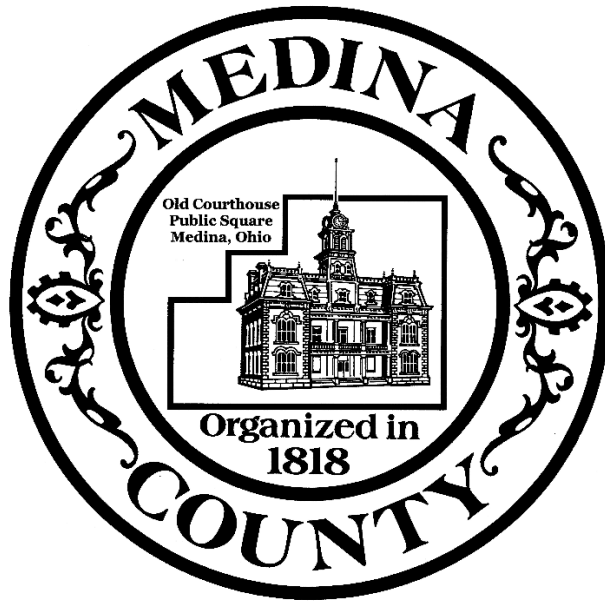


MEDINA COUNTY EMERGENCY OPERATIONS PLAN



Medina County Emergency Management Agency

2025

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I. APPROVAL

This Emergency Operations Plan addresses Medina County's planned response to extraordinary disaster situations associated with all hazards such as natural disasters, technological accidents and human-caused incidents. It is the principal guide for ensuring the protection of health, safety, and property of the public and aiding in short-term recovery operations for the agencies and jurisdictions that lie within. It is intended to facilitate multiagency and multi-jurisdictional coordination, particularly among local, state, and federal agencies in emergency management, and establish a framework for an effective system of comprehensive emergency management.

This plan was developed using generally accepted emergency management principles and practices. Incorporated are planning elements derived from Federal Emergency Management Agency and Ohio Emergency Management Agency planning documents. Modifications to this plan may be made under the direction of the Director of the Medina County Emergency Management Agency. Adoption will occur following the established maintenance schedule; however, the plan may be modified in the interim without prior approval and formal adoption.

This plan is approved and endorsed by the Director of the Medina County Emergency Management Agency. The Director has been appointed by the Executive Committee of the Medina County Emergency Agency. The Executive Committee was created through a County-Wide Agreement, initially signed on January 16th, 1990. An updated agreement was subsequently signed by all jurisdictions in Medina County and ratified by the Board of County Commissioners on November 14th, 2023. The agreement is the legal basis through which the Emergency Management Agency “is to render the service of coordinating the emergency management activities of the parties hereto and to exercise for and on behalf of each party hereto such power and authority incident thereto as it may lawfully do, consistent with State statutes and such regulations as have been or shall be promulgated by the Governor of the State, the provisions of this resolution/ordinance/agreement as hereinafter set forth, and the power of the parties hereto authorized, in coordinating such emergency management activities with and within Medina County.” The agreement also states that “The director of emergency management shall be responsible for coordinating, organizing, administering, and operating emergency management in accordance with the agency's program established under this Chapter 5502 of the Revised Code, subject to the direction and control of the executive committee. All agencies, boards, and divisions having emergency management functions within each political subdivision within the county shall cooperate in the development of the all-hazards emergency operations plan, shall cooperate in the preparation and conduct of the annual exercise.”

This plan supersedes any previous versions.



Ben Nau, Director

Medina County Emergency Management Agency

6/18/2025

Date

II. PROMULGATION

Section 5502.26(A)(2) of the Ohio Revised Code requires the development of an all-hazards emergency operations plan. Chapter 4501:3-6 of the Ohio Administrative Code requires this plan to be authorized by the chief executive officer and to be consistent with published federal and state guidance and emergency operation plans.

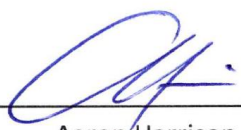
The Medina County Emergency Operations Plan is an all-hazards plan that encourages a cooperative, seamless relationship between all the local, county, regional, state and federal agencies, boards, and organizations that have an emergency management function. The Medina County Emergency Operations Plan has been developed to establish the policies, guidance, and procedures that will provide the elected and appointed officials, administrative personnel, various government departments, and private and volunteer agencies with the information required to function in a coordinated and integrated fashion and to ensure a timely and organized management of the consequences arising from disasters.

This plan is a statement of policy regarding emergency management and assigns tasks and responsibilities to county department heads and various agencies and organizations specifying their roles during, before and after emergency or disaster situations. It is developed pursuant to Section 5502 and 3750 of the Ohio Revised Code, conforms to the National Incident Management System and all applicable Homeland Security and Presidential Policy Directives.

In order to execute this plan effectively and mobilize available resources, all implementing personnel must have knowledge of the procedures set forth in this plan and be trained in its use. Departments and agencies having roles and responsibilities established by this plan are expected to develop Standard Operating Guidelines and Procedures based on the provisions of this plan. In addition, these agencies should participate in training, exercises, and plan maintenance needed to support the plan.

The welfare of those who reside and work within Medina County is the primary responsibility of the elected and appointed officials. Emergency management directly supports that responsibility with the goal of saving lives, protecting property and preserving the environment in the event of a disaster. As such, we support the activities of the Medina County Emergency Management Agency.

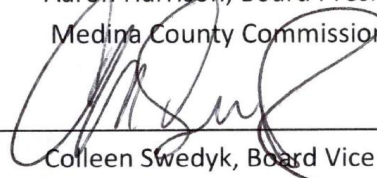
This plan is endorsed and adopted by a Resolution of the Medina County Board of County Commissioners. We direct all personnel involved to assume the roles and responsibilities and take appropriate actions as outlined herein.



Aaron Harrison, Board President
Medina County Commissioners

6/24/25


Date



Colleen Swedyk, Board Vice President
Medina County Commissioners

6/24/25

Date



Stephen Hambley, Commissioner
Medina County Commissioners

6/24/25

Date

III. EXECUTIVE SUMMARY

Communities and their local governments are normally capable of handling emergencies without exceeding the limits of their capabilities. However, certain emergencies, incidents, or disasters can exceed a community's day-to-day operational capacity. Those events pose major threats to life and property, and can have long-term economic, social, political, and environmental impacts. Disasters necessitate planned, coordinated strategies from multiple agencies and jurisdictions, which are documented in this plan.

The Emergency Operations Plan (EOP) establishes a framework to ensure that Medina County can respond to all hazards that threaten the lives and property of its citizens. The EOP outlines the general responsibilities of Medina County governmental departments, partnering agencies, and community organizations when responding to a disaster. This plan unifies these groups' efforts to implement a comprehensive approach to reducing a disaster's effects.

The EOP addresses the five mission areas (prevention, protection, mitigation, response, recovery), paralleling the State of Ohio and Federal activities which are set forth in the National Response Framework (NRF), and describes how Medina County, the State of Ohio, and national resources will coordinate their response and recovery operations.

The Medina County EOP contains two elements:

- 1) The Base Plan
- 2) Emergency Support Functions

This plan is applicable to Medina County and the townships, villages, and cities within its geographic boundaries.

It is available electronically at www.medinacountyema.org

IV. PLAN DEVELOPMENT, MAINTENANCE & SUPERSESSSION

Medina County EMA will maintain, update, and distribute changes to the plan, as required, based on deficiencies identified through exercises, after-action reviews following actual disasters, and changes in local government structure. Officials of involved organizations and agencies may recommend revisions at any time and provide recommendations periodically based on changes in available resources.

V. RECORD OF CHANGES/SCHEDULE

<i>Change Number</i>	<i>Date of Change</i>	<i>Date Approved</i>	<i>Changes Made</i>	<i>Change Made By (Initials)</i>
1	2025	6-18-2025	Full Revision and Update Start	EMA Staff

VI. CONTINUITY OF GOVERNMENT/ OPERATIONS

Local government institutions, departments within each county government, and departments within each city, village, and township must survive and remain capable of carrying out their essential functions under all types of emergencies.

Responsibility for the preservation of essential records lies within local government offices. Each government must select, preserve, and provide availability of those records, which are essential to effective functioning of the government and the protection of rights and interests of persons under emergency conditions.

Responsibilities of each government:

- i. Identify, in advance, priority categories of essential records. Categories should include records deemed essential for continuing critical government functions during an emergency and records required to protect the rights and interests of all citizens.
- ii. Label records within priority categories with identifiable markings and evaluate record storage locations based on hazard analysis.
- iii. Evaluate the risk of stored records to threats such as fire, water, chemicals, aftershocks, and vandalism.
- iv. Plan for transportation to relocate to an alternate location, if the need arises.
- v. Identify and retain copies of records needed during emergency operations from management or the emergency response team.
- vi. Safeguard vital computer information and records.

The Continuity of Operations Plan is completed by each Medina County Department. The updating responsibility, when changes are needed, is under each Medina County department offices.

VII. PURPOSE

- Outline the functional responsibilities of Local, State and Federal governments in the event of an incident.
- Provide guidance to local agencies toward their responsibilities for an incident.

- Assist in determining the severity and magnitude of incidents.
 - Outline the NIMS components for utilization of overall coordination of the incident response in Medina County.
 - Minimize loss by establishing a coordinated, unified framework in which disaster operations are conducted.
 - Outline aid and assistance available to local governments, individuals, and businesses when a Local, State, or Federal Disaster Declaration is issued.
 - Outline the actions required by local governments for eligibility of State and Federal assistance under Public Law 93-288, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, the Homeland Security Act of 2002, and other related public laws.
-

VIII. SCOPE

The Medina County EOP outlines operations from initial monitoring to post-disaster recovery for both natural and human-caused hazards. It adopts an all-hazards approach.

This plan is to be activated in times when local government emergency response capabilities become overwhelmed by, but not exclusively, lack of resources, complexity, or length of duration.

This plan includes county-wide strategies for emergency management. It defines interagency coordination and assigns specific functional responsibilities to appropriate county and local agencies, private sector groups, and volunteer organizations. It does not include tactical procedures. Agencies with emergency response roles and responsibilities should have protocols for the execution of tasks.

This plan is applicable to Medina County and the townships, villages, and cities within its geographic boundaries. This plan is Whole-Community oriented. It is Medina County's intent to cooperate and accept support from individuals and families, businesses, faith-based and community organizations, nonprofit groups, schools and academia, media outlets, and all other levels of government in all phases of emergency management.

IX. SITUATION OVERVIEW

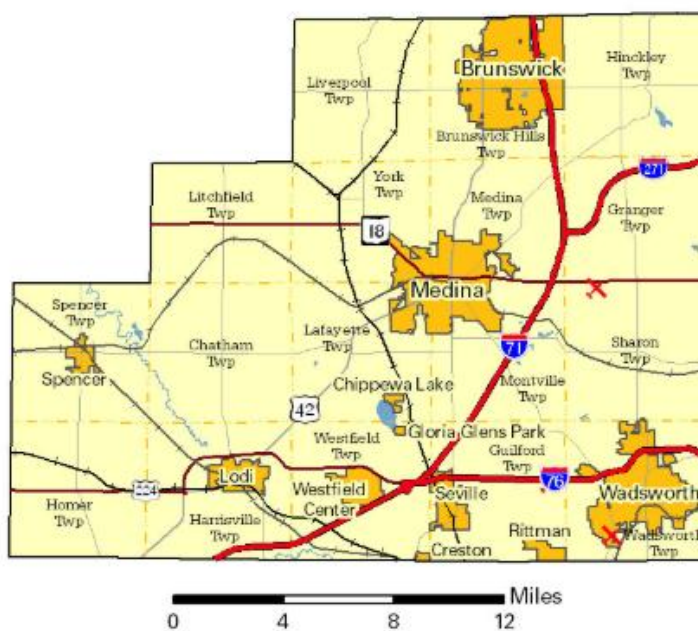
Location

Medina County is in the northeast quadrant of the State of Ohio. It borders Cuyahoga County to the northeast, Lorain County to the northwest, Summit County to the east, Wayne County to the south, and a portion of Ashland to the southwest.

Medina County is home to three cities: Brunswick, Medina, and Wadsworth. The City of Medina is the county seat. There are six villages: Chippewa Lake, Gloria Glens Park, Lodi, Seville, Spencer, and Westfield Center. There are also seventeen townships: Brunswick Hills, Chatham, Granger, Guilford, Harrisville, Hinckley, Homer, Lafayette, Litchfield, Liverpool, Medina Twp., Montville, Sharon, Spencer, Wadsworth Twp., Westfield, and York. Parts of the Village of Creston and the City of Rittman are in Medina County, but both municipalities are primarily in Wayne County.

County Map

Source: Ohio Dept. of Development Medina County Profile, 2023



Demographic

Medina County is the sixteenth most populous county in the State of Ohio. According to the US Census Bureau's 2024 population estimates, 184,625 people live in Medina County. The population per square mile was estimated at 432.9 people per square mile in 2020. Medina County experienced a 16.7% population increase between 2000 and 2015. Medina County is one of the top ten fastest growing counties in the State. After seeing an 8.1% increase in population from 1980 to 1990, Medina County doubled its rate of growth to 17.7% in the 1990s. From 2000 to 2017, the Census Bureau estimates that there has been an 18.1 % increase in the County's population. According to the US Census Bureau, there was a 5.9% increase in Medina County's population from 2010 to 2020.



Medina County's Population 1960-2020¹								
	1960	1970	1980	1990	2000	2010	2020	2030 Estimated Population
Total	65,315	82,717	113,150	122,354	151,095	172,332	182,470	186,744
Change	0	17,402	30,433	9,204	28,741	21,237	10,138	4,274
Percent Change	0	26.6%	36.8%	8.1%	23.5%	14.1%	5.9%	2.3%

¹ 2030 Population Estimate provided by Ohio Development Service Agency

Geography

The county has an area of 421.46 square miles. The eastern part of the County is rolling to hilly, while the western part is nearly flat. The highest elevation in the County is located on Hinckley Ridge in Hinckley Township and is approximately 1320 feet above sea level. The lowest elevation is in Liverpool Township at the West Branch of the Rocky River at the Medina-Lorain County line. That point is approximately 770 feet above sea level.

