

TOWN of MECAN
Marquette, County, Wisconsin

MUNICIPAL EMERGENCY OPERATIONS PLAN

EFFECTIVE DECEMBER, 1999

SUBSEQUENT ADDITIONS AND/OR CORRECTIONS
WILL BE DENOTED BY A PAGE DATE CHANGE.

Prepared by Earl H. Ewert, Chairperson, December 5, 1999

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EMERGENCY TELEPHONE LISTINGS

Marquette County Sheriffs Department	(91 1)	608 297-2115
Marquette County Office of Emergency Management (Pager: 800 450-5986, Cellphone: 920 295-9373)		608 297-9125 Ext. 225
County Health Department	(91 1)	608 297-9116
County Human Services	(91 1)	608 297-9135
County EMS	(91 1)	608 297-9124
County Medical Examiners Office (Coroner)	(91 1)	608 586-5224
Wisconsin Emergency Management Duty Officer		800-943-0003
Wisconsin DNR (Local Warden)		608 297-9216
Adams-Columbia Electric Coop		800 831-8629
Alliant Utilities		800 862-6222
Pioneer Power & Light		608 296-2149
Wisconsin Gas Company		800 261-5325
Marquette-Adams Telephone Coop		608 586-5910
ConturyTel		800 644-1840
GTE		800 483-1000
Union Pacific Railroad		800 892-1283
American Red Cross		888 231-3590
Berlin Memorial Hospital		920 361-1313
Divine Savior Hospital		608 742-4131
Salvation Army		

TOWN OF MECAN MUNICIPAL PLAN Marquette County

EMERGENCY OPERATIONS CENTER ALERTING LIST

Town Emergency Management Coordinator Town Chair

Town Chairman Michael L. Raddatz
Home Telephone: 920-295-6882 – cell 414-507-3234

Town Supervisor Clayton (Mick) Masters
Home Telephone: 920-295-4810 – cell 920-229-6622

Town Supervisor Nancy J. Reuter
Home Telephone: 920-295-3863 – cell 920-229-6234

Town Clerk Krystal Reimer
Home Telephone: 608-697-3991 – cell 608-697-3991

Town Treasure Caroline Gemoll
Home Telephone: 920-295-6724

Town Engineer/Roads Dept. Brendon Rhinehart
Office Telephone: 608-297-9127

Emergency Management Les Crandall – Director
Office Telephone: 608-297-3022

Revised 06/14/2011

LEGAL BASIS

The Legal Basis for the development of this municipal plan is stated in the following documents:

PUBLIC LAW 103-337

WISCONSIN STATUTES

- 21.11 CALL TO ACTIVE SERVICE
- 26.97 LAW ENFORCEMENT AND POLICE POWER (TOWN CHAIRS)
- 59.025 ADMINISTRATIVE HOME RULE
- 59.026 CONSTRUCTION OF POWERS
- 59.031 COUNTY EXECUTIVE
 - (2) DUTIES AND POWERS
- 59.33 COUNTY ADMINISTRATOR
 - (2) DUTIES AND POWERS
- 59.05 CHAIRPERSON; VICE CHAIRPERSON; POWERS AND DUTIES
- 59.7 GENERAL POWERS OF COUNTY BOARD
 - (146) LOCAL EMERGENCY PLANNING COMMITTEES
- 59.08 PUBLIC WORK, HOW DONE; PUBLIC EMERGENCIES
- 59.083 CONSOLIDATION OF MUNICIPAL SERVICES, HOME RULE, METROPOLITAN DISTRICT
- 59.24 PEACE MAINTENANCE
- 61.34 POWERS OF VILLAGE BOARD
- 66.325 EMERGENCY POWERS
- 83.09 EMERGENCY REPAIRS OF COUNTY TRUNK HIGHWAYS
- 166.03 (1) POWERS & DUTIES OF THE GOVERNOR
 - (4) POWERS & DUTIES OF COUNTIES AND MUNICIPALITIES
 - (5) POWERS AND DUTIES OF HEADS OF EMERGENCY MANAGEMENT SERVICES
- 213.095 POLICE POWER OF FIRE CHIEF, RESCUE SQUADS
- 895.483 2) CIVIL LIABILITY EXEMPTION; COUNTY EMERGENCY RESPONSE TEAM

ACRONYMS

CP	COMMAND POST
DNR	DEPARTMENT OF NATURAL RESOURCES
WEM	DIVISION OF EMERGENCY MANAGEMENT
EMS	EMERGENCY MEDICAL SERVICES
EOC	EMERGENCY OPERATIONS CENTER
EOP	EMERGENCY OPERATIONS PLAN
PIO	PUBLIC INFORMATION OFFICER
UDSR	UNIFORM DISASTER SITUATION REPORT

TOWN OF MECAN MUNICIPAL PLAN Marquette County

MUNICIPAL EMERGENCY OPERATIONS PLAN

A. PURPOSE:

This municipal plan has been developed to provide procedures for The Town of Mekan government agencies to respond to various types of emergencies or disasters that affect the community. It provides a link to procedures that will be used by county government since The Town of Mekan is part of the county emergency management program. This municipal plan is to be used in conjunction with the Marquette County Emergency Operations Plan (EOP). The municipal plan will be maintained in accordance with current standards of the Marquette County EOP and in accordance with the local/municipal government. Review of this municipal plan shall be accomplished concurrently with the county plan.

B. SITUATION AND ASSUMPTIONS:

There are several types of hazards that pose a threat, significant in frequency, magnitude or both, to the lives, property or environment in Marquette County. They include: tornadoes, downbursts and other violent storms, floods, ice storms, drought, fires, explosions, hazardous materials releases, and civil disturbances. **The County Hazard Analysis & Mitigation Plan and the State of Wisconsin Hazard Analysis, December 1991 is now a stand-alone document and is located in the Emergency Management Office.**

The consequences in major emergencies include: mass casualties, damage or destruction of property, disruption of power, fuel, communications, water and other vital services, damage to infrastructure, contamination of people, food, water, property or the environment, looting, disruption of law and order, or government functions, usually accompanied by economic and financial consequences.

Additional effects on agencies and officials include dangerous and complex operating conditions; severe stress and fatigue; and intense scrutiny of the preparedness and response of public officials.

Other scenarios not readily identifiable may pose significant threats to Marquette County as well.

