

EMERGENCY OPERATIONS PLAN (EOP)

LINCOLN COUNTY



ADOPTION DATE

FOR OFFICIAL USE ONLY

NOTICE: This document contains information pertaining to the deployment, mobilization, and tactical operations of Lincoln County in response to emergencies. It is exempt from public disclosure under Kansas state law.

Acknowledgements

Lincoln County gratefully acknowledges the assistance of their LEPC and local agencies in completion of this plan.

Supersession

Upon completion and formal adoption this plan will supersede the existing County Emergency Operations Plan.

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Lincoln County Emergency Operations Plan

I. INTRODUCTION

A. GENERAL

Presidential Homeland Security Directives 5 and 8, enacted in 2004, require the State and Local governments to adopt the fundamental principles, language and operational concepts embedded in the National Incident Management System (NIMS) and the National Response Plan (NRP) as a condition for receiving certain categories of federal support for Emergency Management. To meet these requirements, Lincoln County created this Emergency Operations Plan (EOP) and the Lincoln County Board of Commissioners officially adopted it on 02/17/2015.

The revised Lincoln County EOP is the product of a detailed and focused planning process that 1) fully incorporates the NIMS concepts, principles, practice and language 2) capitalizes on the lessons learned from recent disasters, 3) incorporates plans, programs and policies that have emerged since the last revision of the EOP. The EOP establishes a framework through which the County may prepare for; respond to; recover from; and mitigate to prevent the impacts of a wide variety of disasters that could adversely affect the health, safety and or general welfare of the residents and emergency workers of Lincoln County. The EOP provides guidance to Lincoln County officials or procedures, organization and responsibilities, which will prevent, minimize and/or relieve personnel hardship and property damage associated with disasters or the imminent threat thereof. This plan also provides for an integrated and coordinated county, municipal, state and federal response.

The EOP is operation oriented and addresses communication and warning systems; rapid deployment and pre-deployment resources; evacuation and shelter operations; post disaster response and recovery activities and clearly defines responsibilities of county, municipal, volunteer and other organizations through an Incident Management System/Emergency Support Function approach to planning and operations.

The EOP describes the basic strategies, assumptions and mechanics through which the County will mobilize resources and conduct activities to guide and support County Emergency Management efforts through prevention, preparedness, response, recovery and mitigation. To facilitate inter-government operations, the EOP adopts a functional approach that groups the type of assistance to be provided under each Emergency Support Function (ESF). Each ESF is headed by a primary agency, which has been selected based on its authorities, resources and capabilities in the functional area. In addition, other agencies with similar capabilities have been given support assignments to appropriate ESF(s). The ESF(s) serve as the primary operational mechanism through which County assistance is managed. Command staff and other General staff have been assigned to support the ESF(s). County assistance will be provided to impacted communities within the County under the overall authority of the Lincoln County Emergency Management, on behalf of the Lincoln County Board of Commissioners.

In an effort to ensure that the revised EOP was strictly aligned with the State and National

preparedness guidance, the Kansas Division of Emergency Management and National Department of Homeland Security publications listed below were consulted and closely followed:

- The National Preparedness Guidelines (September, 2007), {superseding the March, 2005 Interim National Preparedness Goal}
- Draft National Response Framework (July, 2007)
- FEMA NIMCAST User's Guide
- National Planning Scenarios (15)
- Targeted Capabilities List (Draft Version 2.0)
- Universal Task List (Draft Version 2.1)

The following information is an excerpt from the National Preparedness Guidelines (September, 2007)

B. PURPOSE

The purpose of the Lincoln County Emergency Operations Plan is to establish a framework for government, non-profit organizations and residents to address prevention, preparation, response, recovery and mitigation of the effects of emergencies and disasters.



C. Scope

This plan identifies when and under what conditions the application or activation of this plan is necessary.

The plan establishes fundamental policies strategies and assumptions for a County-wide program that is guided by the principles of the National Incident Management System. This EOP provides the following benefits to Lincoln County:

- Creating a plan which addresses all hazards, all phases of emergency management, all impacts, and extending an opportunity to partner with all stakeholders.

- The EOP establishes a Concept of Operations spanning the direction and control of an emergency from initial monitoring through post disaster response, recovery and mitigation.
- The EOP defines inter-agency and inter-government coordination mechanisms to facilitate delivery of immediate response and recovery assistance.
- The EOP assigns specific functions to appropriate County and municipal agencies and organizations as well as outlines methods to coordinate with the private sector, volunteer organizations, citizens and state and federal counterparts.
- The EOP identifies actions that County response and recovery organizations will take in coordination with municipal, state and federal counterparts as appropriate, regardless of the magnitude of the disaster.

D. Methodology

The Lincoln County EOP was developed as a team effort consisting of the following agencies and organizations:

Federal

Department of Homeland Security
 Federal Emergency Management Agency
 U.S. Environmental Protection Agency

State

Adjutant General's Office, Kansas Civil Air Patrol
 Adjutant General's Office, Kansas Civil Support Team
 Adjutant General's Office, Kansas Division of Emergency Management
 Adjutant General's Office, Kansas National Guard
 Adjutant General's Office, Office of Emergency Communications
 Adjutant General's Office, Office of Public Affairs
 Ellsworth Correctional Facility
 Governor's Office
 Kansas Association of Local Health Departments
 Kansas Attorney General's Office
 Kansas Board of Emergency Medical Services
 Kansas Bureau of Investigation
 Kansas Commission on Disability Concerns
 Kansas Corporation Commission
 Kansas Department of Agriculture
 Kansas Department of Agriculture, Division of Water Resources
 Kansas Department of Commerce
 Kansas Department of Corrections
 Kansas Department of Education
 Kansas Department of Health and Environment
 Kansas Department of Health and Environment, Division of Environment
 Kansas Department of Insurance
 Kansas Department of Labor
 Kansas Department of Social and Rehabilitation Services
 Kansas Department of Transportation

Kansas Department of Veterans Affairs
Kansas Department of Wildlife and Parks
Kansas Department on Aging
Kansas Division of Emergency Management
Kansas Forestry Service
Kansas Geological Society
Kansas Highway Patrol
Kansas Housing Resources Corporation
Kansas Human Rights Commission
Kansas State Fire Marshal's Office
Kansas Water Office
KSU Post Rock Extension District #1

County

Coroner (District Coroner)
Barnard Rural Fire District
Beverly North Rural Fire District
Beverly South Rural Fire District
First Rural Fire District
Hunter Rural Fire District
Lincoln County Appraiser
Lincoln County Attorney
Lincoln County Board of Commissioners
Lincoln County Clerk
Lincoln County Communications Department
Lincoln County Council on Aging
Lincoln County Economic Development
Lincoln County Emergency Management
Lincoln County Emergency Medical Service
Lincoln County Fire Rescue Squad
Lincoln County Health Department
Lincoln County Highway Department
Lincoln County Hospital
Lincoln County Noxious Weed Department
Lincoln County Public Transportation
Lincoln County Register of Deeds
Lincoln County Rural Fire Department
Lincoln County Sheriff's Department
Lincoln County Treasurer
Lincoln Senior Center
Saline County Health Department
Sylvan Grove Rural Fire District

City

City of Barnard
City of Beverly
City of Lincoln
City of Sylvan Grove
Lincoln Municipal Airport

Private Sector

AT and T
Classic Cable TV
Crop Service Center
Ellsworth Animal Hospital
Farmway Co-op Denmark
Farmway Co-op Lincoln Elevator
Farmway Co-op Service Station
Farmway Co-op Vesper
Farmway Co-op Westfall
Frederking Enterprises Seed Cleaning
Hillegeist Aerial Spraying
Interactive Communication Corporations
Kansas and Oklahoma Railroad
Kansas Gas Service
Labertew Apiaries
Lebien Seeding
Lincoln Farm Supply
Lincoln-Sentinel Republican
Meili Apiaries
Post Rock Apartments
Post Rock Funeral Services
Post Rock Rural Water
Rodrick & Minear Funeral Home
Rolling Hills Electric Cooperative
Westar
Western COOP Electric

Non-Profit

American Red Cross
Barnard First Baptist
Barnard United Methodist Church
Bethlehem Lutheran Church
Beverly Community Church
Beverly United Methodist Church
Central Christian Church
Community Emergency Response Team (CERT)
Denmark Lutheran Church
Faith Baptist Church
Kansas Emergency Management Association
Kansas Ethanol, LLC
Kansas Fire Chiefs Association
Kansas Funeral Directors Association
Kansas Pipeline Association
Kansas Rural Electric Cooperative Association
Lincoln Community Church
Lincoln United Methodist Church
Lincoln Wesleyan Church
Radio Amateur Civil Emergency Services (RACES)
SAR Working Group
St. John's Lutheran Church
St. Patrick Catholic Church

St. Paul's Lutheran Church
State Animal Response Team (SART)
Sylvan Grove Presbyterian Church
The Salvation Army

Other

Central Kansas Mental Health Center
Community Relations Team
Human Needs Assessment Team
Kansas Assessment Team
Kansas Humane Society
Kansas Livestock Association
Mid American Health Center
North Central Regional HazMat Team
USD 298
USD 299

Each agency was consulted with to determine their particular emergency roles and responsibilities. Each agency has agreed with the responsibilities assigned to them in the Lincoln County EOP. Agency concurrence signatures are maintained with the Lincoln County Emergency Management. The EOP's concepts were developed by the Lincoln County Emergency Management, in coordination with the agencies and organizations involved in emergency management activities. Each agency and organization involved is expected to have its own procedures to implement the concept of operations.

Each of the above listed agencies will receive "Viewer Access" to the Lincoln County EOP via the Bold Planning Solutions Planning System, www.KansasPlanner.com. A hard copy of the plan will be provided to the Lincoln County Emergency Management Department.

In addition:

- The Lincoln County EOP is adopted by the Lincoln County Board of Commissioners by resolution, which serves as the promulgation letter for the EOP. A copy of the signed promulgation can be found in the file archive of this plan.
- A Record of Changes Log is used to record all published changes as those holding copies of the EOP receive them. The holder of the copy is responsible for making the appropriate changes and updating the Log.
- A master copy of the EOP, with a master Record of Changes Log, is maintained by Lincoln County Emergency Management.

1. Planning Process

The process used by Lincoln County has been designed to ensure that all stakeholders have an opportunity to participate in the development of the EOP and the EOP is based on the best information available. To this end, the planning process is based on the following planning principles:

- Planning should be community-based, representing the whole community and their needs
- Planning should include participation from all stakeholders in the community
- Planning uses a logical and analytical problem-solving process to help address the complexity and uncertainty inherent in potential hazards
- Planning considers all hazards and threats
- Planning should be flexible enough to address both traditional and catastrophic incidents
- Time, uncertainty, risk and experience influence planning
- Effective plans tell those with operational responsibilities what to do and why to do it
- Planning is fundamentally a process to manage risk
- Planning is one of the key components of the preparedness cycle of planning, organizing, training, equipping, exercising, evaluating, and taking corrective actions

2. Implementation of NIMS

The Lincoln County EOP implements NIMS by:

- Using ICS and the multi-agency coordination system to manage and support all incidents
- Integrating all response agencies and entities into a single, seamless system
- Establishing a public information plan (ESF-15)
- Identifying and characterizing resources according to established standards and types
- Requiring the need for all personnel to be trained properly for the job they perform
- Ensuring interoperability, accessibility and redundancy of communications

II. SITUATION

This section of the plan summarizes the hazards that could potentially affect Lincoln County. The hazards and risk analysis addresses the major hazards to which the County is vulnerable; provides a summary of the County's vulnerable population; outlines the assumptions that were considered in the planning process; and defines disaster magnitude classifications that will trigger county response under the NIMS.

A comprehensive hazard and risk assessment is contained in the Lincoln County mitigation plan. The plan is kept under separate cover and can be accessed by contacting Lincoln County Emergency Management.

A. Hazard Analysis

Hazard and Vulnerability Assessment Summary

Lincoln County is vulnerable to a wide range of hazards that threaten its communities, businesses and environment. To determine the hazards that pose the greatest threat, Lincoln County has prepared a Hazard Identification and Vulnerability Assessment. The major findings are summarized below. The assessment was developed from historical data of events that have occurred, and specifically examines:

1. Probability (frequency) of event
2. Magnitude of event
3. Expected warning time before event
4. Expected duration of event

For emergency management planning purposes, the critical analysis that must be undertaken is an assessment of the consequences of each hazard, including potential area of impact, population exposed and impacted, duration of the hazard, and potential economic consequences.

Three levels of risk have been identified: High, Moderate and Low.

High - High probability of occurrence; at least 50 percent or more of population at risk from hazard; significant to catastrophic physical impacts to buildings and infrastructure; major loss or potential loss of functionality to all essential facilities (hospital, police, fire, EOC and shelters).

Moderate - Less than 50 percent of population at risk from hazard; moderate physical impacts to buildings and infrastructure; moderate potential for loss of functionality to essential facilities.

Low - Low probability of occurrence or low threat to population; minor physical impacts.

Hazard Profile Summary for Emergency Operations Plan						
Hazard	Probability	Magnitude	Warning Time	Duration	CPRI	Planning Significance
Winter Storm	4	3	2	3	3.3	High
Hailstorm	4	3	3	1	3.25	High
Windstorm	4	3	2	2	3.2	High
Tornado	3	3	4	1	2.95	Moderate
Flood	3	3	2	3	2.85	Moderate
Major Disease Outbreak	1	2	1	4	1.6	Low
Wildfire	3	3	4	2	3.05	High
Lightning	1	1	4	1	1.45	Low
Hazardous Materials	2	1	4	1	1.9	Low
Utility/Infrastructure Failure	2	3	4	2	2.6	Moderate
Agricultural Infestation	1	2	1	4	1.6	Low

Terrorism, Agri-terrorism	1	2	4	1	1.75	Low
Land Subsidence	1	1	2	4	1.45	Low
Expansive Soils	1	1	1	4	1.3	Low
Extreme Temperatures	2	1	1	3	1.65	Low
Drought	3	2	1	4	2.5	Moderate
Dam and Levee Failure	1	3	2	4	2.05	Moderate
Landslide	1	1	4	1	1.45	Low
Radiological	1	1	4	4	1.75	Low
Soil Erosion and Dust	2	1	1	4	1.75	Low
Earthquake	1	1	4	1	1.45	Low
Civil Disorder	1	1	4	1	1.45	Low

For more information please reference the "North-Central Kansas Multi-Hazard, Multi-Jurisdictional Mitigation Plan" dated August 2014. This plan covers all hazards, associated vulnerabilities and overall risks faced by Lincoln County.

B. Disaster Magnitude Class

This is an all-hazards EOP and addresses minor, major and catastrophic disasters. These levels of disaster are defined as:

Catastrophic Disaster: A disaster that will require massive State and Federal assistance, including immediate military involvement. Federal assistance will involve response as well as recovery assets.

Major Disaster: A disaster that will likely exceed local capability and require a broad range of State and Federal assistance. The Federal Emergency Management Agency (FEMA) will be notified and potential Federal assistance will be predominantly recovery oriented.

Minor Disaster: A disaster that will likely be within the response capability of local government and will result in only a minimal need for State or Federal assistance.

C. Capability Assessment

Currently capability assessments are performed regionally in Kansas. The capability assessment is performed through the Regional Homeland Security Council with wide input accepted from key stakeholders. The results of the capability assessment guide future investments in planning, training, exercising and resources. The regional capability assessment is available under separate cover and is attached to the file archive in the Bold Planning Solutions Super System.

D. Economic Profile

The median income for a household in the County was \$41,250 in 2012 with an unemployment rate of 4.4%. Persons below poverty level was 12.4%. There were 1,459 households and the average persons per household were 2.18. The median age was 46.4 in 2010.