Extending across the County is a drainage divided between two drainage basins, the Lake Erie Basin and the Ohio River Valley. The East Branch Black River, East & West Branch of the Rocky River flow north, draining most of Northern & Western Medina County into Lake Erie. The Wolf, Chippewa and River Styx Creeks flow southward into the Tuscarawas River, and Camel and Killbuck Creeks drain into the Mohican River, eventually finding an outlet in the Muskingum River and then on to the Ohio River and finally the Gulf of America.

Climate

Cold air masses from central and northwest Canada frequently travel through the region. Tropical Gulf masses often reach the area during the summer, but much less during the fall and winter. U.S. Climate Data found that 48.71°F is the average temperature in Medina, with an average annual high of 58.25°F and low of 39.16°F. In Medina, the warmest month is typically July, with an average high of 82°F and a low of 60°F. The coldest month is January, with an average high of 32°F and a low of 17°F. The county tends to receive 39.24 inches of rainfall and 38 inches of snowfall per year.

Agriculture

According to the USDA Census for Agriculture, in 2022 there were 1,007 farms in Medina County. Farmland occupies 100,579 acres of land in the county, which is about 35% of the total land cover, and the average farm size is 100 acres. The aggregate market value of products sold was \$60,533,000.00 (70% crops and 30% livestock items). Medina County's top crops in descending order are soybean for beans, corn for grain, forage-land used for all hay and haylage, grass silage for green chops, corn for silage, and wheat for grain. The top livestock items in descending order are cattle and calves, layers, horses and ponies, sheep and lambs, broilers and other meat-type chickens.

Special Events

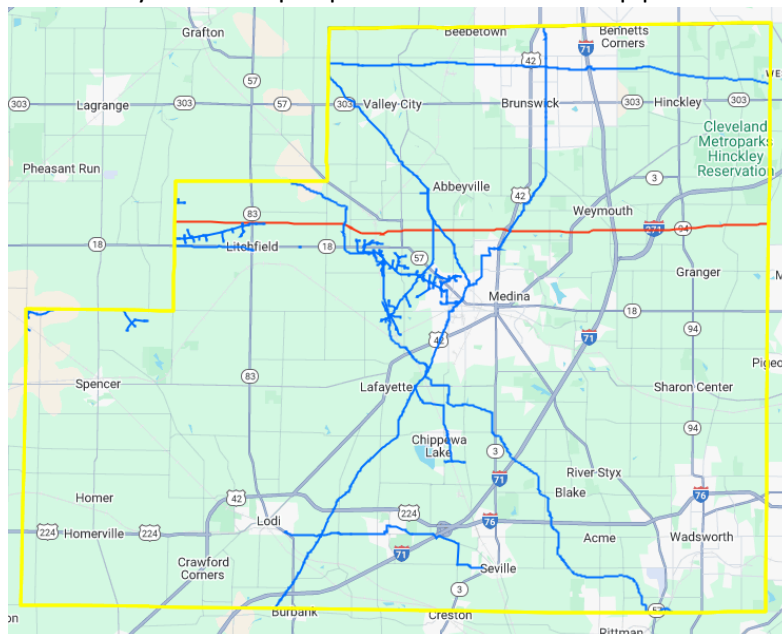
Numerous community events are held throughout the year. The largest annual event is the Medina County Fair, which attracts approximately 100K attendees over one week at the end of July. Attendees for larger events held in the Cleveland and Akron metropolitan areas sometimes lodge in Medina County.



Utility Infrastructure

The county primarily receives electric service from First Energy-Ohio Edison and Lorain-Medina Rural Electric. Wadsworth City, Seville Village, and Lodi Village provide combined municipal utility services to residents including electricity, water, and sewer.

Natural gas providers include Columbia Gas Co., Dominion East Ohio Gas Co., and Northeast Ohio Natural Gas. Additionally, multiple natural gas transmission pipelines run through the county, and the county has one liquid petroleum transmission pipeline.



Transmission pipelines. NPMS Public Viewer.

Seville Village, Spencer Village, and Westfield Village have their own water and sanitary sewer services. The City of Medina provides its water distribution and receives water supply from Avon Lake Water Treatment Plant. Brunswick utilizes Cleveland City Water service.

Medina County Sanitary Engineers maintains approximately 465 miles of water lines in the County, provided by the Avon Lake Water Treatment Plant via Rural Lorain County Water Authority. The Medina County Sanitary Engineers also manages about 534 miles of sanitary

sewers throughout the County, which includes the City of Medina, the City of Brunswick and several townships.

The Medina County Fiber Network provides high-bandwidth service for government, business, and industry in the metropolitan areas. Multiple other residential and business telecommunications service providers exist.

Economy

The following figure highlights the largest employers in Medina County:

Company	Description
Medina Hospital	Healthcare
Stanley Black & Decker	Mowers and Tractors
Discount Drug Mart	Distribution HQ/Retail
Sandridge Food Corporation	Food Manufacturing
Shiloh Industries, Inc.	Steel Processing
Westfield Insurance	Insurance
Medina County	Government
Brunswick City Schools	Education
Medina City Schools	Education
Wadsworth City Schools	Education

Medina County Economic Development Corporation. August 2022

School Districts & Higher Education

Seven public school districts cover Medina County as listed below. Private school enrollment within Medina County is minor in comparison to public enrollment. Private schools include Medina Christian Academy, Northside Christian Academy, Sacred Heart of Jesus, St. Ambrose, and St. Francis Xavier Church & School. The Medina County Career Center has a campus in York Township and Lafayette Township serving all of Medina County. They provide vocational programs for high school students and adult education programs. Cuyahoga Community College also maintains a campus at the Brunswick University Center.

Medina County School District Enrollment				
District	Enrollment			
	Preschool - 4th	5th- 8th	9th - 12	Students with Disabilities
Brunswick City	2,206	1,811	1,799	886
Medina City SD	2,210	1,878	1,739	886
Wadsworth City	1,516	1,213	1,504	634
Black River Local	377	283	257	110
Buckeye Local	828	649	602	248
Cloverleaf Local	924	795	613	356
Highland Local	1,244	1103	982	360

¹ Ohio Department of Education and Workforce. 2024-2025

Hospital/EMS & Safety Forces:

Medina County has two registered hospitals: Cleveland Clinic Medina Hospital with one hundred and forty-eight beds, and Cleveland Clinic Lodi Hospital with twenty beds. There are also three freestanding emergency departments: Summa Wadsworth-Rittman, Cleveland Clinic-Brunswick, and Southwest General Brunswick Medical Center.



Nearest Trauma Centers				
Hospital	City	Trauma Level	Pediatric Trauma Level	Burn Center
Akron Children's Hospital	Akron	-	1	Burn Center
Akron City Hospital	Akron	1	-	-
Akron General Medical Center	Akron	1	-	-
Fairview Hospital	Cleveland	2	-	-
Hillcrest Hospital	Mayfield Heights	2	-	-
Metro Health Medical Center	Cleveland	1	2	Burn Center
Southwest General Health Center	Middleburg Hts.	3	-	-
St. John West Shore Hospital	Westlake	3	-	-
University Hospital Rainbow Babies and Children's Hospital	Cleveland	-	1	-

There are seventeen Fire & EMS departments serving the county: Brunswick, Brunswick Hills, Chatham, Erhart/York Township, Granger, Hinckley, Lafayette, Litchfield, Valley City/Liverpool Twp, Lodi, Medina City, Rittman, Seville/Guilford, Sharon, Spencer, Town & County (Homer), Westfield Center, and Wadsworth. Medina City Fire Department supplies fire service for Montville and Medina Township. There is a mix of full-time, paid on call, and volunteer departments. Most departments have at least some daytime staffing, while others staff 24/7 with part time personnel.

The Cleveland Clinic, Medina Life Support Team is the primary EMS provider for Medina City, Medina Township, and Montville Township.

Medina County is home to seventeen law enforcement departments: Brunswick, Brunswick Hills, Hinckley, Lodi, Medina City, Medina Township, Montville, Seville, Spencer, Wadsworth, Westfield Center, Medina County Park Police, Cleveland Metroparks Police, the Medina County Sheriff's Office, Medina County Drug Task Force, Cleveland Clinic Police Department, and Westfield Insurance Police.



Medina County All Hazard Team:

The Medina County All Hazards Team is a specialized response team that provides county wide hazmat and technical rescue response to various emergencies and disasters. The team is composed of fire, EMS, and law enforcement personnel from different agencies across the county, who are trained and equipped to handle complex and hazardous situations. Funding is provided by a per capita cost allocation to all Medina County communities.



The Medina County All Hazards Team is administered by the Medina County Emergency Management Agency (EMA) with the support of the Medina County Fire Chiefs Association (MCFCA) and the Medina County Police Chiefs Association (MCPCA). The team personnel come from fire/EMS/law enforcement agencies across the county. The team consists of the following capabilities;

- **Rope Rescue:** The team can perform high-angle and low-angle rescue operations using ropes, pulleys, harnesses, and other devices. The team can access and extricate victims from difficult or elevated locations, such as cliffs, towers, bridges, or buildings.
- **Confined Space Rescue:** The team can enter and operate in confined spaces that have limited or restricted access and pose a risk of entrapment, engulfment, or hazardous atmosphere. The team can rescue victims from tanks, silos, sewers, tunnels, pipes, or wells.
- **Trench Rescue:** The team can stabilize and shore up trench walls that have collapsed or are at risk of collapsing. The team can rescue victims who are trapped or buried in trenches or excavations.

- **Hazmat (Type II):** The team can identify, contain, control, and mitigate hazardous materials incidents involving flammable, corrosive, toxic, or radioactive substances. The team can operate in various levels of personal protective equipment (PPE), including fully encapsulated suits.
- **Water Rescue:** The team can perform surface water rescue and dive rescue operations. The team can rescue victims who are stranded or submerged in lakes, rivers, ponds, or floods.
- **Structural Collapse:** The team can stabilize and breach collapsed structures using shoring systems, saws, jacks, airbags, and other tools. The team can rescue victims who are trapped or injured in buildings or structures that have collapsed due to fire, explosion, earthquake, or other causes.
- **Fire Investigation:** The team can determine the origin and cause of fires using scientific methods and evidence collection techniques.

Transportation:

The county is served by township, county, state, interstate, and federal highways exceeding 1,105.54 miles. There are three interstate highways, twelve private and public airports, two municipal airports (1G5-Medina Municipal Airport and 3G3-Wadsworth Municipal Airport), and two rail systems (Wheeling & Lake Erie Railway Co. and CSX Transportation, Inc.) operating in the county. The chart below is a list of interstates, state routes, and principal county routes.

Interstates in Medina County			
71	Interstate 71	271	Interstate 271
76	Interstate 76, intersects with U.S. Route 224		
State Routes and U.S. Routes in Medina County			
SR 3	Weymouth Rd., Wooster Pike, and Ridge Rd.	SR 18	Norwalk Rd. and Medina Rd.
US 42	Pearl Rd. and Lafayette Rd.	SR 57	Elyria Rd., Norwalk Rd., and Wadsworth Rd.
SR 83	Avon Lake Rd.	SR 94	Center Rd., Ridge Rd., and Mt. Eaton Rd.
SR 162	Wedgewood Rd. and Sharon Copley Rd.	US 224	Greenwich Rd.
SR 252	Columbia Rd.	SR 261	Akron Rd.
SR 301	Spencer Rd.	SR 303	Center Rd.
SR 421	Greenwich Rd. and Lafayette Rd.	SR 606	Weymouth Rd. and Hinkley Hills Rd.
Principal County Routes			
4	Smith Rd.	15	Westfield Rd.
17	W130th St.	19	Lake Rd.
21	Granger Rd.	22	Marks Rd.
26	Firestone Rd	29	Congress Rd.
31	Vandemark Rd.	35	Friendsville Rd
37	Remsen Rd	38	Substation Rd
40	Ryan Rd.	41	Guilford Rd.
42	Grafton Rd	44	State Rd.
50	Chippewa Rd	70	Fenn Rd.
76	Hamilton Rd.	83	Black River School Rd.
97	Greenwich Rd.	136	Sleepy Hollow Rd.

Hazard Analysis Summary

A hazard analysis for Medina County is maintained in the Medina County All-Hazard & Mitigation Plan. This plan is available at medinacountyema.org.

Capability Assessment

A capability assessment shows how current emergency response capabilities measure against the most likely and worst-case scenario hazards. Medina County and each local jurisdiction has varying emergency response capabilities as listed in the “Situation Overview” of this plan. Local, Regional, and State mutual aid agreements exist to ensure sufficient capability is available to every jurisdiction for the hazards they face. Also, collaborative efforts in the County such as the Medina County All-Hazards Team, Medina County SWAT Team, and the Child Abduction Response Team increase each jurisdiction’s individual capabilities.

X. PLANNING ASSUMPTIONS

The following planning assumptions were considered in the development of this plan:

- Disasters differ in character by magnitude, severity, duration, onset, area affected, and frequency.
- Effected areas can extend outside the County, and disasters can originate outside of the County and extend within.
- A disaster may impact multiple jurisdictions in Medina County with casualties, property damage, disruption of normal services, and damage to economic, physical, and social infrastructures.
- Mutual aid and resources from outside the County may not be immediately available and could take 72 hours to arrive.
- Disaster events will be managed independently until multiple response agencies become essential and/or internal resources are exhausted/nearing exhaustion.
- Coordination between the County and local communities will be maintained.
- Effective disaster preparedness requires ongoing public awareness and education programs to ensure citizens will take appropriate action.
- Spontaneous groups of responders and resources may cause traffic congestion and place extra strain on already degraded lifelines and facilities.

- All county, private, and volunteer organizations that have primary and/or support agency Emergency Support Function (ESF) roles and responsibilities have identified personnel and resources to ensure compliance with this plan and effectively respond to disasters.
- Communications between the responding agencies will be accomplished using established networks.
- Throughout this document, the terms “emergency”, “disaster”, and “incident” may be used interchangeably to refer to an imminent threat or occurrence that can result in loss of life, causes suffering, and damages property and/or the environment to the extent that local resources are overwhelmed.