Governments have legal and moral duties to help protect lives, property and the environment.

A major emergency can exhaust the resources of a single jurisdiction or directly impact more than one jurisdiction. It may require resources from numerous agencies and levels of government.

While some specific incidents can be anticipated, allowing for incident-specific preparation, many cannot. All-hazard preparedness of generic response systems, with flexibility to tailor deployments and tactics to the specific incident, enables more effective response.

The term "local agencies" in this Plan refers to agencies and officials of Towns, Villages, Cities and County Governments; non-profit organizations that play a role in emergency management; and private contractors that work with government agencies in Marquette County.

This Town does not have its own dedicated emergency services. They are jointly owned with other Towns and/or Villages or City of Montello. Consequently, all emergency service resources are limited.

Geographical factors for specific municipalities may cause unique challenges to individual jurisdictions. Emergency response may be limited depending the status of roads, bridges, and/or barriers produced by an incident.

Most disasters produce many unorganized and untrained volunteers. volunteer for less than admirable reasons.

Additionally, some by

It can be assumed that in a large-scale disaster there will not be enough local emergency response resources within the County. Mutual Aid from surrounding communities would be necessary and may include State resources.

Natural obstacles may impede timely response in isolated areas.

Resources, no matter the owner, may be directed to other municipalities and not be available for local use, depending on the nature and severity of the disaster.

Volunteers will need to be organized, trained, deployed, and supervised

C. CONCEPT OF OPERATIONS:

Municipal officials have primary responsibility for disasters that take place in the municipality. They will activate the appropriate municipal agencies to deal with the disaster. The chief elected municipal official or the municipal emergency coordinator is responsible for coordinating the response of municipal agencies and coordinating the response with county officials if county assistance is necessary.

Actions that the Municipality and County should consider if this municipal plan is activated.

1. Municipal agencies assess the nature and scope of the emergency or disaster.
2. If the situation can be handled locally, do so using the procedures in this plan, as appropriate.
 - a. The Emergency Management Coordinator advises the Town Chair and coordinates all emergency response actions.

- b. Town Chair declares a local state of emergency and notifies the county Emergency Management Director of this action.
- c. Forward the local state of emergency declaration to the County Office of Emergency Management.
- d. The Emergency Management Coordinator activates the municipal EOC. This facility is located at the Town Hall.
- e. Municipal emergency response officials/agencies respond according to the checklists outlined in the Attachments A-K.
- f. Town Chair directs departments/agencies to respond to the situation.
- g. Town Chair issues directives as to travel restrictions on local roads and recommends protective actions if necessary.
- h. Notify the public of the situation and appropriate actions to take.
- i. Keep county officials informed of the situation and actions taken.

- 3. If municipal resources become exhausted or if special resources are required, request county assistance through the County Emergency Management Director.
- 4. If assistance is requested, the County Emergency Management Director assesses the situation and makes recommendations.
- 5. The county will do the following (to the extent appropriate):
 - a. Activate the County EOC.
 - b. Implement the County EOP.
 - c. Respond with county resources as requested.
 - d. Activate mutual aid agreements.
 - e. Coordinate county resources with municipal resources.
 - f. Notify Wisconsin Emergency Management (WEM) Regional Director.
 - g. Forward Uniform Damage Situation Report (UDSR) form.
 - h. Assist municipality with prioritizing and allocating resources.
- 6. If municipal and county resources are exhausted, the County Emergency Management Director can request state assistance through the WEM.
- 7. If state assistance is requested, the WEM Administrator in conjunction with the Regional Director, county emergency management director and municipal emergency management coordinator assess the disaster or emergency situation and recommend that personnel, services and equipment be made available for response, mitigation or recovery.

TOWN OF MECAN MUNICIPAL PLAN Marquette County

8. After completing the assessment, the WEM Regional Director immediately notifies the State WEM Administrator.
9. The State Administrator of Emergency Management notifies the Governor and makes recommendations.
10. If state assistance is granted, procedures will be followed as stated in the Wisconsin EOP and the County EOP.

D. ORGANIZATION:

Organizational chart for our municipality is the same as the listing on page 2.

E. RESPONSIBILITIES AND TASKS:

See Attachments A-K for emergency responsibilities of key officials in your jurisdiction.

F. RESOURCE MANAGEMENT :

Additional support from Marquette County Departments may include: Emergency Management Sheriffs Dept., EMS, Health Dept., Human Services, and Highway Dept.

Mutual Aid Reciprocal Agreements: (can be found w/the jurisdictional Fire Dept. & EMS)

Support from Private Agencies/Volunteer Groups: include: the Red Cross, Salvation Army, Social & Fraternal organizations, etc.)

Support from State and Federal Agencies:

Information and assistance in securing state or federal support may be obtained by contacting the County Emergency Management Director. Requests for National Guard assistance should be channeled through the County Emergency Management Director to the WEM Regional Director to the WEM Administrator.

G. PLAN DEVELOPMENT AND MAINTENANCE:

The Town of Mecan EOP Development Team is composed of representative from the Town Board. The Town Board is responsible for developing and maintaining this plan.

This Team meets on an as needed basis or as determined by the Town Chair. The Team reviews incidents, changes and new information and makes revisions in this plan.

This Team also conducts after-action reviews of all exercises and major incidents.

TOWN OF MECAN. MUNICIPAL PLAN Marquette County

EOP DEVELOPMENT TEAM

FOR THE PERIOD DECEMBER 1999 THROUGH MARCH 2001.

Earl H. Ewert, Town Chair

Edwin Stelter, Supervisor #1

_____, Supervisor #2

Arlowayne Wegner, Town Clerk

Barbara Peteranetz, Town Treasurer

Clayton Weber, Town Constable

James Warzinski, Town Assessor

Dennis Seeliger, Jurisdictional Fire Chief

ATTACHMENT A

TOWN CHAIR

KEY ACTION CHECKLISTS

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE RESPONSIBILITIES AND TASKS OF THE TOWN CHAIR AND PROVIDE A CHECKLIST OF ACTIONS TO CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Town Chair is responsible for the overall management of the Town of Mecan. The following tasks represent a checklist of actions that should be considered in an emergency or disaster situation.