Agriculture

Farming in Lincoln County remains the mainstay for the County. The 2012 Kansas Agricultural Statistics indicates 431 farms with 397,172 acres of land in farms. The majority of farms have over 1,000 acres of land. Lincoln County had \$63,510,000 market value of agricultural products sold in 2012 which is an 80.5% increase from 2002. Top crops consist of wheat (88,446 acres), corn for silage (3,048 acres), and corn for grain (2,094) . Cattle and calves inventory was 31,692 head, hogs and pigs was 36 head, and sheep and lambs were 33 head. Employment statistics for the County show a decrease in farm employment from 550 in the year 2003 to 431 in the year 2012.

Business & Industry

The 2012 civilian labor force for Lincoln County was 1,700. Of those in the labor force, 1,607 were employed and 93 (5.5%) were unemployed. (Source: KU Institute for Policy and Social Research, Lincoln County Profile

<http://www.ipsr.ku.edu/ksdata/county.php?cntyfips=20105>). The occupations in Lincoln County were: management, professional, and related occupations at 35.6%; service occupations at 15.2%; sales and office occupations at 20.6%; farming, fishing and forestry occupations at 5.5%; construction, extraction, maintenance and repair occupations at 12.6%; and production, transportation, and material moving occupations at 10.6.

E. Spatial Profile

Lincoln County is a 720 square mile county, the 59th largest county in Kansas, with buffalo, farm animals and wildlife scattered across picturesque hillsides. Nine miles of Interstate 70 crosses Lincoln County as well as the Saline River. According to 2013 Census data, the population estimate was 3,147. Lincoln County has twenty townships and 4 incorporated cities of which the largest, Lincoln, is the County Seat. The three other incorporated cities in the County are Barnard, Beverly, and Sylvan Grove.

Lincoln County is located in the north-central portion of the State of Kansas. Lincoln County is bounded by Mitchell County to the north, Ottawa and Saline counties to the east, Ellsworth County to the south and Russell and Osborne counties to the west.

The 2005 Kansas Land Cover Patterns map produced by the Kansas Applied Remote Sensing (KARS) program provides a fairly accurate assessment of 11 land use/land cover classes. The bulk of the land cover in the county (~93%) is comprised of cropland and grassland. Surface water is primarily in the form of creeks, rivers, and small to medium sized ponds and lakes. Urban residential and urban industrial/commercial development comprises 0.17% of the land cover primarily in and around the towns of Lincoln, Barnard, Beverly, and Sylvan Grove. Woodlands are typically clustered along the many streams and creeks that traverse through the County.

History

William G. Cutler's The History of the State of Kansas tells the story of Lincoln County. It was not until 1870 that any move was made toward a county organization. On the 6th of October of that year a meeting of the Special Board of County Commissioners appointed by the Governor for the purpose of organizing the county was held. The county-seat location in Lincoln turned out to be the source of much strife. In April, 1871, the Board of Commissioners was petitioned to call an election to re-locate. At their May meeting another additional petition was presented and

both were laid over until the July meeting. At a special meeting June 10, called by the order of Judge Canfield in a writ of mandamus demanding action of the board on the laid-over petitions, the petitions were rejected. The town company of Abram presented the county with a deed to the lot on which the temporary court-house was then standing. On the 19th of February, 1872, an election was held to re-locate the county seat, at which 408 votes were cast. Lincoln Center received 232; Abram, 176.

F. Vulnerabilities

The following vulnerabilities have been identified by the Lincoln County Emergency Operations Plan.

1. Critical Facilities

Depending upon the severity of the hazard/disaster, the residents, population, business, and economic characteristics of the County can be affected in a wide range of ways and severity. However due to the rural nature of the county and the population density of Lincoln County, only a large scale incident should have an effect of a sizeable number of the population.

Facility Summary for Emergency Operations Plan					
Facility Type	Facility Name	Address	City	State	Zip Code
Points of Dispersing (SNS/Medical Supplies)	Lincoln County Health Department	114 W. Court	Lincoln	KS	67455
Warning Point	Lincoln County Sheriff's Department	Communications Department 116 N. Second	Lincoln	KS	67455
Points of Dispersing (SNS/Medical Supplies)	Lincoln Jr/Sr High School	701 E. North St.	Lincoln	KS	67455
Points of Distributions (supplies, food, water, etc)	Lincoln County Courthouse	216 E Lincoln	Lincoln	KS	67455
Other	Lincoln County EMS	102 N. 6th St. 216 E. Lincoln Ave.	Lincoln	KS	67455
Emergency Operations Center	Lincoln County Emergency Operations Center	216 East Lincoln	Lincoln	KS	67455
Emergency Operations Center	State of Kansas EOC	2800 S.W. Topeka Boulevard	Topeka	KS	66611
Other	Lincoln County Hospital	624 N 2nd	Lincoln	KS	67455
Other	Hall Funeral Home	111 E. Elm St	Lincoln	KS	67455
Shelter Location	Sylvan-Lucas Unified Jr/Sr High School	504 W. 4th St.	Sylvan Grove	KS	67481
Other	Rofrick-Minear Funeral Home	201 N. Maryland	Sylvan Grove	KS	67481
Staging Area	Lincoln County Fairgrounds	300-498 S. Main St	Sylvan Grove	KS	67481

Shelter Location	Barnard First Baptist	308 White St.	Barnard	KS	67418
Shelter Location	Barnard United Methodist Church	Harper & White	Barnard	KS	67418
Shelter Location	Bethlehem Lutheran Church	308 N. Indiana Ave	Sylvan Grove	KS	67481
Shelter Location	Beverly Community Church	200 Agnes Ave.	Beverly	KS	67423
Shelter Location	Beverly United Methodist Church	101 E. Lost St	Lincoln	KS	67455
Shelter Location	Central Christian Church	114 E. Lost St	Lincoln	KS	67455
Shelter Location	Denmark Community Hall	1204 E. Pike	Lincoln	KS	67455
Shelter Location	Faith Baptist Church	112 N. 5th St	Lincoln	KS	67455
Shelter Location	Lincoln Community Church	319 S. 4th St	Lincoln	KS	67455
Shelter Location	Lincoln United Methodist Church	216 N. 4th St	Lincoln	KS	67455
Shelter Location	Lincoln Wesleyan Church	301 E. Main St	Lincoln	KS	67455
Shelter Location	St. John Lutheran Church	966 N. Highway 14	Lincoln	KS	67455
Shelter Location	St. Patrick Parish	206 N. 5th St	Lincoln	KS	67455
Shelter Location	St. Paul Lutheran Church	2282 E. Fox Dr	Lincoln	KS	67455
Shelter Location	Sylvan Grove Presbyterian Church	119 E. 3rd St	Sylvan Grove	KS	67481
Points of Dispersing (SNS/Medical Supplies)	Sylvan-Lucas Unified Jr/Sr High School	504 W. 4th	Sylvan Grove	KS	67481
Shelter Location	Lincoln Elementary School	304 4th Street	Lincoln	KS	67455
Points of Dispersing (SNS/Medical Supplies)	Lincoln Elementary School	304 4th St	Lincoln	KS	67455
Points of Distributions (supplies, food, water, etc)	Lincoln Elementary School	304 4th St	Lincoln	KS	67455
Points of Distributions (supplies, food, water, etc)	Lincoln Jr/Sr High School	701 E. North St	Lincoln	KS	67455
Points of Distributions (supplies, food, water, etc)	Sylvan-Lucas Unified Jr/Sr High School	504 W. 4th St	Sylvan Grove	KS	67481
Landing Zone	Lincoln Municipal Airport	Hwy 18	Lincoln	KS	67455
Landing Zone	Lincoln Practice Football Field	701 E. North St	Lincoln	KS	67455

Landing Zone	Sylvan-Lucas Unified Jr/Sr High School	504 W. 4th St	Sylvan Grove	KS	67481
Common Program Control Stations (CPCS)	KSAL	AM 1150 & FM 104.9 131 N. Santa Fe	Salina	KS	67402
Common Program Control Stations (CPCS)	KVSV	AM 1190 & FM 105.5 3185 Hwy 24	Beloit	KS	67420
Fusion Center	Lincoln County Sheriff's Department	116 N. Second	Lincoln	KS	67455
Staging Area	Lincoln High School	701 E. North St	Lincoln	KS	67455
Staging Area	Lincoln Grade School	304 S. 4th St	Lincoln	KS	67455
Staging Area	Sylvan-Lucas Unified Jr/Sr High School	504 W. 4th St	Sylvan Grove	KS	67481

2. Population Demographics

According to 2013 Census data, the population estimate for Lincoln County was 3,147 (a 12.0% decrease from a 2000 Census population of 3,578), with a population density of 4 people per square mile. The population had 50.02% female. There were 1,852 housing units in 2012 with an 80% homeownership rate. In the County the population was spread out with 24.10% under the age of 18, and 20.7% who were 65 years of age or older.

The 2013 racial makeup of the County was 97.6% White, 0.3% Black or African American, 0.6% Native American, 0.3% Asian, and 1.2% from two or more races. 2.4% of the population were Hispanic or Latino of any race.

Most of the residents are dispersed throughout the County's four main population centers of Barnard, Beverly, Lincoln, and Sylvan Grove with some smaller concentrations residing in rural parts of the County.

3. Functional & Access Needs

Lincoln County recognizes considerations must be made to reasonably accommodate functional & access needs populations during emergencies. Lincoln County is engaged in a number of activities which aim to improve response plans and operations to accommodate the needs of those most vulnerable during an emergency event. ESF Annexes within this plan outline or identify guidance to better assist supporting functional & access needs populations. Lincoln County at times the best support for such needs is to request assistance from regional and/or state partners. Specifically the following will be addressed in this EOP:

- Identification of functional & access populations: Basic Plan, Functional & Access Needs Planning System
- Notification: ESF 2
- Evacuation and Transportation: ESF 1
- Sheltering: ESF 6

- First aid and medical care: ESF 8
- Temporary lodging and housing: ESF 6
- Transition back to the community: ESF 14
- Recovery: ESF 14

G. Public Safety

The following is a list of public safety agencies within Lincoln County. They include law enforcement, medical services, fire districts, emergency management and communication and dispatching centers.

Name of Agency	Area Served	Description of Agency
Barnard Fire	See Map Attached to ESF #4	Rural Fire District
Beverly Fire North	See Map Attached to ESF #4	Rural Fire District
Beverly Fire South	See Map Attached to ESF #4	Rural Fire District
First Rural Fire	See Map Attached to ESF #4	Rural Fire District
Hunter Fire District	See Map Attached to ESF #4	Rural Fire District
Sylvan Grove Rural Fire	See Map Attached to ESF #4	Rural Fire District
Lincoln County Sheriff's Department	County & cities	Sheriff's Department
Lincoln County Emergency Management	County & cities	Emergency Management
Lincoln County Communications Department	County & cities	911 Comm Center
Lincoln County Health Department	County & cities	Health Department
Lincoln County Rescue Squad	County & cities	Rescue
Lincoln County EMS	County & cities	Emergency Medical Services
Lincoln County Hospital	County & cities	Hospital

H. Education

The following is a list of educational agencies located within Lincoln County.

Name of Agency	Area Served	Description of Agency
USD 298 Lincoln	Lincoln, Barnard, Beverly	Public School District PK-12
USD 299 Sylvan-Lucas	Sylvan Grove & unincorporated Vesper in Lincoln County; (Lucas & Luray in Russell County; Hunter in Mitchell County)	Public School District PK-12

I. Culture, Arts and Humanities

The following is a list of culture, art and humanity agencies located within Lincoln County.

Name of Agency	Area Served	Description of Agency
Lincoln Carnegie Library	Public	Public Library
Lincoln County Courthouse	County	
Lincoln Art Center	Public	Art
Post Rock Country	Public	Limestone used for bldgs, fence posts, bridges

J. Planning Assumptions

The preparation of the EOP was guided by several assumptions that address a range of issues that potentially impact response and recovery capabilities and the concept of operations. These assumptions include:

- Incidents are best managed at the lowest possible geographic, organizational and jurisdictional level.
- A disaster may occur with little or no warning, and may escalate more rapidly than the ability of local government to effectively respond.
- Achieving and maintaining effective citizen and community preparedness reduces the immediate demands on response organizations. This level of preparedness requires continued public awareness and education programs to ensure citizens will take appropriate advance actions to reduce their vulnerability, especially during the initial days (first 72 hours) after disaster impact.
- Disasters may involve multiple jurisdictions simultaneously impacting the County.
- Disasters will require significant information sharing across jurisdictions and between the public/private sector.
- Lincoln County will utilize available resources fully before requesting state and/or federal assistance.
- Mutual Aid Agreements will be implemented in those instances when locally available resources are depleted or need augmentation.
- The County will coordinate all public information activities during an emergency.
- Disasters may attract a sizeable influx of spontaneous volunteers and donations.
- Widespread damage to commercial telecommunications facilities may occur and the ability of governmental response and emergency response agencies to communicate may be impaired.
- Homes, public buildings, and other critical facilities and equipment may be destroyed or severely damaged.

- Debris may make streets and highways impassable, seriously impeding the movement of emergency supplies and resources.
- Public utilities may be damaged and may be either fully or partially inoperable.
- Many County emergency personnel may be victims of the emergency, preventing them from performing their assigned emergency duties.
- Numerous separate hazardous conditions and other emergencies could result from the major event, further complicating the response efforts.
- People may be forced from their homes and large numbers of people may be killed or injured.
- Many victims may be in life-threatening situations requiring immediate rescue and medical care.
- There may be shortages of a wide variety of supplies necessary for emergency survival.
- Hospitals, nursing homes, pharmacies and other health/medical facilities may be severely damaged or destroyed; and the number of victims requiring medical attention may overwhelm those that do remain in operation.
- Normal food processing and distribution capabilities may be severely damaged or destroyed.
- Damage to fixed facilities that generate, produce, use, store or dispose of hazardous materials could result in the release of hazardous materials into the environment.
- Near-total disruption of energy sources and prolonged electric power failures may occur.
- Initially, emergency response will focus on lifesaving activities. County officials will work toward restoring order and control in the disaster area.
- In major and catastrophic disasters the Lincoln County Emergency Operations Center will become the central point and control for County response and recovery activities.
- The Lincoln County Emergency Operations Center will be activated and staffed with agencies organized into specific ESFs. The coordinating agency for each support function is responsible for coordinating the planning and response activities for all the agencies of the function.
- The County will coordinate with State and Federal personnel to expedite recovery.
- Damage assessments will be conducted as soon as weather or the situation permits.
- The County will work to reduce its vulnerability and risk to hazards through proactive mitigation actions and activities.
- All levels of government share the responsibility for working together in mitigating, preparing for, responding to, and recovering from disasters. The emergency plans and procedures referred to in the Lincoln County EOP have been maintained by those

organizations having responsibility, are in coordination with the EOP, and are exercised on a regular basis.

- Those individuals and organizations with responsibilities identified in the EOP (or in plans that support of the EOP) are sufficiently trained and prepared to perform their respective responsibilities.

K. Pets and Service Animals

This plan takes into consideration the needs of individuals with disabilities relying on service animals. The Americans with Disabilities Act (ADA) protects the rights of all individuals with disabilities and requires that State and local governments comply with Title II of the ADA in the emergency and disaster-related programs, services, and activities they provide.