XI. CONCEPT OF OPERATIONS

Emergency Operation Plan (EOP) Implementation:

This EOP may be activated as needed to support local jurisdictional needs when an incident has expanded beyond their normal capabilities or resources, or to enhance support to complex incidents. This plan may be activated when an incident is considered imminent or probable. The activation of the EOP and the county Emergency Operations Center (EOC) are considered a prudent, proactive response to the impending incident. Medina County EMA will support a single community affected by an incident upon request of that community. The EOP may be activated by the MCEMA Director or designee.

Emergency Declarations:

The Board of County Commissioners has the authority to declare a countywide emergency when the size or scope of an incident, or the threat that it creates for the public, is beyond county capabilities. Local officials may declare an emergency in their jurisdictions under similar circumstances. The State of Ohio may require an emergency declaration for additional resources in the form of equipment or personnel. Local and surrounding local resources must be unavailable for State resources. If the scope of the disaster is beyond the financial and response capabilities of the State and County combined, the governor may make a state-level emergency declaration. Following a governor’s declaration, a request to the federal government for assistance may be made through Ohio EMA. A sample Emergency Declaration is included at the end of this plan.

Medina County Emergency Operations Center (EOC):

The EOC is the location where the coordination of information and resources to support incident management activities takes place. The Medina County EOC is for all incidents within the county that have a higher demand for support. The EOC will be organized by Emergency Support Functions (ESF).

List of Emergency Support Functions			
ESF 1	Transportation	ESF 9	Search and Rescue
ESF 2	Communications	ESF 10	Hazardous Materials
ESF 3	Public Works/ Engineering	ESF 11	<i>Reserved for future plan development</i>
ESF 4	Fire Fighting	ESF 12	<i>Reserved for future plan development</i>
ESF 5	Emergency Management/ Information & Planning	ESF 13	Law Enforcement
ESF 6	Mass Care	ESF 14	Long Term Community Recovery & Mitigation
ESF 7	Resource Support/ Logistics	ESF 15	Public Information/ External Affairs
ESF 8	Health and Medical		

Coordination:

Medina County EMA has coordinated with appropriate county agencies, boards, and departments by involving them in the development and implementation of the EOP. Countywide departments (or representatives) are recruited and are expected to be able to staff their respective Emergency Support Function position(s) as a readiness measure prior to EOC Activation. Additional EOC staffing, training and planning will be decided upon through conducted exercises lessons learned from real-world incidents.

EOC/ EMA Activation Levels:

Level 1: Routine Daily Operations

- EMA Staff receive notifications of weather hazards, threats and/or facilitate information on a need-to-know basis.
- MCEMA also provides preparedness education by public outreach including social media and the Agency website. MCEMA monitors social media and open-source media for local issues and communicates with public safety partners.
- Incident notification is coordinated through phone or email to MCEMA office during normal business hours, or via public safety dispatch centers in Medina County.
- Medina County EMA and local first responders can request and receive some regular state or federal response assistance that doesn't require a county-wide emergency proclamation.

Level 2: Situational Awareness and Monitoring

- Upon notification of an incident or advance notification of a pending incident, MCEMA will create a structure for information sharing and consultation for the affected jurisdictions or stakeholders.
- Situation reports may be created.
- If deemed necessary, MCEMA staff, Board of County Commissioners and departmental directors and officials will be notified.
- Notification to the Ohio EMA watch office and Northeast Ohio Regional EMA staff will occur for Ohio EMA situational awareness.
- MCEMA may create a local incident in WebEOC or monitor another incident on WebEOC.
- Damage Assessment Teams (DAT) can be assembled and deployed depending on the incident.
- Record keeping and incident reports will be drafted and saved after the incident has been concluded.

Level 3: Partial EOC Activation and Staffing

- Partial activation of the EOC and subsequent Emergency Support Functions (ESF's) will occur if deemed necessary or requested by MCEMA staff, Board of County Commissioners, Local Elected Officials, or Incident Commander/Unified Command.
- Notification to the Ohio EMA will occur for situational awareness and the possibility of additional support.
- Situation Reports and other informational products will be published and distributed.
- MCEMA may create a local incident in WebEOC or monitor another incident on WebEOC.
- MCEMA staff will request specific ESF's depending on the incident and resource needs. Staffing of the EOC may vary during partial activation depending on the scope of the incident. MCEMA will keep records of resource/ support requests.
- County and municipal emergency declarations will be requested as necessary if the incident has grown beyond Medina County's capabilities.
- DAT(s) can be deployed depending on the nature of the incident.

Level 4: Full EOC Activation

- Full activation of EOC and ESF's will occur simultaneously.
- Liaisons from State agencies will be requested along with nonprofit organizations and private industry to assist with the incident.
- County and municipal emergency declarations will be requested as necessary if the incident has grown beyond Medina County's capabilities.
- Operations should be expected to be active 24 hours per day and last multiple operational periods. ESF's will need to coordinate staffing requirements to meet the demands of the incident.
- Each ESF will give a report to be assembled into a comprehensive situation report.
- Situation reports will be issued, and documentation of the incident response will be maintained as well as a record of resource support/management.
- DAT(s) can be deployed depending on the incident.
- Ohio EMA Recovery Branch DAT may deploy to Medina County to conduct State damage assessments and to assist with recovery.

Recovery Operations

- Some ESF's will be demobilized as the incident begins to deescalate. MCEMA staff will continue to monitor the situation.
- Depending on the incident and extent of damage, Medina County and/or the local municipality may qualify for State, Federal, or other disaster recovery funding.
- MCEMA will continue to coordinate response/recovery until operations return to normal.

EOC Facilities

The primary Emergency Operations Center (EOC) is located at: 555 Independence Dr. Medina, OH 44256. Alternate EOCs include:

- The most appropriate municipal facility of an affected community
- Medina County EMA - 5834 Heather Hedge Dr. Chippewa Lake, OH 44215
- Mobile Command Unit



The Primary EOC has an emergency generator. 24-hour operations can be maintained. The EOC is equipped to provide agencies and officials with communications to their offices, field units, disaster sites, and other locations. Systems include internet service, telephone systems, public safety radio systems, amateur radio service, and satellite internet service.

Additionally, disaster facility agreements are held with the following private organizations for multiple disaster uses including EOC: Medina United Methodist Church at 4747 Foote Rd., Medina, OH 44256 and Cornerstone Chapel at 3939 Granger Rd. Medina, OH 44256. The Mobile Command Unit is equipped with internet service, radio communication equipment, and office equipment. This unit can serve as a mobile EOC or supplement a fixed facility.

Assigned responsibilities of EOC personnel and agency representatives are contained in each Emergency Support Function (ESF). Upon activation of the EOC, MCEMA will contact the primary coordinator for the affected ESFs. It is the responsibility of each ESF primary coordinator to identify alternate representatives to report to the EOC.

Access Needs, Functional Needs, and Essential Needs of Children:

According to the U.S. Department of Homeland Security, people with access or functional needs may have difficulty maintaining independence, understanding communication, arranging transportation, and receiving adequate supervision or medical care. Under this definition, a significant portion of the County's citizens have access or functional needs. It is important to note, however, that people with access or functional needs do not all have the same needs or require the same assistance. This EOP is intended to be inclusive of the whole community of Medina County.

XII. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Countywide Agreement Authorizing Emergency Management

Medina County EMA is established in accordance with Ohio Revised Code 5502.26. The Countywide Agreement Authorizing the Formation of the Medina County Emergency Management Agency was originally approved in 1990. An updated agreement was approved in 2023 and includes the County government, and each township, village, and city in Medina County.

Medina County Emergency Management Advisory Group

A representative from each political subdivision entering into the countywide EMA agreement, selected by the political subdivision's chief executive, shall constitute a countywide advisory group for the purpose of appointing an executive committee under ORC Section 5502.26 through which the countywide agency shall implement emergency management in the county. The group shall meet at a time and place determined by the Board of County Commissioners in January of each year or at the call of the executive committee when a majority of the executive committee members deems it necessary.

Emergency Management Executive Committee

Medina County EMA is governed by an executive committee. This committee appoints the Medina County Emergency Management Director. The executive committee shall consist of at least the following seven members: one Medina County Commissioner representing the board of county commissioners entering into the agreement; five chief executives representing the municipal corporations and townships entering into the agreement (which shall consist of one chief executive from each of the three largest cities in Medina County representing each of those cities and two township trustees representing the townships in Medina County); and one nonelected representative selected by the countywide advisory group at the annual meeting. Up to six additional members may be appointed to the executive committee, chosen as follows: 1) the Board of Commissioners of Medina County may at its own option appoint an additional person to the executive committee, who may be either a second Medina County Commissioner or a nonelected representative, 2) the chief executives of the villages in Medina County may at their own option, by majority vote, appoint an individual to the executive committee, who may be either an elected or unelected person, to represent the villages in Medina County, 3) the Medina County Sheriff may at the Sheriff's option appoint a law enforcement officer (who may be the Sheriff him/herself or another officer from a law enforcement agency in Medina County) to the executive committee; and 4) the executive committee may at its option appoint up to three additional individuals to the executive committee, who may be either elected or non-elected individuals.

Medina County Emergency Management Director

- i. Medina County Emergency Management Director, under the direction of the executive committee, has established a program for emergency management in Medina County, which is in accordance with Chapters 5502 and 3750 of the Ohio Revised Code.
- ii. The MCEMA Director, in coordination with the county and local executives, is responsible for implementing this Emergency Operations Plan and supporting emergency response.
- iii. By agreement, Medina County EMA is responsible for coordinating the development and implementation of the chemical emergency response and preparedness plan of the district and is responsible for receiving verbal and follow-up written notices of releases of hazardous substances and extremely hazardous substances (EHS) provided under ORC Section 3750.06.

Local Jurisdictions and Requesting Help

- i. The chief executive officials of each jurisdiction in Medina County are ultimately responsible for public safety and the welfare of the people of their jurisdiction. It is the responsibility of individual jurisdictions to request help, if their capabilities or resources are exceeded.
- ii. If all local resources are committed and assistance is still required, additional resources can be requested from the following sources in this sequence: Local government or contiguous local jurisdictions (mutual aid), County government resources, local private industry, state government, or federal government (through OEMA).
- iii. Disaster response by local government can be augmented by private industry, Non-Governmental Organizations (NGO), and other volunteer organizations coordinated through MCEMA.

Mutual Aid

Emergency Management

The Ohio Intrastate Mutual Aid Compact (IMAC), Ohio Revised Code Section 5502.41, was updated on July 3, 2012. IMAC is a mutual aid agreement through which all political subdivisions can request and receive assistance from any other political subdivisions in the state; many of the administrative and legal issues are resolved in advance of an incident. All political subdivisions are automatically part of IMAC. The definition of political subdivision is broad and includes not only counties, municipal corporations, villages and townships, but also port authorities, local health districts, joint fire districts, and state institutions of higher education.

Ohio Revised Codes Section 5502.29 authorizes political subdivisions to enter into mutual aid agreements with political subdivisions in neighboring states without a governor's declaration of emergency. Many of the same protections set forth in IMAC apply to this form of mutual aid as well.

Medina County could receive or give mutual aid through the Emergency Management Assistance Compact (EMAC). EMAC is a national disaster-relief compact that offers assistance during governor-declared states of emergency through a mutual aid framework which allows states to send personnel and equipment to help disaster relief efforts in other states. EMAC establishes a firm legal foundation for interstate mutual aid deployments. Once the conditions for aiding a requesting state have been set, the terms constitute a legally binding contractual agreement that makes affected states responsible for reimbursement.

Law Enforcement

All Law Enforcement agencies within the county have signed a law enforcement MOU. EMA maintains copies of these MOU's and they are reviewed annually.

The Ohio Law Enforcement Response Plan (LERP) is a tool for law enforcement agencies to use, to acquire large amounts of law enforcement response resources, in the event of a domestic terrorism attack, major disaster, or other emergency. The LERP can only be activated through a Sheriff's request (under ORC 311.07) or through a Chief's request under the Intrastate Mutual Aid Compact (ORC 5502.41). The Colonel of the Ohio State Highway Patrol can also activate the LERP.

Fire and EMS

Mutual aid agreements between fire departments are maintained by the Medina County Fire Chiefs Association. Mutual aid will be activated in accordance with procedures set down in agreements between the fire organizations.

The Ohio Fire Chiefs' Association maintained the Ohio Fire Chiefs Response System, which provides mutual aid access to fire service resources with the state for major fires, disasters, and other major emergencies. EMA will coordinate activations through the Ohio Fire Chiefs Response System.



Water and Wastewater

Ohio WARN is a statewide Water/Wastewater Agency Response Network (WARN) of “utilities that assists utilities with preparing for their next natural or human-caused emergency, organizing their response according to established requirements, and sharing personnel and other resources statewide, by agreement”. The mission of the Ohio WARN network is to support and promote statewide emergency preparedness, disaster response and mutual aid assistance for public, private water, and wastewater utilities for natural and human caused events in the State.

Shelters

Mutual aid agreements between the American Red Cross and shelter sites will be maintained by the American Red Cross.



XIII. PRESERVATION OF RECORDS, ACCESS CONTROL & IDENTITY VERIFICATION & CYBERSECURITY

It is the responsibility of the elected officials and their designee to ensure that all legal documents of both public and private nature recorded by the designated official be protected and preserved in accordance with applicable state and local laws. Departments must examine and identify vital records needed to continue operation during and after a disaster. Preservation of important records and measures to ensure continued operation and reconstitution is necessary for local government.

For access control and identity verification, Medina County government offices and local partners provide cyber awareness training for employees, utilize virus detection software, and restrict electronic access to computer systems, especially those controlling critical infrastructure components (i.e. SCADA) or containing sensitive data.

XIV. ORDERS OF SUCCESSION

Succession is the process that is established to list the order or line of those entitled to succeed one another under emergency conditions. The line of succession of the County Board of Commissioners is from the Chairperson through the members of the board in order of their seniority on the board. The line of succession to the Emergency Management Director is the Deputy Director of the Medina County Emergency Management Agency. The line of succession of each department head is in accordance with the operating procedures established by each department.

