs Shelter and ESF-17 is responsible for ensuring staffing patterns for 24-hour operation of the pet friendly shelters). It is anticipated that home health care organizations will not be making house calls during emergencies since their patients will be in shelters so they may provide medical service support at the shelters which will be coordinated with ESF-8. If the emergency is of a lengthy duration, consideration will be given to contracting out shelter first aid to a home health agency.

VIII. REUNITING SEPARATED FAMILIES

Shelter managers will be pro-active in assisting separated family members in reuniting with their families. This will be accomplished by use of public address systems at each shelter and other communications means available. If these measures fail, ESF-6 will request the assistance of ESF-16 in locating and reuniting family members. A copy of each shelter registration list will be provided to ESF-6 in the EOC, who will act as a central clearinghouse. A volunteer worker or a County staff member will be tasked to coordinate this action. See Shelters, Appendix L, for a copy of the Shelter Registration Forms.

IX. EMERGENCY POWER FOR SHELTERS

Most shelters in St. Johns County do not have emergency power generation capability, currently there are only two (2) shelters with emergency power capabilities. They are the Special Needs Shelters at Pacetti Bay Middle School and Freedom Crossing Academy. Requirements for other possible shelters have been identified in the annual shelter retrofit report submitted to FDEM. If shelters are without commercial power or emergency power, mass feeding will be accomplished by using Meals-Ready-to-Eat and / or canned food items until power can be restored. In addition, local restaurants will be used to provide meals to supplement feeding until generators are secured or until commercial power is restored.

X. OPENING AND CLOSING OF SHELTERS

The opening and closing of shelters will be accomplished by the St. Johns County School District after the decision is made in conjunction with the Emergency Management Director and other members of the Executive Policy Group.

XI. RESPONSIBILITY FOR SHELTER OPERATION

The St. Johns County School District, with assistance from St. Johns County Emergency Management, is assigned responsibility for registration, staffing, feeding, medical care and other logistical activities and support involved in shelter operations. Volunteers will be requested to assist with registration, custodial concerns and feeding. These volunteers may be secured from shelter occupants who do not have young children or elderly dependents to care for, or requested from ESF-15.

XII. SECURITY AND COMMUNICATIONS AT THE SHELTERS

ESF-16 is assigned the responsibility for security at each shelter. Communications from the shelter to the EOC is assigned to the St. Johns County School District using assigned radio equipment and AREAS Radio Operators. If additional security resources are required and cannot be provided by supporting agencies, contracts with private security

contractors can be established. ARES Radio operators have been assigned to each shelter and antenna, coax and mast have been installed at each facility.

XIII. ASSIGNMENT AND TRAINING OF SHELTER STAFF

The St. Johns County School District will designate shelter managers and other shelter workers. St. Johns County Emergency Management will provide training to designated shelter workers, at least annually prior to hurricane season.

XIV. DESIGNATION OF SHORT-TERM SHELTER

St. Johns County may use any public schools as a short-term, non-hurricane shelter in the event of a hazmat spill or other emergency event that requires only short-term sheltering. Coordination will be accomplished with the St. Johns County School District and shelter space will be limited to multi-purpose rooms or cafeterias.

XV. SHELTERING RESIDENTS OUTSIDE THE LOCAL AREA

Under the certain circumstances, the State of Florida may request that St. Johns County support sheltering operations as a “Host County” in the event a hurricane or other disaster occurs elsewhere in the State. Under this plan, St. Johns County could be tasked to provide shelters for a large number of residents from the impacted counties. The State EOC will coordinate the actions through a series of conference calls prior to landfall of the storm. When the tasking is anticipated, or received, the County EOC will be activated and the required staff members will report to the EOC for duty. Appropriate action will be taken by ESF-6 (School District) to open the required number of shelters in the County. ESF-16 will coordinate the traffic flow of incoming evacuees with road checkpoints directing them to the appropriate shelter.

XVI. LOGISTICAL PROCEDURES FOR MEETING FOOD, WATER AND SANITATION NEEDS AT PUBLIC SHELTERS

ESF-8 in coordination with the St. Johns County School District, County Health Department and Environmental Health Unit will ensure that sanitation conditions at each shelter are maintained.

XVII. TEMPORARY HOUSING

The St. Johns County Temporary Disaster Housing Plan (“Housing Plan”) has been created to establish a framework for addressing temporary housing for disaster survivors left homeless, and to identify the agencies which can be brought together to identify and activate housing resources. St. Johns County Emergency Management and St. Johns County Health and Human Services will be responsible for administering and maintaining

the Temporary Disaster Housing Plan. The Temporary Disaster Housing Plan is located in Appendix W

XVIII. WELFARE SERVICES

See Section Below

XIX. LOGISTICAL SUPPORT FOR SHELTERS

Emergency Management through ESF-11 will provide each shelter with a “Shelter Kit” that contains registration supplies, extension cords, fans, cots, etc. and also a bulk supply of water and MREs as needed. However, the standard practice will be that the School District will provide food for the shelters from their bulk food stocks. Resupply will be accomplished through local purchases from the County area food stores (See list of Major Food Suppliers below). Water will be provided from local sources if determined to be potable. If water is not potable, ESF-6 will coordinate with ESF-7 on securing water from commercial or other outside sources. Sanitation needs at the shelters is the responsibility of the School District in coordination with ESF-8 as identified above. If additional sanitation equipment support is needed, i.e. port-o-lets, ESF-6 will coordinate requirements with ESF-7 for commercial contacts.

XX. ESTABLISHMENT OF FOOD/WATER DISTRIBUTION SITES – POINTS OF DISTRIBUTION (POD)

The purpose of Points of Distribution (PODs) are to establish initial points where the general public will obtain life sustaining emergency relief supplies of food and water, until such time as power is restored, or stores with these items are open and stocked with supplies. Esf-11, St. Johns County Parks and Recreation, have been tasked with the operations and management of PODs. ²

² More in depth information on LSA's and POD's can be found in the St. Johns County Logistics Strategy which is on file with the St. Johns County Division of Emergency Management.

XXI. MAJOR FOOD SUPPLIERS

The following is a list of major food suppliers in the County:

Wal-Mart Super Center	Publix Stores	
2355 US-1 South St. Augustine, FL Phone: (904) 797-3309	1033 A1A / Beach Blvd.	461-0231
	4255 US-1 South	794-1100
	125 Jenkins Street	808-0514
	55 Ava Way	827-1448
	955 State Road 16	819-6518
	84 Tuscan Way	940-2889
	120 Marketside Ave	825-0263
	2845 County Road 210 W	230-3939
	3777 Palm Valley Rd.	273-6565
	220 Front Street	280-5440
	4413 Town Center Pkwy.	564-3632
	450 State Rd. 13	230-3201
	7462 US1 North	826-3537
2750 Race Track Rd.	230-3970	
670 Marsh Landing Pkwy.		
St. Johns Food Service	Winn Dixie Stores	
4 Louise Street St. Augustine, FL Phone: (904) 824-0493	1010 S. Ponce De Leon	829-5509
	3551 N. Ponce De Leon	824-6233
	3905 A1A South	471-5115
	2220 CR-210 West	823-2122

Potential Mass Feeding and Comfort Station Sites

RESPONSIBILITY

ESF-6 Mass Care, in coordination with Emergency Management, will be responsible for establishing Mass Feeding Sites and Comfort Stations in St. Johns County during an emergency / disaster as required:

A. Potential Mass Feeding Sites and Comfort Station Sites:

- Council on Aging sites
- St. Johns County Parks and Recreation sites
- St. Johns County Convention Center
- St. Johns County Libraries

II. SELECTION OF SITES

Site selection will be based on requirements that are identified in the basic human needs assessment and coordination with ESF-5.

III. NOTIFICATION OF SITES SELECTED

Notification will be made to the public by the Joint Information Center of the location(s) of the sites selected. In addition, the State EOC will be notified by the Emergency Management via WebEOC, under direction of the EMD, of activated sites and upon the closing of such sites.

TEMPORARY HOUSING

GENERAL

St. Johns County School District, with support from St. Johns County Emergency Management and the Florida Department of Health – St. Johns, is primarily responsible for emergency sheltering of disaster survivors in large scale disasters. In accordance with ESF-6 (Mass Care), this service will be in the form of mass shelters (i.e., schools, etc.) for large groups of survivors. Once the emergency needs of the disaster survivor(s) have been satisfied it may be necessary to secure temporary housing for them. St. Johns County has developed a Temporary Disaster Housing Plan which addresses disaster housing operations. This plan located in Appendix W.

II. TASKS

- A. Small Scale Disasters** – Small-scale disasters are defined as those operations where the federal government has not initiated a formal declaration of a disaster area. Federal funds are not usually available for survivor assistance if a disaster declaration has not been issued. The American Red Cross has primary responsibility for temporary housing needs for disaster survivors in such a small-scale disaster. This aid is provided as “Additional Assistance” per American Red Cross Procedure 3046. An American Red Cross caseworker will interview each disaster survivor and will provide for those housing needs that are beyond the resources of the family.

- B. Large Scale Disaster** – When the Federal government declares a site to be a disaster area, federal disaster relief legislation goes into effect and the resources of the various government agencies are placed at the disposal of the EOC. Primary local responsibility for the administration of temporary housing needs during a large scale disaster will be the St. Johns County Housing and Community Services in coordination with Emergency Management. The St. Johns County Temporary Disaster Housing Plan will be enacted at this time.