TOWN CHAIR SHOULD :

1. Ensure that the Town Emergency Management Coordinator or designated person has activated/is activating the Emergency Operations Center (EOC) or Command Post (CP).
2. Report to the EOC/CP.
3. Ensure that the Town Emergency Management Coordinator or designated person provides an initial damage assessment and casualty report.
4. Ensure that the Town Emergency Management Coordinator and Town officials brief the EOC staff as to the status of the disaster.
5. Be ready to issue a declaration of emergency.
6. Ensure the Town Public Information Officer (PIO) and/or designated person is notified and reports to the EOC.
7. In consultation with the Town Emergency Management Coordinator, determine whether or not county, state or federal assistance should be requested. (town/county resources must be fully committed before state or federal assistance will be available. If assistance is requested, specify the type and amount of assistance needed.)

ATTACHMENT B

TOWN EMERGENCY MANAGEMENT COORDINATOR

KEY ACTION CHECKLISTS

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE RESPONSIBILITIES AND TASKS OF THE TOWN EMERGENCY MANAGEMENT COORDINATOR AND PROVIDE A CHECKLIST OF ACTIONS TO CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Town Emergency Management Coordinator coordinates all components of the emergency management program in the Town of Mecan. This includes hazard analysis, preparedness, mitigation, response and recovery activities for all natural and technological disaster/emergencies. The following tasks represent a checklist of actions this department should consider.

TOWN EMERGENCY MANAGEMENT COORDINATOR SHOULD:

1. Report to the Town EOC/CP.
2. Ensure that Town officials and County Emergency Management Director have been notified, key facilities warned, etc.
3. Activate the Town EOC (see EOC Alerting List). Make sure that it is fully operational and that EOC staff has reported/are reporting to it.
4. Obtain initial Uniform Disaster Situation Report (UDSR) and other relevant information. Relay this information to the Town Chair and to the County Emergency Management Director.
5. Conduct regular briefings of EOC staff as to the status of the situation.
6. Evaluate available resources, including personnel, by checking with EOC Staff. If deficiencies exist, take action to obtain the needed resources.
7. Ensure that all department/agency heads have begun to keep separate and accurate records of disaster-related expenditures.

ATTACHMENT C

TOWN CLERK/TREASURER

KEY ACTION CHECKLISTS

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE RESPONSIBILITIES AND TASKS OF THE TOWN CLERK/TREASURER AND PROVIDE A CHECKLIST OF ACTIONS TO CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Town Clerk/Treasurer is responsible for their assigned activities in the Town of Mecan. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation:

TOWN CLERK/TREASURER SHOULD:

1. Report to the Town EOC/CP.
2. Maintain records indicating town expenses incurred due to the disaster.
3. Assist in the damage assessment process by:
 - Provide information regarding the dollar value of property damaged as a result of the disaster.
 - Provide information (name, telephone number, etc.) regarding the owners of property, which has been damaged/destroyed as a result of the disaster.
4. Delegate authority to department directors to permit acquisition of equipment and supplies needed following a disaster.
5. Assign department directors account numbers to which emergency expenditures may be charged.

ATTACHMENT D

WARNING/COMMUNICATIONS

KEY ACTION CHECKLISTS

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE DEPARTMENT OR AGENCY IN THE MUNICIPALITY RESPONSIBLE FOR WARNING AND COMMUNICATIONS ACTIVITIES AND PROVIDES A LIST OF ACTIONS THIS DEPARTMENT/AGENCY SHOULD CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Warning and Communications function is responsible for warning and communications in the Town of Mecan. The following tasks represent a checklist of actions this function should consider in an emergency or disaster situation.

The Communications Department, located at the Command Center, is responsible for warning and communications activities in the Town of Mecan. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation:

1. Notify the following:
 - a. Municipal Elected Official
 - b. Municipal Emergency Management Coordinator/Coordinator
 - c. County Emergency Management Coordinator
 - d. Municipal Emergency Operations Center representatives
 - e. Special facilities, Red Cross, Salvation Army etc.
2. Ensure all agencies represented in the municipal EOC have communications both to their staff at their department offices and their staff at the incident site. This equipment consists of CB radio, telephone, cell phone.
3. Be prepared to utilize assigned HAM Radio Operators from the Marquette County ARES.
4. Activate public warning system. This may consist of door-to-door, fan out, telephone. Develop assignment on how alert, watch and warning would be handled prior to a disaster or emergency situation.
5. Establish communications with the county EOC if activated or the county Emergency Management office. The communications equipment available is telephone, using HAM Radio Operators, Cell phone.
6. Establish communications with Command Post if established.

ATTACHMENT E

LAW ENFORCEMENT

KEY ACTION CHECKLISTS

Town Chairperson

THIS ATTACHMENT IS DESIGNED TO PROVIDE A LIST OF ACTION THE MUNICIPAL SHOULD CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Town of Mecan uses the Marquette County Sheriff's Department which is responsible for law enforcement activities. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

1. Ensure that all Police Department staff has been notified and that they report as situation directs.
2. Direct the designated law enforcement representative to report to the Town EOC/CP.
3. Secure the affected area and perform traffic and crowd control.
4. Participate in warning the public as situation warrants.
5. Determine scope of incident as to immediate casualties/destruction and whether the incident has the potential to expand and escalate.
6. Direct officer(s) to close off the damage site area and to stop all in-bound traffic. Set up an emergency pass system.
7. Report above information to appropriate law enforcement agencies.
8. Establish a staging area in the municipality; designate a CP; and establish initial command until relieved.
9. If appropriate and if available, dispatch a communications vehicle to the scene of the disaster.
10. Enforce Curfew restrictions in the affected area.
11. Assist the medical examiner with mortuary service.
12. Assist with search and rescue activities.

ATTACHMENT E

LAW ENFORCEMENT

KEY ACTION CHECKLISTS

Town Chairperson

THIS ATTACHMENT IS DESIGNED TO PROVIDE A LIST OF ACTION THE MUNICIPAL SHOULD CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Town of Mecan uses the Marquette County Sheriff's Department which is responsible for law enforcement activities. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

1. Ensure that all Police Department staff has been notified and that they report as situation directs.
2. Direct the designated law enforcement representative to report to the Town EOC/CP.
3. Secure the affected area and perform traffic and crowd control.
4. Participate in warning the public as situation warrants.
5. Determine scope of incident as to immediate casualties/destruction and whether the incident has the potential to expand and escalate.
6. Direct officer(s) to close off the damage site area and to stop all in-bound traffic. Set up an emergency pass system.
7. Report above information to appropriate law enforcement agencies.
8. Establish a staging area in the municipality; designate a CP; and establish initial command until relieved.
9. If appropriate and if available, dispatch a communications vehicle to the scene of the disaster.
10. Enforce Curfew restrictions in the affected area.
11. Assist the medical examiner with mortuary service.
12. Assist with search and rescue activities.