XV. ASSIGNMENT OF RESPONSIBILITIES

Task assignments for major emergency response operations are primarily an extension of services that are provided daily by most departments and agencies. There could be a disaster situation that will require the services of most county and local government employees, some working outside the scope of their day-to-day duties.

The following represents basic responsibilities accepted by elected officials, managers, departments and community agencies in response to a disaster. Some responsibilities are required by statute, while others are adopted to support emergency response efforts. The responsibilities listed are not all-inclusive but should cover most major emergency operations. Departments with emergency task assignments are responsible for developing and maintaining their own internal emergency plans and operating procedures.

Operational Responsibilities

All participating agencies and organizations

- i. Prepare, maintain and implement internal department emergency operations procedures.
- ii. Maintain updated lines of succession.
- iii. Provide for the protection of department personnel.
- iv. Maintain an accurate alert roster for mobilizing department personnel.
- v. Maintain an accurate inventory and sources of supply for required equipment and supplies.
- vi. Participate in exercises.
- vii. Develop mutual aid agreements.
- viii. Familiarize all personnel with emergency responsibilities regularly.
- ix. Participate in emergency training programs.
- x. Develop internal procedures to record disaster response expenditures for possible reimbursement.
- xi. Safeguard vital records.
- xii. Participate in incident debriefings.

Local Responder Responsibilities

Chief Executives

- i. Implement direction, control, coordination, and policy-making functions as necessary to provide for public safety and the welfare of the people in their jurisdiction.
- ii. Declare a state of emergency.
- iii. Approve pre-planning, response goals, plans, and emergency accounting procedures.
- iv. Direct and coordinate responses that overlap departmental lines or require decisions as to which department(s) will perform various functions.
- v. Provide representatives to the EOC.
- vi. Commit staff and resources of governmental departments, in the absence of the department head, or if it is beyond the scope of authority of the department head.
- vii. Authorize the release of emergency public information statements.
- viii. Authorize special purchasing due to emergency conditions.

Medina County Emergency Management Agency

- i. Maintain Medina County Emergency Operations Plan and Annexes.
- ii. Coordinate liaison between local, state, and federal agencies.
- iii. Maintain an Emergency Operations Center.
- iv. Coordinate Emergency Operations Center communications during emergencies.
- v. Coordinate damage assessment efforts and disaster funding for citizens, businesses, and governments with state and federal officials.
- vi. Manage resources and maintain emergency resource database.

- vii. Coordinate with private industry for use of privately owned resources.
- viii. Coordinate the Medina County All Hazards Team.
- ix. Manage EMA volunteer programs (Community Emergency Response Team (CERT), Communications Unit)
- x. Coordinate public information and education.
- xi. Coordinate exercises and tests of the emergency systems within the county.
- xii. Coordinate long-term recovery.

Fire Service

- i. Fire suppression.
- ii. Heavy rescue operations.
- iii. Hazardous material incident initial response.
- iv. Emergency medical services.
- v. Search and rescue operations.
- vi. Evacuation recommendations, notifying evacuation authorities, and assisting in dissemination of evacuation notification.
- vii. Fire code enforcement.

Law Enforcement

- i. Maintenance of law and order.
- ii. Crowd, traffic, and restricted area control.
- iii. Coordinate evacuations.
- iv. Identify local emergency evacuation routes from high hazard areas.
- v. Security measures, including protection of vital facilities.
- vi. Provide security for the Emergency Operations Center as needed.
- vii. Assist in notification and warning for the general public.
- viii. Assist with initial impact assessment.
- ix. Coordinate security for the damaged areas, vital facilities, equipment, staging areas, and shelter operations.

Hospitals

- i. Provide medical guidance to EMS agencies for the treatment and handling of the injured.
- ii. Make available, upon request, qualified medical personnel, supplies and equipment.
- iii. Provide emergency treatment and hospital care for disaster victims.

Emergency Medical Services

- i. Responding to disaster/emergency scene with personnel and equipment.
- ii. Triage, treatment and transportation of the injured.
- iii. Establishing and maintaining field communications and coordination with other emergency response departments and local hospitals.

- iv. Assisting with the evacuation of non-ambulatory victims, and those who require special medical attention.

Public Health

- i. Identifying health hazards.
- ii. Emergency public health and public information.
- iii. Assessment of health hazards from damage to water distribution and sewage collection systems.
- iv. Food and water inspection.
- v. Nursing services as available and needed by mass care providers.
- vi. Sanitation and vector inspections of shelters.
- vii. Environmental health regulation enforcement.
- viii. Preventive health services, including control of communicable diseases.
- ix. Clinical and immunization services.
- x. Establish quarantines.
- xi. Coordination of assistance from other jurisdictions, the State Health Department, and other public and private response agencies.
- xii. Coordinate environmental health activities for waste disposal, refuse, food, water control and sanitation.
- xiii. Coordination of insects and rodent control.
- xiv. Sanitation inspection/enforcement.
- xv. Epidemiological studies, maintenance of vital statistics.

Engineering/Public Works

- i. Coordination of restoring public facilities, roads and bridges.
- ii. Damage assessment for infrastructure and public facilities.
- iii. Debris and snow clearance on roads and streets.
- iv. Providing equipment, supplies, and personnel as needed.
- v. Supporting traffic control measures-providing signage, detours and barricades.
- vi. Safety inspections – roads and bridges.
- vii. Water/sewer service.
- viii. Fuel storage.
- ix. Garbage removal.

Utilities

- i. Priority restoration of service to vital facilities.
- ii. Provision of emergency power as required.
- iii. Damage assessment and estimation of recovery times.
- iv. Inspection.
- v. Coordination with other providers to restore service to victims.

Human Services Agencies

- i. Operate appropriate shelter facilities.
- ii. Arrange for mass feeding and other appropriate support.
- iii. Provide residential collected disaster survey and damage assessment data.
- iv. Provide mobile canteen feeding service to emergency services workers during events expected to last more than three hours.
- v. Provide mental health services and family assistance during disasters.
- vi. Counsel and advise disaster victims on the availability of resources for long-term recovery assistance.
- vii. Provide blood and blood products.
- viii. Handle welfare inquiries from anxious relatives outside the disaster area.
- ix. Services for non-English speaking people and services for children.
- x. Assisting in the provision of food, shelter, food stamps, and financial services to those left homeless due to a disaster.
- xi. Identifying special needs populations.
- xii. Referring disaster victims to an appropriate social service agency for needed assistance.

Legal

- i. Providing legal services to the Emergency Operations Center, county commissioners, townships, villages, and cities for problems related to disaster and recovery operations.
- ii. Preparing local declaration of emergency and other standby documents.
- iii. Interpreting emergency laws and regulations.
- iv. Advising officials and department heads on record keeping requirements and other documentation necessary for the exercising of emergency power.

County Coroner

- i. Establishing a temporary morgue in mass fatality emergencies.
- ii. Determining when the deceased are to be removed from the scene.
- iii. Identifying the deceased and determining the cause of death.
- iv. Reporting casualty information through the EOC Public Information Officer.

Finance, Budget, and Purchasing (All jurisdictions)

- i. Maintain records of financial transactions and purchases that deviate from normal procedures during a disaster.
- ii. Establish and maintain a separate account of expenditures for the disaster.
- iii. Assist in EOC with direction and control of resource management.
- iv. Develop procedures for the procurement and delivery of essential resources and supplies for emergency situations.

School Districts

- i. Provide shelter facilities per agreement with the American Red Cross.
- ii. Provide access to school district resources when appropriate and available – coordinated through the EOC.
- iii. Coordinate evacuation and transportation operations for students during emergency situations.

Agricultural Support

- i. Agriculture Stabilization & Conservation Service (USDA)- Damage Assessment
- ii. Resource Management

Land Use Planning Support

- i. Assist in guiding mitigation and long-term recovery actions
- ii. Develop and provide essential databases

State Response

State agencies with mandated responsibilities for emergency responses will follow their established plans and procedures in support of the local jurisdiction. They can supplement and facilitate local efforts before, during, and after incidents. Some of the state agencies with resources to support local responders are as follows.

The Ohio Emergency Management Agency

The Ohio EMA coordinates activities among state agencies for an emergency response within the state. As more is known about the incident, the state EOC will be opened, and emergency contact will be established within the affected jurisdiction. The state EOC will be open to serve as a central communications and information site. Field coordinators may report to the county EOC to coordinate field activities and information. Federal resources will be requested through the Ohio Emergency Management Agency.



Ohio Environmental Protection Agency

The Ohio EPA's primary response function is to work to abate pollution (land, water, and air), ensure safe water supplies as well as protect them, and manage the disposal of solid and hazardous waste, or the recovery of recyclable substances. EPA officials respond to an incident if needed to monitor and sample air, soil, and water. EPA can assist with decontamination procedures, evidence collection, and advise and assist clean-up contractors.



State Fire Marshal

The State Fire Marshal's primary response function is to assist in area control, incident description, and communications at the off-site incident command post. If the incident is not fire related, State Fire Marshal personnel will support other State agencies.



Ohio Department of Health (ODH)

The ODH's primary response functions are to prevent significant exposures to chemicals (or other toxic agents and disease), provide health services to the public, coordinate epidemiology and surveillance, perform laboratory testing, and coordinate follow-ups. An ODH Field Coordinator may report to the county EOC to coordinate field activities and information. ODH personnel respond to the field, and work with local health department personnel to perform monitoring and provide health services.



State Highway Patrol (OSP)

The State Highway Patrol's primary response function is to provide support to other State and local law enforcement agencies. Generally, this support consists of traffic control, information gathering and information dissemination. An SHP Post Commander or Assistant Post Commander may report to the county EOC along with a District Staff Officer to coordinate field activities and information. SHP personnel respond to the off-site incident command post and provide area control.



Ohio National Guard

The Ohio National Guard (ONG), coordinated by the Adjutant General of Ohio, provides military support to civil authorities to protect life and property and preserve peace and order in times of emergency, at the direction of the Governor of Ohio.



Public Utilities Commission of Ohio (PUCO)

The PUCO can provide information relating to the status of regulated public utility services in an area affected by an incident. PUCO personnel can serve as the State liaison with appropriate Federal agencies (U.S. DOT, NTSB, Federal Railroad Administration, CHEMTREC). The PUCO will maintain liaison with other State agencies to provide for communications and assist, if possible, in the transfer of strategic supplies into an incident area.

Ohio Department of Transportation

ODOT's primary response function is to provide support in the form of information, equipment, and area control, related to highways, bridges, aviation and mass transportation facilities. ODOT personnel respond to the off-site incident command post and provide traffic assistance and information. ODOT may also assist with debris removal operations.



Ohio Department of Natural Resources (ODNR)

ODNR's primary response function is to protect the natural resources of the State including forests, lakes, soils, wildlife, minerals, and water. This protection involves providing personnel and equipment for the emergency response, as needed. ODNR personnel respond to the off-site incident command post, perform assessment and provide information and resources, including providing land and facilities for use as mass care shelters and mobile home sites during an incident.



Federal Response

The Federal Government will use the National Response Framework (NRF) to organize their response. It includes all necessary department/agency capabilities, and it will ensure coordination with response partners, being scalable, flexible and adaptable to the given incident.

Federal Emergency Management Agency (FEMA)

FEMA provides Federal support services for emergency activities. In partnership with State and local governments, FEMA supports management efforts by providing national program policy and guidance, as well as technical and financial assistance. It is FEMA's responsibility to coordinate the response of other Federal agencies, which administer their own emergency programs. The President of the United States must approve requests from FEMA, before FEMA can provide assistance. Requests for Federal assistance must be channeled through the Emergency Management Agency for Medina County to the Ohio Emergency Management Agency.



FEMA

Unaffiliated Volunteers

Unaffiliated Volunteers are individuals who volunteer to assist in response typically to large scale and well-publicized incidents. Because unaffiliated have unknown credentials, background, training, and capabilities it is resource intensive to integrate them into an incident command structure. If necessary, a volunteer reception center (VRC) can provide a systematic way of vetting, registering, and assigning volunteer roles and responsibilities. VRC guidelines are documented in the Medina County Volunteer Reception Center Standard Operating Guideline.

Emergency Support Function Agencies

The following charts show the primary and support agencies for each emergency support function.