The sheltering and protection of companion animals are the primary responsibility of their owners. When owners are unable to provide for the care and needs of their household pets and service animals, the local jurisdictions will provide assistance as outlined in the Pets Evacuation and Transportation Standards Act of 2006 (PETS) and FEMA DAP 9523.19. The Pets Evacuation and Transportation Standards Act of 2006 requires that local governments plan for sheltering and care of household pets and service animals during emergencies where shelters are established. Lincoln County has included pet sheltering as part of ESF 6: Mass Sheltering Annex. The following is specifically addressed in ESF 6:

- Pre-event planning
- Animal sheltering operations
- Animal registration and return
- Coordination with human shelters

FEMA Disaster Assistance Policy 9523.19

The Policy identifies the expenses related to state and local governments' emergency pet evacuation and sheltering activities that are eligible for reimbursement following a major disaster declaration under Category B, Emergency Protective Measures, and provisions of the Public Assistance Program. The terms household pet, service animal, and congregate household pet shelters are defined. The policy details eligible reimbursements related to shelter facilities, supplies and commodities, eligible labor, equipment, emergency veterinary services, transportation, shelter safety and security, cleaning and restoration, and the removal and disposal of animal carcasses.

III. ROLES AND RESPONSIBILITIES

A. Federal Government

The federal government is responsible for:

- Preventing terrorist attacks within the United States through the Department of Homeland Security; reducing the vulnerability of the nation to terrorism, natural

disasters, and other emergencies; and minimizing the damage and assisting in the recovery from emergencies.

- Providing emergency response on federally owned or controlled property, such as military installations and federal prisons.
- Providing federal assistance as directed by the President of the United States under the coordination of the United States Department of Homeland Security, Federal Emergency Management Agency and in accordance with National Response plans.
- Identifying and coordinating provision of assistance under other federal statutory authorities.
- Providing assistance to the State and local governments for response to and recovery from a commercial radiological incident consistent with guidelines as established in the current Federal Radiological Emergency Response Plan and the National Response Plan.
- Managing and resolving all issues pertaining to a mass influx of illegal aliens.
- Providing repatriation assistance to U.S. citizens (including noncombatants of the U.S. Department of Defense) evacuated from overseas areas The U.S. Department of Health and Human Services (DHHS), in coordination with other designated federal departments and agencies, is responsible for providing such assistance.

B. State Government

As a State's Chief Executive, the Governor is responsible for the public safety and welfare of the people of Kansas. The Governor:

- Is responsible for coordinating State resources to address the full spectrum of actions to prevent, prepare for, respond to, and recover from incidents in an all-hazards context to include terrorism, natural disasters, accidents, and other contingencies.
- Has power to make, amend, and rescind orders and regulations under a Governor's emergency declaration.
- Provides leadership and plays a key role in communicating to the public and in helping people, businesses, and organizations cope with the consequences of any type of declared emergency within Kansas.
- Encourages participation in mutual aid and implements authorities for the State to enter into mutual aid agreements with other States, tribes, and territories to facilitate resource-sharing.
- Is the Commander-in-Chief of State military forces (National Guard when in State Active Duty or Title 32 Status and the authorized State militias).
- Requests Federal assistance when it becomes clear that State or tribal capabilities will be insufficient or have been exceeded or exhausted.

The Kansas Division of Emergency Management is responsible for implementing all policy decisions relating to emergency management. These decisions are then relayed to the tasked state agencies. Those emergencies relating to local matters will be coordinated with local emergency management coordinators.

C. County Government

County governments are responsible for:

- Maintaining an emergency management program at the county level involving all government, private and volunteer organizations which have responsibilities in the comprehensive emergency management system within the county.
- Coordinating the emergency management needs of all municipalities within the county and working to establish intra-county Mutual Aid Agreements to render emergency assistance.
- Implementing a broad-based public awareness, education and information program designed to reach all citizens of the county, including those needing special media formats, who are non-English speaking (including persons who do not use English as their first language), and those with hearing impairment or loss.
- Coordinating mutual aid activities within Lincoln County to ensure the provision of supplemental emergency aid and assistance.
- Maintaining an emergency management program that is designed to avoid, reduce and mitigate the effects of hazards through the enforcement of policies, standards and regulations.
- Maintaining cost and expenditure reports associated with disasters, including resources mobilized as a result of Mutual Aid Agreements.
- Coordinating public information activities during disasters.
- Developing and maintaining systems to coordinate the provision of shelters and mass care to those displaced by disasters.

Lincoln County departments have specific responsibilities during disasters and/or during EOC activations, the everyday organizational structure of Lincoln County government remains in effect during disaster situations. However, certain functions of various departments may be modified or suspended to meet the needs of the disaster situation.

D. Municipal Government

Cities are responsible for ensuring the safety and well being of their citizens, as well as providing initial response, within city capabilities, in the case of emergency/disaster events. At a minimum, cities should establish emergency response policies and procedures for their jurisdiction. Specific responsibilities of cities include:

- Appoint and support a qualified person to serve as the City Emergency Management Liaison. This position serves as the primary emergency management point of contact

between the City and the County and actively participates in the emergency management system.

- Coordinate and integrate emergency management activities of the city with county emergency management through all phases of emergency management (mitigation, preparedness, response, & recovery).
- Provide Lincoln County Emergency Management with current copies of the city EOP (or EOGs/SOPs), emergency contact information, and lists of critical resources.
- Ensure incident management activities will be initiated and conducted using the concepts and principles identified by the National Incident Management System (NIMS).
- Ensure all responders have the appropriate level of NIMS and hazardous materials training.
- Train damage assessment teams (for cities desiring to field their own teams) and coordinate efforts with Lincoln County's overall damage assessment process.
- Ensure that Lincoln County Emergency Management is kept informed of situations that require (or may potentially require) countywide coordination and/or the activation of the Lincoln County Emergency Operations Center.
- Ensure that, during a disaster, response activities (including requests for assistance, and public information efforts) are coordinated with Lincoln County and that situation reports, damage assessments, and requests for County, State and/or Federal assistance are channeled through Lincoln County.

E. Special Districts

Special districts (such as Soil and Water Conservation, Water Management, Mosquito Control, Fire and Rescue, and School) are responsible for establishing liaisons with Lincoln County and its organizations to support emergency management capabilities within Kansas. Special districts that involve inter-jurisdictional authority can provide resources and services to support other functionally related systems in times of disaster.

F. Private Sector

It is encouraged that members of the Private Sector:

- Coordinate with government agencies to ensure a broad and comprehensive coverage of assistance during emergencies.
- Provide and coordinate relief not provided by government on a complimentary and supplementary basis.
- Certain organizations are required by existing law and regulation to bear the cost of planning and response to incidents, regardless of cause.

- Unless the response role is inherently governmental (e.g., law enforcement, etc.), private-sector organizations are encouraged to develop and maintain capabilities to respond to and manage a complete spectrum of incidents and emergencies.
- Develop Mutual Aid Agreements and Memorandums of Understanding for actions performed during emergencies.

G. Non-Government and Volunteer Organizations

- Coordinate with government agencies to ensure a broad and comprehensive coverage of assistance and relief during emergencies.
- Provide and coordinate relief not provided by government on a complementary and supplementary basis.
- Develop Mutual Aid Agreements and Memorandums of Understanding of duties and areas of responsibilities to be performed during an emergency.

H. Hospitals, Nursing Facilities and Assisted Living Facilities

These facilities are responsible for the safety and well being of visitors and tenants to their facilities. They have a state mandate to maintain an emergency operations plan.

I. School Districts

School districts are responsible for the safety and well being of students, staff & visitors to their facilities. Emergency plans should be developed taking into account those hazards to which schools might reasonably be exposed. The districts are encouraged to be proactive in developing and implementing these plans.

J. Legal Affairs Officer

The Lincoln County Attorney is responsible for providing legal advice and guidance to emergency management and the Lincoln County Board of Commissioners all emergency management issues and concerns. The staffing of this position is the responsibility of the Lincoln County Attorney. Lincoln County Attorney are responsible for supporting requests about actions that require a legal opinion regarding jurisdictional policy and authority by ordinances, statutes and under state and federal laws (e.g., evacuations, quarantines, etc.).

K. Emergency Support Functions (ESFs)

ESF Coordinating Agency

The ESF coordinator is the agency/organization with coordination responsibilities for the assigned ESF throughout the preparedness, response, and recovery phases of incident management. Responsibilities of the ESF coordinator include:

- Coordination before, during, and after an incident, including pre-incident planning and coordination.
- Maintaining ongoing contact with ESF primary and support agencies.

- Conducting periodic ESF meetings and conference calls.
- Coordinating efforts with corresponding private-sector organizations.
- Coordinating ESF activities relating to catastrophic incident planning and critical infrastructure preparedness, as appropriate.
- Managing mission assignments and coordinating with primary and support agencies, as well as appropriate State officials, operations centers, and agencies.
- Ensuring financial and property accountability for ESF activities.

ESF Primary Agencies

An agency designated as an ESF primary agency is chosen on the basis of its authorities, resources, and/or capabilities. When an ESF is activated in response to an incident, the primary agency is responsible for:

- Supporting the ESF coordinator and coordinating closely with the other primary and support agencies.
- Providing staff for the operations at fixed and field facilities.
- Notifying and requesting assistance from support agencies.
- Working with appropriate private-sector organizations to maximize use of all available resources.
- Support and keep other ESFs and organizational elements informed of ESF operational priorities and activities.
- Conducting situational and periodic readiness assessments.
- Executing contracts and procuring goods and services as needed.
- Participate in planning for short- and long-term incident management and recovery operations.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

ESF Support Agencies

Support agencies are those entities with specific capabilities or resources that support the primary agency in executing the responsibilities of the ESF. When an ESF is activated, support agencies are responsible for:

- Conducting operations, when requested by the EOC consistent with their own authority and resources.

- Participate in planning for short- and long-term incident management and recovery operations and the development of supporting operational plans, SOPs, checklists, or other job aids, in concert with existing first-responder standards.
- Assisting in situational assessments.
- Furnishing available personnel, equipment, or other resource support as requested by the EOC.
- Providing input to periodic readiness assessments.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

L. CITIZEN INVOLVEMENT

The public is responsible for preparing for disasters just as the various levels of government do. Specifically, individual, family, and/or business plans need to be developed and maintained to ensure the appropriate level of preparedness.

Strong partnerships with citizen groups and organizations provide support for incident management prevention, preparedness, response, recovery, and mitigation.

Functional & access needs population citizens are encouraged to register their information with the Lincoln County Emergency Management for disaster planning and response purposes.

IV. METHOD OF OPERATIONS

A. General

Lincoln County uses the nearest appropriate responder concept (likely to be a county, municipal, state or nationally available resource) when responding to any threat, event, or disaster. In most situations, Lincoln County agencies will be the first and primary responders, and will be required to exceed their abilities or deplete their resources before requesting state assistance. Under some rare circumstances state or federal agencies may have the primary jurisdiction for the overall response effort. However Lincoln County resources will likely provide the first response for all incidents impacting the jurisdictions.

1. Non-Disaster Daily Operations

Day to day operations of Lincoln County, absent of a declaration of State or Local Disaster Emergency is under the authority of the local governing body.

A proactive day-to-day disaster planning process is in place using the following resources:

- Local Emergency Planning Committee (LEPC)

- The Local Emergency Planning Council prepares regional hazardous materials emergency plans that indicate the facilities that use, produce, or store hazardous substances that are present in the jurisdiction.

LEPC serves as the repository for regional reports filed under Title III of the Emergency Planning and Community Right-To-Know Act of 1986 (EPCRA). LEPC directs regional Title III implementation activities and performs associated outreach functions to increase awareness and understanding of and compliance with the EPCRA program.

It is the responsibility of governments of Lincoln County and its communities to protect life and property from the effects of hazardous events. This Plan is based on the concept that emergency functions of responding agencies will generally parallel their normal, day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts that would normally be required of those functions will be re-directed to accomplish the emergency task assigned.

This plan provides assistance in day-to-day operations by providing each agency their responsibilities during an emergency. This allows agencies to construct programs, strategies and methods which allow day-to-day responsibilities to compliment emergency operations.

2. Emergency Operations

In accordance with KSA 48-932, the Chairman of the Lincoln County Board of Commissioners may declare a state of local disaster emergency within Lincoln County. Such declaration shall be based on the judgment that a state of local disaster emergency is necessary to deal with a current or imminent emergency/disaster situation.

Lincoln County Emergency Management will be responsible for preparing any disaster declarations. A declaration of a state of local disaster emergency shall implement the response and recovery elements of this plan and any applicable emergency operations plans. Subject to K.S.A. 48-932, the Chairman of the Lincoln County Board of Commissioners may issue any order deemed necessary for the efficient and effective management for the protection of life or property or for the general public health and welfare.

The Lincoln County EOP may be activated by the following positions in order of succession:

1. The Chairman of the Lincoln County Board of Commissioners
2. The Director of Lincoln County Emergency Management
3. Any of the designated Emergency Management Duty Officers

Response

The organized structure for response to an emergency/disaster is under the leadership of the Lincoln County Board of Commissioners who appoints the County Emergency Management Director overall coordination authority for the incident. The agencies, through the ESF structure, operate from the Lincoln County Emergency Operations Center and support the Lincoln County Emergency Management. The management structure designated to respond to

emergency/disasters is coordinated by the staff of the Lincoln County Emergency Management.

Initial and subsequent notification procedures have been provided to the 24 hour Lincoln County Warning Point for initial contacts based on the type of event. Additional notifications are made as requested by the Incident Commander or Emergency Management Director.

Disaster response and recovery agencies identify resources, training needs, or planning activities to the Lincoln County Emergency Management. The Lincoln County Emergency Operations Center will be activated for actual or potential events that threaten Lincoln County. The level of activation will be determined by the Emergency Management Director based on the emergency or disaster event.

The following are possible criteria for activation of the Lincoln County Emergency Operations Center:

1. A threat (or potential threat) increases the risk in Lincoln County
2. Coordination of response activities are needed
3. Resource coordination is needed to respond to an event
4. Conditions are uncertain or could possibly escalate
5. A County emergency/disaster declaration is made
6. At the discretion of any of the individuals authorized to activate the EOC

The Lincoln County Emergency Operations Center may be activated or deactivated by any of the following individuals:

- Emergency Manager - Emergency Management
- Commissioner - County Commissioners
-
-

The Lincoln County Emergency Operations Center utilizes 3 levels of activation:

- **Watch:** When conditions indicate an event/disaster is imminent. Notification will be made to those agencies that will need to take action as part of their normal responsibilities. The Lincoln County Emergency Operations Center will be staffed by emergency management personnel.
- **Partial-Activation:** When conditions indicate an event/disaster is very imminent or has occurred. Emergency management personnel and essential ESFs are represented in the Lincoln County Emergency Operations Center.

- **Full-Scale Activation:** Any disaster/emergency that will require large-scale mutual aid and possible State and Federal assistance in response and recovery. Emergency management personnel and essential ESFs are represented in the Lincoln County Emergency Operations Center.

The Lincoln County Emergency Operations Center is located at:

Lincoln County Emergency Operations Center
216 East Lincoln
Lincoln, KS 67455

The facility serves as the coordination, command and control center for Lincoln County, is staffed when the need arises, and serves as the 24 hour Lincoln County Warning Point for initial notification and warning of emergencies and disasters.

Lincoln County operates under the ESF concept. Each ESF contained in this plan identifies the coordinating, primary and support agencies required to carry out the responsibilities of the ESF. These agencies are responsible for preparing additional operating guides, checklists, staffing patterns or resource requirements needed to complete their assignments. Each agency is responsible for carrying out the tasks assigned by this EOP, with the coordinating agency having primary responsibility for coordinating that effort. A comprehensive list of ESFs and their responsibilities can be found in the file archive as an attachment to this plan.

