

BASIC PLAN

I. INTRODUCTION

Public Law 93-288, The Robert T. Stafford Disaster Relief and Emergency Assistance Act, provides the authority for the Federal Government to respond to disasters and emergencies in order to provide assistance to save lives and protect public health, safety and property. The current State Emergency Response and Recovery Plan (SERRP) and the State of Arizona, Emergency Response Plan (Peacetime Disasters) of 1982 authorizes State government to provide similar assistance at the State level.

Due to the impact of a nationwide terrorist attack on September 11, 2001, the Federal Government developed further guidelines and authorities to face larger regional and national man-made disasters. These included several Presidential Directives.

Homeland Security Presidential Directives (HSPD) 5 and 8 cover:

- A coordinated national effort with other federal departments and agencies and State, local and tribal governments to establish a National Response Plan (NRP) and a National Incident Management System (NIMS). The NRP has now been replaced by the National Response Framework (NRF).
- Guidance and standards through the National Integration Center (NIC), for preparedness activities, to include training, exercising, employee certification, credentialing and National Resource Typing Protocols.

Cochise County recognizes federal policies and uses the NIMS as a basis for the Incident Command System (ICS) structure. The NIMS creates a standard incident management system that is scalable and modular, and can be used in incidents of any size and complexity. These functional areas include Command, Operations, Planning, Logistics and Finance/Administration. The NIMS incorporates the principles of Unified Command (UC) and Area Command (AC), ensuring further coordination for incidents involving multiple jurisdictions or agencies and multiple events. Cochise County's Emergency Response and Recovery Plan (CCERRP) compliments State and Federal authorities.

The Cochise County ERRP is designed to address the consequences of any disaster or emergency situation in which there is a need for response assistance at any and all levels of government. This plan is applicable to natural disasters such as major fires, severe storms, earthquakes and floods; technological emergencies involving hazardous material or radiological releases; and other incidences requiring assistance under the aforementioned acts.

The plan and procedures describe the basic mechanisms and structures by which the three levels of government will mobilize resources and conduct activities to augment county response efforts. The ERRP has four sections.

The Emergency Response & Recovery Plan covers a Basic Plan and EOC operational section and the additional two subsections cover functional response and department procedures.

Basic Plan / EOP:

The basic section is dedicated to limiting the effects of any disaster through knowledge, planning, exercising, mitigation and efficient recovery. In Part 1- the Basic Plan covers policy and operational concepts.

Emergency Operations Center (EOC) OPERATIONS:

In Part 2 - the operations of the EOC is provided to cover the stand up of the EOC in times of disaster for large incidents and extended operations.

Response Plan (Functional / Hazard Specific)

The response section includes Cochise County's response plan annexes for hazard independent and hazard-specific emergencies. An All-hazards approach is found in 15 areas of Emergency Support Function areas and hazard specific areas as determined by Cochise County's Hazard Analysis. Both areas in these annexes support the National Incident Management System (NIMS). In addition, Support Annexes that detail further EOC and Response operations are included in this section.

Department Specific (Procedural Checklists and additional detailed plans)

The procedural section includes Cochise County's Response Plan Annexes for hazard and non-hazard specific emergencies. Here each functional area can use checklists to handle their area of an emergency. Annexes support the National Incident Management System (NIMS) emergency support functions as well as hazard specific responses.

This plan serves as the foundation for further development of detailed plans and procedures for Departmental Responses to enable efficient, cost effective implementation of response activities.

A. PURPOSE

1. To describe the organizations, assign responsibilities, and provide operational guidance to emergency responders during response and recovery operations during emergency/disaster related situations.

To ensure effective planning and response efforts in the county to minimize loss of life, alleviate hardship and suffering, and damage to property during an emergency or disaster situation.

B. SCOPE

1. This plan applies to all Cochise County government departments and agencies that are tasked to provide response assistance in a disaster or emergency situation. It describes agency and department actions to be taken in providing immediate response assistance to one or more affected areas.
2. Response assistance includes those actions and activities that support government efforts to save lives, protect public health and safety, and protect property. The identified actions and activities in the plan, carried out under the functional annexes, are based on existing statutory authorities or on specific functional mission assignments as identified in the functional annexes.

3. The plan specifically addresses recovery assistance from State and Federal sources, including loans and grants to individuals, business loans, and grants to government entities provided under disaster assistance programs. Recovery activities are most often conducted concurrently with response activities.

C. POLICIES

1. Establish a framework for the overall management and coordination of emergency operations.
2. Enable emergency response personnel to assess emergency situations and take appropriate actions to save lives and reduce injuries, prevent or minimize damage to public and private property, and protect the environment.
3. Train emergency response personnel and local government staff to efficiently and effectively prepare for, respond to, and recover from emergencies and disasters.
4. Describe the overall emergency management organization in Cochise County.
5. Delineate the responsibilities of local, State, and Federal agencies in the event of an emergency or disaster affecting Cochise County.
6. Establish lines of authority and coordination for the management and mitigation of emergencies and disasters.
7. Facilitate mutual aid to supplement local resources.
8. Describe the procedures for accessing State and Federal assistance following an emergency or disaster.

II. SITUATIONS AND ASSUMPTIONS

HAZARD ANALYSIS

Major hazards present a realistic threat to the health and safety of the public and their property. The goal of this analysis is to give a brief general description of the causes of a potential disaster, its effects, and general planning considerations.

Hazard-independent emergency tasks are outlined in the Emergency Support Function (ESF) Annexes. These annexes mirror State and Federal response plans and allow consistency between all levels of government in the response to a major, multi-regional or national emergency. The activities in the annexes only outline Cochise County's resources and response: however, they allow expansion of the ICS system to meet multi-regional incidents with local, State and national response agencies familiar with the NRF ESF structure.

Listed below are hazards, both natural and man made that have, or have the potential, of happening in Cochise County that may require extra ordinary response and mitigation efforts by County Government. These are not all inclusive, but represent those most likely to occur.

The following hazards are covered in this Section:

Natural Hazards:

- Floods
- Severe storms
- Earthquake
- Wildfires
- Drought Interrupted Domestic Water Supply
- Mud and Rock Slides
- Infestations

Technological hazards:

- Power Failures
- Transportation Accidents
- Hazardous Materials
- Gas Pipeline Failure
- Dam Failure
- Mine Tunnels and Shafts
- Accidental Radiation releases
- Safe Haven Facilities
- Nuclear Medicine
- Nuclear Attack
- Terrorist Attack
- Civil Disturbances
- The Drug War

Natural Hazards

Floods

Floods are one of the most prevalent natural hazards seen in Cochise County. During the summer monsoon season, severe thunderstorms occur almost daily. Heavy run off from the County's mountains causes flash and sheet flooding throughout the county. The majority of Emergency Resolutions adopted by Cochise County in the past years have been the result of flooding conditions and has necessitated a full range of response and recovery measures.

Severe Storms

Thunderstorms, most prevalent during the summer Monsoon months of July through September, produce considerable lightning accompanied by heavy rains and strong winds. These severe electrical storms have caused numerous forest and grassland fires and flooding conditions in low lying areas. Very high winds accompany these storms and have caused damage to crops, trees, and structures within the county. These winds are the result of extremely strong wind shears developing along the leading edge of a thunder storm. These down drafts can develop flat winds as high as 85 mph, but usually range between 30 to 60 mph.

Winter storms, which may be accompanied by high winds, snow, and sleet, occur throughout the county. Although, snow pack at elevations below 6,000 feet is relatively light, enough snow can

fall to close roads due to icing conditions. Roads are usually back to normal traffic by early afternoon.

Winds not associated with winter or electrical storms often occur during early spring through summer. These winds, like those mentioned above, have caused property damage. The dust stirred up by these winds has caused the closure of portions of Interstate 10 and has affected persons who have respiratory problems. Tornadoes have been sighted in Cochise County, but to date none have been reported as touching down or causing damage.

Earthquake

Any area that is of volcanic origin, as is Cochise County, is unstable and vulnerable to earthquakes. Even though the last damaging earth quake occurred here in the 1880's, there is no evidence to indicate that another will not occur. Most of the buildings in Cochise County are not earthquake resistant. The Cities of Bisbee and Tombstone are probably more susceptible to sustaining catastrophic damage due to earthquake. Old Bisbee is especially vulnerable because of the extensive mining excavations under and around the city and the precarious building on either side of Tombstone Canyon and Brewery Gulch. Tombstone is vulnerable due to the extensive mining excavations under and around the city.

Wildfires

Wild land and forest fires are a threat to Cochise County. Wild land fires are especially dangerous during the long dry summers when strong south westerly winds occur, and during the summer monsoon season when severe electrical storms occur. Most of the County's fire districts, volunteer fire departments and municipal fire departments, along with federal and State fire agencies, become heavily involved during the summer months in combating these fires.

Drought

Droughts have occurred in Cochise County that have caused crop loss and threatened livestock. The conditions of drought are further aggravated due to lowered water tables caused by increased domestic water demands and diminished winter rain fall. This is an area that can only deteriorate as the County's population increases.

Interrupted Domestic Water Supply

Cochise County has experienced increased demands, in recent years, to provide domestic water for drinking and sanitation purposes. There are numerous small water districts and private water companies in the county that provide domestic water. It has become a routine practice to call upon County Government for help when these water districts and private water companies can not deliver water to their customers.

Mud and Rock Slides

The potential for mud and rock slides in Bisbee and in the canyon areas around the Huachuca Mountains is extremely high. Mud and rock slides in Old Bisbee could be especially devastating due to the number of wood frame residences built on the steep shoulders of Tombstone Canyon and Brewery Gulch. A mud slide on the east side of the Lavender Pit, due to its proximity to SR 80, has the potential of cutting the city of Bisbee in two. The numbers of leaching fields which are adjacent to and dominate housing areas in Bisbee also have the potential, if breached, to cause

extensive damage. Forest fires in the Huachuca Mountains in the past several years have burned off much of the ground cover which increases the potential for mud and rock slides in the canyon areas. These canyons are heavily populated and the risk of damage is great.

Infestations

Much of the economy in Cochise County is directly or indirectly supportive of agriculture endeavors. Insect infestations have the potential of destroying crops and could have a devastating impact on the County's economy. Other infestations, such as fire ants and Africanized Honey Bees have the potential of causing discomfort and even death to humans. The presence of Africanized Honey Bees could impact the tourist and recreation industry.