EMERGENCY WELFARE SERVICES

GENERAL

- A.** The purpose of this appendix is to provide the effective coordination of all public and private emergency relief agencies activities in major emergencies or disasters.
- B.** The goal of welfare services is to provide for the immediate needs of people during an emergency within St. Johns County. The following services should be provided:
 - 1. Food (mass feeding and shelter feeding)
 - 2. Shelter (temporary, emergency)
 - 3. Social services (homes, welfare, clothing, support, etc.)
 - 4. Basic medical
 - 5. Post-disaster assistance
- C.** The Long Term Recovery Organization and American Red Cross has responsibility for welfare services under ESF-6 Mass Care.
- D.** ESF-15 Donations and Volunteers representatives will coordinate with, and assist, ESF-6 and ESF-11 on providing donated goods to the public.

II. CONCEPT OF OPERATIONS

A. Coordination

- 1. The Long Term Recovery Organization will be the designated coordinator of Welfare Services for St. Johns County. This team will coordinate with the other supporting agencies and will manage the activities in emergencies related to:
 - a) Clothing (emergency receipt and distribution)
 - b) Feeding (in shelters and mass feeding)
 - c) Lodging (temporary housing, both short-term and long-term)
 - d) Social Services (welfare and related assistance delivered in home environments)
 - e) Inquiry (development of information to satisfy inquiries of relatives concerning the safety of families)
- 2. The Salvation Army will be requested to coordinate their relief effort and support with Emergency Management and other volunteer agencies.

B. Records

1. Copies of all records, lists of resources and assignment of personnel shall be supplied to St. Johns County Health and Human Services, the initiating agency and Emergency Management.
2. Emergency Management will distribute this information to the State and other agencies as necessary.
3. Records of emergency actions, logs, registered lists, etc. shall be supplied to the St. Johns County Health and Human Services within 48-hours of the conclusion of the emergency.

C. Shelters

See the Shelter Appendix.

D. Notification Procedures

1. The Emergency Management Director, will alert and disseminate emergency information to the Long Term Recovery Organization, the Red Cross, Department of Children and Family Services (DCF), County Health Department, Salvation Army, Social Services and any other agencies that will assist in emergency welfare services.
2. Further dissemination of information and notification within Welfare Services will be the responsibility of the LTRO.

E. Communications

1. All existing communications available to the EOC will be utilized to support the operations of welfare services when required.
2. EOC communications will be handled in the following manner:
 - a) Telephone/Cell Phone
 - b) Amateur simplex frequencies determined by ARES
 - c) UHF and VHF Radios
 - d) 800 MHz Radios
 - e) Satellite Communications
3. Between the EOC and the Shelter, communications will be handled in the following manner:

- a) Telephones/Cell Phone
- b) Amateur simplex frequencies determined by ARES
- c) UHF and VHF Radios
- d) 800 MHz radios
- e) Satellite Communications

III. TASKS

A. Federal Government

Federal assistance would normally be a post-disaster need after all local and state resources have been expended. Any federal assistance would be initiated by a request from the St. Johns County EOC through the SEOC.

B. State

1. Respond to St. Johns County's request for assistance as relayed through WebEOC, the SEOC or the State Watch Office.
2. Florida Department of Health (FDOH) will:
 - a) Have primary responsibility for all state level welfare service functions.
 - b) Provide appropriate personnel for Special Needs Shelter Operations.
 - c) Appoint the district Emergency Welfare Services Coordinator to work with the local Health and Human Services Office. The Department of Children and Families will appoint Emergency Welfare Service Coordinators (EWS) for DOH.
 - d) FDOH will be requested to assist Emergency Management in preparing requests for federal emergency and / or major disaster assistance related to welfare services. FDOH will also provide state coordination and implementation of such assistance when it is provided following a Presidential Declaration.
 - e) FDOH will be requested to administer the food stamp program under regular or emergency provision. When the regular program is inadequate to provide for the need of disaster survivors, FDOH will request from the Food and Nutrition

Service, U.S. Department of Agriculture, the implementation of the emergency program with or without a Presidential Declaration.

C. Local

1. The local Long Term Recovery Organization and ESF-15 will assume the position of Coordinator of Welfare Services.
2. The Coordinator will work with all the enumerated government departments and volunteer agencies during an emergency, and is authorized to proceed with planning this action with all agencies concerned.
3. Provide shelter management training for volunteer staffing of all suitable buildings offered by churches, fraternal organizations and others.
4. Provide, if requested, shelter staff for those schools opened as shelters during emergencies and disasters.
5. Provide liaison personnel to the EOC.
6. Communicate disaster relief (welfare) inquiries (individual search and identification request) to and from areas outside the county.
7. Maintain registration information for each person at long term shelters managed by the Red Cross and consolidate this information at the Chapter Office for periodic report to EOC.
8. The LTRO's representative, or designee from another agency, will also accomplish the following responsibilities:
 - a) Coordinator of Welfare Services (LTRO) will:
 - a. Maintain contact with private social service agencies and area churches to identify the services that can be provided by each.
 - b. Establish written welfare service aid agreements between local government and private social service agencies.

- c. Provide public information via the JIC or PIO on plans for emergency welfare assistance and the procedures to obtain it in emergencies.
- b) Coordinator of Emergency Clothing (ESF-15) will:
 - a. Establish a coordinated system of exchange information between sources of clothing to determine levels of ready supply.
 - b. Establish emergency receipt and distribution centers.
 - c. Arrange for the staffing of such centers by volunteers from appropriate agencies.
- c) Coordinator of Emergency Feeding (ESF-11 and ESF-15) will:
 - a. Establish mass feeding sites throughout the County as needed. (See potential mass feeding and comfort station sites).
 - b. Assign appropriate organizations to support specific mass feeding points.
 - c. Coordinate with the Red Cross Supply Officer at the North East Florida Chapter.
 - d. Set up a list of sources of food for emergency mass feeding.
- d) Coordinator of Emergency Lodging (LTRO) will:
 - a. Prepare and maintain a list of available lodging for short-term emergency use.
 - b. Refer to the St. Johns County Temporary Disaster Housing Plan for long term housing solutions.
- e) Coordinator of Social Services (LTRO) will:
 - a. Develop and maintain information on sources for delivery of social services during emergencies.

- b. Plan the training of volunteers to expand social service work during emergencies.
- c. Define and publicize basic levels of social services that will be available during emergencies.
- d. Coordinate with the St. Johns County VOAD
- f) Coordinator of Welfare Inquiry (JIC and PIO) will:
 - a. Organize communications personnel to handle welfare inquiries.
 - b. Determine the best means for centralizing welfare inquiry action.
 - c. Arrange for a location in which to place the centralized information-handling unit.
- 9. Salvation Army will:
 - a) Assist welfare services upon request within its scope of capabilities.
 - b) Furnish a representative for liaison at the EOC upon request.
 - c) Establish support for the Coordinator of Emergency Feeding by detailing its capabilities for mass feeding in emergencies.
 - d) Establish support for the Coordinator of Emergency Clothing.

IV. SUPPORTING PLANS

Each agency involved in these services is requested to prepare an SOG, which will support the responsibilities (tasks) appropriate to their participation. Each plan will be developed with the assistance of the Emergency Management Director.

HEALTH AND MEDICAL
Emergency Support Function 8 (ESF-8)

I. GENERAL

A. Primary Agency: Florida Department of Health - St. Johns

B. Support Agencies: Flagler Hospital
Home Health Care Agencies
Home Medical Equipment Providers
Long Term Recovery Organization
St. Johns County Council on Aging
St. Johns County Emergency Management
St. Johns County Fire Rescue
St. Johns County Health and Human Services
St. Johns County Marine Rescue
St. Johns County Medical Examiner
St. Johns County School District
St. Johns County Sheriff's Office
Stewart-Marchman Act Behavioral Health

C. Function

1. Provide medical and health related support to state and local entities involved in delivering emergency response and recovery efforts for disasters.
2. Provide health related guidance concerning communicable diseases and environmental health issues following a disaster.
3. Coordinate all local and state health and medical resources responding to a local disaster.

D. Primary Agency Responsibilities – Florida Department of Health – St. Johns

1. Designated Representative: Florida Department of Health – St. Johns, Director or designee.
2. Plan, coordinate and manage the support requirements of ESF-8.
3. Maintain a list of resources available from local public agencies and private vendors, their addresses and after-hour points of contact.

4. Ensure that all health and special needs activities are conducted in accordance with existing state and federal rules, regulations and guidelines, as well as existing standards and practices of the medical profession.
5. Coordinate and assign all personnel, equipment and other resources, including travel information, accommodations and other arrangements relevant to the assignment.
6. Coordinate support agencies, including State and mutual aid.
7. Communicate all resource allocations, response actions and critical decisions to EMD or designee.
8. Document all field actions as part of the reporting procedures, including appropriate forms, field notes and / or communications.
9. Coordinate the collection and destruction of contaminated food and water from private and public sources.
10. Contact healthcare facilities located in zones included in the evacuation order to assure they are implementing their evacuation plan.
11. Coordinate health, medical and environmental health information with the County PIO to be included in press releases.
12. Coordinate overall plan to open Special Needs Shelters. FDOH-SJ is responsible for the staffing and logistics for all designated Special Needs Shelters. County Health Department staff will be responsible for shelter registration, attending clients, ordering medical supplies, conducting shelter sanitation operations and reporting shelter numbers to the EOC.
13. Coordinate requests from hospitals and other medical facilities.