Medina County Emergency Support Functions		
	Primary	Support
ESF 1 Transportation	Medina County Transit; Medina County Board of Developmental Disabilities; Medina County Engineer's Office; Township, Village, and City Street Departments	Medina County Sheriff's Office; Local Police Departments; Ohio Department of Transportation; Ohio State Patrol; CSX; Wheeling & Lake Erie Railroad
ESF 2 Communications	Medina County EMA; Medina County Sheriff's Office; Local Dispatch Centers	Medina County EMA Communication's Unit
ESF 3 Engineering Utilities & Public Works	Medina County Engineer's Office; Medina County Flood Plain Manager; Medina County Sanitary Engineer's Office; Local Water & Wastewater Departments; Board of Public Affairs	County and Local Building Departments; Private Contractors; State-Level Departments; Ohio Department of Natural Resources Dam Safety Office; Private Utilities Company
ESF 4 Firefighting	Local Fire Departments	Medina County Fire Chiefs Association
ESF 5 Information & Planning	Medina County EMA	All Emergency Support Functions; Ohio EMA; County & Local Information Technology Departments; Medina County GIS Personnel; Medina County Data Board; Medina City Technology Advisory Committee; Fusion Centers; National Weather Service Cleveland Office
ESF 6 Mass Care & Human Services	American Red Cross Summit, Portage and Medina County Chapters; Medina County Job and Family Services; Medina County Office for Older Adults; Medina County ADAMH Board; Medina County Metropolitan Housing Authority; Medina County Health Department	Medina County SPCA; United Way of Summit & Medina- 211; Medina County EMA
ESF 7 Resource Support	Medina County EMA; Local Governments	Medina County Fairgrounds; Medina County District Library; Local Chambers; Medina County Economic Development Corporation; Medina County Auditor's Office; Medina County Commissioners Finance Office; American Red Cross; Ohio Department of Public Safety; Ohio Department of Transportation
ESF 8 Public Health & Medical	Medina County Health Department	Local Hospitals; EMS Departments
ESF 9 Search and Rescue	Local Fire Departments; Local Police Departments	Medina County All-Hazards Team; Medina County Child Abduction Response Team; Medina County EMA; Region 5 Collapse Search and Rescue; Region 2 Collapse Search and Rescue
ESF 10, ESF 11, ESF 12 Reserved		
ESF 13 Law Enforcement	Medina County Sheriff; Local Law Enforcement Agencies	Medina County Police Chief's Association; Medina County EMA; Ohio Highway Patrol
ESF 14 Recovery & Mitigation	Medina County EMA; Medina County Job & Family Services; Medina County Metropolitan Housing Authority; Medina County Economic Development Corporation; Medina County Health Department; Medina County Planning Services & Fair Housing	Medina County Community Response Team; United Way/ 211; Local Historical Societies
ESF 15 Emergency & Public Information	Medina County Commissioner's Office; Dispatch Centers; Medina County Office of Emergency Management & Homeland Security	Jurisdiction Executive Offices

Primary = ● Secondary = ●	ESF 1	ESF 2	ESF 3	ESF 4	ESF 5	ESF 6	ESF 7	ESF 8	ESF 9	ESF 10	ESF 13	ESF 14	ESF 15
Medina County Emergency Management Agency		●			●	●	●		●		●	●	
Medina County Transit/ Medina County Board of DD	●												
Medina County Engineers Office	●		●										
Local Street Departments	●												
Medina County Sheriff's Office	●	●									●		
Local Police Departments/ Local Law Enforcement	●								●		●		
ODOT	●						●						
Ohio State Patrol	●										●		
Local Railroads/ CSX	●												
Local Dispatch Centers		●											●
Medina County EMA Communications Unit		●											
Medina County Floodplain Manager/ Sanitary Engineer's Office			●										
Local Water & Wastewater Dept.			●										
Board of Public Affairs			●										
County & Local Building Dept./ State-level Dept.			●										
Private Contractors/ Private Utilities Company			●										
ODNR Dam Safety Office			●										
Local Fire Departments				●					●				
Medina County Fire Chief's Association				●									
All Emergency Support Functions/ Ohio EMA					●								
Medina County & Local Info. Tech. Dept.					●								
Medina County GIS Personnel/ County Data Board					●								
Medina City Tech. Adv. Committee/ Fusion Centers					●								
National Weather Service Cleve.					●								
American Red Cross						●	●						
Medina County Job and Family Services						●						●	
Medina County Office for Older Adults						●							
Medina County Metropolitan Housing/ ADAMH Board						●						●	
Medina County Health Department						●		●				●	
Medina County SPCA						●							
United Way-Summit & Medina-211						●						●	
Local Governments							●						
Medina County Fairgrounds/ District Library							●						
Medina County Economic Development Corp.							●					●	
Medina County Commissioner's Finance Office/ Auditor's Office							●						
Ohio Dept. Public Safety/ Local Chambers							●						
Local Hospitals/ EMS Departments								●					
Medina County All-Hazards Team									●				
Medina County Child & Abduction Response team									●				
Region 5 & Region 2 Collapse Search & Rescue									●				
Medina County Police Chief's Association											●		
Medina County Planning Services & Fair Housing												●	
Medina County Community Response Team												●	
Local Historical Societies												●	
Medina County Emergency Management Agency													●
Jurisdiction Executive Office													●

XVI. DIRECTION AND CONTROL

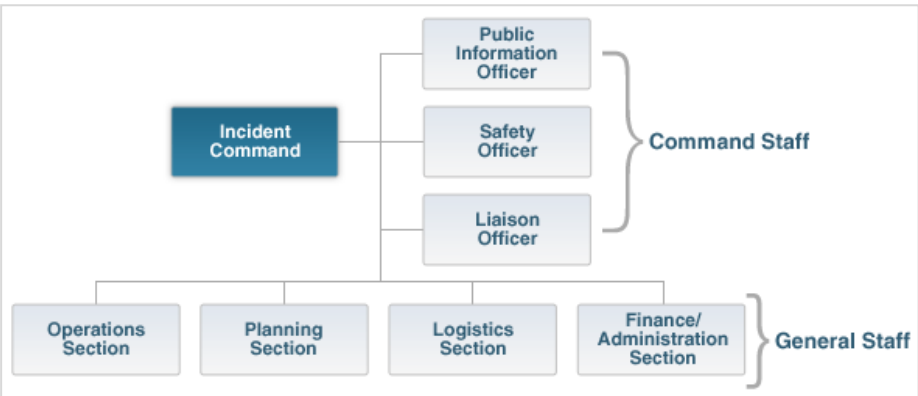
Medina County and associated political jurisdictions will utilize the processes, guides, protocols and procedures outlined in the National Incident Management System (NIMS). NIMS standardizes incident management for all hazards, regardless of scale or capability of the incident, across all levels of government. The NIMS structure is based on the Incident Command System (ICS) and the Unified Command System (UCS) for the command and management of emergency responses. The Concept of Operation section of this plan describes the EOC activation levels and established a progressive order of escalation for supporting an emergency response by the EOC.

On-Scene Incident Management

All incidents in Medina County begin with an initial level of response and will escalate as response grows, as required by the incident. At the local level, responders utilize the Incident Command System (ICS) for all incidents.

ICS is the management system designed to integrate facilities, equipment, personnel, procedures, and communications within a common organizational structure. This organizational structure allows for the establishment of a Common Operating Picture (COP). Typical ICS structure consists of the Incident Commander, Command Staff (Public Information Officer, Safety Officer and Liaison Officer). With larger incidents, the Incident Command can appoint positions specific to General Staff such as the Operations Section, Planning Section, Logistics Section, and Finance Section. Depending on the type of incident, the agency with statutory authority to respond will assume command, having tactical and operational control of the incident.

Typical ICS Structure



The first personnel on-scene will establish Incident Command until more qualified, or higher-ranking personnel arrive on scene. Incident Command will establish an Incident Command Post

(ICP) and make this location known to others. The Incident Commander (IC) will begin filling in the Incident Command structure as deemed necessary and request additional resources. The IC is responsible for assessing the scene and determining the risks posed by the incident. For larger multi-jurisdictional incidents, two different ICS structures may be applied; Unified and/or Area Command.

Unified Command

A Unified Command (UC) structure may be implemented for incidents involving multiple jurisdictions and/or agencies. Unified Command allows agencies with different legal, geographic, functional authorities, and responsibilities to work together without affecting individual agency authority, responsibility, or accountability. UC allows all agencies with jurisdiction authority or functional responsibility for the incident, to jointly provide management directions, through a common set of incident objectives.

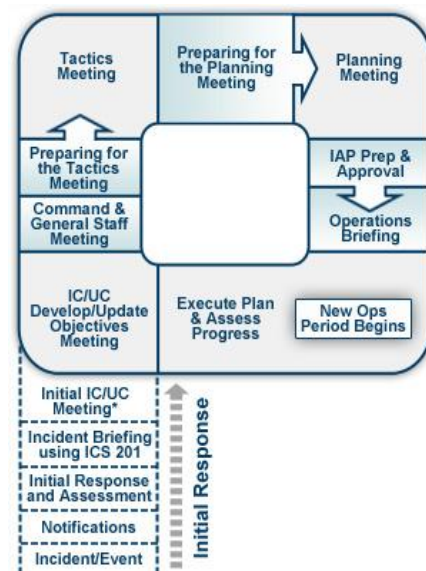
Area Command

Area Command (AC) oversees the management of multiple incidents. (AC) may be unified and work directly with Incident Commanders (IC) at each location or Incident Command Post (ICP). AC has the responsibility to set the overall strategy and priorities, allocate critical resources according to priorities, ensure incidents are properly managed, and ensure objectives are met, and strategies are followed.

The Planning “P”

Most incidents in Medina County are handled with the first responding unit in the affected local community. An incident that will have prolonged operations with an established Incident Command or Unified Command will need to establish objectives or unified objectives for multiple operational periods. This process is described as the Incident Action Plan (IAP) or the “Planning P” process. The on-scene staff will complete the IAP, which will consist of overall objectives and tactics to complete for the next operational period. Typically, operational periods will consume a 12-hour period. Each operational period will begin with an operational briefing. This briefing allows oncoming staff to be notified of the objectives to complete.

The planning process allows a repetitive schedule to promote internal and external continuity during staff changes. The IAP and situational reports provide a Common Operating Picture (COP) and allow staff to be briefed on the current situation and response priorities.



Multi-Agency Coordinating (MAC) System

A Multiagency Coordinating System (MACS) is the coordination of activities above the incident level. Locally, this function is done through the Medina County Emergency Operation Center (EOC) and local Incident Command/Unified Command. The EOC consists of the facilities, Emergency Support Functions (ESF's), personnel, Standard Operating Guides (SOG), Standard Operating Procedures (SOP), and communications. The Medina County EOC assists the Incident Commander(s) with situational awareness, with external coordination, and with resources. The Joint Information System (JIS) is utilized locally to coordinate a single message among departments and stakeholders over the same incident. The unified message allows for continuity and decreases confusion to the general public.

XVII. INFORMATION COLLECTION, ANALYSIS & DISSEMINATION

During emergency operations, MCEMA will coordinate information collection, dissemination, and analysis by normal communication methods. These methods can be via phone, email, or through public safety communication channels. MCEMA will also utilize WebEOC, provided by the State throughout all phases of operations, to maintain appropriate contact with the necessary agencies. Information will be utilized for situational awareness (SA) and to provide situational reports and a Common Operating Picture (COP) during operational periods. Field reports from Incident Command will be utilized to help identify key issues needing to be addressed by the EOC/ESF's. Field reports can be received via forces on-scene, elected/appointed officials, and 9-1-1 calls into dispatch or citizen reports to MCEMA.

Medina County utilizes social media to disseminate timely information, for information monitoring, and to dispel hearsay. Information dissemination may be done through a Joint Information System (JIS) or the Joint Information Center (JIC) located at the EOC or other location.

The MCEMA and Countywide safety forces receive and report suspicious activity and then forward this information on to local FBI counterparts and the Ohio Department of Homeland Security for determining further courses of action, and the vetting of supplied information. MCEMA encourages the reporting of suspicious activity to local law enforcement, State and Federal agencies.

XVIII. COMMUNICATIONS

There are four, twenty-four-hour dispatch centers in Medina County: Medina County Sheriff's Office, Medina Police Department, Wadsworth Police Department, and Brunswick Police Department.

Agencies dispatched by Medina County Sheriff's Office utilize the Medina County P25 radio system and the Ohio MARCS radio system. Agencies dispatched by Brunswick Police Department and Wadsworth Police Department utilize the Ohio MARCS radio system. Agencies dispatched by the Medina Police Department utilize the Medina County P25 radio system.

The Medina County EOC and Mobile Command have the capabilities to communicate on all local public safety radio systems in addition to the State of Ohio Mutual-Aid Radio Communication System. Medina County EMA has equipment to create temporary audio gateways between radios.

A Tactical Interoperability Communications Plan (TICP) for Medina County is maintained by Medina County EMA. This plan is available at the Medina County Office of Emergency Management & Homeland Security and on the agency's website.

XIX. ADMINISTRATION

Medina County may endure significant costs relative to personnel and resources during emergency operations. All emergency operations will be recorded in the Medina County EOC through field reports, Incident Action Plans (IAP), situational reports, social media posts and sign-in rosters. All information developed and disseminated during emergency operations will be kept as historical records at the Emergency Management Agency based on the record retention schedule.

For situations in which County assistance is requested, the MCEMA may conduct After Action Reviews (AAR) to identify strengths and weaknesses during the phases of emergency management. MCEMA will conduct improvement planning based on areas identified as needing improvement to increase overall preparedness of the countywide community.

XX. FINANCIAL MANAGEMENT

Accrued costs may be tracked at the Medina County EOC through ESF 5, ESF 7 if necessary.

Emergency response costs are the responsibility of the authority having jurisdiction over the incident location or as defined by statute.

Departments and agencies responsible for supporting ESF's in the EOC are responsible for tracking internal time and overtime costs accrued outside EOC sign-in rosters. Local, State and Federal declarations of emergencies may be necessary to support response and recovery funding at the local level.

XXI. RECOVERY

MCEMA coordinates recovery operations following disasters. This includes acting as the lead agency for damage assessments on public and private property. Additional recovery actions, such as: damage assessment, debris management, public works restoration, and donations management are to be addressed in Annexes to the EOP. It may be determined, based upon several factors, such as the extent of damage and requirements for reasonable recovery, that the following Federal assistance be granted during recovery efforts.

- Small Business Administration (SBA) Loans
- Individual Assistance (IA) Programs
- Public Assistance (PA) Programs
- Mitigation Grant Funding

Regardless of declarations leading to assistance programs, insurance is an essential piece of the recovery process and should be utilized as one of the primary drivers during recovery operations. If an incident has not warranted State or Federal assistance based on declaration requirements, the County may make a qualifying declaration to engage the State Disaster Relief Program (SDRP) during recovery operations. Assistance may be provided to individuals by volunteer and charitable organizations.

XXII. TRAINING & EXERCISES

Training is an integral portion of emergency preparedness. Minimum training standards have been outlined to encourage our community leaders to effectively work together and communicate accordingly during an incident.