Technological Hazards

Power Failures

While the potential exists for power failures, the greatest threat to public safety and property damage appears to be their occurrence in conjunction with other disruptive hazards such as floods, wildfires, and severe storms.

Transportation Accidents

Major highway accidents can occur on any of the Federal, State or county roads. Major routes include: Interstate 10, US Route 191, State Routes 80, 82, 90 and 92 and Naco Highway.

The Union Pacific Railroad traverses the county from east to west near its northern border. The greatest threat from a rail accident would be an accompanying release of hazardous materials. See Hazardous Materials paragraph below.

The Arizona Eastern Railroad operates from the Union Pacific Railroad mainline in Bowie northward to Globe, Arizona. Here again, the greatest threat would be an accompanying release of hazardous materials. See Hazardous Materials paragraph below.

The increased use of the air field at Fort Huachuca/Sierra Vista for Army training, troop deployments, the U.S. Forest Service for fire fighting, the Air Force as a training facility for practicing approaches and landings, and commercial airline service, has significantly increased the potential for an aircraft related disaster in the communities of Fort Huachuca, Sierra Vista, Huachuca City, and Tombstone.

Major east/west commercial airline flight paths pass directly over the communities of Benson, Willcox, Bowie, and San Simon. Although the threat is considered slight, the potential exists for an airliner to crash into one of these communities.

Most of our major cities/towns have small municipal airports that service general aviation. They present varying degrees of threat. See ESF #1-Transportation for a listing of airports in Cochise County.

Hazardous Materials

The transport of hazardous materials throughout the county presents a substantial risk. A survey by the Arizona Department of Transportation indicates that anywhere from 8 to 15 percent of all

rail and truck traffic in the State carries hazardous material. The high volume of highway and rail traffic through the county is of particular concern. See Transportation Accidents above.

The manufacture, storage, transfer, use, and sometimes-illegal disposal of hazardous materials also presents a danger to the health and safety of residents in the county.

The proximity of Mexican hazardous materials operations to the border communities of Douglas and Naco presents a significant risk to the populations of these two towns.

Gas Pipeline Failure

Pipelines operated by El Paso Natural Gas and the All American Pipeline (crude oil) traverse the county and, although they are a much less significant threat, they cannot be disregarded.

Dam Failure

Although there are no major dams located in the county, there are numerous stock ponds created by earthen dams in the hills and mountains of the county. For example, the Hooker dam located north of Willcox was breached in 1983 and contributed to the flooding in the southern half of the city.

Mine Tunnels and Shafts

Mining for gold, silver, copper, other metals and minerals has been ongoing in Cochise County since Territorial days. Numerous unprotected mine shafts and tunnels can be found throughout the county. These shafts and tunnels provide a two fold danger:

Unsuspecting individuals while hiking, hunting, using all terrain vehicles, etc. have been seriously injured or killed as the result of falling into one of these old mine shafts; and,

The extensive mine tunneling networks under Bisbee and Tombstone are subject to collapse without warning, i.e. Tombstone's Million Dollar Stope caved in during 1990.

Accidental Radiation Releases

As indicated above under Transportation Accidents, both Interstate 10 and the Union Pacific railroad tracks traverse the northern portion of the county. Both of these transportation means are used to move radioactive materials. An accident on either could lead to a radiation release.

Safe Haven Facilities

The designation of Fort Huachuca as a Department of Defense "Safe Haven" means that sensitive materials, including munitions being transported across the United States, could be at Fort Huachuca for short periods of time, i.e. overnight or over a weekend. It is possible that due to unforeseen circumstances that one of these shipments could be compromised resulting in an explosion or other hazard.

Nuclear Medicine

Hospitals, clinics, and many doctors and dentist in private practice use nuclear medicine products in their day to day operations. In rare instances, due to malfunction or accident, a radiation leak could occur.

Nuclear Attack

Cochise County is in the unique position of being both a target and a host area during a nuclear attack on the United States. Fort Huachuca, due to its being the Army's Intelligence Center and School, is a potential nuclear target. In the event of a nuclear attack, those portions of the county not contaminated will receive, register and provide mass care for persons relocated from both the Sierra Vista and Tucson areas. Primary processing and sheltering will be in accordance with the State's War Crisis Plan.

Terrorist Attack

The volatile political climate in the Middle East and in Latin America could manifest itself with terrorist attacks at our border crossing communities of Douglas and Naco and upon targets of opportunity throughout Cochise County.

Civil Disturbances

Cochise County has experienced incidents of civil unrest/disobedience, such as the Miracle Valley Incident. Such incidents tax local law enforcement agencies to their limit and could necessitate State assistance.

The Drug War

Cochise County is a primary route for illegal drugs moving out of Latin America into the United States. As greater interdiction of the drug movement is achieved, the potential for drug related terrorist activities aimed at both law enforcement agencies and the civil population of the county are increased.

III. CONCEPT OF OPERATIONS

A. GENERAL

The Cochise County Emergency Response Organization is established to mitigate the effects of disastrous events that may occur. In the event that the emergency exceeds the County's response capability, assistance will be requested from the State of Arizona through the Arizona Division of Emergency Management. If State's resources are unable to alleviate the emergency, the Governor will request assistance from the Federal Government. Private sector and voluntary organizations will be used whenever possible to augment county resources, see Tab B at the end of the Basic Plan.

B. ORGANIZATION

See Tab E - BASIC PLAN Organizational Chart.

C. ACTIVATION AND ACTIVITIES:

The activation of the Incident Command System and the Emergency Operations Center (EOC) is dependent on the need for response from single to multiple response agencies. Each annex listed in the plan is activated according to the need for those resources. The Emergency Services Coordinator assists at the scene in small incidents and does not open the EOC until such time as it is known through Executive decision or major disaster circumstances that a facility outside the Incident Command is needed as a supplemental unit to the response.

During the course of the planning process, Emergency Services (ES) handles a full schedule of activities. ES is responsible for accomplishing within its capabilities the four phases of the integrated emergency management.

- Preparedness: This pre-emergency phase includes preplanning, preparation, training, and exercising that supports and enhances response to emergency or disaster situations.
- Response: This phase includes immediate response to reduce casualties and damage. It is the primary goal of county responders. Actions include direction and control, warning, evacuation, lifesaving, protection of property, and other similar activities.
- Recovery: This phase includes restoring conditions to the way they were prior to the emergency or disaster. The limited resources of the county will, in all probability, limit immediate recovery actions to damage assessment and assistance in restoring vital life support systems to minimum operating standards. Long term recovery will involve county and possibly State and/or Federal resources.
- Mitigation: This phase includes activities designed to prevent or minimize the effects of known and potential threats to the county. Lessons learned from actual disasters are analyzed to develop mitigation plans to eliminate or minimize the risks from similar future disasters.

Direction and Control during all phases of an emergency or disaster will be provided by the Board of Supervisors. The Board will retain Direction and Control authority regardless of whether State or Federal resources become involved. Circumstances under which the emergency authorities of the Board of Supervisors become effective are specified in A.R.S. §26-301. Direction and control can include specific requests.

Requests will specify, at a minimum:

- Number and type of personnel needed.
- Type and amount of equipment needed.
- Reporting time and location.
- Authority to whom responding personnel should report.
- Access routes.
- Estimated duration of emergency operations.

D. CONTINUITY OF GOVERNMENT:

County Government is responsible for providing essential support services to the community, regardless of the state of emergency or disaster. The County Executive Structure, which provides for day - to - day management and functioning of services, must be sustained through the response and recovery phases of a disaster. In order to meet these responsibilities, it is essential that a single authority be recognized to execute direction and control and emergency powers in Cochise County, and that succession to office under emergency conditions be clearly described.

The Chairman of the Board, as Chief Executive of County Government, exercises overall direction of county response. The Chairman may declare a Local Emergency when conditions warrant. The declaration, when issued, will be forwarded expeditiously to the Director, Arizona Division of Emergency Management. See Tab A-Resolution for County Emergency Operations and Tab C for a sample resolution.

The line of succession to the County Chief Executive position is prescribed by Cochise County Resolution 85-28 (see Tab D at the end of the Basic Plan).

Chairman of the Board,

Vice - Chairman of the Board,

Remaining member of the Board.

All Cochise County Departments will develop an inter-departmental line of succession that designates, in a department SOP or directive, at least two successors to the department head. The SOP will also list the specific authorities of the successors to direct the agency/organization.

All Cochise County Departments will ensure the selection, preservation, and availability of records essential to the functioning of government. Vital records will be physically protected through one or more of the following processes i.e. duplicate copies, dispersal, and/or safe storage facilities. In addition, each county department will:

- Have lists prepared of records considered essential for continued government functioning during emergency situations, and specify the locations of those records.
- Have readily available, records required for emergency operations, such as: utility systems maps, locations and inventories of emergency supplies, equipment lists, lists of succession, and rosters of regular and auxiliary personnel.
- Identify personnel, equipment, and supplies that must be dispersed to ensure continued operation of the agency/organization during local or national emergency conditions. They will also select a viable dispersal location.
- Identify personnel to represent their activity at the Emergency Operations Center (EOC), when activated and if required. (See Part 2 - EOC Operations).

The chief elected officials in the incorporated cities/towns are responsible for providing for the safety, welfare, and the protection of property within their incorporated limits.

E. ORGANIZATION:

The Cochise County Emergency Response Organization extends from the Chairman, Board of Supervisors to the County Board to the County Manager to the Emergency Services Coordinator. Emergency Management extends the organization to Sheriff, Health, and Highway and Floodplain departments.

F. NIMS INTEGRATION:

The NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the State's ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes with the adoption of a standardized Incident Command System.

This document establishes the NIMS Implementation Plan for Cochise County, Homeland Security Presidential Directive 5 (HSPD-5), Management of Domestic Incidents. HSPD-5 requires all agencies receiving federal funding to adopt the NIMS and use it in their individual domestic incident management and emergency prevention, preparedness, response, recovery, and mitigation activities. This plan will guide implementation of NIMS at the local level. Future funding from the U. S. Department of Homeland Security will be a dependent on full NIMS compliance by September 30, 2006.

Responsibilities through NIMS

1. Local Jurisdictions are responsible for the following:
 - a. Incorporate NIMS into emergency management plans.
 - b. Establish Intrastate Mutual Agreement Compacts (IMAC).
 - c. Fully adopt the Incident Command System in all exercises and incidents.
 - d. Establish a baseline for NIMS compliance not later than September 30, 2005 through the NIMCAST tool.
 - e. Participate in tabletop or simulation exercise annually in order to evaluate our emergency plan and NIMS capabilities.
 - f. Identify educational requirements for all jurisdictional first responders and ensure training is completed in a timely manner.