During activation, the Lincoln County Emergency Operations Center provides the core emergency function coordination, communication, resource dispatch and tracking; information collection, analysis and dissemination; multi-agency coordination and joint information coordination. Field Operations will be managed through the Incident Command System (ICS) and is discussed below.

EOC Organizational Structure

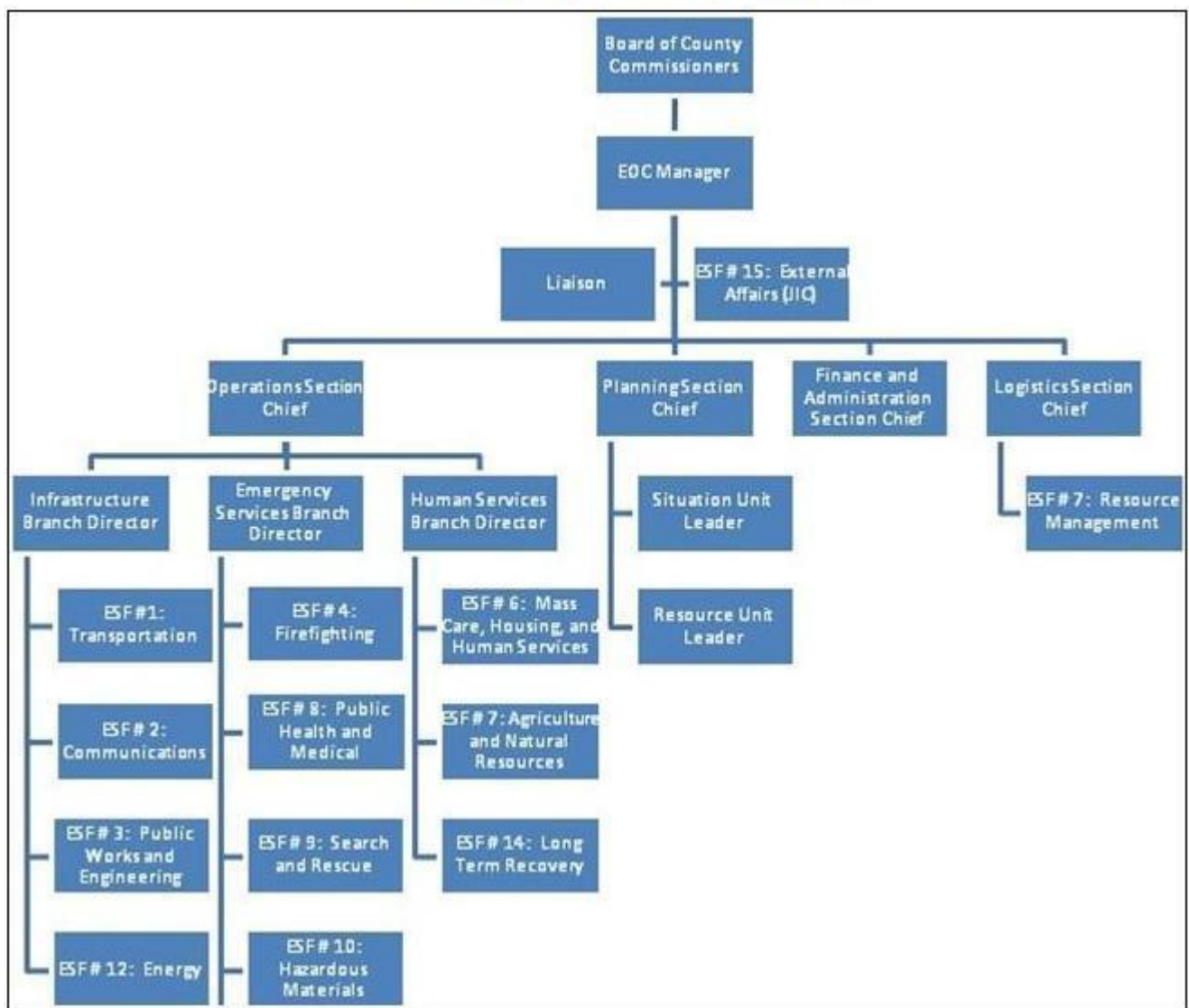
The EOC staffing level and composition is contingent on the specific requirements of an incident. The organizational structure of the EOC is modular, extending to incorporate all elements necessary for the type, size, scope, and complexity of a given incident. While any configuration of functional units may be used in the EOC, the core organizational structure of the EOC is organized by Sections and ESF teams. While a organizational chart is provided below, the various functional elements are activated based on need. The organizational structure can be condensed, expanded, or reconfigured as needed.

While the structure is flexible, it is always organized around five core functions:

- **EOC Management:** This component is responsible for the overall disaster policy and coordination. Specific functions include oversight of the EOC and coordinates public information with ESF 15. EOC Management is led by the EOC Director. This position is staffed by a designated responsible agency.
- **Operations Section:** The purpose of this section is to support field operations and coordinate countywide response activities through the implementation of the EOC Action Plan. This section is led by the Operations Section Coordinator which is staffed by a designated responsible agency.

- **Planning Section:** The purpose of this section is to collect, evaluate, process, and disseminate information for use in the EOC. This section is led by the Planning Section Coordinator which is staffed by a designated responsible agency.
- **Logistics Section:** This section supports operational activities through the provision of supplies, equipment, facilities, personnel, mutual aid, and other support and services necessary for disaster response and recovery. This section is led by the Logistic Sections Coordinator which is staffed by a designated responsible agency.
- **Finance Section:** The finance section is responsible for the coordination of the financial planning, operations, and reporting services. This section is led by the Finance Section Coordinator which is staffed by Lincoln County Clerk.

ORGANIZATIONAL CHART



Each agency responding will report back to the Lincoln County Emergency Operations Center through their liaison who is the Point of Contact (POC) for each respective agency or organization in either a single or Unified Command Structure. These reports are later synchronized and information is provided to mutual aid partners, adjacent counties, and the Kansas Division of Emergency Management to provide visibility of emergency operations.

During the response phase and upon declaration of a local state of emergency, the Lincoln County Lincoln County Board of Commissioners has ultimate authority. The Lincoln County Emergency Management reports directly to the Lincoln County Lincoln County Board of Commissioners and then provides overall direction to the Lincoln County Emergency Operations Center.

All municipalities, City departments, constitutional officers, agencies and other organizations fall under the direction of the coordinating agency designated in the plan. The Director of Lincoln County Emergency Management will coordinate with State, Federal and other outside agencies.

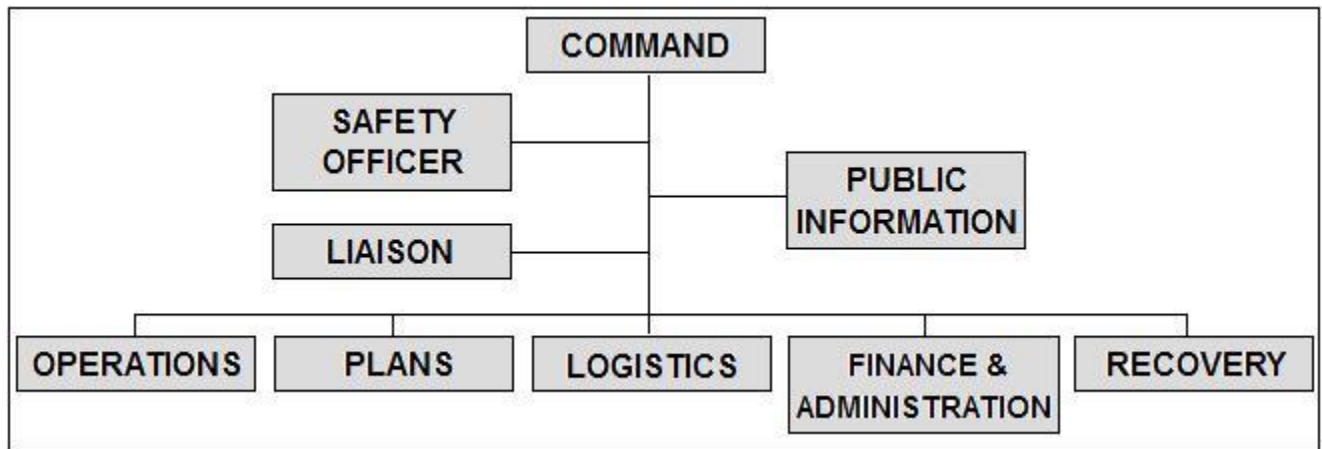
3. Field Operations

Field Operations will be managed through the Incident Command System (ICS). The ICS that has been implemented in Lincoln County and utilizes common terminology; is modular and scalable; incorporates measurable objectives; provides for a manageable span of control; and relies on the Incident Action Plan (IAP) as the principal tool for communicating and carrying out operational objectives in an incident. The incident may be controlled by local emergency responders or with other agencies through the mutual aid system. If the resources available at the field response level are not sufficient to mitigate the situation, the Incident Commander may request, through appropriate channels, that the Lincoln County Emergency Operations Center be activated to support the field operations.

Response to an incident by single discipline agencies (i.e., fire, law enforcement, EMS) will utilize a single Incident Commander within the ICS structure. As the incident progresses to include multiple jurisdictions and disciplines, a Unified Command will be used to the extent possible, and as deemed necessary.

During a single discipline response to an incident, the first on-scene emergency responder with management responsibilities will take the necessary steps to establish an Incident Command Post (ICP), report a scene size-up, activate the appropriate ICS organizational elements required for incident management, delegate authority within the ICS organizational structure, and develop incident objectives on which subsequent incident action planning will be based.

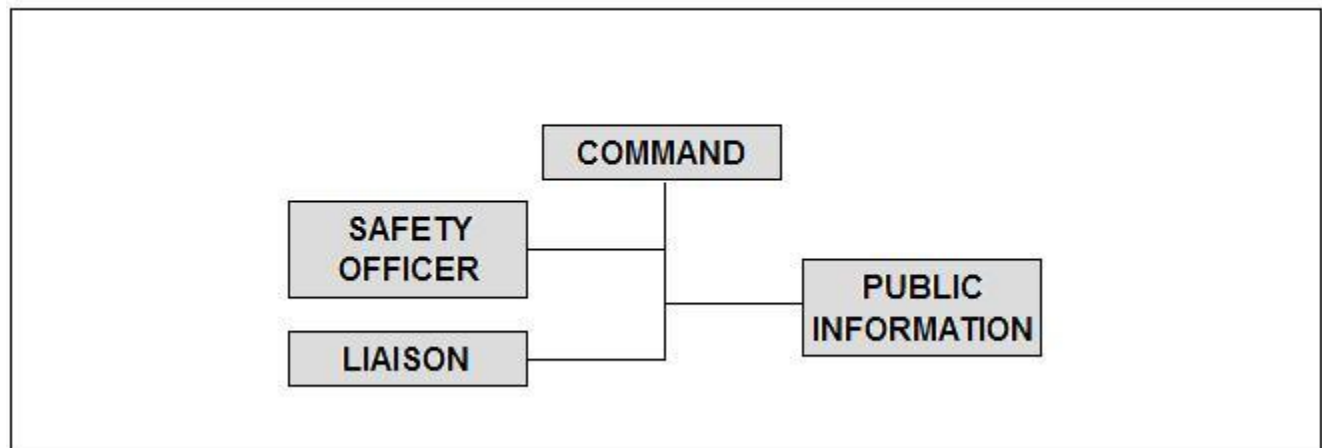
Each agency deploying to the field will report back to the Lincoln County Emergency Operations Center through their liaison who is the Point of Contact (POC) for each respective agency or organization in either a single or Unified Command Structure.



Command Staff

The Command Staff function will be conducted in two ways: 1) as a Single Command (used when an incident occurs within single jurisdiction, and there is no jurisdictional or agency overlap, and a single IC can be designated); or 2) Unified Command (used when there are multiple agencies and multiple jurisdictions, and a single set of objectives need to be developed to guide incident management).

COMMAND STAFF



General Staff

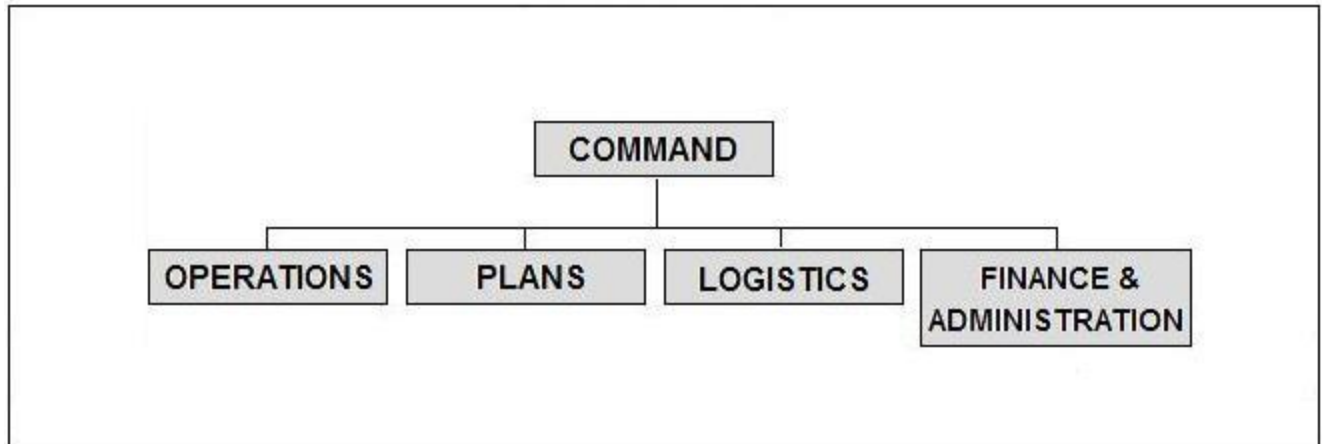
The General Staff positions will include the following sections:

- Operations Section
- Planning Section
- Logistics Section

- Finance / Administration Section

The scope, direction, and control of these sections will follow established ICS procedures.

GENERAL STAFF



a. Area of Operations

An area of operations will be established by the Incident Commander. This will vary depending on the size and magnitude of the event. Once established, or changes made to an existing area of operations, it will be communicated to all responders.

b. Area Command

An Area Command (AC) will be activated if an incident is not site specific (i.e., pandemic outbreaks), the incident is extremely large and involves multiple ICS organizations, or there are multiple incidents that are being handled by separate ICS organizations. If the incidents are multi-jurisdictional, then a UC will be established within the AC. Therefore, the AC has the responsibility to:

- Set overall incident-related priorities
- Allocate critical resources according to priorities
- Ensure that incidents are properly managed
- Ensure that incident management objectives are met and do not conflict with each other or with agency policy
- Identify critical resource needs and report them to EOCs and/or multi-agency coordination entities
- Ensure that short-term emergency recovery is coordinated to assist in the transition to full recovery operations

c. Multi-Agency Coordination Center

A key component of NIMS is the development of a multi-agency coordination system that integrates the operations and functions of the Lincoln County Emergency Operations Center and field operations, guided by the principles embedded in the Incident Command System. In most cases, emergencies are handled by local fire departments, law enforcement agencies, medical service agencies, and communication/dispatch centers; but in larger emergencies or disasters, additional coordination support is required. In these situations, entities such as city EOCs and/or the Lincoln County Emergency Operations Center have critical roles in an emergency.