ATTACHMENT E

LAW ENFORCEMENT

KEY ACTION CHECKLISTS

THIS ATTACHMENT IS DESIGNED TO PROVIDE A LIST OF ACTION THE MUNICIPAL CONSTABLE'S DEPARTMENT SHOULD CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Town of Mecan Constable uses the Marquette County Sheriff's Department which is responsible for law enforcement activities. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

1. Ensure that all Police Department staff has been notified and that they report as situation directs.
2. Direct the designated law enforcement representative to report to the Town EOC/CP.
3. Secure the affected area and perform traffic and crowd control.
4. Participate in warning the public as situation warrants.
5. Determine scope of incident as to immediate casualties/destruction and whether the incident has the potential to expand and escalate.
6. Direct officer(s) to close off the damage site area and to stop all in-bound traffic. Set up an emergency pass system.
7. Report above information to appropriate law enforcement agencies.
8. Establish a staging area in the municipality; designate a CP; and establish initial command until relieved.
9. If appropriate and if available, dispatch a communications vehicle to the scene of the disaster.
10. Enforce Curfew restrictions in the affected area.
11. Assist the medical examiner with mortuary service.
12. Assist with search and rescue activities.

ATTACHMENT D

WARNING/COMMUNICATIONS

KEY ACTION CHECKLISTS

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE DEPARTMENT OR AGENCY IN THE MUNICIPALITY RESPONSIBLE FOR WARNING AND COMMUNICATIONS ACTIVITIES AND PROVIDES A LIST OF ACTIONS THIS DEPARTMENT/AGENCY SHOULD CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Warning and Communications function is responsible for warning and communications in the Town of Mecan. The following tasks represent a checklist of actions this function should consider in an emergency or disaster situation.

The Communications Department, located at the Command Center, is responsible for warning and communications activities in the Town of Mecan. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation:

1. Notify the following:
 - a. Municipal Elected Official
 - b. Municipal Emergency Management Coordinator/Coordinator
 - c. County Emergency Management Coordinator
 - d. Municipal Emergency Operations Center representatives
 - e. Special facilities, Red Cross, Salvation Army etc.
2. Ensure all agencies represented in the municipal EOC have communications both to their staff at their department offices and their staff at the incident site. This equipment consists of CB radio, telephone, cell phone.
3. Be prepared to utilize assigned HAM Radio Operators from the Marquette County ARES.
4. Activate public warning system. This may consist of door-to-door, fan out, telephone. Develop assignment on how alert, watch and warning would be handled prior to a disaster or emergency situation.
5. Establish communications with the county EOC if activated or the county Emergency Management office. The communications equipment available is telephone, using HAM Radio Operators, Cell phone.
6. Establish communications with Command Post if established.

HUMAN SERVICES

KEY ACTION CHECKLIST

THIS ATTACHMENT IS DESIGNED TO PROVIDE THE COUNTY DEPARTMENT OF HUMAN SERVICES WITH THE RESPONSIBILITY FOR PROVIDING HUMAN SERVICES WITHIN THE TOWN OF MECAN. HOWEVER, A LIAISON FROM THE MUNICIPALITY SHOULD BE APPOINTED TO ASSIST THE COUNTY HUMAN SERVICES OFFICER WITH IMPLEMENTING TASKS ASSIGNED IN THE COUNTY EOP. IT IS RECOMMENDED THAT THE PERSON SELECTED BE FROM A DEPARTMENT OR AGENCY WITHIN THE MUNICIPALITY WITH HUMAN SERVICES TYPE RESPONSIBILITIES (I.E., HUMAN SERVICES DEPARTMENT, DEPARTMENT ON AGING). THE PERSON SELECTED SHOULD BE FAMILIAR WITH THE HUMAN SERVICES ANNEX OF THE COUNTY EOP SO THAT HUMAN SERVICES TASKS IN THIS MUNICIPAL PLAN ARE CONSISTENT WITH THOSE ASSIGNED IN THE COUNTY PLAN. THIS PERSON WILL WORK CLOSELY WITH THE COUNTY HUMAN SERVICES OFFICER SO THAT MUNICIPAL/COUNTY RESOURCES CAN BE PRIORITIZED AND COORDINATED. THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE PERSON IN THE MUNICIPALITY RESPONSIBLE FOR HUMAN SERVICES ACTIVITIES AND PROVIDES A LIST OF ACTIONS THIS PERSON WILL CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Town Clerk or their appointment will serve as the Human Services Coordinator in the Town of Mecan and is responsible for human services activities. The Coordinator will organize human services activities with a representative from the Marquette County Department of Human Services. This person will keep the County Human Services Officer informed of all human services activities performed, underway, or planned within the municipality. The following tasks represent a checklist of actions this person must consider in an emergency or disaster situation:

1. Coordinate activities of municipal agencies/departments that provide human services type services. (Identified in the County Resource Manual).
2. Report to the emergency operations center.
3. Coordinate with Red Cross in opening and managing shelters in the municipality.
4. Ensure canteen is set up to feed emergency workers in the municipality.
5. Work with Red Cross/Salvation Army in providing food and clothing to disaster victims. Provide emergency assistance to persons with special needs.
6. Provide necessary outreach services to citizens affected by emergency or disaster.
7. Distribute emergency literature to disaster victims given instructions and assistance pertaining to their immediate needs.
8. Establish contact with the County Human Services Officer.

PUBLIC WORKS

KEY ACTION CHECKLISTS

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE DEPARTMENT OR AGENCY IN THE MUNICIPALITY RESPONSIBLE FOR PUBLIC WORKS ACTIVITIES AND PROVIDES A LIST OF ACTIONS THIS DEPARTMENT/AGENCY SHOULD CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED. THIS DEPARTMENT/AGENCY UPON NOTIFICATION MAY RESPOND DIRECTLY TO THE EOC/CP.