E. Support Agency Responsibilities

1. Report to Primary Agency Representative as directed.
2. Provide inventory of available personnel, equipment and supplies.

3. Provide documentation of resources allocated or used, including time, costs and other relevant information, to the Primary Agency upon request.
4. Provide support as requested or required.

F. Response Actions

1. Notification of agency representatives will be made using the Alert-St. Johns (Everbridge) EOC Activation call out and protocols as outlined in the EOC SOP.
2. If advance warning of an impending disaster is available, resources may be pre-positioned, if necessary, for safety or in anticipation of the area of greatest need following the event.
3. No-notice incidents could result in medical and health resources being inaccessible or overwhelmed. The Primary Agency Representative will assess the need for non-local resources and request assistance through the Statewide Mutual Aid Agreement or other agreements.
4. The Primary Agency Representative will gather immediate input from the other ESF's in the EOC regarding the need for medical and health assistance, particularly those ESF's in the Emergency Services Section, and Rapid Impact and Damage Assessment Teams, and prepare and submit to the Section Chief an immediate assessment of the capability of local available resources to respond to the incident, including any possible conditions that might worsen the situation and require additional resources.
5. Under Florida State Statutes and according to applicable Florida Administrative Codes, certain healthcare facilities including hospitals, nursing homes, assisted living facilities and outpatient surgery centers, are required to have a Comprehensive Emergency Management Plan approved by local Emergency Management. The Primary Agency will designate ESF-8 staff to contact healthcare facilities located in zones included in the evacuation order to assure they are implementing their evacuation plan. ESF-8 will also maintain contact with those facilities identified above, throughout a disaster event to ensure the EOC has a current situational picture of the jurisdiction.
6. Upon notification by the EMD or his designee, FDOH-SJ nursing staff will initiate Special Needs Shelter operations. St. Johns County

Emergency Management will transport cots, and some supplies and equipment to the Special Needs Shelter.

7. Coordination of on-scene operations with the EOC will be through the National Incident Management System chain of command to the Primary Agency Representative, using available communications equipment:
 - 800 MHz
 - VHF or UHF radio
 - Landline
 - Cell phone
 - ARES frequencies
 - Satellite phones

G. Continuous Actions

1. Major response actions will be reported regularly to the Primary Agency Representative in the EOC, who is responsible for maintaining coordination with State ESF- 8.
2. Transportation of patients to facilities located outside of St. Johns County, when necessary, will be coordinated in the EOC with ESF's 1, 4, and 16. Planning assumptions include:
 - Airlifting may be required in some cases.
 - Ambulance capability will have to be enhanced from outside the county.
 - Multiple patients may be transported together.
3. Procedures for assuring food and drug safety are outlined in Health Department Plans. The procedure outlines the assignment of qualified personnel to public shelters to monitor food and drug quality.
4. Public information regarding health, medical, sanitation and environmental health issues will be vitally important to the wellbeing of St. Johns County residents, and those working and / or temporarily residing in St. Johns County following a disaster. All communication will be coordinated with the Planning Section (ESF-5) and issued by the EOC Public Information Officer (ESF-14) with information provided by Primary and Support Agencies. FDOH-SJ officials will continually monitor the impact to public health and provide updates as conditions warrant.

5. Medical treatment for emergency responders may be necessary. ESF-8 will coordinate medical assessments and Crisis Intervention Stress Debriefing, if required. Local resources may be overwhelmed and State agencies may be requested for support. Procedures for the safety and care of emergency responders have been established by:
 - a) Operating in 12-hour shifts to avoid burnout. As needed, responders will be sheltered in fire stations, government buildings or public shelters.
 - b) Emergency responders cannot help the citizens if they themselves are in jeopardy. No responders will be asked to perform tasks without sufficient numbers of personnel, or specific equipment being available. If necessary, a safety officer will be assigned.
 - c) Most emergency responders have first aid training. They will be working, in many cases, as teams with EMT's, paramedics and other trained personnel, or operating in close proximity to such teams.
 - d) FDOH-SJ medical personnel will be available to examine emergency responders. If a medical professional determines it is in the best interest of the individual, they will be granted necessary time off, moved to a different job, or receive counseling as appropriate.
6. Mental health crisis counseling of significant magnitude, following a catastrophic or major disaster, may be beyond the capabilities of Stewart-Marchman Act Behavioral Healthcare to provide. Assistance from St. Johns County ESF-4 and State ESF-8 agencies would be requested.
7. ESF-4 Fire Rescue will support ESF-8 during a disaster by:
 - a) Supporting the FDOH-SJ as necessary and as capabilities permit.
 - b) Supporting evacuation of special needs or other persons.
 - c) Supporting public shelters with medical assistance beyond the capabilities of the shelter staff.

- d) Support other emergency responders, relief workers and volunteers who are injured or ill as a result of the disaster.

H. Recovery Actions

1. Responsibility for water quality assurance, wastewater and solid waste treatment and disposal, rest with various county and municipal utilities. Each utility is responsible for testing and quality assurance programs. Should a shortage of qualified personnel or equipment develop, FDOH-SJ will respond to requests for assistance.
2. FDOH-SJ will establish locations for the collection of contaminated or suspect food. The exact location(s) will be determined following the incident based on the affected population and suitable collection points.
 - a) Commercial disposal, such as food stored in restaurants, convenience and grocery stores will be the responsibility of the owner of such product. Collection vendors are pre-identified and authorized by the FDOH-SJ to operate in St. Johns County.
 - b) As needed, appropriate state and federal agencies will be requested to assist in removing and disposing of spoiled or contaminated foodstuffs.
3. Rodents, insects and other pest infestations are addressed in Health Department plans.
4. Identification and mortuary services following a devastating disaster would require assistance of state and / or federal agencies. Response to “normal” events is within the capability of local health and medical professionals; a major disaster would stretch the capabilities of local resources and require mutual aid assistance. Notification of next of kin would happen using the accepted protocols used by County emergency response agencies following accidental deaths. The Medical Examiner for District 23 Mass Fatality Plan addresses the policies and procedures following a mass casualty event.

5. Primary and Support agencies will use appropriate state and federal rules, regulations, laws and guidance in maintaining records of staff utilization, obligations, expenditures and use of other resources.
6. Public advisories concerning food contamination will be coordinated with ESF-5 and released through ESF-14.
7. Primary and Support agencies will conduct after-action evaluations and present recommendations on health related mitigation opportunities.

FOOD AND WATER*Emergency Support Function 11 (ESF-11)***I. GENERAL**

- A. Primary Agency:** St. Johns County Parks and Recreation
- B. Support Agencies:** American Red Cross
Florida Department of Health – St. Johns
Home Again St. Johns
Salvation Army
St. Johns County Emergency Management
St. Johns County Purchasing Department
St. Johns County School District
St. Johns County LTRO / VOAD

II. INTRODUCTION**A. Purpose**

The purpose of this appendix is to outline procedures that will be followed in identifying and obtaining the food and water needs prior to and in the aftermath of a disaster or emergency, and the coordination of transporting these supplies to the disaster area. Much of this information, including more detailed information, can be found in the St. Johns County Logistics Strategy³.

B. Scope

The scope of this ESF is to obtain needed food and water to provide ESF-6 (Mass Care) and Points of Distribution supplies for distribution to disaster survivors. To accomplish this function, activities will be undertaken to:

1. In coordination with ESF 6 and Emergency Management, identify the number of people without food and safe drinking water.
2. Inventory food products/quantities and identify sources to obtain additional needed supplies.
3. Ensure sufficient storage space to store food supplies.

³ The St. Johns County Logistics and POD Strategy is a separate planning document and is on file with St. Johns County Emergency Management

4. Coordinate with Emergency Management for the transportation of food shipments to warehouses, feeding sites and pantry locations.
5. Purchase or solicit food supplies to sustain the disaster survivors until local officials/agencies can manage the operation.
6. Initiate Points of Distribution (POD) in conjunction with Emergency Management.

III. POLICIES

- A.** This ESF will be activated upon notification of a potential or actual major disaster or emergency.
- B.** The ESF-11 representative in the County EOC will coordinate actions undertaken by this ESF.
- C.** Priority will be given to move critical supplies of food into areas of acute need and then to areas of moderate need.
- D.** Upon notification that electric power has been restored and roadways are open to commercial vehicles, thus allowing commercial grocers to reopen, a request may be made to the State that they initiate Emergency Food Stamp Program procedures.
- E.** This ESF will encourage the use of mass feeding arrangements as the primary outlet for disaster food and water supplies, which is the primary responsibility of ESF-6.
- F.** This ESF is responsible for Points of Distribution operations.

IV. RESPONSIBILITIES

- A.** Secure and deliver food and water supplies suitable for household distribution or congregate meal service, as appropriate.
- B.** Arrange for the transportation and distribution of food and water supplies within the affected area.
- C.** Coordinate with, and support as appropriate, ESF-6 (Mass Care) involved in mass feeding and shelters.
- D.** Ensure ESF-5 is updated to the status of POD logistics and supplies of food and water.

V. SITUATION

A. Disaster Conditions

A major disaster or emergency will deprive substantial numbers of people access to potable water and / or the means to prepare food. In addition to substantial disruption to the commercial food supply and distribution network, a catastrophic hurricane or other disaster may partially or totally destroy food and water stored in the affected area.