The County's incident management responsibility is directed and managed through the Lincoln County Emergency Management. As a multi-agency coordination entity, the Lincoln County Emergency Management will coordinate and manage disaster operations through the Lincoln County Emergency Operations Center to:

- Ensure that each agency involved in incident management activities is providing appropriate situational awareness and resource status information to Lincoln County Emergency Operations Center
- Establish priorities between incidents and/or Area Commands in concert with the Incident Command or Unified Command involved
- Acquire and allocate resources required by incident management personnel in coordination with the priorities established by the IC or UC
- Anticipate and identify future resource requirements
- Coordinate and resolve policy issues arising from the incident(s)
- Provide strategic coordination as required
- Coordinate briefings, message tracking, situational reports, and establish a common operating picture

Following an incident, plans, procedures, communications, staffing and other capabilities necessary for improved incident management are coordinated through the Lincoln County Emergency Management. These tasks are accomplished by the Lincoln County Emergency Operations Center by ensuring the ability to perform four core functions:

- Coordination
- Communications (that are reliable and contain built-in redundancies)
- Resource dispatch and tracking
- Information collection, analysis, and dissemination

4. Joint Information Center

The Joint Information System (JIS) provides the mechanism for integrating public information

activities among Joint Information Centers (JIC), across jurisdictions, and with private-sector and non-governmental organizations.

Lincoln County has implemented and institutionalized processes, procedures and plans for its JIC and can be referenced in the Annex for Emergency Support Function 15.

When the Lincoln County Emergency Operations Center is activated, the Director of Lincoln County Emergency Management or the Public Information Officer may activate the Joint Information Center (JIC). When the JIC is in operation, it serves as the central point of public information collection and dissemination. The JIC functions as part of the Command in the Lincoln County Emergency Operations Center and will coordinate the release of non-operational information.

Depending on the incident, representatives from each jurisdiction, agency, private sector organization, and non-governmental organization involved in incident management activities will be notified and asked to have their JIC representative respond to the Lincoln County Emergency Operations Center within a reasonable period of time. Communication will be accomplished via the Emergency Alert System, radio, cable override, television, fax, Internet, telephone or any other means available. When the JIC is activated, the Public Information Officer or his/her designee will notify media outlets that all media inquiries are to be directed to the JIC and that the JIC will be releasing media updates on a routine basis and when noteworthy events take place. Members of the media will not be allowed access to the Lincoln County Emergency Operations Center.

More information on public awareness and education can be found in ESF 15, External Communications. More information on communication plans and protocols can be found in ESF 2, Communications.

B. Coordination, Direction and Control

1. County Level

Information Collection and Dissemination

Initial notification of incidents at the local level are accomplished in a variety of ways including public safety radio, television, radio, broadcast, fax, etc.

Responsibility for notification of most incidents is accomplished through the Lincoln County communication center. Other agencies with responsibilities for notification include the National Weather Service and Kansas Highway Patrol.

The Lincoln County communication center will be responsible for notifying response and Emergency management personnel when the threat of a disaster is imminent.

- **Internal:** Response agencies will be notified from the communication center as required by the nature of the disaster.
- **External:** It is the responsibility of Lincoln County Emergency Management to notify the appropriate agencies outside of the jurisdiction such as Kansas Division of Emergency Management, State Emergency Response Commission (SERC), and the United States Department of Agriculture (USDA).

The Lincoln County communication center provides communications essential for the city and county governments to communicate with all governmental entities. This information is then passed along to the public via siren, notification system, radio, NOAA radio, television, social media alerts, etc.

The media assume a vital role in dispersing information to the public. Lincoln County Emergency Management works closely with local media providers to ensure timely and accurate information is provided to the public.

Information collection needs and priorities will include:

1. Life safety
2. Incident security and stability
3. Property and environmental protection

Direction and Control

Impacted entities will coordinate the emergency response efforts within their political jurisdiction (county and municipalities).

The Incident Command System (ICS) and National Incident Management System (NIMS) will be used to coordinate emergency response and recovery operations at the disaster scene(s). The ICS/NIMS organization will maintain communications and coordination with the Lincoln County Emergency Operations Center at all times as detailed by this plan.

Lincoln County Emergency Management may activate Mutual Aid Agreements with neighboring jurisdictions. They may also recommend that the Lincoln County Board of County Commissioners declare a local state of emergency and make a formal request for state assistance. The following positions are authorized to request resources by contacting Kansas Division of Emergency Management.

1. The Lincoln County Director of Emergency Management
2. Any designated personnel authorized by Lincoln County Director of Emergency Management

To request state assistance, Lincoln County must meet the following parameters:

1. Exhausted or will likely exhaust Lincoln County resources
2. Exhausted or will likely exhaust mutual aid resources
3. Exhausted or will likely exhaust contractual resources
4. The requested assistance is not available at the local level

The Director of Lincoln County Emergency Management or designee is delegated policy-making authority and can commit Lincoln County resources at the Lincoln County Emergency Operations Center as well as routine management and operation of the facility. The Director of Lincoln County Emergency Management may issue mission assignments to the ESFs to perform duties consistent with Lincoln County policy. Mission assignments and mutual aid assistance is tracked at the Lincoln County Emergency Operations Center.

Coordination of County-wide protective actions will occur among all affected risk and host areas and Lincoln County Emergency Operations Center under the direction and control of the Director of Lincoln County Emergency Management. Areas not impacted by these events may be requested to provide assistance. Prior to an evacuation and under the direction of the Director of Lincoln County Emergency Management, the Lincoln County Emergency Operations Center will implement coordination on issues which may include, but not limited to: lifting of tolls, deploying and pre-deploying personnel, identifying evacuation routes, ensuring the sufficiency of fuel, address emergency medical issues, and initiate procedures for notification to the public.

The Director of Lincoln County Emergency Management may authorize a field operations response in or near the impacted area. Field operations will be under the direction and control of the Incident Commander and may involve the deployment and staging of personnel and resources in the impacted area.

Initial planning for recovery begins before an emergency event impacts Lincoln County. While response actions necessary to protect public health and safety are being implemented, the recovery section within the Lincoln County Emergency Operations Center begins coordination and implementation of the recovery programs.

In the event state and federal assistance is required by Lincoln County, the State Coordinating Officer will interface directly with representatives of the federal government.

In the event a request for disaster assistance comes from the governor of another state, the Governor of the State of Kansas may order the mobilization of State and local resources under the Emergency Management Assistance Compact to be deployed to the impacted state. The management and coordination of these resources will be administered through the Response and Recovery Section under the direction of the Response and Recovery Director located at Kansas Division of Emergency Management.

2. Coordinating Agencies

The Director of Lincoln County Emergency Management designates the coordinating agencies for each emergency support function to coordinate the activities of that support function.

Coordinating Agency Listing for Emergency Operations Plan	
FUNCTIONAL ANNEX	COORDINATING AGENCY
ESF 1 - Transportation	Lincoln County Sheriff's Department
ESF 2 - Communications	Lincoln County Sheriff's Department
ESF 3 - Public Works and Engineering	Lincoln County Sheriff's Department
ESF 4 - Firefighting	Lincoln County Rural Fire Department
ESF 5 - Emergency Management	Lincoln County Emergency Management
ESF 6 - Mass Care, Housing and Human Services	Lincoln County Emergency Management
ESF 7 - Resource Support	Lincoln County Emergency Management
ESF 8 - Public Health and Medical Services	Lincoln County Health Department
ESF 9 - Search & Rescue	Lincoln County Emergency Management
ESF 10 - Oil and Hazardous Materials	Lincoln County Emergency Management
ESF 11 - Agriculture and Natural Resources	KSU Post Rock Extension District #1

ESF 12 - Energy and Utilities	Lincoln County Emergency Management
ESF 13 - Public Safety and Security	Lincoln County Sheriff's Department
ESF 14 - Long-Term Community Recovery	Lincoln County Emergency Management
ESF 15 - External Communication	Lincoln County Emergency Management

Upon activation of the Lincoln County Emergency Operations Center, the primary agency for the emergency support functions will send representatives to the Lincoln County Emergency Operations Center to coordinate activities. The coordinating agency determines which primary and support agencies are required at the Lincoln County Emergency Operations Center.

The coordinating agency for the Emergency Support Functions will be responsible for collecting all information related to the disaster and providing it to Lincoln County Emergency Management.

3. Intergovernmental Mutual Aid

Mutual Aid Agreements and Memoranda of Understanding are essential components of emergency management planning, response, and recovery activities.

These agreements provide reciprocal emergency aid and assistance during an emergency or disaster. They can increase available resources and improve response and recovery efforts. A complete list of Mutual Aid Agreements in effect for Lincoln County related to emergency management can be found in Section VII-Authorities and References of this EOP. In addition, these agreements are available for review in their entirety at the Lincoln County Emergency Operations Center.

State-Wide Mutual Aid System

KSA 48-948 through 48-958 establishes the statewide Kansas mutual aid system which states:

"The system shall provide for mutual assistance among the participating political subdivisions in the prevention of, response to and recovery from any disaster that results in a formal state of emergency in a participating political subdivision, subject to such participating political subdivision's criterion for a declaration. The system shall provide for mutual cooperation among the participating subdivisions in conducting disaster-related exercises, testing or other training activities outside actual declared emergency periods."

The full act can be found in the file archive of this plan.

Interstate Civil Defense Compact

The purpose of the compact is to provide mutual aid among the states in meeting any emergency or disaster. The prompt, full, and effective utilization of the resources of the respective states include personnel, equipment, or supplies may be essential to the safety, care, and welfare of people therein. The Interstate Civil Defense and Disaster Compact may be entered in accordance with the provisions of KSA 48-3202. This action is accomplished by written agreement between the Governor of Kansas and Governor's of one or more states which have legally joined said compact, or which are authorized to join. Such written agreement

may specify the period of time said compact is entered into with regard to each such state. The State of Kansas compact is non-active until initiated by the Governor, in agreement with one or more states.

Emergency Management Assistance Compact (EMAC)

The EMAC is a mutual aid agreement and partnership among states to allow for the exchange of resources when state and local resources are overwhelmed and federal assistance is inadequate or unavailable. Request for EMAC assistance are legally binding, contractual arrangements which requires soliciting state to be responsible for reimbursing all out-of-state costs and be liable for the actions and safety of out-of-state personnel. Providing assistance to other states through EMAC is not an obligation. Kansas became a signatory to the compact in 2000 (KSA 48-9a01).

Requesting Mutual Aid

All mutual aid requests should be coordinated through the Lincoln County Emergency Manager or the Lincoln County Emergency Operations Center if activated. To request mutual aid, Lincoln County uses the following process:

- The Party seeking mutual aid shall make the request directly to the party providing the aid in coordination with Lincoln County Emergency Management.
- Requests may be verbal or in writing. If verbal, the request shall be confirmed in writing no later than thirty (30) calendar days following the verbal request unless otherwise stated according to policies or resolutions.
- All communication shall be conducted directly between recipient and provider in coordination with Lincoln County Emergency Management.
- The Recipient shall be responsible for keeping all parties advised of the status of mutual aid activities.

If assistance is needed to coordinate mutual aid, Lincoln County can request coordination assistance to Kansas Division of Emergency Management.

4. Communication

ESF 2 (Communications) provides information and guidance concerning available communications systems and methods in Lincoln County, including:

- Dissemination of emergency information to response organizations and government
- Information flow and management to and from the Lincoln County Emergency Operations Center
- Communications interoperability among response units
- Primary and backup communications systems
- Telecommunications and information technology resources

- Emergency warning and notification

ESF 15 (External Communications) provides information on and the dissemination of information to the public for the purpose of protective action guidance and ongoing emergency information. This information is focused on the minimization of confusion, misinformation, and rumors during times of an emergency/disaster.

The Lincoln County Sheriff's Department serves as the Lincoln County Warning Point. The Lincoln County Warning Point provides Lincoln County with a single point to disseminate information and warnings to government officials that a hazardous situation could threaten the general welfare, health and safety, and/or property of the population.

The Warning Point is equipped with multiple communication networks and auxiliary power.

The Lincoln County Sheriff's Department has Standard Operating Guides (SOG) to notify and warn officials and general public of emergency and disaster events that occur in Lincoln County. In addition these guides also identify actions to be taken based off types of incidents. Notification lists for agencies and individuals are maintained by the Lincoln County Sheriff's Department. Notification of the State Warning Point is included in these guides. The Director of Emergency Management or the on-call Emergency Management staff person will initiate any further notification.

Developing or existing emergency conditions which should be reported to the Lincoln County Sheriff's Department include those that have or may result in multiple loss of life, environmental or property damage, or evacuation of a populated area whether or not State or Federal resources are needed to support local emergency response efforts.

ESF Coordinators and other Emergency Operation Center Representatives are kept informed of potential events by the Director of Lincoln County Emergency Management by fax, email, or telephone.

Warnings are accomplished in various ways depending on the persons that need to be warned and the time available. The Director of Lincoln County Emergency Management or the Incident Commander can initiate warnings and notification procedures. The following list identifies warning methods during an event. Any or all may be used.

- Activation of the Emergency Alert System (EAS)
- Information statements released to the local media
- Public address systems of public safety vehicles
- Door-to-door contacts
- Phone Messaging System
- Outdoor warning sirens

Specific warning zones are identified by the type of incident. Many have been pre-identified such as vulnerable areas around hazardous material locations and/or areas subject to storm surge and/or flooding.

Persons in the threatened areas with functional & access needs may be notified by all of the methods outlined above. Hotels, motels, Chambers of Commerce and the Tourist Information Center will assist in notification of tourists visiting the area. Most of the other warning systems previously listed would also reach some visitors to the County.

The Lincoln County Warning Point (Lincoln County Sheriff's Department) is responsible for network control and conducts routine tests to ensure operational readiness.

Common Program Control Stations (CPCS) are radio stations utilized to provide the general public with information about events. The following stations have been identified as CPCS locations in and around Lincoln County:

KSAL
AM 1150 & FM 104.9
131 N. Santa Fe
Salina, KS 67402

KVSV
AM 1190 & FM 105.5
3185 Hwy 24
Beloit, KS 67420

5. State Level

When an emergency or disaster has occurred or is imminent, the Governor may issue an Executive Order proclaiming the existence of a State of Emergency or activate the emergency response, recovery and mitigation aspects of State, local and inter-jurisdictional disaster plans.

At the State level, the Kansas Adjutant General, or designee performs policy-making authority and commitment of State resources at the State of Kansas EOC. The State of Kansas EOC Manager is responsible for the provision of State assistance, as well as routine management and operation of the State of Kansas EOC. The State of Kansas EOC Manager may issue mission assignments to the State ESFs to perform duties consistent with State policy. Mission assignments, and mutual aid assistance brokered by the State, are tracked in the State of Kansas EOC.

Coordination of regional and multi-regional protective actions will occur among all affected risk and host counties, other states, and the State of Kansas EOC under the direction and control of the State of Kansas EOC Manager. Counties that are not impacted by an emergency/disaster situation may be directed by the Kansas Adjutant General to activate their EOCs to provide emergency assistance.

During activation of the State of Kansas EOC, the State of Kansas EOC Team provides up-to-date information on the situation and is also equipped to provide information on various grant programs and funding sources available to affected areas in the aftermath of disaster.

The Kansas Division of Emergency Management Regional Coordinator serves as the State of Kansas EOC liaison and shares information with local command, who then shares the information as per local protocol. The State of Kansas EOC will provide incident information to State agencies, State legislative, and United States Congressional officials. This is typically

accomplished via situation reports and frequent State of Kansas EOC briefings.

In the event federal assistance is required, the State Coordinating Officer will interface directly with representatives of the federal government. If the State Coordinating Officer determines that the span-of-control needs to be broadened, he may designate a Deputy State Coordinating Officer to ensure coordination between federal and State agency representatives and to anticipate any needs or conflicts in the response or recovery phases as they progress.

