



**TOWN OF OREGON**

**EMERGENCY MANAGEMENT PLAN**

TABLE OF CONTENTS

	<u>PAGE</u>
<b>CHAPTER 1 – EMERGENCY PLAN</b>	
A. PURPOSE.....	5
B. SITUATIONS AND ASSUMPTIONS.....	5
C. CONCEPT OF OPERATIONS.....	6
D. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES.....	8
E. DIRECTION AND CONTROL/INCIDENT MANAGEMENT .....	9
F. ADMINISTRATION AND LOGISTICS.....	9
G. PLAN DEVELOPMENT AND MAINTENANCE.....	9
H. HAZARD MITIGATION .....	9
<b>CHAPTER 2 – RESPONSE CHECKLIST</b>	
RESPONSE ISSUES .....	12
<b>CHAPTER 3 – RESPONSE TIMELINE</b>	
A. 0-12 HOURS.....	13
B. 2-4 HOURS .....	13
C. 4-12 HOURS.....	14
D. 12-24 HOURS.....	15
E. 24-48 HOURS .....	16
F. 48-? HOURS.....	16
<b>CHAPTER 4 – ACTION CHECKLIST</b>	
A. TOWN CHAIR .....	18
B. TOWN EMERGENCY MANAGEMENT DIRECTOR .....	18
C. TOWN CLERK/ASSESSOR/TREASURER .....	19
D. LAW ENFORCEMENT .....	19
E. FIRE SERVICES.....	20

- F. EMERGENCY MEDICAL SERVICES .....21
- G. TOWN PUBLIC WORKS .....21
- H. HUMAN SERVICES .....22
- I. PUBLIC INFORMATION OFFICER.....22
- J. DAMAGE ASSESSMENT STAFF.....23

**CHAPTER 5 – INCIDENT MANAGEMENT CHECKLIST**

- A. FIRST RESPONDER .....25
- B. EOC PROCEDURES .....25
- C. JOINT INCIDENT MANAGEMENT .....25

**CHAPTER 6 – COMMUNICATIONS AND WARNING**

- A. PURPOSE .....27
- B. SITUATIONS AND ASSUMPTIONS .....27
- C. CONCEPT OF OPERATIONS/COMPREHENSIVE EMERGENCY MANAGEMENT .....28
- D. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES .....29
- E. DIRECTION AND CONTROL/INCIDENT MANAGEMENT .....29
- F. ADMINISTRATION AND LOGISTICS .....29
- G. PLAN DEVELOPMENT AND MAINTENANCE.....29

**CHAPTER 7 – EVACUATION AND MASS CARE/SHELTER**

- A. PURPOSE .....30
- B. SITUATIONS AND ASSUMPTIONS .....30
- C. CONCEPT OF OPERATIONS/COMPREHENSIVE EMERGENCY MANAGEMENT .....30
- D. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES .....31
- E. DIRECTION AND CONTROL/INCIDENT MANAGEMENT .....31
- F. ADMINISTRATION AND LOGISTICS .....31
- G. PLAN DEVELOPMENT AND MAINTENANCE.....31

**CHAPTER 8 – EMERGENCY VOLUNTEER SERVICES**

A. PURPOSE .....32

B. SITUATIONS AND ASSUMPTIONS .....32

C. CONCEPT OF OPERATIONS/COMPREHENSIVE EMERGENCY MANAGEMENT .....32

D. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES .....33

E. DIRECTION AND CONTROL/INCIDENT MANAGEMENT .....33

F. ADMINISTRATION AND LOGISTICS .....33

G. PLAN DEVELOPMENT AND MAINTANCE .....33

**CHAPTER 9**

HAZARDOUS MATERIALS/SPECIAL NEEDS FACILITIES .....34

**CHAPTER 10**

LEGAL BASIS .....37

## CHAPTER 1

### TOWN OF OREGON

#### EMERGENCY MANAGEMENT PLAN

##### A. PURPOSE

This document describes how The Town of Oregon, Wisconsin will manage hazards and the effects of disaster. It describes situations and assumptions essential to its understanding and application, including hazards of particular concern and especially vulnerable community members and areas. It identifies agencies involved in this process and their responsibilities. Most importantly, it describes how agencies will work together to maximize their abilities throughout the emergency management process and especially during severe crisis. The plan recognizes that participating agencies, Dane County and neighboring jurisdictions are engaged in similar activities. It describes the relationship that exists between these activities. The plan was developed jointly by community and agency representatives and Dane County Emergency Management Office.