2. Local disciplines (Health, Emergency Medical Services, Law Enforcement, Fire) are responsible for the following:
 - a. Incorporate NIMS into all emergency operations plans.
 - b. Participate in jurisdictional exercises and adjust emergency management plans as needed.
 - c. Identify individuals who need to attend basic educational training for NIMS and Incident Command.

Concept of Implementation

Cochise County will implement NIMS in four phases:

- The first phase will be development of a jurisdictional plan that will be used by all responder entities and disciplines in our jurisdiction. This plan will include the responsibilities set forth by funds received through the Arizona Homeland Security and Emergency Management Division. We will identify additional NIMS related funding requirements for FY 2005.
- The second phase will include development of a NIMS baseline for Cochise County. This baseline evaluation will include review of our emergency operations plan, identification of individual educational requirements for the NIMS Independent Study Course (IS-700) and the Introduction to Incident Command System Course (Independent Study-100). The NIMCAST tool will also be utilized in this phase which will also overlap the third phase of this operation.
- The third phase will be completion of all basic individual training requirements. During this phase individuals that need advanced training will be identified and scheduled so all individual training will be completed in early FY 2006. During this phase Cochise County will begin to make the necessary changes and adjustments to our emergency management plans, policies and procedures and make necessary adjustments to scheduled exercises.
- The fourth and final phase will include completion of all individual training requirements, complete revision of our emergency operations plans, documentation that Cochise County has successfully participated in an exercise and demonstrated proficiency in utilization of the Incident Command System.

Phase I

Development of jurisdictional Cochise County Comprehensive Emergency Management Plan to include State/Federal annexes and NIMS structure.

Phase II

Modification of Emergency Management Plans.....Continual
Identify personnel that require individual training.....Continual

- EMI IS-700 National Incident Management System , an Introduction
- EMI IS-100 Introduction to Incident Command System / or equivalent

Phase III

Complete all Basic Individual Training Requirements.....Continual
Modification of Emergency Management Plans, Policies, & Procedures.....Continual

Phase IV

Complete all Individual Training Requirements.....Continual
Validate NIMS compliance through an evaluated exerciseContinual
Conduct resource typing and credentialing for local jurisdictions.....Continual

IV. ROLES AND RESPONSIBILITIES

Role of the Federal Government

The Federal Government, through the Federal Emergency Management Agency (FEMA), shall provide assistance in a timely manner to save lives and to protect property, the economy, and the environment. Federal response will be organized through the use of the National Response Framework (NRF) to facilitate the delivery of all types of Federal response assistance to States to help them deal with the consequences of significant emergencies and disasters.

Role of Arizona State Government

Arizona State, through its State Emergency Response and Recovery Plan (SERRP), and State Emergency Operations Center, shall coordinate all emergency management activities of the state, to protect lives and property of the people, and preserve the environment. Further, it will take appropriate actions to mitigate the effects of, prepare for, respond to, and recover from the impacts of emergencies or disasters. State government departments are responsible for providing various services such as specialized skills, equipment, and resources, in support of state and local government emergency operations.

Role of Cochise County Government

The following are basic responsibilities for emergency management operations provided by and through Cochise County Government. Detailed responsibilities, and essential activities are found in the appropriate emergency support functions (ESFs), and appendices to this document. Department level operating procedures detail *how* individual departments shall perform their responsibilities as delineated in this basic plan, ESFs and appendices. Cochise County Government has the responsibility for disaster mitigation, preparedness, response, and recovery for unincorporated Cochise County, and a regional (county-wide) responsibility for coordination of response and recovery operations including warning, public information, damage assessment, resource coordination, and recovery guidance for individuals and political and special purpose jurisdictions. Municipal governments are responsible for providing mitigation, preparedness, response, and recovery within their jurisdictions, except where contracts or agreements with the county are in place for such services. Various response agencies are responsible for their own different communications systems. Each department in Cochise County Government has basic responsibilities in the four phases of emergency management: mitigation, preparedness, response and recovery.

The Board of Supervisors will:

During the response and recovery phases of an emergency or disaster situation, consider the need for, and implement, if deemed necessary, the following actions:

- Declare a state of emergency. See Tab C for a sample Emergency Resolution.
- Proclaim and enforcing curfews.
- Control population movements.
- Shut down non-essential business operations.
- Coordinate the use of public and private property for emergency response and recovery.
- Issue emergency executive orders, proclamations and regulations that have the full force and effect of law.
- Close to public access any public building, street, or other public place.
- Identify essential functions of government, which must continue to operate without interruption and closing non-essential government operations.

- Activate the County's Emergency Operations Center (EOC) and supply a representative (Chairman or designee) for the Policy Group.

The Emergency Services Coordinator will:

Represent the Board of Supervisors on all matters pertaining to emergency management, to include those during mitigation, preparedness, response and recovery phases. Responsibilities include, but are not limited to:

- Coordinate of all phases of Emergency Management, See ESF #5 - Emergency Management.
- Respond to the scene of emergencies/disasters to function as the County's On Scene Coordinator (COSC).
- Train Staff and manage resources.
- Coordinate county assistance to other jurisdictions at the request of Board of Supervisors.
- Keep the County Emergency Operations Center (EOC) in a state of operational readiness.
- Handle damage assessment and recovery and mitigation planning, see ESF #14 - Mitigation and Long Term Recovery.
- Other functions as described throughout the balance of this plan.

The Sheriff will:

In addition to normal law enforcement functions, is responsible for:

- Establish Incident command (IC) in the unincorporated areas of the county as required. Provide communications assistance to responders as required.
- Provide warning, notification, and direction to the public concerning emergency/disaster conditions, evacuation, shelter, etc., see ESF #13 - Public Safety and Security.
- Conduct evacuations and providing assistance to persons with special needs.
- Provide security/protection for vital functions and installations.
- Control access to emergency/disaster scenes.
- Exercise operational control over law enforcement personnel from other jurisdictions or volunteer organizations.
- Conduct Search and Rescue operations as required.
- Maintain emergency communication to the responders in Cochise County through the E9-1-1 Communication Center; see ESF #2 - Communications.

The Highway and Floodplain Department will:

In addition to normal Department operations, is responsible for:

- Assist the Sheriff's Department in establishing traffic control.
- Provide transport for personnel, evacuees, equipment, supplies, etc., as required; see ESF #1 - Transportation.
- Assist in heavy rescue operations.
- Remove debris.
- Assist in decontamination operations.
- Assist in construction of expedient dams, fallout shelters, etc.
- Identify areas prone to flooding.
- Mitigate the affects of floods.

- Respond during emergency or disaster situations to assist in protecting life and property; see ESF #3 - Public Works and Engineering.

The Health Department will:

In addition to normal Health Department operations is responsible for:

- Coordinate the activities of the County Emergency Health Organization.
- Designate a County Emergency Health Coordinator.
- Identify all available medical resources, ambulances, doctors, nurses, hospitals, medical supply sources, etc.
- Ensure that the quality of potable water is maintained; see ESF #11 - Agriculture and Natural Sciences.
- Ensure that proper sewerage and waste disposal controls are maintained.
- Establish vector control, sanitation, and other environmental controls to maintain public health.
- Establish communicable disease controls and an immunization program, when required.
- Establish procedures to augment medical and health services from State, Federal or private resources, see ESF #8 - Medical and Public Health.
- Be the lead agency for responding to known or suspected bio-terrorism incidents.

The Medical Examiner (or city/town/County Coroner) will:

- Attend to deceased victims.
- Advise health and medical authorities of potential health problems; see ESF #8 - Medical and Public Health.
- Identify victims and recording deaths.
- Perform autopsies
- Transport, store, and dispose of remains.

The Cochise County Public Information Officer will:

- Get approval for any Press Releases from the county from the Board of Supervisors on Protective Action Recommendations.
- Advise the general public any protective action recommendations from the Board of Supervisors.
- Update the citizens and communities of Cochise County on Emergency/Disaster or incident status and any information that has been released for publication on them
- Review, modify and distribute information per guidelines in ESF #15 - External Affairs and in the Public Information Annex as well as Press Releases in the Hazard Specific Response Annexes.

All County Departments will:

Every county department or agency involved in responding to and recovering from an emergency/disaster will keep records of all expenditures related to the emergency/disaster. The Emergency Services Coordinator will assist all departments in initiating reimbursement claims to State and/or Federal officials.

Each Department will ensure that all employee work areas are safe, clear of equipment, and supplies, that may compromise access/egress routes, and that no equipment or supplies can hamper their daily movement throughout the offices. They should also prepare their staff for maintaining additional tasks assigned to them by their supervisors and/or County Board during a county-wide emergency.

Each agency tasked with responsibilities of this basic plan will develop standard operating procedures (SOP's) and checklists in support of the plan. County departments will support ESF / Support and Hazard Annexes in this plan as required by the Board.

The Local Emergency Planning Committee (LEPC) will:

Work with the Arizona State Emergency Response Commission (AZSERC), to regulate the fixed facilities in the county. This entity is established under the Superfund Amendments and Reauthorization Act of 1986 (SARA) Title III and the implementing regulations of the Environmental Protection Agency (EPA). The LEPC develops and maintains local hazardous material emergency plans and receives notifications of releases of hazardous substances.

AZSERC supervises the operation of the LEPC and administers the community right-to-know provisions of SARA Title III, including collection and distribution of information about facility inventories of hazardous substances, chemicals, and toxins. Cochise County's LEPC has detailed information about industrial chemicals within the community.

Further assistance with chemical and toxic incidents is covered in the Cochise County HazMat Plan as well as in ESF #10 - Oil and Hazardous Materials.

Supporting Agencies and Organizations

Cochise County does not have any direct authority over supporting agencies like the American Red Cross, Salvation Army, Arizona Voluntary Organizations Active in Disasters (AZVOAD), Cochise County Fire Chiefs Association, etc. The responsibilities listed for county departments in this section may be shared and/or supported by local agencies.

The following is a list of agencies which may be called upon to assist county government in providing disaster assistance. These agencies' roles are described under their appropriate Emergency Support Functions (ESFs). Representatives from these agencies should review their portion of the County's plans with the Emergency Service Coordinator annually to update any out of date information. NOTE: This is not meant as an all-inclusive list, but only a sample.