In the event a request for disaster assistance comes from the governor of another state, the Governor of the State of Kansas may order the mobilization of State resources under the Emergency Management Assistance Compact (EMAC) to be deployed to the impacted state. The management and coordination of these resources will be administered through the Response Section under the direction of the Response Section Chief located in the State of Kansas EOC. In the event the State of Kansas EOC is not activated, EMAC will be managed and coordinated will be administered by Kansas Division of Emergency Management's Response and Recovery Branch under the direction of the Response and Recovery Branch Director.

6. Federal Level

Through the National Response Framework (NRF), the federal government provides assistance by establishing a single, comprehensive framework for the management of domestic incidents. The NRF provides the structure and mechanisms for the coordination of federal support. Through the NRF, federal ESFs may establish direct liaison with Kansas ESF representatives in the State of Kansas EOC.

If the disaster is major or catastrophic, the Kansas Division of Emergency Management will contact the Federal Emergency Management Agency, Region 7 and request a Federal Liaison and/or alert them that the Governor may submit a formal request for federal assistance.

If the President authorizes federal assistance, a Primary Federal Official (PFO) will represent the Secretary of the U.S. Department of Homeland Security and/or a Federal Coordinating Officer. The Federal Coordinating Officer is authorized to use the full authority of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended to reimburse response and recovery claims against the Disaster Relief Fund. Additionally, the Stafford Act provides funding to assist communities in mitigating the impact of future events.

7. Joint Field Office

The emergency recovery process is initiated when the President of the United States issues a Major Presidential Disaster Declaration. Such a declaration makes available a series of federal disaster assistance programs to aid the State in its recovery from a disaster situation. The basis for the declaration is the determination by the President that the disaster is of such severity and magnitude that response is beyond State and local capabilities. The field recovery operation will be conducted in accordance with the most current edition of the State of Kansas Emergency Response Plan as well as other recovery plans and procedures.

Once a field office has been established in Lincoln County, the Lincoln County Emergency Management will provide the proper liaisons to the appropriate field office operations.

The organizational structure for recovery is under the leadership of the State Coordinating

Officer. Once a federal disaster declaration has been issued, the State Coordinating Officer consults with a Federal Coordinating Officer. In addition, a Governor's Authorized Representative (GAR) is designated in the Federal Emergency Management Agency-State Agreement and is responsible for compliance with that Agreement.

During a recovery operation, the State Coordinating Officer usually appoints a Deputy State Coordinating Officer who represents him/her at the Joint Field Office. The Deputy State Coordinating Officer is responsible for the establishment and management of State operations in the Joint Field Office and coordination between State and federal programs.

C. Prevention

Lincoln County's prevention goals are to avoid an incident, intervene, or stop an incident from occurring. To accomplish the goal the following strategy will be used:

- Expand Regional Collaboration
- Implement the National Incident Management System and National Response Framework (NRF)
- Strengthen Information Sharing and Collaboration capabilities
- Strengthen Interoperable and Operable Communications capabilities
- Strengthen Medical Surge and Mass Prophylaxis capabilities
- Strengthen Planning and Citizen Preparedness Capabilities
- Increase coordination with the Kansas Intelligence Fusion Center (KIFC)

1. Kansas Intelligence Fusion Center

The ability to share intelligence information quickly and accurately among state fusion centers and emergency operation centers is crucial in preventing potential criminal and terrorist acts. The primary components of a fusion center are situational awareness and warnings that are supported by law enforcement intelligence, derived from the application of the intelligence process, where requirements for actionable information are generated and information is collected, integrated, evaluated, analyzed, and disseminated. Important intelligence that may forewarn of a future attack may be derived from information collected by several diverse entities.

The Lincoln County Sheriff's Department serves as the local liaison to the Kansas Intelligence Fusion Center at 2722 SW Topeka Blvd. Given the nature of the information, the Lincoln County Sheriff's Department will distribute the information in accordance to local SOPs and be marked as Unclassified/For Official Use Only (U/FOUO). Additional information is provided in the file archive of this plan.

D. Preparedness

The goal of Lincoln County's preparedness operations is to help ensure a timely and effective response to, recover from and mitigation of the impacts and consequences associated with an emergency/disaster situation. To accomplish the goal the following strategy will be used:

- Administer grant programs for operational support and training activities
- Participate in capability assessments at the regional and county level
- Participate in the Comprehensive Resource Management and Credentialing (CRMCS) program to further develop resource management capabilities.
- Establish a inclusive planning process using the “Whole Community “concept.

1. Resource Management and Credentialing

Resource Management

Each agency tasked within this plan is responsible for developing and maintaining applicable resource lists. These lists should follow established county protocols for maintaining resource lists. At a minimum, full resource lists (including all county resources) will be provided to Lincoln County Emergency Management and the ESF 7 coordinating agency. The following lists are created using the State of Kansas’s Comprehensive Resource Management and Credentialing System (CRMCS). These inventories include a point of contact, geographic location, and operation area for:

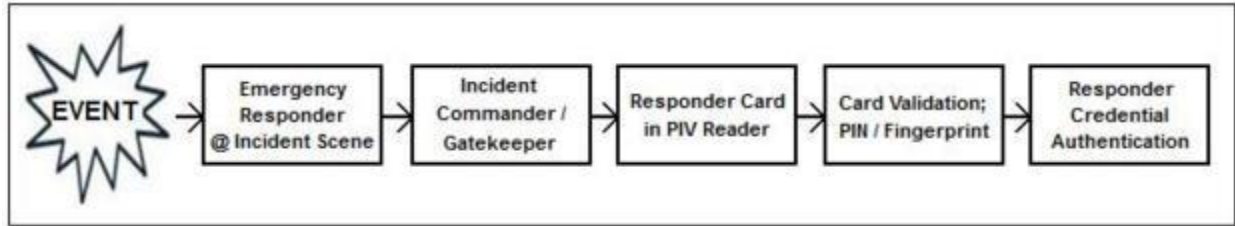
1. Vehicle inventories
2. Personnel
3. Equipment
4. Equipment operators
5. Suppliers/Contractors/vendors
6. Resources in adjacent jurisdictions that could be used during a disaster-if applicable

The following lists are currently created outside of the CRMCS and should also include point of contact, geographic location, and operation area:

1. Facilities
2. Staging areas for internal and external response
3. Services/Contracts/Mutual Aid Agreements
4. List of critical facilities having priority for restoration of utilities during emergencies

Credentialing

Lincoln County utilizes the CRMCS as the county credentialing system. Lincoln County follows their designated policy as a guide and policy to ensure that personnel resources requested to assist are adequately trained and skilled. The CRMCS is also used to verify identity and qualification to allow access to an incident site. This system can serve to prevent unauthorized (self-dispatched or unqualified personnel) access to an incident site.



2. Plan Development and Maintenance

Plan Development

The Lincoln County Emergency Operations Plan is developed with the assistance and input from the following groups serving in an advisory capacity.

- Lincoln County Mitigation Planning Committee
- Local Emergency Planning Committee (LEPC)
- ESF Coordinating, primary and support agencies
- Mutual aid partners and adjoining counties.

Listed below are planning events that have occurred or are scheduled to occur in the development of the Lincoln County Emergency Operations Plan:

- EOP Update Planning Meeting with Key Stakeholders
- ESF 8 Planning meeting
- ESF 8 Planning Meeting

The preparation and revision of the basic plan and ESF Annexes will be coordinated by Lincoln County Emergency Management with the assistance and involvement of all applicable entities. The preparation and revision of the ESF 8 appendices are the responsibility of the coordinating agency with the assistance of the Lincoln County Emergency Management and the designated support agencies. The Lincoln County Emergency Management will establish a format and content guidance that must be followed in the revision process and coordinate and incorporate revisions to the annexes

This plan will be made available to all agencies tasked therein, mutual aid partners, and adjoining counties for comment. It is the responsibility of ALL parties to review and submit any comments to Lincoln County Emergency Management. The process of distributing the plan will be accomplished by either 1) granting “viewer” access via the Bold Planning Solutions Super System or 2) providing an electronic copy. Lincoln County Emergency Management will keep a hard copy on file.

The public will be provided the opportunity to view the Basic Plan portion of this document at a place determined by Lincoln County.

Plan Maintenance

The Lincoln County Emergency Management will maintain the Lincoln County EOP and provide an updated EOP to Kansas Division of Emergency Management every five years, with the exception of ESF 10 which must be updated annually as per federal law. However, the EOP may be updated as often as needed during any year. Examination and review should be conducted annually and will reflect changes in implementing procedures, improved emergency preparation capabilities, and deficiencies identified from corrective action planning. The Lincoln County Emergency Management will revise the plan by using a process best suited for the county. Whenever a change is made, the date and nature of the change will be recorded. Upon update, these changes will be incorporated into the overall plan and re-promulgated by the Lincoln County Board of Commissioners.

The coordinating, primary and support agencies/organizations of each ESF will be responsible for preparing and maintaining operating procedures for all responsibilities assigned them in the EOP. These procedures will be prepared following guidance issued by local policies.

Other Plans

In addition to the Lincoln County EOP, additional plans have been developed and are maintained pursuant to state and federal requirements.

3. Public Information

Before an emergency or disaster occurs, public information is critical for the public to make the necessary protective actions. The County's public information program focuses on how to better communicate emergency information to the public before, during, and after a disaster. Particular attention will be given to strategies that enhance awareness of the evacuation process, road conditions, shelter status and re-entry issues, and how to communicate information to people during evacuation.

- The Lincoln County Clerk will serve as the Public Information Officer (PIO). The PIO will work closely with the Director of Lincoln County Emergency Management or Coordinator, and will be the primary resource for providing disaster-related information to the public. This includes information about all preparedness, response, recovery, and mitigation activities. Following a disaster, the public will be informed that they can contact the Lincoln County Emergency Operations Center to receive disaster-related preparedness, response, recovery, or mitigation information.
- Pre-scripted public service announcements are maintained by the Lincoln County Emergency Management.
- The PIO will be responsible for collecting information, preparing releases for the media, and responding to requests for information and interviews.
- The Lincoln County Emergency Management will prepare pre-scripted news releases that can easily be edited to include disaster specific information.

- The PIO will, at his/her discretion, send disaster updates to local media outlets, and to the Kansas Division of Emergency Management.
- Additional information is provided in ESF 15.

4. Training and Exercise

All training related to emergency management is coordinated and scheduled through the Lincoln County Emergency Management. The Lincoln County Emergency Management offers training to all inter-agencies (County, City and others) on preparedness, response, recovery, mitigation, hazardous materials, debris management, terrorism and other issues. The training offered is conducted through the Kansas Division of Emergency Management training section, American Red Cross, the Local Emergency Planning Committees, Fire Department, the and any other organization offering training. The Lincoln County Emergency Management provides the notice of training being offered to local response agencies.

Lincoln County continues to implement a training and exercise program, consistent with NIMS, for incident management organizations and personnel. Elements of the program include:

- Multi-disciplinary and multi-jurisdictional interaction, including involvement with private-sector and non-governmental organizations, during realistic exercises.
- Standard courses on incident command and management, incident management structure, and operational coordination processes and systems.
- Courses focus on discipline and agency-specific subject matter expertise.

Lincoln County further requires courses for all incident management organizations and personnel to ensure NIMS compliance at all levels of response. The following courses are required:

- IS 700 - National Incident Management System (NIMS), An Introduction
- IS 800 - National Response Plan (NRP), An Introduction
- ICS 100 Series - Incident Command Systems, An Introduction
- ICS 200 Series - Incident Command System, Basic
- ICS 300 Series - Intermediate Incident Command System
- ICS 400 Series - Advanced Incident Command System

Exercises are a key component in improving all-hazards incident management capabilities. The Lincoln County Emergency Management participates on an ongoing basis in a range of exercises, including multi-disciplinary and multi-jurisdictional exercises that are designed to improve integration and interoperability. These exercises are integrated in an annual Training and Exercise Planning Workshop (TEPW). Among the key exercises types that Lincoln County participates in or has participated in include:

The Homeland Security Exercise Evaluation Program (HSEEP) will be used for developing, delivering and evaluating Department of Homeland Security/Office of Domestic Preparedness funded exercises.

The following agencies and entities have exercise programs:

Name of Agency	Type of Exercise Program
Lincoln County Hospital	Discussion/Operations Based Exercises
Lincoln County Health Department	Discussion/Operations Based Exercises
Lincoln County Sheriff's Office	Public Safety
Lincoln County Emergency Medical Service	Discussion/Operations Based Exercises
Lincoln School District USD 298	Public Safety
Sylvan-Lucas Unified USD 299	Public Safety
Lincoln County Emergency Management	Discussion/Operations Based Exercises
Lincoln County Fire Departments	Operations Based Exercises

After Action Reviews and Corrective Action Plans

After each exercise, the lead agency performing the exercise will conduct an evaluation of the effectiveness of the exercise. This information will be incorporated into future plan revisions and updates by the Lincoln County Emergency Management. This will be accomplished by drafting a corrective action plan which may include, but not limited to assigning the following actions:

- Change to plans/procedures
- Acquire new or replace outdated equipment/resources
- Train/Re-Train Personnel

Following actual events the same procedure will be used and will be led by Lincoln County Emergency Management.

E. Response

Lincoln County must be prepared to respond quickly and effectively on a 24-hour basis to developing events. The primary goal of the County's response operation is to ensure a timely and effective response to the many consequences that may be generated by an emergency/disaster situation. When an event or potential event is first detected, a series of actions will take place to ensure an effective and efficient response operation.

1. Local Emergency Operations Center (EOC)

The Lincoln County Emergency Operations Center is the facility that is used to coordinate a County response to any major emergency or disaster situation. The Lincoln County Emergency Operations Center is located at 216 East Lincoln, Lincoln, KS 67455. The facility serves as the coordination, command and control center for Lincoln County. The Lincoln County Emergency Operations Center is staffed as prescribed above. Security and maintenance of the Lincoln

County Emergency Operations Center will be carried out in accordance with the provisions of the most current version of the Lincoln County EOP. In the event the Lincoln County Emergency Operations Center is threatened, an alternate EOC site may be activated as designated in the Lincoln County Emergency Management Continuity of Operations Plan.

The Lincoln County Emergency Operations Center will be activated for actual or potential events that threaten Lincoln County. The level of activation will be determined by the Director of Lincoln County Emergency Management based on the emergency or disaster event.

Additional information on Lincoln County Emergency Operations Center, communications, warning points, and field operations has been previously provided above.

2. Public Safety Enforcement Actions

In a large-scale incident law enforcement resources will quickly become overwhelmed, and law enforcement officials will have to balance their resources and efforts between new responsibilities and everyday service demands. The ESF 13 Coordinating Agency will activate mutual aid by contacting law enforcement agencies outside the affected area. Shifts will be assigned and responding law enforcement agents will report to the staging area for assignments. ESF 13 will provide security for the inner and outer sections of the established perimeter. Additional information is provided in ESF 13.

F. Recovery

In the aftermath of a disaster, County efforts turn to rebuilding the infrastructure and restoring the social and economic life of the community with the incorporation of mitigation measures as a major goal. To accomplish this goal the following strategy is provided:

- To deploy several specialized recovery teams (personnel) and facilities (centers) into a disaster area to help victims and support the Incident Commander
- To work closely with the Kansas Division of Emergency Management and to inform affected local governments, individuals and businesses that programs are available to assist them in recovery efforts.

1. Recovery Field Operations

In the aftermath of a disaster, with or without a Presidential Declaration, the State may deploy several specialized recovery teams (personnel) and establish centers (facilities) into a disaster area.

2. Recovery Personnel

- Assessment Team - Teams of qualified personnel, including building inspectors, structural engineers, and architects, who will gather information by performing an assessment of all structures and property in the disaster area; and teams of administrative personnel who will compile the gathered information to facilitate the application process for local, state, and federal disaster assistance programs.
- Community Relations Team - Team is deployed to disseminate information and collect data to assist disaster-affected communities and eligible individuals in receiving

assistance. The primary function of this team is to identify and report unmet human needs and to inform disaster victims of the disaster assistance programs and registration process.