B. Planning Assumptions

1. Following a major or catastrophic disaster, there may be widespread damage and destruction to the infrastructure and homes / buildings resulting in transportation routes being impassable; widespread and prolonged power outages; and contaminated drinking water.
2. Thousands of evacuees may be lodged in shelters within the disaster area.
3. Normal food processing and distribution capabilities will be disrupted.
4. As a result of power outages, many commercial cold storage and freezer facilities within the impacted area will be inoperable.
5. Shelters should have food and water supplies to manage for 72 hours after the disaster.
6. Damage projection models will be used to forecast damage and disaster consequences. Included in this information will be calculations to identify the number of people to be impacted. This ESF will use these calculations and projections to estimate food needs, quantities, and to project the duration of mass feeding activities.
7. An immediate human needs assessment (mass care, health / medical {ESF 6 and 8}, housing) and the condition of the infrastructure (transportation, communications and utility systems) will be reported by the Rapid Impact Assessment Teams.
8. Large bulk shipments of food supplies purchased, solicited, or donated will be coordinated by this ESF. Donations of nonperishable

food items will be sorted and palletized for coordination and distribution by this ESF. These items will likely require the establishment of a County Logistical Staging Area (LSA) which is discussed in the St. Johns County Logistics Strategy.

9. Assistance from the Florida Department of Military Affairs (ESF-13) will be requested after all other resources have been used to assist with the distribution of food supplies and / or warehouse operations.

VI. CONCEPT OF OPERATIONS

A. General

1. ESF-11 will operate under existing Emergency Management authorities and regulations as well as Public Law 93-288, as amended, and the Florida Emergency Operations Plan, to provide disaster food supplies to designated logistical staging areas, Points of Distribution (POD) and mass feeding sites.
2. Following notification from Emergency Management of a major disaster or emergency, ESF-11 will be staffed at the EOC. At this time, request for food and water, including types, amounts and destinations, will be processed through this ESF. Food and water assistance requests will be entered into WebEOC by St. Johns County Emergency Management and forwarded to the SEOC to coordinate efforts to obtain and transport food.
3. Mass feeding sites will use menus provided by this ESF. The menus will be built around the foods that are available. Quantity usage tables will be used to address serving sizes. These tables combined with the menus will provide for ordering, forecasting and supply data. Other organizations with food resources will supplement these menus. Menus will be adjusted based on food quantities.
4. Staff from this ESF may be sent into the affected area to assess the effectiveness of the food distribution network and to address problems. Staff will coordinate with county officials and ESF-6 field staff to ensure ample and timely deliveries of food and water supplies.
5. ESF-11 will coordinate with ESF-3 responsibility for potable water. If needed, a State Representative from ESF-11 responsible for potable water will be requested to join the local ESF-11 to help expedite and coordinate retrieving ample water.

B. Organization

1. St. Johns County Parks and Recreation have the primary responsibility for ESF-11 in St. Johns County. They will coordinate activities with support agencies and organizations as necessary to fulfill their mission.
2. The Department of Agriculture and Consumer Services Bureau of Food Distribution, has primary responsibility for all ESF-11 activities at the State level. The Food Distribution Officer may direct response and recovery activities for ESF-11 from the SEOC. Additional activities to support this ESF may be conducted at the district office in Jacksonville, Florida.
3. Upon activation of this ESF in the SEOC, the Food Distribution Officer or their designee will be responsible for ensuring all food and water concerns are addressed. Additional support agencies and organizations may be utilized and will either be tasked to provide a representative to the SEOC or to provide a representative who will be immediately available via phone.

C. Notification

1. Upon the occurrence or possibility of a disaster or emergency, the St. Johns County EOC will notify ESF-11 via the Alert-St. Johns (Everbridge) EOC Activation call-out.
2. This notification will be made by telephone, email and/or text message. Such notification could be to: advise of a potential disaster and request required ESF's to report to the EOC for activation, or to update information. The Primary Agency representative for the ESF will notify all support agencies and may request they report to the EOC.

D. Response Actions

1. Initial Actions:
 - a) Inventory food and water supplies.
 - b) Coordinate with ESF-6 to identify the number of people in shelters and others in need of food and water.
 - c) Establish LSA and POD locations if necessary

- d) Monitor water contamination in the disaster area and estimated water needs and quantities.
- e) Identify the locations of all mass feeding and food distribution sites.
- f) Identify menus for meals to be used for calculation of food supplies.
- g) Assess storage space and needs for staging areas.
- h) Coordinate food donations and incorporate into food supply.
- i) Monitor and coordinate the flow of the food supply into the disaster area. This includes calculating the burn-rate of all supplies at the PODs.
- j) Assess the need and feasibility of requesting emergency food stamp assistance.
- k) Monitor and assess food and water needs.
- l) Assess special food concerns of the impacted residents.
- m) Monitor nutritional concerns.
- n) Establish logistical links with local organizations involved in long-term congregate meal services.

VII. TASK

A. Primary Agency: St. Johns County Parks and Recreation

1. Determine the availability of USDA foods that are safe for human consumption within the disaster area.
2. Coordinate with Emergency Management, ESF-6 Mass Care and local officials to determine food and water needs for the population in the affected areas.
3. Establish a Logistical Staging Area and Points of Distribution
4. Make emergency food supplies available to households for take home consumption.
5. Provide information to ESF-5 Information and Planning on a regular basis.
6. Deploy water buffaloes to locations identified by ESF-6 Mass Care and Emergency Management.
7. Provide daily information to ESF-14 Public Information on the amount of food used and types of food needed (donation), as well as locations and operating hours of PODs.

8. Maintain records of the cost of supplies, resources, and personnel, needed to respond to the disaster.
9. Monitor the number of POD's, mass feeding sites, soup kitchens, and pantries providing food to disaster survivors.

B. Support Agencies

1. American Red Cross and Salvation Army
 - a. Identify and assess the requirements for food on a two-phase basis: critical emergency needs immediately after the disaster and long-term sustained needs after the emergency phase is over.
 - b. Assist with food soliciting and purchases for food supply.
 - c. Provide couriers to pick up order forms, menus, meal counts and other support activities.
 - d. Assist with the distribution of bulk and household food supplies at POD locations.
 - e. Operate mobile mass feeding sites.
2. St. Johns County School District:
 - a. Provide inventories of available food supplies from their lunchroom cafeteria within the schools that are designated as shelters. Additional food supplies may be purchased from school district contracted food vendors or from local vendors which can be found in Mass Care, Section XXI. table, page 14.
 - b. Provide support staff to assist with the calculation of serving proportions based on menus, the number of people fed at shelters, and the quantities / types of food in the inventories.
3. Other support agencies will support ESF-11 in the collection and distribution of food and water to survivors in the disaster area.

VIII. RESOURCE REQUIREMENTS

- A.** Contacts with local and area food distributors.
- B.** Coordination with Emergency Management and the SEOC for procurement and delivery of foodstuff and potable water.
- C.** A database for purchasing food, water, rental of trailers and other vehicles, storage facilities and condiments.
- D.** Close coordination with ESF's 1, 6, 7, 8 and 16.

IX. TRANSPORTATION OF FOOD SHIPMENTS

Transportation of food shipments to LSA's, feeding sites and POD's will be coordinated by ESF-11 with ESF-1. Requirements to contract for transportation from private vendors will be coordinated with ESF 7. Security requirements will be coordinated with ESF-16.

X. PROCEDURES FOR PURCHASE OR SOLICITATION OF FOOD SUPPLIES

The following procedures will be followed:

- A.** Food requirements will be coordinated with ESF-11 in the State EOC for supplies from outside the County.
- B.** Initial food supplies for the public shelters will be provided by St. Johns County School District. Replacement supplies will be purchased from vendors listed.
- C.** Requirements for mass feeding will be coordinated by ESF-6 with assistance from Salvation Army and other supporting agencies.
- D.** Emergency purchase procedures are authorized under a declared state of local emergency.

XI. EMERGENCY FOOD STAMP ASSISTANCE

Request for emergency food stamp assistance, Disaster Supplemental Nutrition Assistance Program (D-SNAP), will be requested by Emergency Management, in coordination with ESF-11, from the Florida Department of Children and Families (DCF) Office. A DCF representative will be in the SEOC and the Joint Field Office (if established) and will provide assistance in obtaining emergency food stamps.

XII. TRANSPORTATION OF FOOD AND WATER INTO THE AFFECTED AREAS

- A.** The primary means for transporting of food and water into the affected areas will be ground transportation, provided roads are passable. Those areas of the County which require food and water and the establishment of feeding and distribution sites will receive priority in road clearing operations.
- B.** If distribution of food and water cannot be made using ground transportation, a request for air support will be made to the SEOC to supply and re-supply affected areas with food and water.
- C.** Security and/or escort of ground transported resources will be coordinated through ESF-16.

VOLUNTEERS AND DONATIONS PLAN*Emergency Support Function 15 (ESF-15)***I. GENERAL**

- A. Primary Agency:** St. Johns County Emergency Management
St. Johns County LTRO
St. Johns County VOAD
- B. Support Agencies:** Alpha Omega
American Red Cross
Care Connect
Catholic Charities
City of St. Augustine
City of St. Augustine Beach
Council on Aging
Haven Hospice
Local Churches
Salvation Army
Southern Baptist
St. Johns County
United Way
Volunteer Groups

II. INTRODUCTION**A. Purpose**

This section provides planning guidance and coordination for ESF-15 to accomplish its mission in expediting the delivery of donated goods and services, management of volunteers and to support relief efforts in a disaster affected area. The Primary Agency for ESF-15 will be the St. Johns County Volunteer Organizations Active in Disasters (VOAD). This group is a collection of volunteer agencies in St. Johns County and will make volunteers and donations a better organized and effective response and recovery function in St. Johns County.