The Town Officers are responsible for public works activities in the Town of Mecan. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation:

1. The Town does not have a Highway Department, therefore, all Town Board Members will be involved as the situation dictates.
2. Review the disaster situation with field personnel and report situation to the Town Emergency Management Coordinator.
3. Maintain transportation routes.
4. If necessary, coordinate flood fighting activities, including sandbagging, emergency diking, and pumping operations.
5. Coordinate with Law Enforcement travel restrictions and/or road closures within the municipality.
6. Attempt to provide emergency generators and lighting.
7. Assist with traffic control and access to the affected area.
8. Assist with urban search and rescue activities as may be requested.
9. Assist private utilities with the shutdown of gas and electric services.
10. As necessary, establish a staging area for public works.
11. Report public facility damage information to the Damage Assessment Team.
12. If the County EOC is activated, establish and maintain contact with the County Highway Commissioner.

PUBLIC HEALTH SERVICES & EMERGENCY MEDICAL SERVICES

KEY ACTION CHECKLISTS

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE PERSON IN THE MUNICIPALITY RESPONSIBLE FOR PUBLIC HEALTH SERVICES AND EMERGENCY MEDICAL SERVICES (EMS) ACTIVITIES AND PROVIDES A LIST OF ACTIONS THIS PERSON SHOULD CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED. (IN SOME COUNTIES THESE MAY BE TWO SEPARATE POSITIONS), PUBLIC HEALTH AND EMERGENCY MEDICAL ARE USUALLY COORDINATED AT THE COUNTY LEVEL THROUGH THE COUNTY EOP. HOWEVER, A LIAISON FROM THE MUNICIPALITY SHOULD BE APPOINTED TO ASSIST WITH IMPLEMENTING TASKS ASSIGNED IN THE COUNTY EOP. THIS PERSON WILL WORK CLOSELY WITH THE COUNTY PUBLIC HEALTH OFFICER AND THE COUNTY EMS OFFICER SO THAT MUNICIPAL OR COUNTY RESOURCES CAN BE PRIORITIZED AND COORDINATED. AMBULANCE EMS DISTRICTS ARE TRAINED IN TRIAGE AND ARE INVOLVED IN PATIENT TRANSPORTATION. THE PUBLIC HEALTH LIAISON NEEDS TO BE AWARE OF THE NECESSITY OF COORDINATING AMBULANCE ACTIVITIES.

A future appointee, will serve as the Public Health and Emergency Medical Services Liaison in the Town of Mecan and is responsible for seeking public health and emergency medical services activities. They will coordinate health services activities with a representative from the Marquette County Public Health Department and the County Emergency Medical Services Officer. The following tasks represent a checklist of actions this person should consider in an emergency or disaster situation:

1. Assist in evacuating medical facilities as needed should any be established in the future.
2. Coordinate emergency medical care to victims (hospitals and ambulances).
3. Assure that public health needs of disaster victims are met.
4. Assume primary operational control for health-related emergencies such as pollution, contamination's, diseases and epidemics.
5. Establish a triage area for victims.
6. Coordinate medical transportation for victims.
7. Establish a staging area in the municipality

ATTACHMENT I

PUBLIC INFORMATION

KEY ACTION CHECKLISTS

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE DEPARTMENT OR AGENCY IN THE MUNICIPALITY RESPONSIBLE FOR PUBLIC INFORMATION ACTIVITIES AND PROVIDES A LIST OF ACTIONS THIS DEPARTMENT/AGENCY SHOULD CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Town Clerk or a designee is responsible for public information activities in the Town of Mecan. The following tasks represent a checklist of actions this department/agency should consider in an emergency or disaster situation:

1. The Public Information Officer (PIO) will function as the sole point of contact for the news media and public officials.
2. Maintain liaison with the EOC and CP in order to stay abreast of situation.
3. Establish news media briefing room and brief the media at periodic intervals.
4. If the situation escalates and the county EOC is activated, coordinate with the County PIO to prepare news releases.
5. Conduct press tours of disaster areas within the municipality as the situation stabilizes.
6. Assist the county in establishing a Joint Public Information Center.
7. Assist the county with establishing a Rumor Control Center.
8. Issue protective action recommendations or public service advisories as directed by the chief elected official.

ATTACHMENT J

FIRE SERVICES

KEY ACTION CHECKLISTS

THIS ATTACHMENT IS DESIGNED TO PROVIDE A LIST OF ACTIONS THE MUNICIPAL FIRE DEPARTMENT SHOULD CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Princeton Vol. Fire & Rescue Fire Department is responsible for fire services activities in the Town of Mecan. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation:

1. Establish and/or respond to designated staging area, CP or Town EOC as directed by on- scene personnel.
2. Assist Law Enforcement in warning the affected population.
3. Rescue injured/trapped persons.
4. Protect critical facilities and resources.
5. Designate a person to record the arrival and deployment of emergency personnel and equipment.
6. Assist Law Enforcement with evacuation, if needed.
7. Assist the municipal public works department and utilities with shutting down gas and electric services, if needed.

Other responsibilities may include:

Assist with traffic control.

Assist with debris clearance.

If the County EOC is activated, establish and maintain contact with the person representing fire services.

If the Regional Hazardous Materials Team is needed for a Level A response, obtain assistance through the WEM Duty Officer.

ATTACHMENT K

DAMAGE ASSESSMENT

KEY ACTION CHECKLISTS

THIS ATTACHMENT IS DESIGNED TO IDENTIFY THE DEPARTMENT OR AGENCY IN THE MUNICIPALITY RESPONSIBLE FOR COLLECTING DAMAGE ASSESSMENT INFORMATION AND PROVIDES A LIST OF ACTIONS THIS DEPARTMENT OR AGENCY SHOULD CONSIDER WHEN THIS MUNICIPAL PLAN IS ACTIVATED.