Agency	Disaster Services Provided and ESF Roles
American Red Cross	Congregate care, shelters, crisis counseling, Critical Incident Stress Management (CISM) for disaster survivors, mass feeding, shelters. ESF #6 Mass Care ESF #7 Resource Support ESF #8 Health & Medical
Salvation Army	Mass feeding, shelters

Agency	Disaster Services Provided and ESF Roles
Ambulance Companies	ESF #6 Mass Care ESF #7 Resource Support Mass casualty transport and monitoring of medical vital statistics ESF #6 Mass Care ESF #8 Health & Medical
Arizona Voluntary Organizations Active in Disasters	Mass feeding, shelter, home repair. ESF #6 Mass Care ESF #7 Resource Support ESF #14 Mitigation and Recovery
AZ. Funeral Dirs. Assoc.	Mortuary support ESF #8 Health & Medical
Hospitals	Medical assistance, physicians, nurses ESF #6 Mass Care ESF #8 Health & Medical
Cochise Amateur Radio Association (CARA); Cochise County Radio Amateur Civil Emergency Services (RACES); Southeastern Arizona Radio Society (SEARS)	Communications, EOC Support ESF #2 Communications ESF #5 Emergency Management ESF #6 Mass Care ESF #7 Resource Support
Cochise County Fire Chiefs Assoc.	Additional fire support and personnel ESF #1 Transportation ESF #4 Fire Fighting ESF #6 Mass Care ESF #7 Resource Support ESF #8 Public Health and Medical ESF #9 Urban Search and Rescue ESF #10 Oil and Haz. Materials ESF #11 Agriculture and Natural Science ESF #12 Energy ESF #13 Public Safety ESF #14 Mitigation and Long-Term Recovery
Mennonite Disaster Svc. (MDS)	Clean up, repair and rebuilding homes ESF #14 Mitigation and Long-Term Recovery
Society of St. Vincent de Paul	Disaster Relief and services to victims, transportation, food, distribution personal items.

Agency	Disaster Services Provided and ESF Roles
	ESF #1 Transportation ESF #6 Mass Care ESF #7 Resource Support ESF #14 Mitigation and Long-Term Recovery Donations Management
South Regional EMS Council	Medical assistance, vitals, transport ESF #1 Transportation ESF #6 Mass Care ESF #7 Resource Support ESF #8 Health & Medical
Search and Rescue Team	Rescue operations ESF #9 Urban Search and Rescue
Sheriff's Assist Team	Traffic control, transportation assistance ESF #1 Transportation ESF #6 Mass Care ESF #7 Resource Support ESF #9 Urban Search and Rescue ESF #13 Public Safety

EMERGENCY RESPONSE ORGANIZATION:

The Cochise County Emergency Response Organization is a description of the agencies and departments identified in this plan and/or having responsibilities during a disaster.

Checklists for the general tasks in each hazard to be accomplished by the members of the Cochise County Emergency Response Organization are found in the Department Specific Responses (following Hazardous Specific Checklists).

Pre-Emergency Stage

1. Develop and maintain internal operating procedures for accomplishing responsibilities assigned in annexes to this plan.
2. Develop cooperative agreements and relationships with private organizations.
3. Establish and maintain liaison with county agency counterparts to ensure knowledge of their resources and procedures for coordination in an emergency.
4. Within normal capabilities and areas of expertise, provide guidance to other agencies and local governments in planning and coordinating responsibilities.
5. Designate an agency coordinator who will represent the agency head for preparedness planning and to whom agency personnel will report for emergency assignments.

6. Assign and train personnel within the agency to meet agency responsibilities under an emergency situation.
7. Conduct exercises of internal operating procedures and participate in exercises.

Emergency Stage

1. Pre-Impact (start of the Emergency or Incident)

A. Upon notice of threatening conditions, the Cochise County Emergency Services Coordinator will evaluate reports of the developing situation, and as necessary:

- (1) Advise the Board of Supervisors of the impending situation.
- (2) Alert primary county agencies of the developing situation.
- (3) Notify State Emergency Management.

B. Primary county agencies will:

- (1) Alert key response personnel in their agency.
- (2) Alert support agencies.
- (3) Coordinate with local agency counterparts in the affected area, ascertain if assistance is required and advise the Emergency Services Coordinator.

2. Disaster / Impact - General (IMPORTANT - See Specific ESF Annex).

A. Upon notification by the Cochise County Emergency Services Coordinator, agencies will initiate response operations in accordance with the following priorities:

- (1) Measures for protecting and saving lives.
- (2) Providing mass care for individuals separated from their homes, families or essential services.
- (3) Restoration of essential community services.

B. The Cochise County Emergency Services Coordinator will notify, State and county agencies as appropriate.

C. Damage assessment will be initiated to obtain information required from managing state and federal response operations and determining assistance needs. Further guidance regarding damage assessment is contained in the SERRP and FEMA Disaster Response & Recovery Publications.

3. Recovery Stage

A. Assist individuals and families in recovering from the disaster by coordinating disaster Assistance Center operation:

- (1) Arrange for facility and furnishing.
- (2) Provide staffing as required.
- (3) Assist in advertising and outreach programs.

B. Coordinate State and Federal public assistance funding efforts for the repair and replacement of public facilities by coordinating:

- (1) Applicants Agent Briefing.
- (2) The submission of the Notice of Interest.
- (3) The appointment of applicant's agents.

4. Mitigation Stage

A. Review source of the emergency and response actions of community response agencies:

- (1) Determine pre-existing problems.
- (2) Develop cost effect.
- (3) Assist in advertising and outreach programs.

B. Coordinate with State and Federal agencies for public assistance funding efforts to repair and replace of county infrastructures.

PEOPLE WITH FUNCTIONAL NEEDS:

This requirement can be fulfilled through lists maintained by other organizations (energy, health, etc.), however the director will review the list annually and request its update if necessary.

V. ADMINISTRATIVE AND LOGISTICS

A. General

The Cochise County Emergency Services Coordinator will review and revise this response plan as required.

A copy of plan revisions will be forwarded to the Arizona Division of Emergency Management upon request or where required by law.

The Emergency Services Coordinator, if requested, will provide briefings to county officials on their responsibilities under this plan.

Each county department tasked with responsibilities under this plan will develop standard operating procedures (SOPs) in support of the plan.

B. Logistics

Resources for the implementation of this plan will first depend on the County's inventory in each department. Emergency supplies, equipment and personnel will be enhanced through the County's mutual aid agreements.

Once county and local resources are depleted, emergency funding for outside vendors in addition to State and Federal support will be the sequential steps to mitigation and recovery from incidents and emergencies in Cochise County.

VI. PLAN DEVELOPMENT AND MAINTENANCE AND TRAINING

It is the responsibility of Cochise County Emergency Services to insure that the Basic Plan and the rest of Cochise County's Emergency Response and Recovery Plan continues to be maintained and periodically updated with the newest information pertinent to emergency management. Cochise

County agencies will continue to review and update their sections that relate to emergency preparedness operations and provide their changes to the Emergency Services Coordinator for inclusion in this plan.

Training - The Emergency Services Coordinator will coordinate for the training of emergency response personnel in Cochise County when requested. The Emergency Services Coordinator will coordinate and conduct periodic exercises to test all or portions of this plan. NIMS Compliance Records will be kept on file at each of the agencies, and copies given to the Cochise County Emergency Services upon request.

Exercises - The basic Plan and its Annexes will be exercises through the use of Tabletops, Functional and Full Scale as required by law, and in the County on an annual basis, unless actual emergencies are used as training tools.

VII. AUTHORITIES AND REFERENCES

General

Authorities / References. The following are the principal authorities and references concerned with Comprehensive Emergency Management Programs for the State of Arizona and Cochise County.

A. Authorities:

- Federal - Civil Defense Act of 1950, as amended, and Public Laws 81-920, 93-288.
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (better known as the Stafford Act), as amended by Public Law 106-390, October 30, 2000.
- Federal - National Flood Insurance Act of 1968, as amended.
- Homeland Security Act of 2002.
- Homeland Security Presidential Directive/HSPD 5, *Management of Domestic Incidents*.
- Homeland Security Presidential Directive/HSPD 8, *National Preparedness*.
- Presidential Directives 39 and 62 (directing primary terrorism investigative authority to U.S. Department of Justice/FBI, authority referenced in Bioterrorism Annex).
- Arizona Revised Statutes (A.R.S.) Chapter 2, Title 26, as amended.
- A.R.S. Title 35, Chapter 1.
- A.R.S. Title 26-301 to 26-322.
- A.R.S. Title 36-2208 to 36-2210.

For additional state authorities see *Authorities and References* section of State of Arizona – Emergency Response and Recovery Plan.

B. References

Federal:

- a. Defense Civil Preparedness Agency, (DCPA) Circular No. 75-4, "NCP Planning", August 4, 1975.
- b. DCPA Publication, TR 82, "High Risk Areas", April 1975.
- c. FEMA D R & R Series 1-20.
- d. FEMA - 116/February 1987. Reducing Losses in High Risk Flood Hazard Areas: A Guidebook for Local Officials.

- e. FEMA - 122/March 1987. Integrated Emergency Management System - Mitigation Program Development Guidance.
- f. United States Department of Homeland Security (USDHS), *National Incident Management System (NIMS)* March 1, 2004.
- g. United States Department of Homeland Security (USDHS), National Response Plan (NRP).
- h. Fiscal Year 2005 Homeland Security Grant Program.
- i. Letter from Secretary Ridge to the Governors dated September 8, 2004

State:

- a. Arizona Nuclear Civil Protection — Nuclear Attack Plan (ANCP-NAP), November 1976.
- b. State of Arizona Emergency Plan (Resource Management), January 1966.
- c. Arizona Nuclear Civil Protection — War Crisis Evacuation (ANCP-WCE).
- d. State of Arizona, Emergency Response Plan (Peacetime Disasters) 1982.
- e. State of Arizona Hazard Mitigation Program Reports (August 1980 - 614 DR and July 1, 1985 - 730 DR).
- f. State of Arizona Emergency Response and Recovery Plan, 2003.
- g. Arizona Department of Commerce, Profile: County of Cochise, September 1997.

Cochise County:

- a. County Of Cochise Resolution 79-5, Emergency Services, Powers and Authorities (Tab A).
- b. County Of Cochise Resolution 85-28, Resolution of the Cochise County Board of Supervisors Establishing the Line of Succession for County Chief Executive (Tab D).
- c. Adopted Cochise County Emergency Response and Recovery Plan (CCERRP).
- d. Cochise County adoption of the NIMS/Incident Command System (ICS), through executive order, proclamation or legislation at the county level.