##### B. SITUATIONS AND ASSUMPTIONS

###### 1. SITUATIONS:

- a. Community Profile: Maps and demographic information are incorporated into this Plan by reference. Maps and demographic information are located at The Oregon Town Hall.
- b. Hazard and Vulnerability Analysis: Dane County Emergency Management has conducted a Hazard and Vulnerability Analysis for the county. The following hazards are of particular concern to the community:
  - Civil Disorder - a breach of civil order or peace or a public disturbance.
  - Drought - a period of abnormally dry weather sufficiently prolonged to cause a serious hydrologic imbalance. There are two types - agricultural and hydrologic.
  - Earthquake - a shaking or trembling, sometimes violent movement of the earth's surface.
  - Energy Emergency - any major loss or shortage in electrical power, natural gas, fuel or heating oil. Dane County experienced numerous short-term electrical outages, mostly limited in scope and duration. Outages in 1976, 1991 and 1993 due to severe weather were prolonged. There has never been a major loss or shortage in natural gas, fuel or heating oil.
  - Fire - uncontrolled burning on grasslands, brush or woodlands (wildfire) or residential, commercial, or industrial properties in developed areas (urban fire).
  - Flood - partial or complete inundation of normally dry land from overflow of inland waters or unusual or rapid accumulation or runoff of surface waters.
  - Hazardous Materials Incidents - involve the accidental release of hazardous substances from facilities that produce, use or store them in the area, or the accidental release of substances from vehicles transporting them through and/or close to the area. Incidents can include deliberate dumping of hazardous substances by unknown individuals. Hazardous substances facilities required to report to area, county and state agencies are listed in an attachment to this Plan.
  - Heat Wave - three consecutive days of 90° or more Fahrenheit temperatures and elevated Heat Indices (HI).
  - Major Transportation Incidents - any incident that requires three or more mutual aid jurisdictions to respond (multiple vehicles, bus, train, aircraft crashes) or that disrupts community functions for a prolonged period.

- Nuclear Attack - an attack upon the United States using nuclear weapons.
  - Severe Thunderstorms/Tornadoes - a thunderstorm is an electrical storm accompanied by heavy rain and possibly high winds and hail. A tornado is a violently rotating column of air nearly always visible as a funnel shape. Dane County experiences 5 to 10 severe thunderstorms per year, and has recorded more tornado touchdowns than any other Wisconsin County.
  - Winter Storms - a blizzard occurs when sustained wind speeds of >35 mph are accompanied by heavy snow or large amounts of blowing or drifting snow. An ice storm occurs when rainfall meets cold and dry air near the ground, freezes and accumulates on exposed surfaces. The ice storm in 1976 caused power outages and prompted a Presidential Disaster Declaration for Dane County.
- c. Special Needs Facilities serve people who are less able to respond effectively to emergency without assistance.

## 2. ASSUMPTIONS

- a. Hazards and disaster affect people as individuals, as members of groups and as citizens.
- b. Individually and collectively, we manage hazards and the effects of disaster through four types of activity (mitigation, preparedness, response and recovery) to an extent determined by how we perceive risk, by the resources we possess and, in large part, by what we know and how we apply what we know.
- c. Individuals, groups and communities will respond to crisis in ways that enhance survival by reducing harm, lessening property damage and minimizing loss of life. This response will occur regardless of the nature of the crisis.
- d. The capacity to manage hazards and the effects of disaster varies among individuals, groups and communities. Some individuals and groups in the community will need more help during crisis than others. Similarly, the community will need support from neighboring jurisdictions and from Dane County to respond effectively to certain crises.
- e. Reactions to crisis are shaped by role relationships - spouses to each other, parents to their children, workers to co-workers. Individuals will consider their obligations to each other as they decide what course of action to take in a major emergency.

## C. CONCEPT OF OPERATIONS

### 1. GENERAL:

The most important response to disaster affecting the community will come from its agencies, its institutions and its people. Primary responsibility for vital emergency functions rests with the following agencies, some of whose jurisdictions extend beyond community boundaries:

- a. **GOVERNANCE AND ADMINISTRATION:** The Town is governed by a Board of Supervisors and other Town officials including the Clerk, Treasurer, Assessor, and Constable.
- b. **HUMAN SERVICES:** Dane County Human Services (DCHS) manages public health and welfare services through a variety of mechanisms for the county except in the city of Madison which maintains its own Public Health Department. DCHS is responsible for planning and coordinating all