B. Scope

1. To coordinate response / recovery efforts as related to volunteers.
2. To ensure the expeditious delivery of donated goods to disaster survivors and community based support organizations.

3. Coordinate the Long Term Recovery Organization to provide case management for individuals and families.
4. Assist the St. Johns County Health and Human Services and Care Connect program coordinators with outreach to disaster survivors.
5. Other activities of ESF-15 are as follows:
 - a) Coordinate communications with all volunteer organizations.
 - b) Coordinate missions for assignment to available volunteers.
 - c) Initiate and track individual and family case management.
 - d) Coordinate resources through the VOAD membership to effectively serve the population.
 - e) Develop and maintain liaison with SEOC ESF-15 and Volunteer Florida.

III. RESPONSE ACTIVITIES

- A.** Upon activation of the EOC, phone numbers that have been established for calls concerning volunteers and donations will be disseminated to the public by the JIC / PIO.
- B.** ESF-15 representative will insure that a volunteer liaison is on duty in the EOC when required during the operations. The role of the EOC liaison will be to coordinate requirements for volunteers and donated goods and services.
- C.** ESF-15 representative will coordinate with other ESF members, Emergency Management Director, elected and appointed officials and volunteer groups in developing a plan that will ensure a quick response and delivery of donated goods and services into the affected areas.
- D.** The ESF-15 EOC liaison on duty will have the primary responsibilities for coordination with the SEOC (ESF-15) on information for volunteers and those bringing donations to the County. ESF-15 missions or information updates will be transmitted to the SEOC via WebEOC input by Emergency Management.

- E. ESF-15 will coordinate with ESF-18 Business and Industry on requesting assistance from the private sector and volunteer organizations. Such information will be announced by the PIO through the news media.

IV. SUPPORTING AGENCIES

- A. St. Johns County VOAD will provide volunteers and leadership.
- B. St. Johns County VOAD will help locate collection and distribution sites, as well as coordinate donations from individuals and local businesses.
- C. Salvation Army and Red Cross will operate the mass feeding sites.

V. POLICY OF RECEIPT OF DONATED ITEMS

Prior to receipt of donated items from any source, inspection will be made to determine the serviceability and usability of such items. In some cases manufacturer or retail outlet may donate “loser” type products solely for tax break purpose and items may not be of any use to the public.

ANIMAL AND AGRICULTURE
Emergency Support Function 17 (ESF-17)

I. GENERAL

- A. Primary Agency:** St. Johns County Animal Control
- B. Support Agencies:** H.A.W.K.E.
St. Augustine Humane Society
St. Johns County Agricultural Extension Agency
St. Johns County Cattleman's Association
St. Johns County Emergency Management
St. Johns County Fire Rescue – Large Animal Rescue
St. Johns County Horse Council
St. Johns County Parks and Recreation
St. Johns County Sheriff's Office
St. Johns County Veterinary Medical Association
St. Johns Wildlife

I. INTRODUCTION

A. Justification

Animal issues cannot be overlooked in disaster planning as it could lead to serious human health and safety risks when animals, pets, farm and wild animals, are forced from their homes/habitats. By developing operational procedures to care for these animals before, during and after such an event, this Emergency Support Function (ESF) will reduce the threat to humans and the environment. This section will also address the manner in which St. Johns County will abide by the regulations set forth in Public Law 109-308 (Section 613 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act [42 U.S.C 5196b] as amended) Pets Evacuation and Transportation Standards Act of 2006.

B. Purpose

This ESF was created to provide for the coordination of local resources in response to pet, farm, and wild animal emergency needs, before, during and after a significant disaster or emergency.

C. Scope

The scope of this ESF is the overall management, coordination and prioritization of countywide animal relief services and assets to support pet, farm, and wild

animal needs in the event of a major emergency or disaster. ESF - 17 will be responsible for all aspects of Pet Friendly Sheltering in St. Johns County. Pet Friendly Shelters have been pre-identified and an SOP has been developed and is included in the sheltering appendix, Appendix L.

D. Planning Assumptions

1. Countywide animal related assistance will be coordinated under the direction of St. Johns County Animal Control.
2. Human lives can be put at risk due to their refusal to leave pets behind in a disaster. Public education by the County and animal related organizations are necessary to increase public awareness of disaster preparedness for pets and the pet shelter facilities available in the event of an evacuation.
3. A major disaster would result in many homeless, and/or injured pets, livestock, and wild animals. This situation would present health, nuisance, and bite threat issues, requiring timely capture, and subsequent sheltering of these animals.
4. Triage and treatment of sick and injured animals will be needed, including humane euthanasia in some cases. This should be accomplished by veterinarians or certified euthanasia technicians.
5. Limited food supplies will be on hand in a disaster event. Prior arrangements with vendors would be made to import commercial pet and livestock foods into the county following a disaster. Food drops for wild animals would be organized by wild animal related groups and state agencies.
6. Shelter animal waste and carcasses will be accumulated in the post-disaster period, requiring removal of the material to approved solid waste dumping sites, or burned on site.
7. Shelter animals should be reunited with their owners as soon as possible after a disaster.

II. POLICIES

A. Authority

In performing the functions outlined in this ESF, County and municipal agencies are governed by the authorities of Public Law and other rules and regulations governing the primary and support agencies of the ESF. Federal and State assistance to this ESF will be provided under Public Law 93-288, and Florida Statute 252.

B. Priorities

Animal related services under this ESF are prioritized in the following functional areas with agency responsibility assigned.

1. Pet Friendly Shelter Operations

- St. Johns County Animal Control
- St. Johns County School District

2. Bite Investigation and rabies quarantine (health and safety):

- St. Johns County Animal Control
- St. Johns County Sheriff's Office Agricultural Unit
- Florida Department of Health

3. Pick-up/corral of animals causing a direct threat to people (safety):

- St. Johns County Animal Control
- St. Johns County Sheriff's Office Agricultural Unit
- St. Johns Wildlife
- H.A.W.K.E.

4. Pick-up, sheltering and care of injured animals:

- St. Johns County Animal Control
- St. Johns County Veterinary Medical Society/local veterinarians
- H.A.W.K.E.
- St. Johns Wildlife

5. Pick-up of animals at large/strays:

- St. Johns County Animal Control
- St. Johns Wildlife
- H.A.W.K.E.

6. Investigation of cruelty complaints:

- St. Johns County Animal Control
- St. Johns County Sheriff's Office

7. Routine patrol and pick-up of nuisance animals (non-threatening):

- St. Johns County Animal Control

8. Receiving unwanted, owned animals:

- St. Johns County Animal Control

III. ORGANIZATION

A. State Level

This ESF is represented as ESF-17 at the SEOC and is managed by the Department of Agriculture, Division of Animal Industry. The State of Florida also has a State Animal Response Team that will assist in disaster response and recovery. Request for state assistance will be made to ESF-17 in the SEOC.

B. County Level

1. Chain of Command for St. Johns County Animal Control:

- a) Manager of Animal Control
- b) Animal Control Field Supervisor
- c) ESF 17 staff person in EOC

2. Volunteer Agencies:

All volunteer animal issue agencies' coordinate with ESF-17 directly through the EOC.

IV. CONCEPT OF OPERATIONS AND ASSIGNMENT OF RESPONSIBILITIES

The Primary and Support agencies of this ESF must plan to be as self-sufficient as possible during the first 72 hours following an event, as there could be limited assistance.

A. Primary Agency

St. Johns County Animal Control is responsible for response and recovery missions involving animal issues. Upon activation of the EOC, ESF-17 will be staffed on a 24-hour schedule to coordinate with other agencies and prioritize assistance requests. The agency is also tasked with Pet Friendly Shelter operations.

B. St. Johns County Animal Control Manager

1. Coordinate all logistics necessary to open Pet Friendly Shelters
2. Notify, activate and mobilize all agencies assigned to ESF-17.
3. Coordinate all support agency actions in performance of missions assigned to ESF-17.
4. Coordinate requests for assistance and additional resources necessary for the mission with appropriate agencies.
5. Function as the County's representative/liaison to the EOC for the activities and responsibilities carried out by the primary and support agencies of this ESF.
6. Investigate all animal bites in conjunction with the Sheriff's Office.
7. Facilitate the transportation of injured, stray or nuisance animals to animal care facilities.
8. Assist emergency response teams with animal issues.
9. Coordinate the plan for removal and disposal of dead animals.
10. Coordinate with the Department of Health – St. Johns for the release of public information regarding animals and related health issues.
11. Enforce St. Johns County Animal Control Ordinances.
12. Quarantine animals that have bitten for observation.
13. Impound animals 'at-large' with no evidence of ownership.
14. Euthanasia of sick and/or injured animals through assigned and authorized persons.
15. Respond to animal related inquiries about dogs and cats with assistance from ESF-14.
16. Release information to the public through the PIO regarding issues such as quarantine areas, rabies alert, public service information, announcements, etc.