Maps

Maps prepared by Cochise County Information Technologies Department.
General Highway Map, State of Arizona, Arizona Department of Transportation.
General Highway Map, Cochise County, Arizona Department of Transportation.
U.S. Geological Survey Map, Cochise County, Arizona, 1958.

Tabs:

- A. Resolution 79-5 - Emergency Services in Cochise County
- B. Voluntary Service Organizations
- C. Sample Emergency Resolution
- D. Resolution 85-28 - Line of Succession for County Chief Executive
- E. County Emergency Response Organization

TAB A - RESOLUTION No.79-5 Emergency Services in Cochise County

A RESOLUTION RELATING TO COCHISE COUNTY CIVIL DEFENSE AND EMERGENCY SERVICES, THE EMERGENCY POWERS AND AUTHORITY OF THE BOARD OF SUPERVISORS AND IMPLEMENTING THE PROVISIONS OF A.R.S., SECTION 26-301 et seq. (CHAPTER 51, LAWS OF 1971, FIRST REGULAR SESSION).

WHEREAS, the rendition of civil defense and emergency services is the responsibility of Cochise County acting unilaterally and in conjunction with the State of Arizona, other political subdivisions and municipalities of the State, the United States of America, and agencies of the private sector, and

WHEREAS, the Board of Supervisors recognizes its responsibility to be prepared to cope with the effects of natural, war caused or other man-made disasters which endanger the life, property and resources of this County, and to provide for the health, welfare and safety of the people of this County, and for the preservation of property, and thus deems it necessary and expedient to adopt this resolution, and

WHEREAS, the authority to make, amend and rescind orders, rules and regulations necessary for emergency functions, including mutual aid, not inconsistent with those promulgated by the Governor of this State, is contained in A.R.S., Section 26-301 et seq. (Chapter 51, Laws of 1971, First Regular Session), in the emergency plans and programs promulgated thereunder, in the Federal Civil Defense Act of 1950, as amended, (Public Law 81-920), in the Federal Civil Defense Guides, rules and regulations, and in the Disaster Relief Act of 1970, (Public Law 91-606,) and

WHEREAS, it is apparent that civil defense and emergency services activities can primarily be undertaken and discharged most efficiently by existing departments and agencies of County government whose normal activities and capabilities are related to civil defense and emergency requirements, and

WHEREAS, the State of Arizona has promulgated emergency plans, programs and procedures which are in effect in each political subdivision of the State, including Cochise County, and the governing body of each such political subdivision is required to take such action as is necessary to carry out the provisions thereof, including the development of additional emergency plans in support of the state emergency plans, and

WHEREAS, it is the purpose of this resolution to define the emergency powers and authority of the Board of Supervisors and the duties of the Director of the Cochise County Department of Civil Defense and Emergency Services, to create plans and programs related to emergency services, to provide the necessary cooperation and coordination, to the extent possible with similar services of the State, political subdivisions of the State, various agencies of and departments of the federal government and agencies of the private sector,

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE COCHISE COUNTY BOARD OF SUPERVISORS:

Section 1. Definitions

In this resolution, unless the context otherwise requires,

- a) "Emergency Functions" include warning and communications services, relocation of persons from stricken areas, radiological defense, temporary restoration of utilities, plant protection,

transportation, welfare, engineering, search, rescue, health law enforcement, fire fighting and other activities necessary or incidental thereto.

b) "Emergency Services" means the preplanning and preparation necessary to carry out emergency functions, other than functions for which military forces or federal agencies are primarily responsible, to prevent or minimize the loss of lives or property by disasters of every kind.

c) "Local Emergency" means the existence of conditions of disaster or of extreme peril to the safety of persons or property within the territorial limits of Cochise County, which conditions are or are likely to be beyond the control of the services, personnel, equipment and facilities of this County as determined by the Board of Supervisors and which require the combined efforts of other political subdivisions.

d) "State of Emergency" means the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons or property within the State caused by air pollution, fire flood or flood water, storm, epidemic, riot, earthquake or other causes, except those resulting in a state of war emergency, which are or are likely to be beyond the control of the services personnel, equipment and facilities of any single county, city or town, and which require the combined efforts of the State and the political subdivisions.

e) "State of War Emergency" means the condition which exists immediately whenever this nation is attacked or upon receipt by this state of warning from the federal government indicating that such an attack is imminent.

f) "Private Sector" means all industry, commerce, business or banking; all services other than those provided by the government; and all persons other than those in governmental agencies at any level.

Section 2. Powers

a) The Board of Supervisors, pursuant to the provisions of A.R.S., Section 26-307, has the power to make, amend and rescind orders, rules and regulations necessary for emergency functions and regulations but such shall not be inconsistent with orders, rules and regulations promulgated by the Governor of this State. Such orders, rules or regulations shall be effective when a copy is filed in the Office of the Clerk of the Board of Supervisors of Cochise County. Existing resolutions, rules and regulations in conflict with Chapter 51, Laws of 1971, First Regular Session, are suspended during the time of emergency and to the extent that they may conflict.

b) In a state of war emergency, the Board of Supervisors may waive procedures and formalities otherwise required by law pertaining to the performance of public work, entering into contracts, incurring obligations, employing permanent and temporary workers, utilizing volunteer workers, renting equipment, purchasing and distributing supplies, materials and facilities and appropriating and expending public funds when the Board of Supervisors determines and declares that strict compliance with such procedures and formalities may prevent, hinder or delay mitigation of the effects of the state of war emergency. The County shall be exempt during such emergency from budget limitations prescribed by A.R.S., Section 42-303.

c) In the absence of specific authority in state emergency plans and programs, the Board of Supervisors will take emergency measures as deemed necessary to carry out the provisions of Chapter 51, Laws of 1971, First Regular Session.

d. This resolution, upon its adoption, constitutes authority, subject only to the absence or unavailability of one or more other Board of Supervisors members, either in person, by telephone or by radio, pursuant to the provisions of A.R.S., Section 26-311, for the Chairman of the Board of Supervisors to declare an emergency and, during such emergency, to govern by proclamation and to impose all necessary regulations to preserve the peace and order of the unincorporated areas of Cochise County, including, but not limited to:

1. Imposition of curfews in all, or portions of, the County.
2. Ordering the closing of any business.
3. Closing to public access any public building, street, or other public area.
4. Calling upon regular or auxiliary law enforcement agencies and organizations within or without the County for assistance.

In periods of local emergency, including an emergency declared by chairman of the Board of Supervisors, pursuant to A.R.S., Section 26-311 (A), the County has full power to provide mutual aid to any affected area in accordance with local ordinances, resolutions, emergency plans or agreements therefore.

Section 3. Duties of Director

The Director of the Cochise County Civil Defense and Emergency Services Department [sic - now referred to as Cochise County Emergency Services] , subject to the direction and control of the Board of Supervisors, shall be responsible for the organization, administration and operation of Cochise County Emergency Services. In accordance with the provisions of A.R.S., Section 26-312, the Director may, with approval of the Board of Supervisors, accept for purposes of emergency services an offer of the Federal government or an agency thereof, or an offer of any person, firm or corporation of services, equipment, supplies, material or funds, whether by gift, grant or loan.

There is hereby granted to the Director the authority

a) During non-emergency periods

1. To coordinate County emergency services plans, procedures, programs and other civil defense and emergency services activities with Federal agencies, State of Arizona adjoining County agencies, political subdivisions and municipalities of the State and with the private sector.
2. To insure compliance with the provisions of A.R.S., Section 26-301 et seq. (Chapter 51, Laws of 1971, First Regular Session).
3. To insure conformance with State emergency plans and procedures.
4. To achieve adequate operational readiness, adequacy of training programs and proper utilization of civil defense, emergency equipment and supplies.
5. To make such studies and surveys of the private sector as may be necessary to ascertain the capabilities of the County for civil defense and emergency services, and to plan for the most efficient use thereof.

6. To recommend to the Board of Supervisors for delegation to the various departments and agencies of the County, appropriate civil defense and emergency services responsibilities; and to coordinate the emergency activities of all such departments and agencies.
- b. During declared emergencies:
1. To coordinate the emergency activities of all Cochise County Departments and agencies.
 2. To coordinate the emergency activities of Cochise County with Federal agencies, State of Arizona, adjoining county agencies, political subdivisions and municipalities of the State, and with the private sector, to achieve the most effective use of personnel, equipment, services, facilities, and other existing available resources.
 3. To utilize the services, resources and facilities of existing departments and agencies of County Government; and, when necessary, to recommend to the Board of Supervisors the creation of new agencies or call upon the private sector to perform emergency tasks and functions unavailable in departments and agencies of the county.

Section 4. Enforcement

The law enforcement authorities of the county shall enforce all orders, rules and regulations issued pursuant to this resolution.

Section 5. Immunity

Cochise County, its officers, agents, employees and volunteers duly enrolled or registered with the Department of Civil Defense and Emergency Services, and unregistered persons placed into service during a state of war emergency, are immune from liability as provided in A.R.S., Section 26-314.

Section 6. Severability

It is intended that the provision of this Resolution are severable. If any part thereof is declared invalid for any reason, such determination shall not affect the remaining provisions, thereof.

Section 7. Repeal

The County Civil Defense Resolutions of October 11, 1966 and May 11, 1971 are to continue to be in effect and where, if any, conflict exists, this Resolution is to be controlling.

Passed in open session this 26th day of February, 1979.