Emergency Human Services resources in Dane County, and also for Emergency Public/Environmental Health concerns outside of the city of Madison. The American Red Cross and other local human service agencies, both public and private, are primary service providers. Services may include:

- Congregate care (temporary shelter, food, clothing, etc.)
- Food coupons and food commodities
- Monetary grants
- Crisis counseling

Emergency Public/Environmental Health services may include:

- Health and medical care at shelters
- Inoculation of victims
- Distribution of antidotes, drugs, etc. to shelters
- Support and medical care for those who cannot be evacuate

- c. **LAW ENFORCEMENT:** The Dane County Sheriffs Office provides primary law enforcement service for the Town.
- d. **WARNING AND COMMUNICATIONS:** Dane County operates a consolidated dispatch center using computer-aided dispatch and enhanced 9-1-1. The center coordinates all police, fire, medical and other emergency communications in the county. The center is the primary activation point for the Emergency Alert System (EAS) and the outdoor warning siren system. The National Weather Service (NWS) operates a nationwide weather broadcast service that provides severe weather information to the public through weather alert radios. Finally, local radio and television can provide town residents with warning and other emergency information independent of EAS.
- e. **FIRE SERVICES/HAZARDOUS MATERIALS (HAZMAT) RELEASES:** The Oregon/Brooklyn/Belleville Fire District provides fire services and limited response to HAZMAT releases in the community. Dane County contracts with the city of Madison Fire Department (MFD) for response to Level B HAZMAT releases in the County. Wisconsin contracts with MFD for response to Level A HAZMAT releases in Dane County and 10 other counties.
- f. **EMERGENCY MEDICAL SERVICES (EMS):** The Oregon, Brooklyn, Belleville EMS District provides emergency medical care and transportation for the community and for other communities. The City of Madison provides paramedic services as Mutual Aid.
- g. **PUBLIC WORKS:** Town of Oregon maintains and plows streets, maintains parks and playgrounds and Mutual Aid to other municipalities when requested.
- h. **UTILITIES:** Alliant Utilities supplies electricity to the community. Alliant Utilities supplies natural gas to the community. The Town of Oregon provides for its own wastewater collection and treatment needs. Drinking water is supplied by private wells in the Town of Oregon. If needed, drinking water can be transported and distributed from milk tankers at the Oregon Town Hall or other sites designated by the EMC (Emergency Management Committee).
- i. **OTHER:** Cable television, the Internet, and over the air radio and TV provides informational services for the town.

- j. **EMERGENCY MANAGEMENT:** Dane County Emergency Management maintains the County Emergency Operations Center (EOC) and guides and supports county, municipal, public and private emergency management activities through an integrated emergency management system.

## 2. COMPREHENSIVE EMERGENCY MANAGEMENT:

The four phases of emergency activity include mitigation, preparedness, response and recovery. The extent to which we act in all four phases, through an integrated process, determines the effectiveness of any emergency management program.

- a. **MITIGATION** activities eliminate hazards, reduce the probability of their occurrence, or reduce the effects of unavoidable disasters. Examples of general mitigation activities are:
- Building codes, zoning and land use management, building use regulation, preventative health care, public education, etc.
- b. **PREPAREDNESS** activities are necessary to the extent that mitigation activities have not or cannot prevent disasters. Examples of general preparedness activities are:
- Emergency planning, training and exercising
  - Warning and communications systems
  - Identifying potential shelters
  - Mutual aid agreements
  - Obtaining essential resources and maintaining inventories
  - Public education, etc.
- c. **RESPONSE** activities follow notice of an impending or potential emergency or after its occurrence. Examples of general response activities are:
- Public warning/information, mobilization of personnel and equipment, search and rescue, evacuation, shelter, damage assessment, record keeping, emergency declaration etc.
- d. **RECOVERY** activities begin immediately after the effects of the emergency are known and may continue for an extensive period of time. Examples of general recovery activities are:
- Short-term - temporary housing, restoration of essential services, food vouchers, etc.
  - Long-term - insurance, reconstruction, counseling programs, etc.

## 3. ACTION STEPS:

Section VIII describes the measures the community will take to manage the hazards of particular concern.

### **D. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

1. Town Board - Responsible for overseeing and supporting community emergency management activities and for adopting and implementing this plan including intra/interagency planning, training and exercises.
2. Dane County Public Safety Communications Center (9-1-1), Human Services, Dane County, Sheriff/Law Enforcement, Fire, EMS, Utilities, Public Works - Responsible for intra/interagency activities.