The Town Board is responsible for damage assessment activities in the Town of Mecan. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation:

1. Report to the Town EOC or Command Post.
2. Record initial information from first responders such as law enforcement, public works or fire services.
3. Activate the damage assessment team which consists of the following municipal department/agencies: the Town Board is responsible for public damage assessment and those responsible for individual damage assessment.
 - a. Within first 2-3 hours: Complete preliminary UDSR:
 1. Number of fatalities.
 2. Number of critical/minor injuries.
 3. Number of home/businesses damaged/destroyed.
 4. Number of power/telephone lines, poles damaged.
 5. Number of public facilities such as highways, roads, bridges, etc. damaged.
 6. Number of people who are homeless or in shelters.
 - b. Within 8 hours:
 1. Recount items 1-6 above.
 2. Complete another UDSR, estimating public and private damage.
 3. Video tape and/or take photos of major damage.
 - c. Within 24 hours:
 1. Update items 1-6 above.
 2. Complete updated UDSR.
4. Provide damage assessment information to the appropriate Town officials and county emergency management Coordinator to assist in the preparation of the UDSR.
5. Assist with preparation of a local state of emergency declaration and forward to the County OEM.
6. Plot damage assessment information on status boards in the municipal EOC and locate damage sites on a map.
7. record all expenditures for municipal personnel, equipment, supplies, services, etc., and track resources used.
8. Prepare reports for the municipal Public Information Officer.

OTHER FUTURE ATTACHMENTS WHICH MAY BE CONSIDERED

SHELTER LIST AND/OR MAPS

EQUIPMENT/PERSONNEL RESOURCE LIST

COMMUNITY MAP

DEBRIS DISPOSAL SITE LOCATIONS

DAMAGE ASSESSMENT TEAM CALL LIST

SAMPLE DISASTER DECLARATION

COPY OF COUNTY'S BASIC PLAN AND ANNEX A

ESTABLISH A PASS SYSTEM

TOWN of MECAN
Marquette County, Wisconsin

December 14, 1999

RESOLUTION NUMBER 3-99

Relating to the Emergency Operations Municipal Plan.

The Town Board of Supervisors of the Town of Mecan, Marquette County, Wisconsin, duly assembled at its regular meeting begun on the 14th day of December, 1999, does resolve as follows:

WHEREAS, for the safety and well being of all persons residing in the Town and

WHEREAS, it is deemed necessary, for safety and health to have Town Emergency Government Officers as required under Chapter 166 of the Wisconsin State Statutes and

WHEREAS, it is required to have a Municipal Operations Plan.

NOW, THEREFORE, BE IT RESOLVED, that the attached Emergency Operations Municipal Plan be approved, included in the minutes as a permanent record and put into action should it be needed.

Roll call on Resolution 1-99; Ayes ____, Nays ____, Absent ____, Abstain ____.

Passed and adopted this 18th day of November, 1999.

Edwin Stelter, Supervisor #1

Earl Ewert, Chairperson

Vacant position, Supervisor #2

ATTEST: Arlowayne Wegner, Clerk

"Real" Deal about Nuclear, Biological, and Chemical Attacks

Since the media has decided to scare everyone with predictions of chemical, biological, or nuclear warfare on our turf I decided to write a paper and keep things in their proper perspective. I am a retired military weapons, munitions, and training expert.

Lesson number one: In the mid 1990's there were a series of nerve gas attacks on crowded Japanese subway stations. Given perfect conditions for an attack less than 10% of the people there were injured (the injured were better in a few hours) and only one percent of the injured died. 60 Minutes once had a fellow telling us that one-drop of nerve gas could kill a thousand people; well he didn't tell you the thousand dead people per drop was theoretical. Drill Sergeants exaggerate how terrible this stuff was to keep the recruits awake in class (I know this because I was a Drill Sergeant too). Forget everything you've ever seen on TV, in the movies, or read in a novel about this stuff, it was all a lie (read this sentence again out loud!). These weapons are about terror, if you remain calm, you will probably not die. This is far less scary than the media and their "Experts," make it sound.

Chemical weapons are categorized as Nerve, Blood, Blister, and Incapacitating agents. Contrary to the hype of reporters and politicians they are not weapons of mass destruction. Instead, they are "Area denial," and terror weapons that don't destroy anything. When you leave the area you almost always leave the risk. That's the difference; you can leave the area and the risk; soldiers may have to stay put and sit through it and that's why they need all that spiffy gear.

These are not gasses; they are vapors and/or airborne particles. The agent must be delivered in sufficient quantity to kill/injure, and that defines when/how it's used. Every day we have a morning and evening inversion where "stuff," suspended in the air gets pushed down. This inversion is why allergies (pollen) and air pollution are worst at these times of the day. So, a chemical attack will have its best effect an hour or so either side of sunrise/sunset. Also, being vapors and airborne particles they are heavier than air so they will seek low places like ditches, basements and underground garages. This stuff won't work when it's freezing, it doesn't last when it's hot, and wind spreads it too thin - too fast. They've got to get this stuff on you, or, get you to inhale it for it to work. They also have to get the concentration of chemicals high enough to kill or wound you. Too little and it's nothing, too much and it's wasted.

What I hope you've gathered by this point is that a chemical weapons attack that kills a lot of people is incredibly hard to do with military grade agents and equipment so you can imagine how hard it will be for terrorists. The more you know about this stuff the more you realize how hard it is to use.

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We'll start by talking about nerve agents. You have these in your house; plain old bug killer (like Raid) is nerve agent. All nerve agents work the same way; they are cholinesterase inhibitors that mess up the signals your nervous system uses to make your body function. It can harm you if you get it on your skin but it works best if they can get you to inhale it. If you don't die in the first minute and you can leave the area you're probably going to live. The military's antidote for all nerve agents is atropine and pralidoxime chloride. Neither one of these does anything to cure the nerve agent, they send your body into overdrive to keep you alive for five minutes, after that the agent is used up. Your best protection is fresh air and staying calm. Listed below are the symptoms for nerve agent poisoning.

Sudden headache, Dimness of vision (someone you're looking at will have pinpointed pupils), Runny nose, Excessive saliva or drooling, Difficulty breathing, Tightness in chest, Nausea, Stomach cramps, Twitching of exposed skin where a liquid just got on you.

If you are in public and you start experiencing these symptoms, first ask yourself, did anything out of the ordinary just happen, a loud pop, did someone spray something on the crowd? Are other people getting sick too?

Is there an odor of new mown hay, green corn, something fruity, or camphor where it shouldn't be?

If the answer is yes, then calmly (if you panic you breathe faster and inhale more air/poison) leave the area and head up wind, or, outside.