C. St. Johns County Emergency Management:

1. Provide initial notification to Animal Control for the need to implement all or portions of this ESF.
2. Assist in coordination of requests for support between this and other ESFs represented in the EOC.
3. Coordinate and establish Pet Friendly Shelters.

D. Local Support Agencies

1. Notify, activate, and mobilize all personnel and equipment to perform or support assigned functions.
2. Designate and assign personnel for staffing of all facilities at which this ESF is required to support, and provide representation when it is determined to be necessary by Animal Control.
3. Identify all personnel and resource requirements to perform assigned missions which are in excess of the support agencies' capabilities.

E. St. Johns County Animal Control - Emergency Facilities Coordinator

1. Select potential sites for relief facilities for small, large and wild animals. Some potential sites include: St. Johns County Equestrian Center and St. Johns County Pet Center.
2. Ensure contingency power, communication system, sanitation, and security of emergency facility.
3. Coordinate with the Veterinary Services Coordinator to establish adequate facilities for emergency medical care, hospitalization, and safe storage of donated medical supplies and equipment.
4. Provide assistance and facilities for the sheltering and care of injured animals.

F. St. Johns County Animal Control – ESF-17 Volunteer Coordinator

1. Coordinate volunteer assistance and staffing of emergency pet shelters.

2. Maintain a contact list of pre-identified individual and groups of volunteers and initiate as needed.
3. Prepare forms and records to register and track volunteers.
4. Coordinate with the EOC on-duty Animal Control staff to direct volunteers, including those from outside of the county, to needed areas of assistance.
5. Provide assistance in securing facilities for the sheltering and care of injured animals.

G. St. Johns County Animal Control - Supply Coordinator

1. Search for and secure a centrally located building that can be used as a supply depot. (For POD sites, see list for location)
2. Provide an inventory list of all donated supplies and give a copy of a receipt to donors, if requested.
3. Maintain a list of supplies on hand and supplies needed as the disaster recovery progresses.
4. Arrange for donations from vendors of food, water and other supplies prior to a disaster event.

H. St. Johns County Veterinary Medical Society - Veterinary Service Coordinator

1. Provide emergency medical care for injured animals.
2. Coordinate with supply, volunteer, and facility coordinators to provide veterinarians assistance to accomplish the mission of ESF-17.
3. Arrange for donations from drug distributors prior to a disastrous event.
4. Secure a centrally located veterinary supply depot for donations and make sure medical supplies are available as needed.
5. Identify and track injured animals and coordinate boarding or fostering with Facilities Coordinator.
6. Provide proper handling of medical waste and controlled drugs resulting from veterinary relief efforts.

7. Assist in the establishment of triage units for the care of injured animals.
8. Provide emergency medical equipment and supplies.
9. Provide rabies vaccinations for shelter animals.
10. Provide additional shelter support.

I. St. Johns County Sheriff’s Office – Agricultural Unit

1. Coordinate and direct large animal disaster relief efforts.
2. Maintain equipment and resources necessary to manage livestock in a disaster situation.
3. Facilitate and coordinate with large animal veterinarians.
4. Maintain relationships with large land owners for potential large animal sheltering sites.

J. St. Johns County Extension Agency

1. Provide appropriate equipment and resources for assistance with large animal sheltering.

K. St. Johns County Cattlemen’s Association

1. Maintain equipment and resources necessary to manage livestock in a disaster situation.
2. Assist in the establishment of sheltering/holding areas for livestock.

L. St. Johns County Fire Rescue Large Animal Rescue Team

1. Assist in technical rescue of large animals that have become entrapped.

M. Florida Veterinary Medical Association (FVMA)

1. Respond to requests for veterinary medical assistance with a disaster relief team.
2. Provide emergency medical care for animals in a disaster situation.
3. Provide assistance to affected veterinarians and animal health personnel.

V. RESOURCE COORDINATION

- A.** ESF-17 will provide animal assistance resources using primary and support agency authorities and capabilities along with other ESFs to support its missions. ESF-17 will allocate available resources to each mission based upon priorities identified by the EOC. If additional resources are necessary, ESF-17 will request assistance, through the St. Johns County EOC, from ESF-17 at the SEOC.
- B.** All other ESFs will coordinate with the ESF-17 representative at the EOC when requesting emergency support or disaster assistance regarding animals and pets. If multiple requests for support are submitted and a conflict of priorities develops, this ESF will work directly with the Emergency Management to resolve the situation.
- C.** Use of donated resources from individuals or groups within the County or from other areas will be coordinated through the EOC.
- D.** Recovery Operations Coordination:

Although this document addresses recovery activities of the agencies associated with the ESF, the EOC is responsible for the coordination of all recovery activities to provide animal assistance services to the affected areas in the County, as required. Therefore, recovery operations of ESF-17 will be initiated commensurate with emergency priorities within the County and based on the availability of resources.

VI. SITUATION

A. Disaster Condition

A significant or major disaster could quickly overwhelm local government's resources and capabilities to provide services, necessitating State and/or Federal assistance. Such a disaster would pose certain public health and nuisance threats, as well increase animal resource needs, such as injured, displaced, and dead animals, rabies and other animal related diseases, veterinary treatment or euthanasia, care and shelter of other animal problems. Additionally, these problems could impede the human needs' response and resources.

B. Phased Response Actions

1. Disaster Preparation Phase

- a) Care and shelter of animals before a disaster event.
- b) Preparing Pet Friendly Shelters for evacuees and their pets.
- c) Buying and/or ordering animal food and supplies to meet the anticipated needs of the community in the initial, short and long term recovery phases.

2. Initial Recovery Phase

- a) Immediate mobilization and deployment of assessment teams to the disaster area(s) to determine specific health and safety needs and priorities and to verify reports of animal related assistance needs.
- b) Provide support to aid in the relief of nuisance and health related problems involving animals and their impact on human relief efforts.
- c) Maintain complete and accurate documentation to include but not limited to:
 - Employee/Volunteer time sheets
 - Purchase Orders
 - Receipts of materials purchased
 - Receipt for donated items
 - Contracts
 - County hours/Rental equipment used
 - Fuel tickets
- d) Initiation of critical animal assistance activities as previously prioritized.
- e) Designated animal shelter sites will be utilized first; additional shelters will be identified as the situation requires.
- f) Designate animal supply and staging sites as the situation requires.
- g) Establish potential assistance that may be necessary from state or other outside agencies.

3. Short Term Recovery Phase

- a) Organize relocation, shelter, feeding, triage and emergency medical care of animals to meet short-term needs.
- b) Capture of injured and displaced animals.

- c) Establish reunification system of animals and owners.
 - d) Acquisition of additional food and supplies from vendors as needed to support the relief efforts.
 - e) Continued coordination with other ESFs for timely and proper carcass disposal.
 - f) Direct incoming outside assistance to needed areas.
4. Long Term Recovery Phase
- a) Continue reunification of animals to their owners or natural environment.
 - b) Adoption of unclaimed animals.
 - c) Long term animal care and proper disposal of carcasses.

BUSINESS AND INDUSTRY
Emergency Support Function 18 (ESF-18)

I. GENERAL

- A. Primary Agency:** St. Johns County Emergency Management
St. Johns County Chamber of Commerce
- B. Support Agencies:** Private Sector Participants
St. Johns County Economic Development
St. Johns County Tourist Development Council

II. INTRODUCTION

A. Purpose

Hurricanes, floods, other severe weather incidents, hazardous materials accidents and other emergencies may cause extensive damage to private facilities which are critical to the recovery of the broader community following such a disaster. The facilities, which include major industries such as communication, transportation, utility, banking, insurance and similar interests, are vital to the recovery effort and return to economic viability, yet it may be beyond the ability of the local government to respond to their immediate needs. It is, therefore, important that these businesses have the ability to access their facilities and perform basic recovery activities such as damage assessment and securing property, as well as commencing their own recovery operations. ESF-18 acts as the liaison to the EOC for businesses in SJC and provides a status on critical community needs to include fuel, medicine, food, ice, and hardware/ construction materials.

B. Scope

1. Prior to a disaster, Emergency Management will work with local business groups to develop procedures for providing local companies access to their facilities for damage assessment and business continuity activities.
2. Local businesses are encouraged to provide Emergency Management with information pertaining to their planned response and recovery activities.
3. Emergency Management shall maintain a file with this information at ESF-18.

4. Businesses may provide updated personnel rosters to Emergency Management annually.

III. BUSINESS RECOVERY AND RE-ENTRY PROCEDURES FOR HURRICANES

A. Pre-Hurricane Season

Encourage personnel, especially those with responsibilities during and following a disaster such as a hurricane to have a Personal Disaster Plan. This will ensure that their families are either evacuated or sheltered in a secure location so they can focus on their responsibilities to the business.

Each year, critical corporations should notify Emergency Management the names and identifying credentials of their corporate damage assessment teams. Information will include the name of the company and any identifying name of the facility. They should also include the following:

1. Names of personnel staying on-site and those who will be returning to the site.
2. The location within the facility where the employees will be located.
3. A map of floor plan of your facility showing the location of your employees and the quickest access to them.
4. Names and phone numbers of those with authority to make major decisions regarding your facilities in the aftermath of a disaster.

B. Pre-Evacuation

If the facility is in an evacuation zone and will be evacuated, begin preparations to secure the building and other procedures in anticipation of leaving the area. If the facility is outside the evacuation zone and is designed to withstand winds from a major hurricane, and employees will be remaining on-site, the employer should notify Emergency Management with the details of the arrangement.