- Unmet Needs Committee - A committee that helps identify unmet needs and possible assistance. Such committees are comprised of volunteer agencies, private sector representatives, and governmental agencies.
- Human Needs Assessment Team - A team that is deployed immediately after a disaster and before the establishment of a JFO to help counties assess and report the immediate needs of disaster victims.
- Insurance Team - A team that is deployed to assist policy owners following a disaster.

3. Damage Assessment

Damage assessments include those actions that are undertaken to determine the nature and scope of damages to structures, facilities and infrastructure for the purpose of identifying and scaling the need for State and Federal disaster assistance in the recovery phase. Damage assessment will be closely coordinated with ESF 5, which has the lead for impact assessment and incident action planning during the response phase.

Operational assessment is the immediate, informal reporting of emergency conditions to size-up the damage that has occurred and to determine what personnel, equipment and facility resources the county has available for response. First indications of the scope and extent of damages will likely be provided by field personnel reporting to their dispatch centers or to the Lincoln County Emergency Operations Center. These initial reports include hazard conditions, critical emergency needs and condition of surface routes, and are extremely important in allocating emergency responders and determining incident situation status.

The Lincoln County Emergency Operations Center may also receive damage assessment information from additional sources: ambulance crews, utility crews, employees traveling to or from work, media sources in the field, citizens, businesses, etc. The Lincoln County Emergency Operations Center may establish a process where the public can submit damage reports.

The Lincoln County Emergency Management is the lead for the County's Damage Assessment Program. Responsibilities include: recruitment and training of team members and the overall management of damage assessment priorities in coordination with ESF 5.

The County Property Appraiser's Office will assist in providing estimates of loss and economic impact. The Chamber of Commerce and the insurance industry will provide information on losses to businesses.

The Emergency Manager will provide information to the Kansas Division of Emergency Management within 12-36 hours if possible.

Initial Safety and Damage Assessments

The County will conduct an initial damage assessment using resources to determine the overall extent of damages. The Lincoln County Emergency Management is responsible for the direction and control of the Impact Assessment process and has pre-identified County and municipal

employees who will assist with damage assessment. Also, members of the fire department have been trained and will assist with damage assessment. The goal of this assessment is to determine the magnitude and severity of damage to structures and infrastructure; and, in the event of a severe rainfall event, determine the level of flooding damage. This information will be collected by the Lincoln County Emergency Management, and provided to the provided to Lincoln County Emergency Management, who will then provide the information to the Kansas Division of Emergency Management.

The impact assessment data provides a County wide general overview of the most significantly impacted areas and, therefore establishes a prioritization mechanism for damage assessment team deployment, resource allocation, and disaster assistance.

Team members will be contacted by telephone, pager, cellular phone, email or two-way radio. The Lincoln County Emergency Management maintains a current contact list of Damage Assessment Team members. Information collected through the initial damage assessment will be collected by the Lincoln County Emergency Management, and provided to the provided to Lincoln County Emergency Management, who will then provide the information to the Kansas Division of Emergency Management.

Preliminary Damage Assessment

If the situation warrants, a formal Preliminary Damage Assessment will be requested and performed by local, State, and Federal assessors. This will include assessments for both public and individual damages. Local representatives will accompany these teams during their assessments. These individuals will be familiar with damaged areas and will supply maps needed to complete the damage assessment process. The Kansas Division of Emergency Management will then coordinate with the Federal Emergency Management Agency to determine if the County qualifies for public and/or individual assistance.

Capturing all costs associated with the emergency is essential because accurate damage assessments (Initial Damage Assessments and Preliminary Damage Assessments) document the need for state and/or federal assistance and are required to obtain a federal disaster declaration.

Habitability Assessments

Habitability assessors will determine the structural safety of residential buildings. This will be conducted through the coordinated efforts of the Lincoln County Sheriff's Department. When practical, this assessment will be coordinated with the American Red Cross, or other relief agencies.

The municipalities in Lincoln County are responsible for all corresponding inspections, damage assessments and other disaster response and recovery functions and activities for their jurisdictional area and the County would include the municipalities in its response and recovery activities due to their limited resources. The municipalities will still coordinate final reporting to the Lincoln County Emergency Management, who will then provide the information to the Kansas Division of Emergency Management.

The County is responsible for all corresponding inspections, damage assessments and other disaster response and recovery functions and activities for their jurisdictional area. The County will coordinate final damage estimates to the Lincoln County Emergency Management, who will

then provide the information to the Kansas Division of Emergency Management.

Additional damage assessment functions are maintained in the appropriate Lincoln County SOPs and Annexes. This includes the identification of roles and responsibilities, training, assessment criteria, reporting formats and process for both initial and preliminary damage assessments.

Priorities of inspections include:

- Structures involved in response operations
- Critical transportation routes and infrastructure
- Essential county facilities

Cities and special districts within the County share responsibility for damage assessment and provide information regarding damages and costs within their jurisdictions and service areas to Lincoln County Emergency Management, who will then provide the information to the Kansas Division of Emergency Management.

4. Disaster Declaration

Following a major or catastrophic disaster in which an emergency or major disaster declaration is granted by the President, federal assistance to disaster victims becomes available under three program areas: Individual Assistance, Public Assistance, and Hazard Mitigation. The administration of these programs is coordinated through a joint Federal/State effort in a Joint Field Office, which is usually located in the impacted area

The Joint Field Office (JFO) is the primary field location for the coordination of federal and state recovery operations. The Federal Coordinating Officer (FCO) and the State Coordinating Officer (SCO) co-locate in the JFO, as well as other Federal and State personnel. Recovery and mitigation operations, logistics, information and planning, financial management and general administration are coordinated at the JFO.

5. Public Assistance (PA) and Individual Assistance (IA) Activities

Declared Disasters

Public Assistance (PA)

The Public Assistance (PA) program provides program support to eligible local governmental entities following a disaster to assist in the recovery and restoration of buildings, infrastructure and the removal of debris that is on public property. The categories of Public Assistance include:

- Category A: Debris Removal
- Category B: Emergency Protective actions
- Category C: Road Systems

- Category D: Water Control Facilities
- Category E: Buildings and Equipment
- Category F: Utilities
- Category G: Parks, Recreation, and Other

In the event of a declared disaster, Lincoln County Emergency Management will work closely with ESF-15 - External Communications to notify all eligible governments and private not-for-profit organizations of the availability of federal public assistance funds. They include all Lincoln County government agencies, and those quasi-governmental organizations that perform a governmental function. Such applicants are trained concerning the public assistance program through the various recovery training sessions offered. Notification may occur through written correspondence and telephone contacts, notices in local newspapers, and broadcasts on local radio station. The Kansas Division of Emergency Management will notify local governments, non-profit agencies and other eligible applicants of scheduled briefings and Kick Off Meetings for the Public Assistance (PA) program and the Hazard Mitigation Grant Program (HMGP). The Public Assistance applicant briefings include procedures for all aspects of financial management, personnel and record keeping that will be required for the various Federal and State financial assistance programs. State and Federal recovery personnel must advise the Lincoln County Emergency Management of these briefings so that agencies can be notified. Key components of the Public Assistance program include:

- Project Worksheets are prepared for eligible emergency costs and eligible costs for restoration of damaged facilities.
- The federal share for reimbursement under most federal declarations is 75 percent. The 25 percent nonfederal share is normally provided from a combination of State and local sources in accordance with policies established by the Executive Office of the Governor and the Kansas Legislature.
- The State serves as the Grantee and eligible applicants are Sub-grantees under the federal disaster assistance program.
- Contractual agreements with Kansas Division of Emergency Management are executed with applicants with all reimbursements coming through Kansas Division of Emergency Management.
- Documentation, record keeping, inspections, and final closeouts are overseen and approved by the Kansas Division of Emergency Management.

Documentation is obtained by Lincoln County Emergency Management regarding damage sustained to:

- Roads
- Water control facilities
- Public building and related equipment

- Public utilities
- Facilities under construction
- Recreational and park facilities
- Educational institutions
- Certain private non-profit facilities

Individual Assistance (IA)

If the County is declared for Individual Assistance, eligible residents will be able to apply for the Individual Assistance Program. In some cases, FEMA will deploy habitability inspectors to verify the damages individual applicants are claiming. They will do this independent of the State or local assessors. Lincoln County will also perform inspections of damaged homes to determine safety. The Lincoln County Sheriff's Department will be responsible for coordinating post-disaster habitability inspections. The Lincoln County Sheriff's Department will also be responsible for coordinating post-disaster permitting of structures to ensure compliance with all state and local building codes and to maximize mitigation of damages in future disasters.

Non-Declared Disasters

During the recovery stage, a disaster may not be declared at the federal level. It will then fall upon the County to use local funds, available competitive grant funds, or any supplemental funding provided by the State of Kansas to recover from the event.

Similar to a declared disaster, costs for response and recovery are to be monitored by all participating agencies. Each responding agency is responsible for the overall management of documentation of the costs of a non-declared disaster with reports submitted ultimately to the Lincoln County Board of Commissioners for budget and finance approval of local dollars.

6. Disaster Recovery Centers and Staging Areas

Centers that are set up in a disaster area to provide information on the complete range of disaster assistance that is available. The responsibility for managing these centers is jointly shared by the State, the Federal Emergency Management Agency, and the County where the center is located.

A Disaster Recovery Center (DRC) is a facility established in, or in close proximity to, the community affected by the disaster where persons can meet face-to-face with represented Federal, State, local and volunteer agencies to:

- Discuss their disaster-related needs
- Obtain information about disaster assistance programs
- Tele-register for assistance
- Learn about measures for rebuilding that can eliminate or reduce the risk

- Request the status of their application for Assistance to Individuals and Households

The Director of Lincoln County Emergency Management, the State of Kansas and potentially FEMA, will assess the need to open Disaster Recovery Centers and Field Offices, based upon initial damage assessment and human services needs estimates and reports. Lincoln County Emergency Management will request that the Kansas Division of Emergency Management open a Disaster Recovery Center in Lincoln County.

Once it has been determined that Disaster Recovery Centers and/or a Disaster Field Office will be opened in Lincoln County, the State of Kansas EOC will take the lead and should notify the Lincoln County Emergency Operations Center. The State of Kansas EOC will advise if there are resources the County may need to supply include staffing. The DRC will be staffed with representatives from appropriate federal, state, county, private relief organizations, and other organizations capable of providing disaster related information to individuals and businesses.

The County Public Information Officer (David Paul Dohe) will provide local media with detailed information on locations of recovery centers, distribution sites and other individual assistance programs. Pamphlets will be prepared to be distributed by personnel in damaged areas so citizens will know how to apply for assistance.

7. Unmet Needs

The will coordinate the unmet needs recovery function. The Disaster Services Director of the or designee will serve as the Unmet Needs Coordinator for Lincoln County following a disaster. The Disaster Services Director will be responsible for making contacts and establishing a relationship with community service providers, local churches, community outreach programs and volunteer organizations to be called upon in the event that a disaster creates unmet needs in the community.

Once immediate life safety issues have been addressed in the end of the response phase and early in the recovery phase, the next task will be identifying any unmet needs. If the need arises for an Unmet Needs Committee, the Disaster Services Director will appoint a committee and a chairperson. The committee will be comprised of members from local religious organizations, the and the appropriate State and Federal agencies. The Unmet Needs Committee Chairperson will be responsible for the oversight of the committee, addressing immediate human needs (food, water, clothing, etc.), immediate housing needs, issues involving special needs population and coordination with Community Relations Teams. The unmet needs committee will be formed on an as-needed basis for a given event. The Disaster Services Director will select the appropriate individuals and organization when the committee is formed.

G. Mitigation

In the aftermath of a disaster, the County's mitigation goal is to ensure mitigation efforts are designed to ensure that residents, visitors, and businesses in Kansas are safe and secure from future disasters. The strategies to complete this goal include:

- Complete and maintain a hazards and risk assessment
- Comprehensive list of mitigation goals, objectives and tasks

- Planning process and organizational framework for carrying out the mitigation goals and objectives
- Implement Pre and Post Hazard Mitigation Actions to reduce overall risk/vulnerability
- Evaluation of existing agencies, organizations, plans, programs and guidelines that impact mitigation.

1. Coordination of Mitigation Activities

The Lincoln County Emergency Management has been delegated as the lead agency to facilitate and coordinate the activities of the Lincoln County Mitigation Planning Committee and subcommittees. The Lincoln County's Mitigation Plan identifies the hazards to which Lincoln County is vulnerable; assesses the facilities and structures that are most vulnerable to hazards; offers a prioritized list of mitigation projects to take advantage of available funding; and links mitigation projects to these sources of funding.

The Lincoln County's Mitigation Plan defines the mitigation goals, objectives and initiatives for Lincoln County. Annual revisions to the Lincoln County's Mitigation Plan are standard, although in the event of a disaster, or if needed, the plan can be updated more frequently.

2. Mitigation Programs

Pre-Disaster Activities

- ***The National Flood Insurance Program (NFIP)*** –The Department of Agriculture, Division of Water Resources (DWR), provides technical assistance to the public and communities on the NFIP. The NFIP provides flood insurance to communities that agree to implement land use planning and construction requirements to reduce flood damage in their jurisdiction. These land use and construction requirements apply to all new construction and substantial improvements to existing structures in the community's Special Flood Hazard Areas (SFHAs).
- ***Community Rating System (CRS)*** - Additionally, DWR provides technical assistance to local communities on the Community Rating System (CRS). The CRS is an integral part of the NFIP. Through reduced flood insurance premiums, the CRS provides incentives to communities that go beyond the minimum flood plain management requirements established through the NFIP.
- ***Flood Mitigation Assistance (FMA) Program*** – Kansas Division of Emergency Management administers the FMA. This program makes federal funds available pre-disaster to fund mitigation projects in communities participating in the NFIP. These funds have a non-federal match requirement. The overall goal of the FMA is to fund cost effective measures that reduce or eliminate the long-term risk of flood damage to NFIP insurable structures. This is accomplished through the reduction of the number of repetitively or substantially damaged structures.
- ***Pre-Disaster Mitigation (PDM) Program*** - Kansas Division of Emergency Management administers the PDM. The PDM is designed to assist States, Territories, Indian Tribal governments, and local communities to implement a sustained pre-disaster natural hazard mitigation program to reduce overall risk to the population and structures from

future hazard events, while also reducing reliance on Federal funding from future major disaster declarations.

- **State Hazard Mitigation Planning** - The State Hazard Mitigation Plan is updated every five years or in the aftermath of a disaster at the direction of the State Hazard Mitigation Officer (SHMO) as necessary. Additionally, the mitigation staff continues to provide technical assistance to communities on the development, implementation, and maintenance of local mitigation strategies.

Post Disaster Activities

- **Hazard Mitigation Grant Program (HGMP)** - Kansas Division of Emergency Management administers the HGMP. HGMP is authorized by Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (the Stafford Act), Title 42, United States Code (U.S.C.) 5170c. The key purpose of HMGP is to ensure that the opportunity to take critical mitigation measures to reduce the risk of loss of life and property from future disasters is not lost during the reconstruction process following a disaster. HMGP is available when authorized under the Presidential major disaster declaration in the areas of the State requested by the Governor.
- **406 Mitigation** - Section 406 of the Stafford Act provides for direct federal assistance for repairs and improvements to eligible damaged public facilities. Mitigation measures (improvements) must be identified in the Project Worksheets (PW's). The award of Section 406 hazard mitigation projects is at the discretion of the FEMA Regional Director.