BOARD OF SUPERVISORS
Cochise County, Arizona

Approved as to Form:

By Signed
Judith A. Gignac, Chairman

Signed
Madeline M. Corrin, Clerk

Signed Jody N. Klein
County Attorney

TAB B - Voluntary Service Organizations

1. The Cochise Amateur Radio Association (CARA) and Southeastern Arizona Radio Society (SEARS)
 - Maintains and operates the Cochise County Emergency Services Communications Complex. The Complex is located on Moson Road south of State Route 90. CARA and SEARS are the primary sources for Radio Amateur Civil Emergency Service (RACES) operators.
2. The Cochise County Radio Amateur Civil Emergency Service (RACES) organization
 - Provides emergency communications assistance as needed. RACES operates communications in the Emergency Operations Center (EOC) and the County's Mobile Communications Unit (MCU).
3. The American Red Cross (ARC)
 - Provides emergency assistance to evacuees, disaster victims, and emergency workers involved in a disaster or threatened by a disaster. Assistance may be in the form of fixed or mobile feeding stations, clothing, mass or individual shelter, cleaning supplies, comfort kits, first aid, supplementary medical care, or blood and blood products.
 - As soon as families are able to resume living as families rather than in shelters, they are assisted with their verified, urgent needs - rent, beds and bedding, necessary furniture, fuel, cooking and eating utensils, health needs, occupational supplies, transportation, and minor home repairs. In doing so the Red Cross uses all available resources from the Federal, State, and local governments and private agencies. Additional recovery assistance may be provided when other resources are not available or are inadequate; such assistance may include repair or rebuilding of homes, replacement of essential household contents, or other needs. The American Red Cross has agreed to contract for and operate shelter facilities in Cochise County.
4. The Mennonite Disaster Service (MDS)
 - Provides volunteer personnel for cleanup, repair, and rebuild operations. In most cases, the MDS organization will not provide resources for housing materials, anticipating that these will come from other sources. MDS will require no fees for services provided, although support via Red Cross, local Interfaith, etc., for food and housing for volunteer personnel is usually welcomed and appreciated.

5. The Salvation Army

- Provides spiritual counseling - comforting the bereaved, consoling the injured and distressed.
- Family counseling and casework services.
- Registration and identification of victims.
- Missing persons services that locate individuals and answer inquiries from concerned relatives and families outside the disaster area.
- Medical assistance.
- Temporary shelter in Salvation Army institutions or Salvation Army operated facilities.
- Mass feeding in existing Salvation Army institutions or temporary facilities assigned for that purpose.
- Mobile feeding - hot meals or snacks for disaster victims and emergency workers at the disaster scene,
- Collection or donated goods for victims; according to predetermined needs - food, clothing, furniture, medical supplies, building materials, bedding, utensils, tools, etc.; clothing distribution; food and commodities distribution; furniture distribution; and bedding distribution.

6. Society of St. Vincent de Paul

- Provides volunteer person-to-person service to those in need, without regard to color, race, or creed.

TAB C - Sample Emergency Resolution

RESOLUTION (Sample Number 89-101)

COCHISE COUNTY EMERGENCY RESOLUTION

WHEREAS, the unusually strong flooding on or about October 5, 1989, and the extensive damage or destruction to private property and to the many public facilities, streets and roads of Cochise County primarily in the Willcox area; and

WHEREAS, the flooding has resulted in a condition of extreme peril to the health and safety of many citizens; and

WHEREAS, the Chairman of the Board of Supervisors of Cochise County is authorized by resolution of the Board of Supervisors to declare emergency;

NOW, THEREFORE, it is hereby declared that an emergency now exists in Cochise County; and

MUTUAL aid from the Cities of Bisbee, Douglas, Benson, Sierra Vista, Tombstone, Huachuca City and Willcox is hereby requested; and

It is further ordered that during the existence of said emergency, local government agencies assigned emergency roles in the Cochise County Emergency Plan are an Emergency Organization and the County of Cochise Emergency Plan is hereby activated and in effect until further notice.

Date: October 5, 1989

Chairman, Board of Supervisors
Cochise County

Signed
Ann S. English

ATTEST:

Signed
Dave Hunt, County Administrator/Clerk

TAB D - RESOLUTION No. 85-28 - Line of Succession for County Chief Executive

RESOLUTION OF THE COCHISE COUNTY BOARD OF
SUPERVISORS ESTABLISHING THE LINE OF
SUCCESSION FOR COUNTY CHIEF EXECUTIVE

WHEREAS, pursuant to A.R.S. 26-308, Counties are required to establish and provide for emergency services, and

WHEREAS, the ultimate responsibility for emergency management and operations is that of elected officials comprising the Board of Supervisors, who also have responsibility for all policy level decisions.

WHEREAS, the Board of Supervisors recognizes its responsibility to be prepared to cope with effects of disasters which endanger the life, property and resources of this County, and

WHEREAS, the line of succession of County Chief Executive must be established to ensure continuity of government, i.e., that appropriate direction and control is provided during County emergency/disaster response operations.

THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The line of succession for the County Chief Executive position is as follows:
 - a. Chairman of the Board
 - b. Vice-Chairman of the Board
 - c. Remaining member of the Board
2. The Board member assuming the position of County Chief Executive, based on the line of succession prescribed above, shall have the powers of the Chairman of the Board, outlined in Section 2 d), County Resolution 79-5

APPROVED IN Formal Session this 8TH day of July, 1985

Signed

V. L. THOMPSON,

CHAIRMAN

ATTEST:

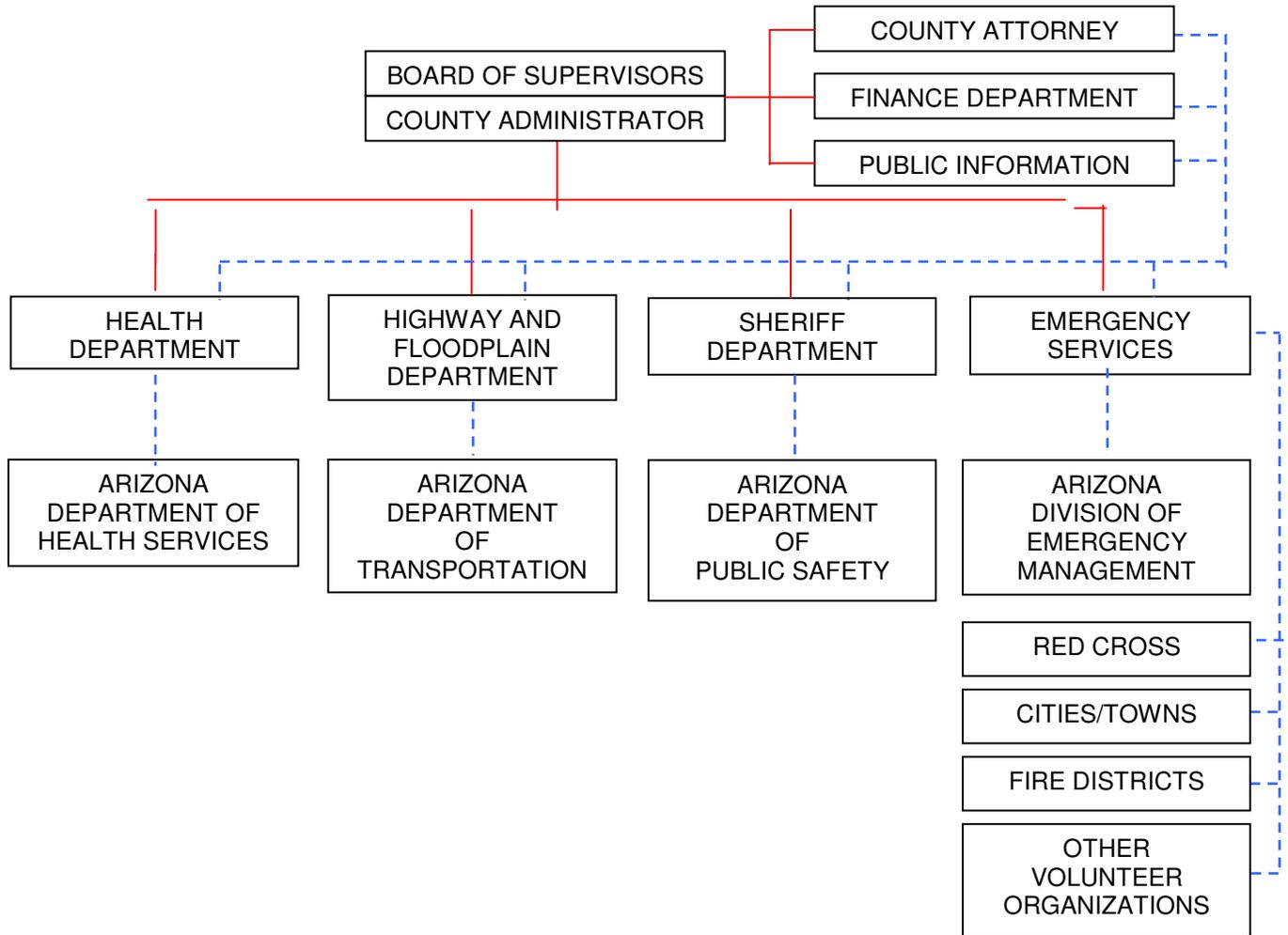
Signed

DAVID S. HUNT

Administrator/Clerk

TAB E – County Emergency Response Organization

**COCHISE COUNTY
EMERGENCY RESPONSE ORGANIZATION**



LEGEND:

COMMAND & CONTROL —————

COORDINATION - - - - -

VIII. ACRONYMS LIST

AC	Area Command
ADEQ	Arizona Department of Environmental Quality
ALS	Advanced Life Support
ARC	American Red Cross
ASAP	As soon as possible
ATF	Bureau of Alcohol, Tobacco, and Firearms
ATSDR	Agency for Toxic Substances and Disease Registry
AZSERC	Arizona State Emergency Response Commission
BIA	Bureau of Indian Affairs
CA	Cooperative agreement
CBW	Chemical and Biological Weapons
CDC	Centers for Disease Control and Prevention
CEPPO	Chemical Emergency Preparedness and Prevention Office
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CERT	Community Emergency Response Team
CFR	Code of Federal Regulations
CARA	Cochise Amateur Radio Association
CIA	Central Intelligence Agency
CISM	Critical Incident Stress Management
CMRT	Communication Monitoring and Research Team
CNN	Cable News Network
CSEPP	Chemical Stockpile Emergency Preparedness Plan
DAC	Disaster Application Center
DHHS	Department of Health and Human Services
DMAT	Disaster Medical Assistance Team
DMORT	Disaster Mortuary Response Team, National Disaster Medical System
DOA	Dead on Arrival
DOC	Department Operations Center

DOJ	Department of Justice
DOS	Department of State
DOT	Department of Transportation
DRC	Disaster Recovery Center
DVA	Department of Veterans Affairs
EAC	Emergency Action Checklist
EAP	Employee Assistance Program
EAS	Emergency Alert System
EMA	Emergency Management Agency
EMAC	Emergency Management Assistance Compact
EMS	Emergency Medical Services
EO	Executive order
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPA	Environmental Protection Agency
EPI	Emergency Public Information
ER	Emergency Room
ERC	Emergency Response Coordinator
ERCG	Emergency Response Coordination group
ERT	Emergency Response Team
ESC	Emergency Services Coordinator
FAA	Federal Aviation Administration
FAQ	Frequently Asked Questions
FBI	Federal Bureau of Investigation
FCC	Federal Communications Commission
FCO	Federal Coordinating Officer
FDA	Food and Drug Administration
FECC	Federal Emergency Communications Coordinator
FEMA	Federal Emergency Management Agency
FERC	FEMA Emergency Response Capability
FESC	Federal Emergency Support Coordinator
FHWA	Federal Highway Administration