Outline of Training Recommendations	
EMA Staff	ICS 100, 200, 700, 800 ICS 300: Intermediate ICS for Expanding Incidents ICS 400: Advanced ICS for Command and General Staff ICS position specific courses if deemed necessary FEMA Professional Development Series FEMA Advanced Professional Development Series OH 230 Intro to EM in Ohio L146 Homeland Security Exercise and Evaluation Program G191 ICS/EOC Interface Course G205 Recovery from Disaster G235 Emergency Planning Course G288 Local Volunteer and Donations Management G 775 EOC Management and Operations Ohio EMA Annual Conferences (Director) A maximum of two refresher or continuing education courses annually
Elected/ Appointed Officials	Recommendation: ICS 100, 200, 700, 800 ICS 402 ICS for Senior Officials
Police Chief's (Capt., Lt etc.) Sergeants	ICS 100, 200, 700, 800 ICS 300: Intermediate ICS for Expanding Incidents ICS 400: Advanced ICS for Command and General Staff ICS position specific courses if deemed necessary
Fire Chief's (Capt., Lt etc.)	ICS 100, 200, 700, 800 ICS 300: Intermediate ICS for Expanding Incidents ICS 400: Advanced ICS for Command and General Staff ICS position specific courses if deemed necessary G191 ICS/EOC Interface Course
ESF's Primary & Alternates	ICS 100, 200, 700, 800 ICS 300: Intermediate ICS for Expanding Incidents G191 ICS/EOC Interface Course FEMA Independent Study course for ESF specific

Exercise

MCCEMA per Ohio Revised Code (ORC) 5502.26 (A)(3) must conduct an annual exercise of the County Emergency Operations Plan (EOP). The Local Emergency Planning Committee (LEPC) per ORC 3750.04 (C) must conduct an annual exercise of the Hazardous Materials Plan. Most

common exercise types are workshops, tabletops, drills, and functional and full-scale exercises. Utilizing the Homeland Security Exercise and Evaluation Program (HSEEP) and LEPC Exercise design and Evaluation Manuals (EEM), the MCEMA can follow a systematic approach to conducting and evaluating its program and policies. Each manual, whether HSEEP or LEPC-EEM, has set objectives that should be met in any emergency preparedness program. The objectives, along with the EOP hazard analysis planning, guides personnel in appropriately choosing exercise types, stakeholders and organizations invited to participate.

As new County hazards are identified, MCEMA appoints the appropriate stakeholders to an exercise design committee. The committee will establish goals, objectives and the exercise scenario as well as help facilitate, control and evaluate the plan portions being tested. The LEPC conducts exercises on a four (4) year cycle, with thirteen (13) objectives to be met. Within that four-year cycle full-scale exercise must be conducted. Emergency management exercises of the EOP along with LEPC exercises have very similar objectives and can be coordinated and tested together. This is the most practical approach to exercise.

The purpose of conducting exercises is to identify gaps and opportunities for improvement in the overall emergency response/management of incidents in Medina County. Following the exercise, teams will meet for the purpose of conducting After Action Reviews (AAR). Gaps will be identified, and Improvement Planning (IP) will commence. Through IP, a Corrective Action Program/Planning (CAP) will be established. Through this process of exercises and real-world incidents, MCEMA can continue to revisit plans, identifying gaps in training and re-exercise plans and procedures. MCEMA will utilize this process to identify areas of improvement. Local training opportunities can be requested through Ohio EMA's Preparedness Branch (training and exercise coordinators).

Public Education

Emergency Preparedness is everyone's responsibility. MCEMA encourages all communities to participate in public education campaigns by disseminating and sharing preparedness information. MCEMA also conducts public education through social media, speaking engagements, event booths, and print publications. MCEMA, in coordination with other County departments and agencies, establishes a systematic approach to public education before, during and after an incident. More thorough public education information can be found in ESF 15.

XXIII. AUTHORITIES & REFERENCES

Federal Regulations

- i. HSPD-5, Management of Domestic Incidents
- ii. National Response Frameworks (NRF)
- iii. Emergency Planning and Community Right-to-Know Act of 1986 (Title III of SARA)
- iv. Robert T. Stafford Disaster Relief and Emergency Assistance Amendments of 1988 (PL 93-288 as amended by PL 100-707)

State Laws

- i. Ohio Constitution; Article II, Section 42 – Power of the Governor to act for the citizens in the event of attack or other disaster.
- ii. Ohio Constitution; Article IX, Section 4 – Power of the governor to call for the militia
- iii. ORC 107.01 – Powers and duties of County Commissioners.
- iv. ORC 149.43 - Public Records
- v. ORC 149.433 – Exempt Security and Infrastructure Records
- vi. ORC 161.0 through 161.29 – Continuity of the Governor.
- vii. ORC 305.09 – Filling vacancies in elected county government positions.
- viii. ORC 305.12 – Powers and duties of the County Commissioners.
- ix. ORC 307.31 and 315.08 – Powers and duties of the County Engineer
- x. ORC 311.07 – Powers and duties of the County Sheriff
- xi. ORC 313.06 – Powers and duties of the County Coroner.
- xii. ORC 329.01 – Powers and duties of County Department of Human Services.
- xiii. ORC 733.03 – Powers and duties of Mayors of cities.
- xiv. ORC 733.23 – Powers and duties of Mayors of villages
- xv. ORC 737.11 – Powers and duties of police and fire departments.
- xvi. ORC 3701.01 thru .99 – Powers and duties of State Health Department.
- xvii. ORC 3706.06 and 3706.22 – Powers and duties assigned to local health departments.
- xviii. ORC 5101.01 and .02 – Powers and duties of human service departments.
- xix. ORC 5502.21 to 5502.99 – Emergency Management Agency

- xx.** ORC 5502.29 Mutual Aid Agreements
- xxi.** ORC 5502.30 Immunity from Liability
- xxii.** ORC 5502.40 Emergency Management Assistance Compact
- xxiii.** ORC 5502.41 Intrastate Mutual Aid Compact
- xxiv.** ORC 5502.291 Interstate arrangements

Local Resolutions and MOU's

- i.** Medina County Commissioner Resolution 23-0950: Resolution to Acknowledge and Ratify the Approval of the 2023 Amended Medina County Emergency Management Agreement by the Cities, Villages and Townships in Medina County and to Create a Permanent Record of Said Approvals: Tuesday, November 14th 2023.
- ii.** Amended Agreement to Establish the Medina County Emergency Management Agency: April 28th 2023.
- iii.** Memorandum of Understanding between the Medina County Commissioners and the Wayne County Commissioners on behalf of their Emergency Management Agencies– dated November 30, 2005, Commissioner Resolution No. 05-832
- iv.** Memorandum of Understanding for Regional S.W.A.T. Team Between the Sheriff of Medina County, OH and Medina County, Ohio Townships and Municipalities – Signed February 2025, reviewed annually.
- v.** Medina County, Ohio Intracounty Mutual Aid Agreement for Law Enforcement. Signed 2021, reviewed annually.
- vi.** Agreement for Countywide Fire and EMS Mutual Aid Assistance Medina County, Ohio
- vii.** Memorandum of Agreement between Medina County Emergency Management Agency and the Federal Emergency Management Agency Integrated Public Alert and Warning System (IPAWS) Program Management Office Regarding the use of: Medina County Emergency Management Agency Interoperable System and IPAWS OPEN Platform for Emergency Networks. Signed August 10th, 2023.
- viii.** Memorandum of Understanding Regarding the Region 5 Ohio Collapse Search and Rescue Team Membership and Operation for Ohio Homeland Security Region 5 – Signed 2-6-2024 – Commissioner Resolution 24-0104

- ix.** Memorandum of Understanding with Medina United Methodist Church for a Volunteer Reception Center Location. March 2013
 - x.** Memorandum of Understanding with Cornerstone Chapel for a Volunteer Reception Center Location. January 2019
 - xi.** Memorandum of Understanding between the Medina County Commissioner's, the Medina County Emergency Management Agency, and the Medina County Sheriff for facility use including the EOC. December 18th 1995, Commissioner Resolution 95-1139
 - xii.** Memorandum of Understanding between the City of Medina & EMA for the use of space on the North Progress Drive water tower for an amateur radio antenna for emergency communications. Signed November 2023
 - xiii.** Memorandum of Understanding Between Ohio Special Response Team, Inc. and County of Medina. Signed January 2014.
 - xiv.** Memorandum of Understanding: Strategic National Stockpile Transportation Operations. Medina County Board of Health – Medina County Board of Commissioners – Medina County Highway Engineer. November 2015
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XXIV. TABS

Acronyms and Abbreviations

AAR	After-Action Report
AM	Area Manager
ARC	American Red Cross
ARES	Amateur Radio Emergency Service
CAP	Civil Air Patrol; also, Corrective Action Program
C/B	Chemical/Biological
CBRNE	Chemical, Biological, Radiological, Nuclear, and Explosive
CDC	Centers for Disease Control and Prevention
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CFR	Code of Federal Regulations
COG	Continuity of Government; also, Council of Governments
COOP	Continuity of Operations
CPG	Civil Preparedness Guide
CRU	Crisis Response Unit
CSEPP	Chemical Stockpile Emergency Preparedness Program
CST	Civil Support Teams
CW/CBD	Chemical Warfare/Contraband Detection
DECON	Decontamination
DEP	Department of Environmental Protection
DEST	Domestic Emergency Support Team
DFO	Disaster Field Office
DHHS	Department of Health and Human Services
DHS	Department of Homeland Security
DMAT	Disaster Medical Assistance Team
DoD	Department of Defense
DOE	Department of Energy
DOJ	Department of Justice
DOT	Department of Transportation
DPP	Domestic Preparedness Program

EHS	Extremely Hazardous Substance
EMA	Emergency Management Agency
EMAC	Emergency Management Assistance Compact
EM	Emergency Management
EMI	Emergency Management Institute
EMS	Emergency Medical Services
EOC	Emergency Operations Center
EOD	Explosive Ordnance Disposal
EOP	Emergency Operations Plan
EPA	U.S. Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
ERG	Emergency Response Guide
ERT	Emergency Response Team/Environmental Response Team
ERT-A	Emergency Response Team – Advance Element
ESF	Emergency Support Function
FBI	Federal Bureau of Investigation
FEMA	Federal Emergency Management Agency
FOC	Field Operations Center
FOG	Field Operating Guide
GIS	Geographical Information Systems
HA	Hazard Analysis
HazMat	Hazardous Material(s)
IAP	Incident Action Plan
IC	Incident Commander
ICC	Incident Command Center
ICP	Incident Command Post
ICS	Incident Command System
IMS	Incident Management System
IMT	Incident Management Team
IND	Improvised Nuclear Device
IST	Incident Support Team
IT	Information Technology

JFO	Joint Field Office
JIC	Joint Information Center
JIS	Joint Information System
JOC	Joint Operations Center
LNO	Liaison Officer
LO	Logistics Officer
MA	Mutual Aid
MAA	Mutual Aid Agreement
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NBC	Nuclear, Biological, and Chemical
NCP	National Contingency Plan
NEST	Nuclear Emergency Search Team
NETC	National Emergency Training Center
NFA	National Fire Academy
NFIP	National Flood Insurance Program
NIMS	National Incident Management System
NIPC	National Infrastructure Protection Center
NOAA	National Oceanic and Atmospheric Administration
NRF	National Response Framework
NRP	National Response Plan
NRT	National Response Team
NWS	National Weather Service
ODP	Office for Domestic Preparedness (DHS)
OEAS	Ohio Emergency Alert System
OSC	On-Scene Commander
OSFM	Office of State Fire Marshall
OSHA	Occupational Safety & Health Administration
PA	Public Assistance
PDA	Preliminary Damage Assessment
PHS	Public Health Service
PIO	Public Information Officer

POC	Point of Contact
POD	Point of Distribution
PPE	Personal Protective Equipment
PSA	Public Service Announcement
PUC	Public Utilities Commission
RACES	Radio Amateur Civil Emergency Service
RDD	Radiological Dispersion Device
RNAT	Rapid Needs Assessment Team
ROC	Regional Operations Center
SA	Staging Area
SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act of 1986 (also known as EPCRA)
SCBA	Self-Contained Breathing Apparatus
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SERT	State Emergency Response Team
SITREP	Situation Report (Also SitRep)
SLG	State and Local Guide
SO	Safety Officer
SOG	Standard Operating Guide
SOP	Standard Operating Procedure
UC	Unified command
UCS	Unified Command System
USDA	United States Department of Agriculture
USAR	Urban Search and Rescue
VHF	Very High Frequency
WMD	Weapon(s) of Mass Destruction
WMD-CST	WMD Civil Support Team

National Preparedness Goal

The National Preparedness Goal is used to describe the concept of the overarching theme in Emergency Management and what the Federal Government wishes to accomplish through a uniform approach to Emergency Management.

That goal is to build a secure, resilient Nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk. Achievement of the National Preparedness Goal can be identified by successfully implementing the foundational building blocks, or Core Capabilities, as outlined below:

Prevention

- Preventing, avoiding, or stopping a threatened or an actual act of terrorism.

Protection

- Protecting our citizens, residents, visitors, assets, systems, and networks against the greatest threats and hazards in a manner that allows our interests, aspirations, and way of life to thrive.

Mitigation

- Mitigating the loss of life and property by lessening the impact of future disasters.

Response

- Responding quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of an incident.

Recovery

- Recovering through a focus on the timely restoration, strengthening, and revitalization of infrastructure, housing, and the economy, as well as the health, social, cultural, historic, and environmental fabric of communities affected by an incident.

These Core Capabilities (**Prevention, Protection, Mitigation, Response, and Recovery**) also serve as the commonly identifiable phases of emergency management. For each of the above listed Core Capabilities is an accompanying National Framework (e.g. – National Protection Framework, National Prevention Framework, National Mitigation Framework, National Response Framework, and National Disaster Recovery Framework).

The Medina County Emergency Management Agency employs the National Preparedness Goal as well as the National Framework as guidelines for establishing County resilience planning. The National Preparedness Goal, the National Frameworks, the National Incident Management System including the Incident Command System all function in tandem and unison as emergency managers attached to an incident work towards ensuring that the Core Capabilities are in place for optimizing overall community safety and preparation.

Definitions

After Action Review

An After-Action Review (AAR) is a learning tool intended for the evaluation of an incident or project to improve performance by sustaining strengths and correcting weaknesses. An AAR is performed immediately after the event, as possible, by the personnel involved. An AAR should encourage input from participants that is focused on (1) what was planned, (2) what happened, (3) why it happened, and (4) what can be done in the future. It is a tool that leaders and units can use to get maximum benefit from the experience gained on any incident or project.

Agency

A division of government with a specific function offering a particular kind of assistance.

Agency Representative

A person assigned by a primary, assisting, or cooperating 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.

Amateur Radio

A service of radio communications, performed by people interested in the radio art solely for personal gain and without pecuniary interest. Operates in the public interest, convenience or necessity, therefore is available for use in emergency situations.