C. Evacuation

Businesses should complete preparation efforts, and begin arranging recovery, based upon the size of the approaching storm. If the business is located in an area that has been ordered to evacuate, businesses should finalize securing their facilities and evacuate the area.

D. Aftermath

Immediately following the storm, Emergency Management will begin evaluating damage, directing search and rescue efforts, and placing the County's response mechanisms in operation. It is expected that during the first 24-hours after a storm, the only traffic allowed into impacted areas will be response vehicles. No independent actions from businesses should be taken as they may impede response operations.

E. Re-Entry

Once it has been determined that it is safe to allow non-emergency vehicles on the road, access to many areas may still be restricted or denied. Once restrictions are eased, some access will be allowed if personnel are properly credentialed. To gain access to restricted areas, designated personnel shall be required to wear/display the following:

1. A photo-identification card that describes the wearer's corporate position. Those without a photo-ID can use a valid driver's license with photo or Florida Identification Card to enhance, not replace, their corporate ID.
2. Clothing suitable for the situation, such as hardhats, heavy-duty shoes and other clothing that will reduce the chance of injury in the damaged area.
3. An identifiable yellow vest, similar to those worn by police and other emergency responders. The vest should identify the company, the position of the wearer (i.e. "Recovery Officer" or "Business Continuity Manager") and the wearer.

F. Recovery

If outside assistance is part of corporate recovery plans, this information should be conveyed to the EOC following the event, so that law enforcement and other traffic control elements will be aware of their arrival. The EOC will attempt to accommodate all recovery activities, but due to the nature of activity during this phase, it may not be possible. To facilitate the arrival of outside support at controlled access points, they should be clearly marked for identification. Also, whenever possible, license tag information, destinations, and other pertinent information should be provided to the ESF-18 liaison within the County Emergency Operations Center, in order to speed their access into the damaged areas. Corporations should contact the EOC through ESF-18 to enable coordination with the appropriate ESF.

IV. ORGANIZATION AND TASKS

A. Emergency Management

1. Develop and maintain databases on corporate information, including lists of disaster response personnel, emergency contacts, and anticipated out of area assistance.
2. Provide public education to area corporations regarding established response and recovery operations.
3. Maintain working relationship with area corporations through contingency planning / corporate recovery groups and business associations.
4. Within the Emergency Operations Center, ensure that corporate recovery information is available to ESF-18.

B. Association of Contingency Planners / Private Sector Participants

1. Develop Corporate Disaster Preparedness and Business Recovery Plans, and provide appropriate information to Emergency Management and the EOC for distribution to ESF-18.
2. Provide the EOC with a list of emergency response and recovery personnel, on-duty personnel at corporate facilities and personnel authorized to make major disaster response and recovery decisions.
3. Meet with Emergency Management to review corporate concerns and share information.
4. If activated to the EOC, coordinate the shutdown and evacuation of area industries and major corporations.
5. Assist corporate damage assessment teams and recovery teams with their re-entry into impacted areas.
6. Provide liaison between government recovery efforts and private, corporate recovery and restoration efforts.
7. Maintain data needed for tracking personnel and resources involved in private recovery efforts. Include the identification of private resources that may be available for use by governmental response and recovery agencies.
8. Provide a communications focal point for corporate disaster response and recovery planning and operation efforts.
9. Compile damage assessment reports from private corporate sources for inclusion in County preliminary and final damage assessment reports, and maintain log of private restoration activities.
10. Develop ESF staffing needs and identify personnel to be trained in ESF operations.

11. Provide EOC point-of-contact to private damage assessment and recovery teams, especially related to clearing access through checkpoints into controlled areas.

ST. JOHNS COUNTY
COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN

2021

NIMS | ESF Emergency Support Functions
Finance / Administration



NATIONAL INCIDENT MANAGEMENT SYSTEM FUNCTIONS

NIMS Function: FINANCE / ADMINISTRATION SECTION

I. GENERAL

- A. Primary Agency:** SJC Clerk of the Court
SJC Office of Management and Budget
Section Chief: Finance/Admin Section Chief
- B. Support Agencies:** City of St. Augustine Beach
City of St. Augustine
SJC Emergency Management
SJC Disaster Recovery Department
SJC Purchasing Department

II. ORGANIZATION

The Finance / Administration Section work under the direct supervision of the Finance Section Chief in the Emergency Operations Center, and coordinates with all Sections and ESF's.

III. INTRODUCTION

A. Purpose

The purpose of this Section is to provide guidance for financial management to all departments and agencies responding under the provision of this plan, to ensure that funds are provided expeditiously, and the financial operations are conducted in accordance with appropriate policies, regulations and standards.

B. Scope

1. Due to the nature of most emergency events, finance operations will often be carried out within compressed time frames and other pressures, necessitating the use of non-routine procedures. This in no way lessens the requirement of sound financial management and accountability by all agencies and personnel involved in the event.
2. A Presidential Disaster Declaration will provide funding from the Federal Disaster Relief Fund, under the provisions of the Stafford

Act, in addition to financial resources initiated at the local and state levels. It is therefore imperative that all agencies and personnel follow emergency finance and accounting procedures prescribed by the Finance Section.

C. Planning Assumptions

Timely financial support of any extensive response activity could be crucial to saving lives and property. While expeditious and innovative procurement may be called for during times of emergencies, it is still mandatory that good accounting principles and practices be employed in order to safeguard the use of public funds from the potential of fraud, waste and abuse.

D. Administrative Authorities and Fiscal Procedures

1. During a disaster, emergency-purchasing procedures will be followed as established by the St. Johns County Clerk of the Court.
2. All records relating to the allocation and disbursement of funds pertaining to activities and elements covered in this plan must be maintained, as applicable, in compliance with:
 - a. The Code of Federal Regulations - Title 44: Emergency Management and Assistance (CRF44); relevant Circulars and Federal Statutes, in a manner consistent with provisions of the Federal Stafford Act;
 - b. The Code of Federal Regulations – Title 2: Grants and Agreements–Part 200 -Uniform Administrative Requirements, Cost Principles, And Audit Requirements For Federal Awards (2CFR200)
 - c. Chapter 252, Florida Statutes, relating specifically to emergency management powers and responsibilities of local government;
 - d. St. Johns County, City of St. Augustine, City of St. Augustine Beach, administrative policies;
 - e. Handbook for Disaster Assistance, Florida Division of Emergency Management.

IV. CONCEPT OF OPERATIONS

A. General

1. During an emergency or disaster, the Clerk of the Court or designee is Section Chief. The Emergency Management Director is the overall coordinator for all Sections and ESF's. The Finance Section will be responsible for the overall financial and administrative management of the emergency response and recovery operation.
2. The Finance / Administration Section will operate under the provisions relating to expenditure of public funds during the response and recovery phases of the disaster.
3. All ESF primary and support agencies will coordinate fund expenditures through the Finance / Administration Section.
4. Agencies and personnel will complete all reporting tasks and deadlines as established by the Finance / Administration Section.
5. Procedures have been established for maintaining records of expenditures and obligations for all resources and are maintained by the St. Johns County Disaster Recovery Department and St. Johns County Clerk of the Court, Finance Department.

B. Expenditure of Funds

1. In coordination with federal guidelines, officials of the primary and support agencies will give approval for expenditure of funds for response and recovery operations. Each agency is responsible for establishing effective administrative controls, and to ensure that actions taken and costs incurred are consistent with the priorities identified in this plan.
2. Extreme care and attention to detail will be taken throughout the emergency response and recovery period to maintain logs, formal records and file copies of all expenditures (including personnel time sheets and ICS Forms) in order to provide clear and reasonable accountability and justification for future reimbursement requests. Reimbursement is NOT an automatic "given", so as much deliberative prudence as time and circumstances allow should be used.

C. Training

The Section Chief, in coordination with Emergency Management, will coordinate a training schedule for emergency event financial reporting and records maintenance requirements to coincide with the Emergency Management training and exercise schedule.

ST. JOHNS COUNTY
COMPREHENSIVE EMERGENCY
MANAGEMENT PLAN

2021

NIMS | ESF Emergency Support Functions

Public Information



INCIDENT MANAGEMENT SYSTEM FUNCTIONS

NIMS Function: **PUBLIC INFORMATION**
Emergency Support Function 14

I. **GENERAL**

- A. Primary Agency:** St. Johns County Administration
 Communications Division
- B. Support Agencies:** City of St. Augustine Beach
 City of St. Augustine
 GTV
 Florida Department of Health St. Johns
 St. Johns County Clerk of the Court
 St. Johns County Emergency Management
 St. Johns County School District
 St. Johns County Sheriff's Office
 St. Johns County Supervisor of Elections
 St. Johns County Tax Collector
 St. Johns County Fire Rescue
 Members of the Citizen Information Center

II. **INTRODUCTION**

A. Purpose

This plan provides procedures for the timely and accurate collection, coordination, and dissemination of emergency information to the public. St. Johns County Administration, Communications Division is responsible for coordination of emergency information. The County Public Information Officer (PIO) will be responsible for authorizing the release of public information. The Emergency Management Director is responsible for emergency preparedness education in the County and will ensure educational material regarding emergency preparedness is presented and distributed to the public.