FLSA	Fair Labor Standards Act
FOG	Field Operations Guide
FOIA	Freedom of Information Act
FRERP	Federal Radiological Emergency Response Plan
FR	Federal Register
FRP	Federal Response Plan (now changed to: National Response Plan)
FTS	Federal Telecommunications Systems
FY	Fiscal Year
FYI	For Your Information
G & T	The Office of Grants and Training - Preparedness Directorate
GIS	Geographic Information System
HAN	Health Area Network
HAZMAT	Hazardous Materials Team
HEPA	High-efficiency Particulate Air
HSAB	Health and Safety Advisory Board
HSPD	Homeland Security Presidential Directive
HSPD-5	Homeland Security Presidential Directive - 5
HSPD-8	Homeland Security Presidential Directive - 8
HUD	Department of Housing and Urban Development
HQ	Headquarters
IA	Individual Assistance
IAP	Incident Action Plan
IC	Incident Commander
ICC	Interstate Commerce Commission
ICP	Incident Command Post
ICS	Incident Command System
IHS	Indian Health Service
IMT	Incident Management Team
IRZ	Immediate Response Zone
JIC	Joint Information Center
JIS	Joint Information System
JFO	Joint Field Office

JOC	Joint Operations Center
JPIC	Joint Public Information Center
LAN	Local Area Network
LFA	Lead Federal Agency
LNO	Liaison Officer
MOA	Memorandum of agreement
MOU	Memorandum of understanding
MMRS	Metropolitan Medical Response System
MRE	Meals ready to eat
MUPS	Multiple Unexplained Physical Symptoms
N/A	Not Applicable/Available
NDMS	National Disaster Medical System
NECC	National Emergency Coordination Center (FEMA)
NEIS	National Earthquake Information Service
NGO	Nongovernmental Organization
NIC	NIMS Integration Center
NIMS	National Incident Management System
NOAA	National Oceanic and Atmospheric Administration
NRC	Nuclear Regulatory Commission
NRF	National Response Framework
NRT	National Response Team
NWS	National Weather Service
OEP	Office of Emergency Preparedness
OSC	On-Scene Coordinator
OSHA	Occupational Safety and Health Administration
PA	Public Assistance
PAO	Public Affairs Officer
PDA	Preliminary Damage Assessment
PHS	Public Health Service
PIO	Public Information Officer
POLREP	Pollution Report
PPE	Personal Protection Equipment

PVO	Private Voluntary Organizations
R & D	Research and Development
RACES	Radio Amateur Civil Emergency Service
RCC	Regional Coordinating Center
RCO	Regional Coordinating Officer
RESTAT	Resources Status
ROC	Regional Operating Center
ROSS	Resource Ordering and Status System
SAR	Search and Rescue
SAT	Sheriff's Assist Team
SCO	State Coordinating Officer
SDO	Standards Development Organizations
SEARs	Southeastern Arizona Radio Society
SERRP	State Emergency Response and Recovery Plan
SITREP	situation report
SME	Subject Matter Expert
SO	Safety Officer
SOP	Standard Operating Procedure
UC	Unified Command
US & R	Urban Search and Rescue
USACE	United States Army Corps of Engineers
USDA	United States Department of Agriculture
USDHS	United States Department of Homeland Security
USGS	United States Geological Survey
USPS	United States Postal Service
VAC	Volunteer Action Center
VOAD	Voluntary Organizations Active in Disaster
WHO	World Health Organization
WMD	Weapons of Mass Destruction
YTD	Year to Date

VII. TERMS & DEFINITIONS

AGENCY	A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).
AGENCY REPRESENTATIVE	A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.
AREA COMMAND (UNIFIED AREA COMMAND)	An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.
ARIZONA STATE EMERGENCY RESPONSE COMMISSION (AZSERC)	A commission formed by the Governor and Title 26, Chapter 2, Article 3, of Arizona Revised Statutes, to implement the requirements of the Superfund Amendments and Reauthorization act of 1986, Title III - Emergency Planning and Community Right-to-Know, in the State of Arizona.
ASSESSMENT	The evaluation and interpretation of measurements and other information to provide a basis for decision-making.
ASSIGNMENTS	Tasks given to resources to perform within a given operational period that are based on operational objectives defined in the IAP.
ASSISTANT	Title for subordinates of principal Command Staff positions. The title indicates a level of technical capability, qualifications and responsibility subordinate to the primary

	positions. Assistants may also be assigned to unit leaders.
ASSISTING AGENCY	An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also Supporting Agency.
AVAILABLE RESOURCES	Resources assigned to an incident, checked in, and available for a mission assignment, normally located in a Staging Area.
BRANCH	The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section, and between the section and units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.
CAS NUMBER	A standardized reference number of all regulated materials.
CHAIN OF COMMAND	A series of command, control, executive, or management positions in hierarchical order of authority.
CHECK-IN	The process through which resources first report to an incident. Check-in locations include the incident command post, Resource Unit, incident base, camps, staging areas, or directly on the site.
CHEMICAL TRANSPORTATION EMERGENCY CENTER (CHEMTEC)	A facility of the Manufacturing Chemists Association located in Washington, D.C., which provides information on dealing with chemical transportation accidents 24 hours per day 1-800-262-8200.
CHIEF	The ICS title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established as a separate section).
COMMAND	The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.
COMMAND STAFF	In an incident management organization, the Command Staff consists of the incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They have an assistant

or assistants, as needed.

COMMON OPERATING PICTURE	A broad view of the overall situation as reflected by situation reports, aerial photography, and other information or intelligence.
COMMUNICATIONS UNIT	An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to support an Incident Communications Center.
COMMUNITY EMERGENCY COORDINATOR	The person appointed for the Local Emergency Planning Committee (pursuant to SARA) who makes determinations necessary to Implement plans, and who receives official emergency notification of releases.
COMMUNITY RIGHT-TO-KNOW	Legislation requiring the communicating of chemical information to local agencies or the public.
COMPREHENSIVE ENVIRONMENTAL RESPONSE COMPENSATION AND LIABILITY ACT OF 1980 (CERCLA)	Provides federal authority to respond to releases of hazardous substances and pollutants or contaminants that may endanger public health, welfare, or the environment.
COOPERATING AGENCY	An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.
COORDINATE	To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.
DEPUTY	A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.
DISPATCH	The ordered movement of a resource to resources to an assigned operational mission or an administrative move from

one location to another.

DIVISION	The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the operations Chief. A division is located within the ICS organization between the branch and resources in the Operations Section.
DPS DUTY OFFICER	A 24-hour position within the Arizona DPS Communications Center. The duty officer is the statewide point of contact for alerting state agencies of hazardous materials incidents.
EMERGENCY	Absent a residentially declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.
EMERGENCY MANAGEMENT	A comprehensive government response to man-caused, technological, and natural hazards. Emergency Management includes the preparation for, response to, recovery from, and mitigation of any disaster.
EMERGENCY OPERATIONS CENTERS (EOCs)	The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, county, city, or tribal), or some combination thereof.
EMERGENCY OPERATIONS PLAN	The “steady-state” plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.
EMERGENCY PUBLIC INFORMATION	Information that is disseminated primarily in anticipation of

an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

EMERGENCY RESPONSE
PROVIDER

Includes Federal, State, local, and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities. See Section 2(6), Homeland Security Act of 2002, Pub. L 107-296, 116 Stat. 2135 (2002). Also known as Emergency Responder.

EMERGENCY RESPONSE UNIT -
DEPARTMENT OF
ENVIRONMENTAL QUALITY

A group of occupational specialists who act as the State On-Scene Coordinators for non-transportation hazardous materials incidents to provide scientific support.

EMERGENCY PLANNING AND
COMMUNITY RIGHT-TO-KNOW
ACT OF 1986

Also referred to as Superfund Amendments and Reauthorization Act of 1986 (SARA) - Title III.

EVACUATION

Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

EVENT

A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.

EXTREMELY HAZARDOUS
SUBSTANCES (EHS)

A substance on the list described in Section 302 (a)(2) of P.L. 99-499, Emergency Planning and Community Right-To-Know Act of 1986.

FACILITY

All buildings, equipment, structures and other stationary items which are located on a single site or on contiguous or adjacent sites and which are owned by the same person.

FACILITY EMERGENCY
COORDINATOR

Facility representative for each facility with an extremely hazardous substance in a quantity exceeding its threshold planning quantity, who participates in the emergency planning process.

FEDERAL

Of or pertaining to the Federal Government of the United States of America.

FEDERAL ON-SCENE

The designated on-scene coordinator of federal agencies at a

COORDINATOR (FOSC)

hazardous materials incident.

FUNCTION

Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.

GENERAL STAFF

A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and the Finance/Administration Section Chief.

GROUP

Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section. (See Division.)

HAZARD

Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

HAZARD COMMUNICATION
STANDARD

The OSHA standard cited In 29 CFR 1910.1200 which requires communications of risks from hazardous substances to workers in regulated facilities.

HAZARDOUS CHEMICAL

Has the meaning given such term by Section 311 (e) of EPCRA.

HAZARDOUS MATERIAL

A term used in this plan to generically define any chemical, substance, material or waste which may pose an unreasonable risk to health, safety, property and/or the environment.

HAZARDOUS MATERIAL
(USDOT)

Any substance which has been determined by the U.S. Department of Transportation under Title 49 CFR to be

capable of posing an unreasonable risk to health, safety, and property if transported in commerce.

HAZARDOUS WASTE

Has the meaning as defined In P.L. 94-580, Resource Conservation, Recovery Act of 1976 as amended.

INCIDENT

An occurrence or event, natural or human-caused, that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

INCIDENT ACTION PLAN (IAP)

An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

INCIDENT COMMAND POST
(ICP)

The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

INCIDENT COMMAND SYSTEM
(ICS)

A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

INCIDENT COMMANDER (IC)	The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.
INCIDENT MANAGEMENT TEAM (IMT)	The IC and appropriate Command and General Staff personnel assigned to an incident.
INCIDENT OBJECTIVES	Statements of guidance and direction necessary for selecting appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow strategic and tactical alternatives.
INITIAL ACTION	The actions taken by those responders first to arrive at an incident site.
INITIAL RESPONSE	Resources initially committed to an incident.
INTELLIGENCE OFFICER	The intelligence officer is responsible for managing internal information, intelligence, and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information, or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.
INVENTORY FORMS	Tier I and Tier II emergency and hazardous chemical inventory forms used for reporting under Title III.
JOINT INFORMATION CENTER (JIC)	A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should collocate at the JIC.