Fresh air is the best "right now antidote." If you have a blob of liquid that looks like molasses or Kayro syrup on you; blot it or scrape it off and away from yourself with anything disposable. This stuff works based on your body weight, what a crop duster uses to kill bugs won't hurt you unless you stand there and breathe it in real deep, then lick the residue off the ground for awhile. Remember they have to do all the work, they have to get the concentration up and keep it up for several minutes while all you have to do is quit getting it on you/quit breathing it by putting space between you and the attack.

Blood agents are cyanide or arsine, which affect your blood's ability to provide oxygen to your tissue. The scenario for attack would be the same as nerve agent. Look for a pop or someone splashing/spraying something and folks around there getting woozy/falling down. The telltale smells are bitter almonds or garlic where it shouldn't be. The symptoms are blue lips, blue under the fingernails, rapid breathing. The military's antidote is amyl nitride and just like nerve agent antidote it just keeps your body working for five minutes till the toxins are used up. Fresh air is your best individual chance.

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Blister agents (distilled mustard) are so nasty that nobody wants to even handle it let alone use it. It's almost impossible to handle safely and may have delayed effect of up to 12 hours. The attack scenario is also limited to the things you'd see from other chemicals. If you do get large, painful blisters for no apparent reason, don't pop them, if you must, don't let the liquid from the blister get on any other area, the stuff just keeps on spreading. It's just as likely to harm the user as the target. Soap, water, sunshine, and fresh air are this stuff's enemy.

Bottom line on chemical weapons (it's the same if they use industrial chemical spills); they are intended to make you panic, to terrorize you, to herd you like sheep to the wolves. If there is an attack, leave the area and go upwind, or to the sides of the wind stream. They have to get the stuff to you, and on you. You're more likely to be hurt by a drunk driver on any given day than be hurt by one of these attacks. Your odds get better if you leave the area. Soap, water, time, and fresh air really deal this stuff a knock-out-punch. Don't let fear of an isolated attack rule your life. The odds are really on your side.

Nuclear bombs. These are the only weapons of mass destruction on earth. The effects of a nuclear bomb are heat, blast, EMP, and radiation. If you see a bright flash of light like the sun, where the sun isn't, fall to the ground! The heat will be over in a second. Then there will be two blast waves, one out going, and one on it's way back. Don't stand up to see what happened after the first wave; anything that's going to happen will have happened in two full minutes.

These will be low yield devices and will not level whole cities. If you live through the heat, blast, and initial burst of radiation, you'll probably live for a very very long time. Radiation will not create fifty-foot tall women, or giant ants and grasshoppers the size of tanks. These will be at the most 1-kiloton bombs; that's the equivalent of 1,000 tons of TNT.

Here's the real deal, flying debris and radiation will kill a lot of exposed (not all), people within a half mile of the blast. Under perfect conditions this is about a half-mile circle of death and destruction, but when it's done it's done. EMP stands for Electro Magnetic Pulse and it will fry every electronic device for a good distance, it's impossible to say what and how far but probably not over a couple of miles from ground zero is a good guess. Cars, cell phones, computers, ATMs, you name it, all will be out of order.

There are lots of kinds of radiation; you only need to worry about three, and the others you have lived with for years. You need to worry about "ionizing radiation," these are little sub atomic particles that go whizzing along at the speed of light. They hit individual cells in your body, kill the nucleus and keep on going. That's how you get radiation poisoning; you have so many dead cells in

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your body that the decaying cells poison you. It's the same as people getting radiation treatments for cancer; only a bigger area gets radiated. The good news is you don't have to just sit there and take it, and there's lots you can do rather than panic. First; your skin will stop alpha particles, a page of a newspaper or your clothing will stop beta particles, you just got to try and avoid inhaling dust that's contaminated with atoms that are emitting these things and you'll be generally safe from them.

Gamma rays are particles that travel like rays (Quantum physics makes my brain hurt) and they create the same damage as alpha and beta particles only they keep going and kill lots of cells as they go all the way through your body. It takes a lot to stop these things, lots of dense material; on the other hand it takes a lot of this to kill you.

Your defense is as always to not panic. Basic hygiene and normal preparation are your friends. All canned or frozen food is safe to eat. The radiation poisoning will not affect plants so fruits and vegetables are OK if there's no dust on them (rinse them off if there is). If you don't have running water and you need to collect rainwater or use water from wherever, just let it sit for thirty minutes and skim off the water gently from the top. The dust with the bad stuff in it will settle and the remaining water can be used for the toilet, which will still work if you have a bucket of water to pour in the tank.

Finally there's biological warfare. There's not much to cover here. Basic personal hygiene and sanitation will take you further than a million doctors. Wash your hands often; don't share drinks, food, sloppy kisses, etc., ... with strangers. Keep your garbage can with a tight lid on it; don't have standing water (like old buckets, ditches, or kiddies pools) lying around to allow mosquitoes breeding room. This stuff is carried by vectors, that is bugs, rodents, and contaminated material. If biological warfare is so easy as the TV makes it sound, why has Saddam Hussein spent twenty years, millions, and millions of dollars trying to get it right? If you're clean of person and home you eat well and are active you're going to live.

Overall preparation for any terrorist attack is the same as you'd take for a big storm. If you want a gas mask, fine, go get one. I know this stuff and I'm not getting one and I told my Mom not to bother with one either (how's that for confidence). We have a week's worth of cash, several days' worth of canned goods and plenty of soap and water. We don't leave stuff out to attract bugs or rodents so we don't have them. These people can't conceive a nation this big with this many resources. These weapons are made to cause panic, terror, and to demoralize. If we don't run around like sheep they won't use this stuff after they find out it's no fun. The government is going nuts over this stuff because

"Real" Deal about Nuclear, Biological, and Chemical Attacks

they have to protect every inch of America. You've only got to protect yourself, and by doing that, you help the country.

Finally, there are millions of caveats to everything I wrote here and you can think up specific scenarios where my advice isn't the best. This letter is supposed to help the greatest number of people under the greatest number of situations. If you don't like my work, don't nit pick, just sit down and explain chemical, nuclear, and biological warfare in a document around three pages long yourself. This is how we the people of the United States can rob these people of their most desired goal, your terror.

SFC Red Thomas (Ret)
Armor Master Gunner
Mesa, AZ

Unlimited reproduction and distribution is authorized.
Just give me credit for my work, and, keep in context.