B. Public Information

ESF-14 – Public Information coordinates public information and rumor control. The PIO will establish a Joint Information Center (JIC) when the County EOC is activated and / or when a Local State of Emergency has been declared for the County. The JIC will be under the direction of ESF14

(SJC Administration / PIO). The County's PIO will double as Rumor Control Officer.

C. Media Area

The area available for mass media, within the County EOC, is the Media Room which is identified as such. There are parking spaces and connections for media trucks directly behind the EOC. The St. Johns County Sheriff's Office UCC can be used as a Mobile JIC if on-site media support is requested.

III. PUBLIC INFORMATION OFFICER

A. St. Johns County Communications Division staff will perform the duties of Public Information Officer (PIO) and will have responsibilities to release news and background information to the media, monitor events and summarize information for distribution to the media, coordinate and verify information from and with all entities, and support Emergency Management to ensure timely notification to the public. Specific duties to be performed by PIO's include the following:

1. Establish contact with the media.
2. Collect, edit, and release information and instructions to the media.
3. Assist media personnel in the performance of their functions, including credentialing and identification.
4. Coordinate the release of information with agency representatives.
5. Coordinate and schedule news conferences/briefings.
6. Keep staff informed through "in-house" news summary bulletins and / or briefings.
7. Establish a Joint Information Center with other key agencies involved in the disaster.
8. Supervise the JIC and review information packets prior to public release for accuracy and pertinent information.
9. Escort media representatives into the EOC or disaster sites on informational tours.

B. The County's Public Information Officer (PIO) will coordinate the release of information to the news media, in coordination with Emergency Management, in the event of a Local State of Emergency.

IV. JOINT INFORMATION CENTER

A. The County Joint Information Center (JIC) serves as the focal point for news and information releases during an emergency. From this location, public

information staff will provide news releases. Spokespersons from each organization will conduct periodic press conferences as conditions warrant. The Public Information Officer will activate the JIC during a declared "State of Emergency". The County PIO will be responsible for the overall management and coordination of media activities.

- B.** The County PIO will assure adequate physical accommodations (including space and equipment), schedules for briefings, provision of background information (including press kits), notice of events such as evacuations or other noteworthy occurrences, security (to include identification procedures), and periodic updates releases. The location of the JIC will be determined, based on the event, at the time of activation.

V. COORDINATION OF MEDIA RELEASES

The PIO will be the central point for all news releases during a state of emergency. The dissemination of information to the news media and public will be coordinated by the PIO who will collect, from the respective response and recovery personnel, their emergency response action and recommended course of action to recover from the emergency as quickly as possible. Based upon the verified information from the response personnel, the PIO will develop a coordinated news release. The Board of County Commissioners and Administration will be kept informed of all news releases. The following guidelines will be followed in the release of information to the public:

- A.** Initial or pre-hazard strike press releases will appropriately cover information shown below:
 - 1. Identification of vulnerable or potentially vulnerable areas for each hazard;
 - 2. Pre-disaster measures to alleviate loss;
 - 3. Preparedness tips;
 - 4. Response information, especially evacuation and sheltering;
 - 5. Information on what to bring to a shelter.

NOTE – The above information will also be included in the ongoing public information program, which is accomplished by the Emergency Management Director.

- B.** Post-hazard strike press releases will appropriately cover the following:
 - 1. Recovery information to include where to go and who to contact for assistance;
 - 2. Safety tips and information for clean-up and debris removal;

3. Information on re-entry;
4. Status of Government offices, schools, power restoration and road closures.

VI. CITIZENS' INFORMATION CENTER

- A.** Running parallel to the JIC is the Citizens' Information Center (CIC) for citizen inquiries and rumor control during an emergency. The CIC manager is responsible for staffing the CIC with adequate personnel based upon planning assumptions discussed with Emergency Management. County personnel and / or volunteers will staff these phones. The CIC will be activated in conjunction with early stage activation of the EOC.
- B.** The CIC will also assist in providing information to and notifying families of survivors (injured or missing) as to their status. This service may also be used for the reuniting of separated families.
- C.** The Citizens Information Center will be located in the EOC.
- D.** The CIC will maintain up to date information via press releases, field reports and situation briefings as coordinated through ESF-5 Planning.

VII. PUBLIC INFORMATION AND EDUCATION ON YEAR ROUND BASIS

- A.** St. Johns County Emergency Management will accomplish the task of providing information and materials to advise residents, seasonal visitors and transients of appropriate protective measures to prepare for an emergency.
- B.** Emergency Public Information (EPI) materials which are designed to educate the public on emergency preparedness measures and what protective actions to take (EAS Stations to tune to, Disaster Check List, etc.), vulnerable areas within the County, shelter and evacuation information including maps and directions, recovery information (Disaster Recovery Centers, Red Cross, other local relief agencies), and local contacts for additional information will be made available to the public each year. These materials will address all hazards affecting County residents and will be disseminated through local newspaper, radio and television stations, special mail-outs, and other means.
- C.** Special Needs emergency public information will be developed by Emergency Management to include:

1. Identification of target groups – Elderly, handicapped, non-English speaking populations through social service agencies and census information.
 2. Utilization of the St. Johns County Council on Aging and other community organizations to provide information on potential Special Needs populations and assistance in preparing EPI materials.
 3. All EPI materials will include this number where special needs populations can contact Emergency Management, (904) 824-5550.
 4. Less than 10% of the County's population is non-English speaking. St. Johns County Emergency Management is implementing the Functional Needs Support Services (FNSS) criteria with the intent of being able to assist groups, including those who do not speak English.
- D.** The hearing impaired will be kept informed through the use of visual aids and the TDD. The visually impaired populations will be kept informed through the use of radio and TV emergency announcement. In addition, home health care agencies, social service organizations and the Florida Deaf Relay, will be asked to assist in keeping the hearing and visually impaired populations informed. St. Johns County PIO will coordinate the hiring of an American Sign Language Interpreter for all live press conferences conducted at the EOC.
- E.** Mobile Home occupants are specifically addressed in EPI on the risk of high wind events such as tornadoes and hurricanes.
- F.** In addition to educating the public, Emergency Management will undertake efforts to educate the media by conducting, at least annually, briefings advising the media of emergency plans and procedures, of the flow of information, role of the media during an emergency, and the names of emergency contact persons.

VIII. MEDIA RESOURCES

Area television stations, St. Johns County radio stations and print media as well as the Emergency Alert System (EAS) primary locals (LP1 and LP2, and GTV) will be requested to support and air local emergency messages and announcements that are generated by the EOC. Press releases will be posted on the St. Johns County and St. Johns County Emergency Management websites and social media pages.

A. Area Radio and Television Stations

Television Stations	Telephone / Fax	
Government TV 4020 Lewis Speedway St. Augustine 32084	904-209-0557 phone 904-209-0556 fax	
News 4 Jax WJX-TV 4 Broadcast Place Jacksonville 32207	904-393-9844 phone 904-393-9822 fax	
First Coast News NBC 12 ABC 25 1070 East Adams Street Jacksonville 32202	904-633-8808 phone 904-633-8899 fax	
Fox 30 CBS 47 11700 Central Parkway Jacksonville 32224	904-564-1599 phone 904-642-5665 fax	
Local Radio Stations	Contact Person	Telephone / Fax
WSOS 3000 N. Ponce De Leon Blvd. St. Augustine 32084	Kevin Geddings	904-819-6313 phone 904-826-3471 fax
WAOC WFOY 567 Lewis Point Road Ext. St. Augustine 32086	Kris Phillips, Station Manager	904-687-3015 phone

**B. Emergency Alert System (EAS) Radio Stations
Serving St. Johns County**

St. Johns County Emergency Operations Center (EOC) is capable of direct EAS input using EMNet. Additional emergency notification information is located in Appendix S.

Primary 1: WFOY-AM | 1240 AM
567 Lewis Point Road Ext.
St. Augustine 32086
904-687-3015 | phone
904-797-3446 | fax

Primary 2: WOKV | AM 690 | FM 106.5
8000 Belfort Parkway
Jacksonville

904-245-8500

Primary 3: WROO-FM | 107.3
11700 Central Parkway
Jacksonville
904-636-0507 | phone
904-997-7713 | fax

Secondary: WMXQ-FM | X 102.9
8000 Belfort Parkway
Jacksonville
904-245-8500 | phone
904-245-8501 | fax

C. Other Available Resources

The following list of organizations will be contacted and requested to provide alert, warning and other emergency information to all the members of their particular group:

1. St. Johns County Chamber of Commerce
2. St. Johns County COA
3. Florida School for the Deaf and Blind
4. Flagler College
5. St. Johns County School District
6. St. Johns River State College

D. Printed Media

Florida Times Union
Jacksonville 1 Riverside Avenue
Jacksonville
904-359-4111 | phone
904-359-4478 | fax

Florida Times Union
St. Augustine One News Place
St. Augustine 32086
904-819-3546 | phone
904-819-3545 | fax

Ponte Vedra Recorder

100 Executive Way
Ponte Vedra Beach 32082
904-285-8831 | phone
904-285-7232 | fax

St. Augustine Record

One News Place
St. Augustine 32086
904-829-6562 | phone
904-819-3558 | fax

The Beaches Leader

1114 Beach Boulevard
Jacksonville Beach 32250
904-249-9033 | phone
904-249-1501 | fax

IX. PRESCRIPT PUBLIC SERVICE ANNOUNCEMENTS

See pre-scripted announcements in Appendix O.