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 strategies 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 multijurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

Biological Agents

Living organisms or the materials derived from them that cause disease in or harm to humans, animals, or plants or cause deterioration of material. Biological agents may be used as liquid droplets, aerosols, or dry powders.

Branch

The organizational level that has 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 using Roman numerals or by functional area.

Catastrophic Disaster

For the purposes of this plan, a catastrophic disaster is defined as an event that results in large numbers of deaths and injuries; causes extensive damage or destruction to facilities that provide and sustain human needs; produces an overwhelming demand on State and local response resources and mechanisms; causes a severe long term effect on general economic activity; and severely affects State, local, and private sector capabilities to begin and sustain response activities.

CERCLA Hazardous Substance

A Superfund Hazardous Substance listed in Table 302.4 of 40 CFR Part 302.4, which mandates facilities to comply with specific release notification requirements under CERCLA and Title III. (Reportable Quantity Chemicals).

Chain of Command

A series of command, control, executive, or management positions in hierarchical order of authority.

Chemical Agent

A chemical substance that is intended to kill, seriously injure, or incapacitate people through physiological effects. These agents are generally separated by severity of effect: lethal, blister, and incapacitating.

Chief

The ICS title for individuals responsible for management of function sections: Operations, Planning, Logistics, and Finance/Administration.

Civil Disturbance

The degeneration of a law-abiding group into an unruly, unmanageable and law challenging mob.

Civil Preparedness Guide (CPG)

A FEMA Publication which provides guidance to State and Local Emergency Preparedness Directors and others with emergency responsibilities.

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 may have an assistant or assistants, as needed.

Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA)

Legislation (PL 96-510) covering hazardous substance releases into the environment and the cleanup of inactive hazardous waste disposal sites. CERCLA established the "Superfund" to provide resources for these cleanups. Amended and extended by SARA. (See CERCLA).

Consequence Management

Measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of terrorism. State and local governments exercise primary authority to respond to the consequences of terrorism (Source: Federal Response Plan [FRP] Terrorism Incident Annex, page TI-2, April 1999). The Federal Emergency Management Agency (FEMA) has been designated the lead agency for consequence management to ensure that the FRP is adequate to respond to terrorism. Additionally, FEMA supports the Federal Bureau of Investigation (FBI) in crisis management.

Continuity of Government (COG)

Efforts to maintain the governmental body and identify emergency delegation of authority in accordance with applicable laws, during emergencies or disasters. COG planning ensures a continued line of governmental authority and responsibility.

Continuity of Operations (COOP)

Efforts in which individual departments and agencies ensure the continuance of essential functions/services during emergencies or disasters. COOP also includes activities involved with relocation to alternate facilities.

Continuity of Operations (COOP) Plan

A contingency plan that provides for the deliberate and planned deployment of pre-identified and trained personnel, equipment and supplies to a specific emergency relocation site and/or the transfer of essential functions to another department, agency or organization.

Cyber-terrorism

Malicious conduct in cyberspace to commit or threaten to commit acts dangerous to human life, or against a nation's critical infrastructures, such as energy, transportation, or government

operations to intimidate or coerce a government or civilian population, or any sequence thereof, in furtherance of political or social objectives.

Dam Failure

Full or partial collapse of a dam constructed to hold back large volumes of water.

Damage Assessment (DA)

The conduct of on the scene surveys following any disaster to determine the amount of loss or damage caused by the incident. The extent of damage is assessed in all types of disasters such as flash floods, tornadoes, winter storms, hurricanes, nuclear power incidents and chemical explosions.

Decontamination

The process of making people, objects, or areas safe by absorbing, destroying, neutralizing, making harmless, or removing the hazardous material.

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.

Disaster

An event that creates an inability to provide critical functions/services for a significant period. Normally this is a widespread event causing destruction and distress; however, while this may include a large-scale event, as in a “natural disaster”, a localized event may present sufficient impact to a jurisdiction to be classified as a disaster.

Disaster Field Office (DFO)

The office established in or near the designated area to support Federal and State response operations.

Disaster Recovery Center (DRC)

A center established in, or near a disaster area to provide information and/or deliver assistance to disaster victims. DRCs are established when a Presidential Disaster Declaration is issued. Local, State, and Federal agencies will staff the DRC (i.e., social services, State public health, and the IRS).

Distribution Centers

Facilities operated by local governments, local churches, community-based organizations, and voluntary agencies for providing donated goods directly to disaster victims.

Division

The partition of an incident into geographical areas of operation. A division is located within the ICS organization between the branch and resources in the Operations Section.

Emergency

An unexpected situation or event, which places life and/or property in danger and requires an immediate response to protect life and property. Any occasion or instance in which the Governor determines that State assistance is needed to supplement local response efforts and capabilities to save lives and protect property and public health and safety, or to lessen or avert the threat or impact of a catastrophe in any part of the State.

Emergency Alert System (EAS)

A voluntary network of broadcast stations and Inter-connecting facilities, which have been authorized by the Federal Communications Commission (FCC) to disseminate information during an emergency, as provided by the Emergency Alert System plan. EAS is made up of AM, FM, and TV Broadcast Stations and non-governmental electronic communications operating in a voluntary organized manner during natural/man-made emergencies or disasters at National, State or local levels.

Emergency Management (EM)

A system of organized analysis, planning, decision-making, assignment, and coordination of available resources for the mitigation of preparedness for, response to or recovery from major community-wide emergencies. Refer to local and State emergency legislation.

Emergency Management Director/Coordinator

The individual who is directly responsible on a day-to-day basis for the jurisdiction's effort to develop a capability for coordinated response and recovery from the effects of disaster.

Emergency Medical Services (EMS)

Local medical response teams usually rescue squads or local ambulance services, which provide medical services during a disaster.

Emergency Operations Center (EOC)

A protected site from which government officials and emergency response personnel exercise direction and control in an emergency. The Emergency Communications Center (ECC) is normally an essential part of the EOC.

Emergency Operations Plan (EOP)

An all-hazards document, which briefly, clearly, and concisely specifies actions to be taken or instructions to be given in the event of natural disasters, technological accidents, or nuclear attack. The plan identifies authorities, relationships, and the coordinated actions to be taken based on predetermined assumptions, objectives, and existing capabilities.

Emergency Public Information (EPI)

Information disseminated to the public primarily in anticipation of an emergency, or at the actual time of an emergency as a means of warning the public of impending danger and/or providing instruction as to emergency preparedness action to be taken.

Emergency Response Team (ERT)

FEMA group, composed of a headquarters element and a regional element that is deployed by the Director, FEMA, to the scene of an extraordinary situation to coordinate the overall Federal response.

Emergency Support Function (ESF)

A functional area of response activity established to facilitate the delivery of State or Federal assistance required during the immediate response phase of a disaster to save lives, protect property and public health, and to maintain public safety.

Environment

Water, air, and land, and the interrelationship, which exists among and between them and all living things.

Evacuation

Relocation of civilian population to safe areas when disaster, emergencies or threats thereof necessitate such action.

Exercise

Maneuver or simulated emergency conditions involving planning, preparation, and execution; carried out for the purpose of testing, evaluating, planning, developing, training, and/or demonstrating emergency management systems and individual components and capabilities, to identify areas of strength and weakness for improvement of emergency plan (EOP).

Extremely Hazardous Substance (EHS)

366 “acutely toxic” chemicals on the Environmental Protection Agency’s (EPA) list of extremely hazardous substances listed in the in 40 CFR 355 Appendix A. Since the requirement for this list is contained in Section 302 of the Emergency Protection and Community Right to Know Act (EPCRA), these chemicals are also known as 302 chemicals. The list and additional information about each chemical can be obtained by contacting the EPA. A copy of the list is provided in Appendix E-3 to this ESF.

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.

Facility

As defined by section 101 of CERCLA, means any building, structure, installation, equipment pipe or pipeline (including any pipe into a sewer or publicly-owned treatment works), well, pit, pond, lagoon, impoundment, ditch, landfill, storage container, motor vehicle, rolling stock, or aircraft, or any site or area where a hazardous substance has been deposited, stored, disposed of, or

placed, or otherwise come to be located; but does not include any consumer product in consumer use or any vessel. For the purpose of the emergency release notification, the term includes motor vehicles, rolling stock, and aircraft.

Federal Response Plan (FRP)

The FRP establishes a process and structure for the systematic, coordinated, and effective delivery of Federal assistance to address the consequences of any major disaster or emergency declared under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (42 U.S. Code [USC] et seq.). The FRP Terrorism Incident Annex defines the organizational structures used to coordinate crisis management with consequence management (Source: FRP Terrorism Incident Annex, April 1999).

Function

Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics and Finance/Administration.

Functional Areas of Responsibility

Numerous ESFs are tasked with the responsibility of providing a variety of essential services/functions during emergencies/ disasters in support of local response operations. Each of the ESFs should identify those areas of responsibility within their portion of the State/Local EOP. The ESFs should identify the services/functions provided (e.g., traffic control, disaster relief services), and the department/agency responsible for providing those services/functions, and the primary tasks/activities associated with the service/function (e.g., coordinate the provision of temporary housing assistance). If an ESF/Functional Area or Group has developed a team structure to provide those services, the team(s) should be identified. However, the composition and specifics of the team(s) should be addressed in a SOP/SOG for each essential service/function identified. Any specialized teams (i.e., Search and Rescue teams, EOD, etc.) are to be addressed in the section of the ESF/Functional Area or Group component labeled Specialized Units/Teams.

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 Finance/Administration Section Chief.

Group

Established to divide the incident management structure into functional areas of operation.

Hazard

Any situation that has the potential for causing damage to life, property, and the environment.

Hazard Analysis

A process used by emergency managers to identify and analyze crisis potential and consequences.

Hazardous Material

A substance or material which may pose an unreasonable risk to safety, health or property. Hazardous Material may be chemical, biological, etiological (infectious materials), radiological or explosive in nature.

Hazardous Materials Incident

The unplanned release or potential release of a hazardous material to the environment.

Hazardous Waste

Materials declared by the U.S. Environmental Protection Agency (EPA) to be toxic, corrosive, ignitable or chemically reactive.

Incident

An occurrence or event, natural or human-caused, which requires an emergency response to protect life or property.

Incident Action Plan

The plan that is usually prepared at the beginning of each operational period that contains general control objectives reflecting the overall operational strategy and specific action plans for the next operational period.

Incident Command Post

The location where primary command functions are made. May be the Emergency Operations Center (EOC), Disaster Field Office (DFO), or Logistical Staging area. As command function transfers, so does the Incident Command Post (ICP).

Incident Command Staff

Members of the Incident Command System including the Safety Officer, Liaison Officer, Operations Section Chief, and Public Information Officer who report directly to the Incident Commander. Members of the Command Staff may have assistants.

Incident Command System (ICS)

A combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure with responsibility for management of assigned resources to effectively direct and control the response to an incident. The structure can be expanded, as the situation requires larger resources, without requiring new, reorganized command structure.

Incident Commander (IC)

The individual is responsible for all incident activities, including the development of strategies and tactics and ordering and the release of resources.

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 and the tactical direction of resources.

Infrastructure Protection

Proactive risk management actions intended to prevent a threat from attempting to or succeeding at destroying or incapacitating critical infrastructures. For instance, threat deterrence and vulnerability defense.

Joint Information Center (JIC)

A combined public information office that serves two or more levels of government or Federal, State, local agencies.

Joint Information System (JIS)

Integrates incident information and public affairs into cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations.

Joint Operations Center (JOC)

A centralized operations center established by the FBI Field Office during terrorism-related incidents to provide a single point of direction, control, and coordination for emergency response operations. The JOC resolves conflicts in prioritization of resource allocations involving Federal assets.

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, 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 Management Director/Coordinator

The local government official is responsible for the emergency management program at the local level, county or municipal.

Local Emergency Planning Committee (LEPC)

A committee appointed by the State Emergency Response Commission (SERC), as required by SARA Title III, to formulate a comprehensive emergency plan to deal with hazardous materials within its jurisdiction.

Local Government

A political subdivision of the State that is usually at the County or municipal levels.

Logistics

Providing resources and other services to support incident management.

Logistics Section

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

Major Disaster

As defined under P.L. 93-288, any natural catastrophe, (including any hurricane, tornado, storm, flood, high water, wind-driven water tidal wave, tsunami, earthquake, volcanic eruption, landslide, mud slide, 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 major disaster assistance under this Act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Management by Objectives

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.

Mass Care

Efforts to provide shelter, feeding, water, first aid and distribution of relief supplies following a catastrophic or significant natural disaster or other event to disaster victims.

Memorandum of Agreement/Understanding (MOA/MOU)

A document negotiated between organizations or legal jurisdictions for mutual aid and assistance in times of need. A MOA/MOU must contain such information as who pays for expense of operations (financial considerations), the party that will be liable for personal or property injury or destruction during response operations (liability considerations), and appropriate statements of non-competition of government resources with private enterprise (commercial considerations).

Mitigation

Mitigation actions eliminate or reduce the probability of some disaster occurrences and include long-term activities that lessen the undesirable effects of unavoidable hazards or reduce the degree of hazard risk. Some examples of mitigation include flood plain management and public education programs. Mitigation seeks to prevent disasters and to reduce the vulnerability of people to disasters that may strike. Hazard mitigation should follow all disasters.

Mobilization

The rapid assembly, procurement, production or deployment of resources to meet the requirements of a disaster/emergency situation, including war.

Multi-Hazard

A functional approach to planning, which treats the numerous emergency management requirements that are present in any disaster situation as common functions. This reveals a broad base foundation of recurring disaster tasks that are common to most disasters. In this manner, planning which concerns an application of the recurring tasks can be used in response to any emergency.

Multiagency Coordination Systems

Systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination.

Multijurisdictional Incident

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

Mutual Aid Agreement

A formal or informal understanding between jurisdictions pledging the exchange of emergency or disaster assistance.

National Flood Insurance Program (NFIP)

A Federal program to provide flood insurance coverage in those communities, which enact and enforce floodplain management regulations.

National Incident Management System (NIMS)

A system mandated by HSPD-5 that provides a consistent nationwide approach for 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.