RESPONSE CHECKLIST

Response Issues

- A. Direction and Control / Incident Command
Set Up Incident Command/Unified Command, Span of Control and Unity of Command.
- B. Size Up the Incident
Determine the Size of the Area Affected, Population Characteristics, and Economic Profile of the Area.
- C. Search and Rescue
Search the Damaged Area, Rescue The Injured Recover Bodies
- D. Damage Assessment
Activate Damage Assessment Team Composed of People Familiar with Property Value.
Damage Assessment Important to Secure State and Federal Assistance.
We Can't Deliver State and Federal Assistance Unless We Know Your Needs.
- E. Public Information
Designate People to Provide Information to the Media.
Establish a Location to Meet With the Media Away From Your EOC.
Inform Citizens of the Status of the Response and the Recovery
- F. Track Citizen's Needs
Designate Someone to Keep Track of Request for Assistance and the Delivery of that Assistance.
- G. Track Offers of Assistance
Be Prepared to Deal with Voluntary Help—There Will be a Lot!
Designate Someone to Keep track of Offers of Assistance.
Discourage Shipments of Donated Goods.
Identify a Location to Store Donated Goods.
- H. Debris Clean Up and Disposal
Work with DNR on Proper Disposal of Debris.
Inform the Public of Proper Separation and Disposal of Debris.
- I. Obtain Outside Assistance (Mutual Aid)
Activate Your Mutual Aid Agreements as Necessary.
- J. Determine Public Health Issues
Address Health Issues Such as Safe Water and Food, Disease, Mental Health as They Relate to Both Victims and Responders.
- K. Site Security / Pass System
Establish a Pass System to Access to the Area.
Relates to Security, and Orderly Clean Up and Repair of the Affected Area

Response Timeline

A. 0-2 Hours

- Establish Incident Command System
- Notify all of the agencies with a role in your plan
- Determine the size and nature of the area affected by the disaster
- Determine the number of people, buildings and businesses affected by the disaster
- Conduct search and rescue operations as needed
- Open shelters as needed
- Determine if the area needs access control and set up road blocks
- Begin clearing roads and streets
- Begin to determine the types and amount of outside assistance you may need
- Notify the County Emergency Management Director
- Notify Wisconsin Emergency Management
- Begin public information activities and issue protective actions for the public if necessary
- Hold one or more Command Staff briefings
- Consult your agency's Response Checklist
- Activate mutual aid agreements
- Consider the need to declare a State of Emergency

B. 2-4 Hours

- Continue search and rescue operations if necessary
- Continue public information activities
- Consider the need for 24 hour operations and the establishment of 12 hour shifts
- Continue shelter operations as needed
- Inform the hospital(s) of potential casualties
- Begin preparations for establishing a Pass System
- Activate damage assessment team
- Assign people to handle request for assistance and to track the needs of Special Populations
- Assign people to track request for information on disaster victims
- Assign people to track offers of assistance and donations
- Continue clearing roads and streets
- Determine how debris will be disposed
- Begin to determine the public health effects of the disaster
- Begin to consider the needs of Special Populations
- Begin to take care of the needs of the responders
- Consult your agency's Response Checklist
- Hold one or more Command Staff Briefings

E. 24-48 Hours

- Continue search and rescue operations if necessary
- Continue public information activities
- Continue operation of the Pass System if necessary
- Continue damage assessment activities and submit UDSR
- Continue repairs to critical facilities
- Consider the need for ongoing mutual aid
- Continue cleanup activities on public and private property
- Take debris to an appropriate land fill
- Coordinate with utilities in the restoration of service
- Continue shelter operations as needed
- Keep records of agency expenses
- Anticipate and address Public Health needs
- Continue to track the request for assistance and the needs of special populations
- Continue to track request for information on disaster victims
- Coordinate activities of volunteers assisting with clean up efforts
- Begin planning for reentry and long term recovery
- Conduct several Command Staff briefings during each shift
- Brief the next shift

F. 48-? Hours

- Continue public information activities
- Continue operation of the Pass System if necessary
- Continue damage assessment activities and submit UDSR
- Provide updated damage estimates to the state
- Consider the need for ongoing mutual aid
- Inform the hospital(s) of casualties as necessary
- Continue cleanup activities on public and private property
- Take debris to an appropriate land fill
- Coordinate with utilities in the restoration of service
- Continue shelter operations as needed
- Keep records of agency expenses
- Anticipate and address Public health needs
- Continue to track the request for assistance and the needs of special populations
- Continue to track request for information on disaster victims
- Coordinate the activities of volunteers assisting with clean up efforts
- Continue planning for reentry and long term recovery
- Provide people to participate in the Preliminary Damage Assessment
- Conduct several Command Staff briefings during each shift
- Brief the next shift

C. 4-12 Hours

- Continue search and rescue operations if necessary
- Continue public information activities
- Prepare for the next shift to take over
- Consider the need for ongoing mutual aid
- If necessary, activate the Pass System
- Continue to inform the hospital of potential casualties
- Continue Damage Assessment activities, compile the information collected by the damage assessment teams and report to the state
- Continue clearing roads and streets
- Take debris to an appropriate land fill
- Prepare a prioritized list of repairs to critical facilities and transportation routes
- Begin clean up activities on public and private property
- Continue to track the request for assistance and the needs of Special Populations
- Continue to track request for information on disaster victims
- Continue to track offers of assistance and donations
- Continue shelter operations as needed
- Address the public health needs of the disaster victims and responders
- Take care of the personal needs of the responders
- Conduct several command staff briefings
- Consult your agency's response checklist
- Brief the next shift
- Coordinate with utilities in the restoration of service
- Anticipate and address Public Health issues

D. 12-24 Hours

- Continue search and rescue operations if necessary
- Continue public information activities
- Continue operation of the Pass System if necessary
- Continue damage assessment activities and submit UDSR
- Continue repairs to critical facilities
- Consider the need for ongoing mutual aid
- Inform the hospital(s) of casualties as necessary
- Continue cleanup activities on public and private property
- Take debris to an appropriate land fill
- Coordinate with utilities in the restoration of service
- Continue shelter operations as needed
- Keep records of agency expenses
- Anticipate and address Public Health needs
- Track the request for assistance and the needs of special populations
- Continue to track request for information on disaster victims
- Conduct several Command Staff briefings during each shift
- Brief the next shift