V. ADMINISTRATION, FINANCE AND LOGISTICS

A. Documentation

Responding agencies should keep documentation on the ICS Activity Log (ICS Form 214) or another suitable log. The Lincoln County Emergency Operations Center will document activities on a situation reports, common operating pictures, and/or WebEOC. Such documentation is crucial for the following reasons:

- Documentation is the key to recovering emergency response and recovery costs. Damage assessment documentation will be critical in establishing the basis for eligibility of disaster assistance programs.
- Documentation provides a legal account of the actions which took place before, during and after an emergency.
- Documentation provides for a historical record which could be used during after action reviews to improve response operations in the future.

Following a disaster, documentation is provided to Lincoln County Emergency Management to maintain an archive for the required time period, after such time archival documents are protected at a designated location.

During after action review the documentation will be used to identify:

- Actions taken (or not taken)
- Resources expended
- Economic and human impacts
- Lessons learned and possible improvements
- Possible mitigation measures that could be taken
- Key impacts and damages

B. Finance

Funding

- During local state of emergency, the monetary support for logistical and administrative support will be funded out of each agency's budget. However, agencies may request reimbursement or additional funds that may be provided through the county's general funds or other legal funding mechanisms available to the local jurisdiction (non-funded warrants, etc.) if an agency's outlay exceeds their budget.
- In the event of a federal declaration, some expenses and/or reimbursements are available to affected agencies through Public Assistance Grants.

Disaster Assistance

As previously mentioned, in a federal disaster declaration the county and its eligible jurisdictions/citizens may qualify for federal assistance. Such assistance has been described above and will be further described in ESF 14. In the event of a federal declaration authorizing public assistance, applicant briefings will be conducted to educate responders and local officials about the cost recovery process.

The Lincoln County Clerk will manage and oversee the financial aspects of the Public Assistance Programs. The Lincoln County Clerk will work closely with Lincoln County Emergency Management and the Lincoln County Board of Commissioners to identify funds for the recovery effort, to include response, recovery and mitigation functions.

Tracking Local Disaster Costs

In the event of a federally declared disaster, Lincoln County Emergency Management may ask the County's Financial Officer to assign a special project number to track all county-related expenses. Incorporated areas of the county may also assign special project numbers per the recommendation of Lincoln County Emergency Management.

Insurance and Cost Recovery

The Lincoln County Attorney, in coordination with the Lincoln County Emergency Management or other designee, will coordinate all insurance actions pertaining to County property. The Lincoln County Clerk coordinates all financial activities relating to recovery operations.

Pet Sheltering Costs: Disaster Assistance Policy (DAP) 9523.19

FEMA Disaster Assistance Policy (DAP) 9523.19 details eligible reimbursements related to pet sheltering including: shelter facilities, supplies and commodities, eligible labor, equipment, emergency veterinary services, transportation, shelter safety and security, cleaning and restoration, and the removal and disposal of animal carcasses.

ESF 6 provides the concept of operations for pet sheltering and documentation of costs.

C. Logistics

Identifying Resource Gaps

The Local Emergency Planning Committee (LEPC) will determine the priorities for resource needs based on identified gaps.

The LEPC using input and data from the regional capability assessment (see file archive), Department of Homeland Security, local intelligence and threat assessments, will provide a high level determination of resource needs. These assessments will take into account specific threats as well as potential all-hazard threats and response capability.

Resource and logistic response will be prioritized and accomplished under the direction of the EOC Manager. Information from Field Incident Commanders and Incident Action Plan priorities will be used to prioritize multiple requests. Resource requests will be met dependent on incident type and the responding entities available or anticipated resource requirements. All resource requests should be captured using an ICS form. Any requests requiring rental, hire or costs to fill will be passed on to the Finance group with a copy of the ICS form.

Contracting

The following locations provide a list of contractors for Lincoln County:

- Attached to the file archive of this plan is a list of contractors that could be used to support emergency operations.
- The CRMCS has the functionality to enter contractor support and can be retrieved during an emergency.
- Lincoln County can access the state contracting website at <http://www.da.ks.gov/purch/Contracts> and query for available state contracts applicable to political subdivisions (i.e. counties, cities, etc.)
- County resource battle books with specific contracting lists.

Requesting State Assistance

Coordination of resource needs:

- When local municipal resources are committed, the Lincoln County Emergency Management will coordinate assistance to satisfy resource needs.

- If the County requires additional assistance, it will call mutual aid from adjacent counties and regional resources
- Only the Lincoln County Emergency Manager or his/her documented designee, is authorized to request resource support from the Kansas Division of Emergency Management
- Kansas Division of Emergency Management will turn to the Federal Emergency Management Agency (FEMA) for assistance in dealing with a major disaster that threatens to exceed the capabilities and resources of the state.

Each agency tasked within this plan, is responsible for developing and maintaining applicable resource lists. These lists should follow established county protocols for maintaining resource lists. At a minimum, a full resource list (including all county resources) will be provided to Lincoln County Emergency Management and the ESF 7 Coordinating and Primary Agency.

Key Logistics Facilities

Potential locations for Staging Areas and Points of Distribution sites (PODS) are identified annually by Lincoln County Emergency Management. Predetermined Staging Areas and PODS include:

Lincoln County Points of Distribution:

Lincoln County Courthouse
216 E Lincoln
Lincoln, KS 67455

Lincoln Elementary School
304 4th St
Lincoln, KS 67455

Lincoln Jr/Sr High School
701 E. North St
Lincoln, KS 67455

Sylvan-Lucas Unified Jr/Sr High School
504 W. 4th St
Sylvan Grove, KS 67481

Lincoln County Staging Area:

Lincoln County Fairgrounds
300-498 S. Main St
Sylvan Grove, KS 67481

Lincoln Grade School

**304 S. 4th St
Lincoln, KS 67455**

**Lincoln High School
701 E. North St
Lincoln, KS 67455**

**Sylvan-Lucas Unified Jr/Sr High School
504 W. 4th St
Sylvan Grove, KS 67481**

Lincoln County Landing Zones:

**Lincoln Municipal Airport
Hwy 18
Lincoln, KS 67455**

**Lincoln Practice Football Field
701 E. North St
Lincoln, KS 67455**

**Sylvan-Lucas Unified Jr/Sr High School
504 W. 4th St
Sylvan Grove, KS 67481**

Pre-Staging

Certain situations will require pre-staging assets. Identifying these resources and triggers points to utilize such resources are based on the phases indicated in the Lincoln County Incident Action Plan (IAP). The IAP will be developed in preparation of or during an emergency or disaster situation.

Fuel

Fuel will be procured using local economy. Local incident command will provide the desired location of fuel purchasing if applicable for the incident. ESF 7 and ESF 12 provide further detail concerning procuring fuel.

Security

Security at each staging area will be accomplished by mission assigning ESF 13. ESF 13 provides further detail.

VI. CONTINUITY OF OPERATIONS / CONTINUITY OF GOVERNMENT

All Lincoln County government agencies are encouraged to develop and implement Continuity of Operations Plans (COOP) to ensure that a viable capability exists to continue their essential functions of government services. Planning and training efforts for COOP is closely coordinated with the EOP and actions. This serves to protect and preserve vital records/documents deemed essential for continuing government functions and conducting post-disaster operations.

Continuity of Government is also an essential function of Emergency Management and is vital during an emergency/disaster situation. Critical issues such as Lines of Succession, Delegation of Emergency Authority, Emergency Actions, safeguarding essential records, and protection of government resources are adhered within the State of Kansas constitution, statutes and administrative rules.

VII. REFERENCES AND AUTHORITIES

The following references and authorities may be consulted for further advice and guidance. Other than those references and authorities that have the inherent force and effect of law, this EOP is not intended to incorporate them by reference.

Relationship to Other Plans

In addition to the Lincoln County EOP, the following plans have been developed and are maintained pursuant to state and federal requirements. In addition they have been incorporated in the EOP annexes:

- Hazardous Materials
- Mitigation Plan / Local Mitigation Strategy
- Special Needs
- Continuity of Operations / Continuity of Government (COOP/COG)
- Terrorism
- Other

References:

- **Federal Bureau of Investigation's Concept of Opera** - Federal Bureau of Investigation's Concept of Operations for Weapons of Mass Destruction
- **Federal Radiological Emergency Response Plan**
- **National Incident Management System (NIMS)** - National Incident Management System (NIMS)
- **National Response Framework (NRF)** - National Response Framework (NRF)

Authorities:

- **16 U.S.C. 3501** - et seq, Coastal Barrier Resources Act.
- **44 CFR 350** - of the Code of Federal Regulations.
- **44 CFR Part 10** - Environmental Considerations.
- **44 CFR Part 13** - (The Common Rule) - Uniform Administrative Requirements for Grants and Cooperative Agreements.
- **44 CFR Part 14** - Audits of State and Local Governments.
- **44 CFR Part 206** - Federal Disaster Assistance for Disasters Declared after November 23, 1988.
- **44 CFR Parts 59-76** - National Flood Insurance Program and related programs.
- **50 CFR, Title 10** - 50 CFR - Title 10 of the Code of Federal Regulations.
- **National Flood Insurance Act of 1968, 42 U.S.C. 4101** - As amended by the National Flood Insurance Reform Act of 1994 (Title V of Public Law 103-325).
- **Public Law 101-549** - Clean Air Act Amendments of 1990, which provide for reductions in hazardous air pollutants and risk management planning requirements.
- **Public Law 101-615** - Hazardous Materials Transportation Uniform Safety Act (HMTUSA), which provides funding to improve capability to respond to hazardous materials incidents.
- **Public Law 106-390, Disaster Mitigation Act 2000** - Public Law 106-390, Disaster Mitigation Act of 2000, to amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the Federal costs of disaster assistance, and for other purposes.
- **Public Law 107-296, 116 Stat. 2135 (2002)** - Public Law 107-296, 116 Stat. 2135 (2002) (codified predominantly at 6 U.S.C. 101-557 and other sections of the U.S.C.), ESTABLISHED THE Department of Homeland Security with the mandate and legal authority to protect the American people from the continuing threat of terrorism.
- **Public Law 833-703** - amendment to the Atomic Energy Act of 1954.
- **Public Law 84-99, 33 U.S.C. 701n** - Flood Emergencies, authorizing an emergency fund for flood emergency preparation, flood fighting and rescue operations, and repair and restoration of flood control works threatened or destroyed by flood.
- **Public Law 85-256, Price-Anderson Act** - 42 U.S.C. 2210, which provides for a system of compensating the public for harm caused by a nuclear accident.

- **Public Law 89-665, 16 U.S.C. 470** - National Historic Preservation Act, relating to the preservation of historic resources damaged as a result of disasters.
- **Public Law 91-671, Food Stamp Act of 1964** - in conjunction with Section 412 of the Stafford Act, relating to food stamp distributions after a major disaster.
- **Public Law 93-234** - Flood Disaster Protection Act of 1973, as amended by the Flood Insurance Reform Act of 1994, 42 U.S.C. 4001, et seq, provides insurance coverage for all types of buildings.
- **Public Law 93-288, as amended, 42 U.S.C. 5121** - et seq, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, which provides authority for response and recovery assistance under the Federal Response Plan, which empowers the President to direct any federal agency to utilize its authorities and resources in support of State and local assistance efforts.
- **Public Law 95-510, 42 U.S.C. 9601** - et seq, the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended, which requires facilities to notify authorities of accidental releases of hazardous materials.
- **Public Law 99-499** - Superfund Amendments and Re-authorization Act of 1986, Part III, the Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C. 11001, et seq, which governs hazardous materials planning and community right-to-know.
- **Regulatory Improvement Act of 1994** - Regal Community Development and Regulatory Improvement Act of 1994.
- **Stewart B. McKinney Homeless Assistance Act** - 42 U.S.C. 11331-11352, Federal Emergency Management Food and Shelter Program.
- **Kansas Administrative Regulation 56-2-1 and 56-2** - These regulations define the requirements of local emergency management agencies. It establishes the minimum functions of such agencies, the minimum support counties must provide to such agencies and the minimum qualifications of county emergency management directors/coordinators.
- **Kansas Planning Standards** - The Kansas Planning Standards (KPS) is intended to be an all-encompassing guide to review or redevelop Local Emergency Operations Plans (LEOPs).
- **Kansas Response Plan** - The Kansas Response Plan (KRP) is designed to address natural and man-made hazards that could adversely affect the State of Kansas. The KRP applies to all State government departments and agencies that are tasked to provide assistance in a disaster or emergency situation. It describes the fundamental policies, strategies, and general concept of operations to be used in control of the emergency from its onset through the post disaster phase.
- **Kansas Statutes Annotated (KSA) 48-9a01** - This Emergency Management Assistance Compact (EMAC) is a mutual aid agreement and partnership that allows states to assist one another during emergencies. Emergency Management Assistance

Compact establishes a firm legal foundation for States to send assistance to, and receive assistance from other States.

- **KSA 12-16, 117** - This state statute empowers municipalities (counties and cities) to establish policies regarding the rendering of aid to other municipalities during times of declared emergencies/ disasters. It streamlines the process of mutual aid over the “interlocal agreement” mechanism contained in KSA 12-2901.
- **KSA 48-904 through 48-936** - These state statutes establish the duties, roles and responsibilities for emergency management within the state, and establishes basic requirements for counties to establish and maintain emergency management programs. It outlines the organization, policies and procedures governing the Kansas Division of Emergency Management (KDEM), establishes the powers and authorities of the Governor, state and local officials to deal with emergencies/disasters before, during and after their occurrence.
- **KSA 65-5701 through 65-5711** - These state statutes are the state level implementation of Superfund Amendments and Reauthorization Act (SARA), Title III. It defines the Hazardous Materials (HAZMAT) roles and responsibilities of state agencies, makes counties Hazardous Materials emergency planning districts and establishes a Local Emergency Planning Committee (LEPC) in each county.
- **State of Kansas Executive Order 05-03** - This Executive Order designates the National Incident Management System (NIMS) as the standard for incident management in the State of Kansas.
- **Lincoln County Resolution 2005-22** - repealing Resolution 97-38 establishing an emergency management organization and appointing an emergency manager whose responsibilities include the coordination of response to disasters in Lincoln County, KS.
- **Lincoln County Resolution 97-38** - dated July 31, 1963 establishing Lincoln County Emergency Preparedness

Memorandums of Understanding and Agreements:

State

- **Emergency Preparedness for Disasters - 2011 Kansas Code**

Chapter 48. -MILITIA, DEFENSE AND PUBLIC SAFETY Article 9. - EMERGENCY PREPAREDNESS FOR DISASTERS

48-950. Kansas mutual aid system; participation by political subdivisions. All political subdivisions within the state, upon enactment of this act, are automatically a part of the Kansas mutual aid system. A political subdivision may elect not to [participate](#) or to later withdraw from [the system](#) by [adoption](#) of an appropriate resolution by its governing body declaring that it elects not to participate in the statewide mutual aid system and providing a copy of the resolution to the division. This act does not preclude

participating political subdivisions from entering into supplementary agreements with another political subdivision and does not affect any other agreement to which a political subdivision may currently or in the future be a party under other Kansas statutes.

- **State Fire Mutual Aid**
- **Statewide Emergency Medical Services**

Local

- **Emergency Medical Services**
- **Fire Dept to Fire Dept.**
- **MOU Ellsworth Correctional Facility - Inmate Work Detail for Disaster Clean-up**
- **North Central Regional Homeland Security**
- **Regional Hospital Group - North Central Regional Public Health Group Memorandum of Agreement**
- **Regional Public Health Group - Regional Public Health Group for North Central, Kansas Memorandum of Agreement**

Attachments