JOINT INFORMATION SYSTEM (JIS)	Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.
JURISDICTION	A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).
LIAISON	A form of communication for establishing and maintaining mutual understanding and cooperation.
LIAISON OFFICER	A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.
LOCAL EMERGENCY COMMUNICATIONS COMMITTEE (LECC)	A committee formed to provide guidance and oversight to the local county Emergency Alert System (EAS).
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)	A committee formed to Implement local government compliance with Title III. This committee is responsible for the development and maintenance of the local hazardous materials plan, and providing community right-to-know information.
LOCAL INCIDENT COMMANDER	The local government representative at an incident who is responsible for the direction and coordination of all local government response activities on scene.
LOCAL GOVERNMENT	A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or

agency or instrumentality of a local government; an Indian tribe or authorized tribal organization, or in Alaska a Native village or Alaska Regional Native Corporation; a rural community, unincorporated town or village, or other public entity. See Section 2 (10), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

LOGISTICS

Providing resources and other services to support incident management.

LOGISTICS SECTION

The section responsible for providing facilities, services, and material support for the incident.

MAJOR DISASTER

As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant disaster assistance under this Act to supplement the efforts and available resources of States, tribes, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

MANAGEMENT BY OBJECTIVE

A management approach that involves a four-step process for achieving the incident goal. The Management by Objectives approach includes the following: establishing overarching objectives; developing and issuing assignments, plans, procedures, and protocols; establishing specific, measurable objectives for various incident management functional activities and directing efforts to fulfill them, in support of defined strategic objectives; and documenting results to measure performance and facilitate corrective action.

MATERIAL SAFETY DATA
SHEET'S (MSDS)

Technical information documents required under the OSHA Hazardous Communications Standard describing the toxicity, physical hazards and methods of safe handling for

chemical products.

MITIGATION

The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, and after an incident. Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

MOBILIZATION

The process and procedures used by all organizations (Federal, State, local, and tribal) for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

MULTI-AGENCY
COORDINATION ENTITY

A multi-agency coordination entity functions within a broader Multi-agency Coordination System. It may establish the priorities among incidents and associated resource allocations, deconflict agency policies, and provide strategic guidance and direction to support incident management activities.

MULTI-AGENCY
COORDINATION SYSTEMS

Multi-agency Coordination Systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of Multi-agency Coordination Systems include facilities, equipment, Emergency Operation Centers (EOCs), specific multi-agency coordination entities, personnel, procedures, and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

MULTI-JURISDICTIONAL
INCIDENT

An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

MUTUAL-AID AGREEMENT	Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment, and/or expertise in a specified manner.
NATIONAL	Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.
NATIONAL DISASTER MEDICAL SYSTEM	A cooperative, asset-sharing partnership between the U.S. Department of Health and Human Services, the U.S. Department of Veterans Affairs, the U.S. Department of Homeland Security, and the U.S. Department of Defense. NDMS provides resources for meeting the continuity of care and mental health services requirements of the Emergency Support Function 8 in the Federal Response Plan.
NATIONAL INCIDENT MANAGEMENT SYSTEM (N.I.M.S.)	A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private-sector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; Multi-agency Coordination Systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.
NATIONAL RESPONSE CENTER (NRC)	A communications center for activities related to federal response actions located at Coast Guard Headquarters in Washington, D.C.
NATIONAL RESPONSE PLAN	A plan mandated by HSPD-5 that integrates Federal domestics prevention, preparedness, response, and recovery plans into one-all-discipline, all-hazards plan.
NONGOVERNMENTAL ORGANIZATION	An entity with an association that is based on interests of its

members, individuals, or institutions and that is not created by a government, but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

OCCUPATIONAL HEALTH AND
SAFETY ADMINISTRATION
(OSHA)

Regulates occupational exposures to hazardous chemicals.

OPERATIONAL PERIOD

The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually not over 24 hours.

OPERATIONS SECTION

The section responsible for all tactical incident operations. In ICS, it normally includes subordinates branches, divisions, and/or groups.

PERSONNEL
ACCOUNTABILITY

The ability to account for the location and welfare of incident personnel. It is accomplished when supervisors ensure that ICS principles and processes are functional and that personnel are working within established incident management guidelines.

PIPELINE SAFETY PERSONNEL
(PSP)

A group of occupational specialists of the Arizona Corporation Commission (ACC).

PLANNING MEETING

A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).

PLANNING SECTION

Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

PREPAREDNESS

The range of deliberate, critical tasks and activities necessary

to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

PREPAREDNESS
ORGANIZATIONS

The groups that provide interagency coordination for domestic incident management activities in a non-emergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

PREVENTION

Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes, immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

PRIVATE SECTOR

Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO).

PROCESSES

Systems of operations that incorporate standardized procedures, methodologies, and functions necessary to provide resources effectively and efficiently. These include

resource typing, resource ordering and tracking, and coordination.

**PUBLIC INFORMATION
OFFICER**

A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

PUBLICATIONS MANAGEMENT

The publications management subsystem includes materials development, publication control, publication supply, and distribution. The development and distribution of NIMS materials is managed through this subsystem. Consistent documentation is critical to success, because it ensures that all responders are familiar with the documentation used in a particular incident regardless of the location or the responding agencies involved.

**QUALIFICATION AND
CERTIFICATION**

This subsystem provides recommended qualification and certification standards for emergency responder and incident management personnel. It also allows the development of minimum standards for resources expected to have an interstate application. Standards typically include training, currency, experience, and physical and medical fitness.

**RAILROAD SAFETY
PERSONNEL**

A group of occupational specialists of the Arizona Corporation Commission (ACC).

RECEPTION AREA

This refers to a location separate from staging areas, where resources report in for processing and out-processing. Reception Areas provide accountability, security, situational awareness briefings, safety awareness, distribution of IAPs, supplies and equipment, feeding, and bed down.

RECOVERY

The development, coordination, and execution of service-and site-restoration plans; the reconstitution of government operations and services; individual, private sector, non-governmental and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.

RECOVERY PLAN

A plan developed by a State, local, or tribal jurisdiction with

assistance from responding Federal agencies to restore the affected area.

REGIONAL RESPONSE TEAM
(RRT)

A group of federal representatives from the states encompassing Federal Region IX (Arizona, California, Nevada, Hawaii, and the trust territories) who respond in support of the National Oil and Hazardous Substances Pollution Contingency Plan of the USEPA.

RESOURCE CONSERVATION
AND RECOVERY ACT OF 1976
(RCRA)

Establishes a framework for proper management and disposal of all wastes.

RESOURCES

Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capabilities at an incident or at an EOC.

RESOURCE MANAGEMENT

Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the NIMS includes mutual-aid agreements; the use of special Federal, State, local, and tribal teams; and resource mobilization protocols.

RESOURCE UNIT

Functional unit within the Planning Section responsible for recording the status of resources committed to the incident. This unit also evaluates resources currently committed to the incident, the effects additional responding resources will have on the incident, and anticipated resource needs.

RESPONSE

Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs.

Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing

processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

SARA Title III

See Superfund Amendments and Reauthorization Act of 1986.

SAFETY OFFICER

A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing ensures for ensuring personnel safety.

SECTION

The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established). The section is organizationally situated between the branch and the Incident Command.

SPAN OF CONTROL

The number of individuals a supervisors is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

SPILL

Includes, but is not limited to, any spilling, leaking, pumping, pouring, emitting, emptying, or dumping of any hazardous material or oil.

STAGING AREA

Location established where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

STATE

When capitalized, refers to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. See Section 2(14), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

STATE OF EMERGENCY

As defined in ARS 26-301, means the duly proclaimed existence of conditions of disaster or of extreme peril to the safety of persons or property within the state caused by air pollution, fire, flood, storm, epidemic, riot, earthquake or other causes, except those resulting in a state of emergency, which are or are likely to be beyond the control of the

services, personnel, equipment and facilities of any single county, city or town, and which require the combined efforts of the state and the political subdivisions.

STATE ON-SCENE
COORDINATOR (SOSC)

The designated coordinator of all Arizona State Response Agencies at a hazardous material incident.

STRATEGIC

Strategic elements of incident management are characterized by continuous long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities; the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

STRIKE TEAM

A set number of resources of the same kind and type that have an established minimum number of personnel.

STRATEGY

The general direction selected to accomplish incident objectives set by the IC.

SUPERFUND AMENDMENTS
AND REAUTHORIZATION ACT
OF 1986 - EMERGENCY
PLANNING AND RIGHT - TO
-KNOW ACT OF 1986

Requires the development of local plans for hazardous materials response and the development of systems to provide community right-to-know information to citizens.

SUPERFUND

Trust fund established under CERCLA and extended under SARA to provide money for cleanups associated with inactive hazardous waste disposal sites.

SUPPORTING TECHNOLOGIES

Any technology that may be used to support the NIMS is included in this subsystem. These technologies include orthophoto mapping, remote automatic weather stations, infrared technology, and communications, among various others.

TASK FORCE

Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.

TECHNICAL ASSISTANCE

Support provided to State, local, and tribal jurisdictions when they have resources but lack the compete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material

assessments).

TERRORISM

Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2(15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

THREAT

An indication of possible violence, harm, or danger.

TITLE III

See Superfund Amendment and Reauthorization Act of 1986.

TOOLS

Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities, and legislative authorities.

TOXIC CHEMICAL

Any substance on the list described in Section 313(c) of Title III.

TYPE

A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than types 2, 3, or 4, respectively, because of size; power; capacity; or, in the case of incident management teams, experience and qualifications.

UNIFIED AREA COMMAND

A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command.)

UNIFIED COMMAND

An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross-political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.

UNIT

The organizational element having functional responsibility

for a specific incident planning, logistics, or finance/administration activity.

UNITY OF COMMAND

The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objectives.

UNIVERSAL TASK LIST

A reference tool that provides a comprehensive menu of tasks to be performed by different disciplines at all levels of government to address major events.

VOLUNTEER

For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has the authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, e.g., 16 U.S.C. 742f(c) and 29 CFR 553.101.

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