National Oceanic and Atmospheric Administration (NOAA)

A Federal agency within the U.S. Department of Commerce, which deals in ocean survey/exploration and atmospheric studies in coastal storms and lower atmospheric disturbances. Emergency Management relies heavily on the coastal hazards office of NOAA for storm surge modeling.

National Response Center (NRC)

Established under the Clean Water Act and CERCLA, and operated by the U.S. Coast Guard. The NRC receives and relays notices of discharges or releases, disseminates reports when appropriate, and provides facilities for use in coordinating a national response action when required.

National Response Plan (NRP)

A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.

National Response Team (NRT)

Organization of representatives from 14 Federal agencies with responsibility for national planning and coordination (interagency and interjurisdictional) of CERCLA objectives.

National Security

Measures taken to protect the Nation from the direct or indirect acts of war, sabotage, or terrorism directed at the United States. These acts include but are not limited to conventional and unconventional war, chemical, biological and nuclear war or terrorism.

National Weather Service (NWS)

A Federal agency is tasked with forecasting weather and providing appropriate warning of imminent natural disasters such as hurricanes, tornadoes, tropical storms, etc.

Operational Period

A period set for execution of operational actions specified in the Incident Action Plan. Traditionally these periods are initially 12 to 24 hours in length. As the incident winds down, they may cover longer periods of activity.

Operations Section

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

Operations Section Chief (OSC)

Senior official designated to oversee technical operational procedures relating to containment, control, and removal of the hazardous material(s) release(s). This position is always staffed during hazardous material incident responses.

Personal Protective Equipment (PPE)

Refers to the garments and devices worn by emergency response personnel to protect them from chemical and respiratory hazards presented by a hazardous materials release.

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 Incident Action Plan. This section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

Plume

Airborne material spreading from a particular source; the dispersal of particles, gases, vapors, and aerosols into the atmosphere.

Preliminary Damage Assessment (PDA)

An assessment of damage taken immediately following a disaster or potential disaster. Emphasis is on high-level infrastructure such as roads and power production.

Preparedness

Preparedness activities develop emergency response capabilities. Planning, exercising, training, mitigation, developing public information programs and alerting and warning are among the activities conducted under this phase of emergency management to ensure the most effective and efficient response in a disaster. Preparedness seeks to establish capabilities to protect people from the effects of disasters in order to save the maximum number of lives, minimize injuries, reduce damage, and protect property. Procedures and agreements to obtain emergency supplies, material, equipment, and people are developed.

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.

Primary Agency

An agency, organization or group designated as an ESF/Functional Area or Group primary agency serves as the executive agent under the **State/Local EOP** to accomplish the assigned ESF/Functional Area or Group Mission. Such a designation is based on that agency having performed that function on a day-to-day basis or by direction of a statutory mandate and/or regulatory requirements. Certain ESFs may have more than one agency designated in which cases they would be identified as “co-primary” agencies.

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.

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.

Promulgate

To promulgate, as it relates to the Local Emergency Operation Plan (EOP), is the act of the jurisdiction officially proclaiming, declaring and/or adopting, via local ordinance, Executive Order (EO), or etc., the **State/Local EOP** as the emergency operations plan for the jurisdiction.

Public Health

A common function in multi-hazard planning, which focuses on general health and medical concerns, under emergency conditions, including provisions for accomplishing those necessary actions related to disease and vector control activities. Concerns extend to sanitation and preventing contamination of food and water.

Public Information Officer (PIO)

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

Radiation

High-energy particles or gamma rays that are emitted by an atom, as the substance undergoes radioactive decay. Particles can be either charged alpha or beta particles or neutral neutron or gamma rays.

Radioactive

A substance giving off, or capable of giving off, radiant energy in the form of particles (alpha or beta radiation) or rays (gamma radiation) by the spontaneous disintegration of the nuclei of atoms.

Radiological

Any radioactive material dispersed in the air in the form of dust, fumes, mist, vapor or gas.

Radio system

A combination of electrical and electronic equipment, including but not limited to radios, consoles, mobile units, towers, antennas, generators, etc., which together enable communications between desired points.

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.

Reception Center

A donations management facility to receive specific, undesignated or unsolicited goods such as food, water, clothes, and building supplies.

Recovery

Recovery is both a short-term and a long-term process to restore the jurisdiction to normal conditions in the aftermath of any emergency or disaster involving extensive damage. Short-term operations assess damage, restore vital services to the community, and provide for basic needs to the public. Long-term recovery focuses on restoring the community to its normal or to an improved state of affairs. Examples of recovery actions are provision of temporary housing, restoration of government services, and reconstruction of damaged areas.

Release

Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment (including abandonment or discarding barrels, containers, and other closed receptacles) of any Hazardous Chemical, Extremely Hazardous Substance, or CERCLA Hazardous Substance.

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 capacities at an incident or at an EOC.

Resource Agencies, Organizations or Groups

Other agencies, organizations, groups, and individuals, not assigned as primary or support to an ESF/Functional Area or Group may have authorities, expertise, capabilities, or resources required for disaster operations. Those agencies, organizations, groups or SMEs may be requested to participate in planning and operations activities, designate staff to serve as representatives to the ESF/Functional Area or Group, and/or provide services and resources. (Resources provide personnel and/or stuff (equipment, resources or supplies).

Response

Response is the actual provision of emergency services during a disaster. These activities can reduce casualties, limit damage, and help to speed recovery. Response activities include directing emergency operations, evacuation, shelter, and other protective measures.

Revised Statutes Annotated (RSAs)

The specific form of State Law, codified and recorded for reference.

Safety Officer

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

Section

The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics and Finance/Administration.

Shelter

A facility to house, feed, and care for persons evacuated from a risk area for periods of one or more days. For the risk areas the primary shelter and the reception center are usually located in the same facility.

Site Safety Plan

Written plan formulated for each incident by the SO that addresses the safety and health hazards of each phase of site operations and includes the requirements and procedures for employee protection in accordance with KY-OSH regulations 29 CFR 1910.120 (q) (2). The plan must be conspicuously posted at the Incident Command Post and appropriate locations within the response area.

Span of Control

The number of individuals a supervisor 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.)

Specific Activity

A measure of the amount of radioactivity per unit amount of substance. This is based on the number of disintegrations per minute (dpm) per unit amount where the amount can be expressed as grams or moles.

Staging Area (SA)

A pre-selected location having large parking areas such as a major shopping area, schools, etc. The SA is a base for the assembly of personnel and equipment and resources during response operations. A SA can also serve as an area for assembling people to be moved by public transportation to host jurisdictions and a debarking area for returning evacuees.

Standard Operating Guide (SOG)

A SOG is a complete reference document focused on the collection of actions and activities established to accomplish one or more functions. The document user is afforded varying degrees of latitude in accomplishing functional actions or activities. As necessary, SOGs can be supported by one or more standard operation procedures (SOPs).

Standard Operating Procedures (SOP)

A SOP is an instructional document constituting a directive that provides prescriptive steps towards accomplishing a specified action or task. SOPs can supplement SOGs by detailing and specifying how assigned tasks are to be carried out.

State Coordinating Officer (SCO)

The representative of the Governor (usually the Director/Coordinator of Emergency Management) who coordinates the State response and recovery activities with those of the Federal Government. See GAR Governor's Authorized Representative.

State Emergency Response Commission (SERC)

Designated by the Governor, the SERC is responsible for establishing HazMat planning districts and appointing/overseeing Local Emergency Planning Committees (LEPC).

State Emergency Response Team (SERT)

A team of senior representatives of State agencies, State level volunteer organizations, and State level corporate associations who have knowledge of their organization resources and have the authority to commit those resources to emergency response. SERT operates from the State EOC, and the Director/Coordinator of EM serves as the SERT leader.

Subject Matter Experts (SMEs)

Other agencies, organizations, groups, and individuals, have authorities, technical expertise, and/or capabilities required for disaster operations. Those agencies, organizations, groups or SMEs may be requested to participate in planning and operations activities, designate staff to serve as representatives to the ESF/Functional Area or Group, and/or provide services.

Superfund

Trust fund established under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) and extended under the 1986 Superfund Amendments and Reauthorization Act (SARA) to provide money for cleanups associated with inactive hazardous waste disposal sites. (See CERCLA) Superfund Amendments and Reauthorization Act of 1986 (PL99-499) SARA. Extends and revises Superfund authority (in Title I & II). Title III of SARA includes detailed provisions for community planning and Right-To-Know systems.

Support Agency

An agency, organization or group that provides an essential function or service critical to the ESF/Functional Area or Group and has a requirement in the decision process for the conduct of the operation using its authorities and determines priorities in providing cognizant expertise, capabilities, and resources.

Task Force

A group of resources with shared communication and leaders. It may be pre-established and sent to an incident, or it may be created at the incident.

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 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.

Threat

An indication of possible violence, harm or danger.

Title III (of SARA)

The "Emergency Planning and Community Right-to Know Act of 1986." Specifies requirements for organizing the planning process at the State and local levels for specified extremely hazardous substances; minimum plan content; requirements for fixed facility owners and operators to inform officials about extremely hazardous substances present at the facilities; and mechanisms for making information about extremely hazardous substances available to citizens. (42 USC annotated, sec. 1101, et. seq.-1986). Trans-species Infection - An infection that can be passed between two or more animal species. This may include human hosts.

Toxicity

A measure of the harmful effects produced by a given amount of a toxin on a living organism.

Unified Command

A team that allows all agencies (with geographical or functional responsibility for the incident) to co-manage an incident through a common set of objectives and strategies. Agencies' accountability, responsibilities, and authorities remain intact.

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 objective.

Very high frequency (VHF)

Ranges from 30 MHz to 300 MHz for public safety use, defines the frequency sub bands of 30-50 MHz and 150-174 MHz

Vital Records

Records or documents, for legal, regulatory, or operational reasons, cannot be irretrievably lost or damaged without materially impairing the organization's ability to conduct business or provide essential services.

Volunteer

For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has 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.

Vulnerability

Susceptibility to a physical injury or attack. Vulnerability refers to the susceptibility to hazards.

Vulnerability Analysis

A determination of possible hazards that may cause harm. There should be a systemic approach used to analyze the effectiveness of the overall (current or proposed) emergency management, emergency services, security, and safety systems at a particular facility or within a jurisdiction.

Weapon of Mass Destruction

Any destructive device as defined in 18 USC 921; any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals, or their precursors; any weapon involving a disease organism; or any weapon that is designed to release radiation or radioactivity at a level dangerous to human life. (Source: 18 USC 2332a). In 18 USC 921, a destructive device is defined, with certain exceptions, to mean any explosive, incendiary, or poison gas, bomb, grenade, or rocket having a propellant charge of more than 4 ounces, or a missile having an explosive incendiary charge of more than 0.25 ounce, or a mine, or a device similar to the above; any type of weapon by whatever name known that will, or that may be readily converted to, expel a projectile by the action of an explosive or other propellant, and that has any barrel with a bore of more 0.5 inch in diameter; any combination of parts either designed or intended for use in converting any device into any destructive device described above and from which a destructive device may be readily assembled.

Vital Records List

Note: Some of these records will be required during emergency operations by management or the emergency response team while others can be stored by duplicating, dispersing, and securing in safe storage facilities.

Government - executive, legislative and judicial

- i. Constitutions
- ii. Charters
- iii. Statutes & Ordinances
- iv. Court Records
- v. Official Proceedings
- vi. Other Legal Records
- vii. Financial Records
- viii. Other Records, as deemed necessary

DEPARTMENT/AGENCIES/OFFICES

- i. Utility System Maps
- ii. Locations of Emergency Supplies & Equipment
- iii. Emergency Operations Plans & Procedures
- iv. Lists of Succession
- v. Lists of Regular & Auxiliary Personnel
- vi. Other Records, as deemed necessary

CITIZENS/INDIVIDUALS

- i. Vital Statistics Records
- ii. Land and Tax Records
- iii. License Registers
- iv. Papers of Incorporation
- v. Other Records, as deemed necessary

LOCAL EMERGENCY PROCLAMATION

It was moved by XXXX, seconded by XXXX that the following resolution be adopted:

WHEREAS, Medina County, Ohio has been or is immediately threatened by a (INSERT NATURAL, TECHNOLOGICAL, OR OTHER) hazard in the form (ENTER INCIDENT) which commenced on (DATE); and whereas the (INCIDENT) resulted in (SITUATION AND DURATION OF HAZARD) where it was necessary to effectively coordinate response and recovery efforts; now therefore be it

RESOLVED, that the Medina County Board of Commissioners declares that a state of emergency exists in the county and that the Board hereby invokes and declares portions of Ohio Revised Code, which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effect in the county for the exercise of all necessary emergency authority for protection of the lives and property of the people of Medina County and the restoration of local government with a minimum of interruption; and be it further

RESOLVED, that reference is hereby made to all appropriate laws, statutes, ordinances and resolutions, and particularly to Section 5502 of the Ohio Revised Code; and be it further

RESOLVED, that all public officers and employees of Medina County are hereby directed to exercise the utmost diligence in the discharge of duties required of them for the duration of the emergency and in execution of emergency laws, regulations, and directives-state and local; and be it further

RESOLVED, that all citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and disaster services forces in executing emergency operation plans, and to obey and comply with the lawful directions of properly identified officers; and be it further

RESOLVED, that all operating forces will direct their communications, operations and request for assistance directly to the Medina County Emergency Operations Center; and be it further

RESOLVED, that the Board of Commissioners finds and determines that all formal actions of this Board concerning and relating to the adoption of this resolution were taken in an open meeting of this Board and that all deliberations of this Board that resulted in those formal actions were in meeting open to the public in compliance with the law including Section 121.22 of the Ohio Revised Code.

Roll Call vote was as follows:

Commissioner, Yea; Commissioner, Yea; Commissioner, Yea;

I, Clerk of the Board of County Commissioners do hereby certify that the foregoing is a true and correct copy of a resolution of the Board of County Commissioners of Medina County duly adopted Date and Year and appearing upon the official records of said Board, Volume XX, page _____.

Clerk, Medina County Board of Commissioners