3. Dane County Emergency Management - Responsible for assuring and supporting implementation of an effective integrated emergency management system.

## **E. DIRECTION AND CONTROL/INCIDENT MANAGEMENT**

1. During routine activity the established procedures for managing incidents will be used by community agencies. Some events, due to their duration or other factors, may require coordinated incident site management. In those cases, all appropriate agencies will be represented at the Command Post (CP) and support will be provided through established structures.
2. During actual or imminent disaster events, all agencies will respond in accordance with both their own standing operating procedures and the provisions contained herein.
  - a. The Town of Oregon Emergency Operations Center (EOC) will be activated at the Oregon Town Hall. All local agencies with emergency responsibilities will have a representative at the EOC. Other local, mutual aid responders shall report to the EOC for briefings on the situation unless otherwise instructed. Aid and support agencies may be asked to send a representative to the EOC.
  - b. Command Post (CP) and staging areas may be established at or near emergency site(s), depending upon the nature of the event. All agencies responding to the site will be represented at the CP. There will be only one CP established per site.
  - c. Communications will be established between the EOC and CP(s) and with 9-1-1.
  - d. Management of the incident will be achieved jointly by EOC and CP personnel. The CP(s) will direct site operations with EOC support. Certain functions (coordination of multiple CP(s), support of shelter operations, public information, etc.) will be managed by the EOC, including coordination with the County EOC.

## **F. ADMINISTRATION AND LOGISTICS**

1. Each participating agency will be responsible for maintaining records of expenditures, resources used and other cost information associated with this plan, especially costs generated by an emergency. The Town of Oregon Administration will be responsible for overall records management.
2. Fire and EMS agencies maintain mutual aid agreements and/or contracts for services with the Town of Oregon.

## **VII. PLAN DEVELOPMENT AND MAINTENANCE**

This plan was developed jointly by participating agency representatives and Dane County Emergency Management. It will be updated on a yearly basis and following its use. Revisions will be based on exercise results, organizational changes and actual incident data.

## **VIII. HAZARD MITIGATION**

- A. Effective mitigation efforts will increase the effectiveness of preparedness activities, which in turn improves response and recovery.

1. Purpose and Benefits of Mitigation:

- Saving lives and property by reducing vulnerability to disasters.
- Saving money because the costs of mitigation are less than the costs of recovery and rebuilding.
- Increasing community wellness.
- Resuming business operation quickly.
- Resuming local government quickly.
- Shortening the recovery period for the community.
- Making the area more attractive to individuals and businesses by demonstrating a significant commitment to its inhabitants.
- Promoting public participation.
- Guiding post-disaster recovery.
- Increasing funding eligibility.

B. Mitigation action takes place during every phase of emergency management: preparedness, response and recovery. To be effective, these activities must occur before, during and after a disaster. Disaster victims expect local government to be fully prepared to respond to the consequences of any event.

1. Courses of Actions Available to Local Government:

- Adopt Building Codes
- Develop hazard information systems to process, store and retrieve data.
- Establish and enforce land use management programs that contribute to the economic well being of the community.
- Ensure that inspection and monitoring procedures are compiled and documented.
- Adopt stringent safety codes.
- Adopt ordinances that support mitigation and recovery activities.

C. PREPAREDNESS - ALL HAZARDS:

1. DEVELOP AND EXERCISE appropriate hazard-specific emergency response procedures.
2. MAINTAIN an inventory of emergency response supplies and equipment and maintain information about how to obtain resources available from neighboring jurisdictions and Dane County.
3. TRAIN personnel involved in emergency response including "nontraditional" volunteer groups if available.

D. COMPREHENSIVE EMERGENCY MANAGEMENT:

1. IDENTIFY and address vulnerabilities in warning and communications systems.
2. DEVELOP, protect and maintain communications and warning systems.

E. HAZARDS:

1. Civil Disorder
2. Drought
3. Earthquake
4. Energy Emergency
5. Fire
6. Flood
  - IDENTIFY areas susceptible to flooding and level of risk.
  - IDENTIFY mechanisms to protect susceptible areas.

- INFORM residents of the flood hazard, the steps the community is taking to manage the hazard and the steps they can take to manage the hazard including how to purchase flood insurance.
- IMPLEMENT protective measures as applicable.
- ENSURE that potential homebuyers are aware of the flood hazard.
- IMPLEMENT sound flood plain management as required for inclusion in the National Flood Insurance Program (NFIP).

7. Hazardous Materials:

- INFORM citizens about the chemicals in the community, how the community manages the hazard and how they can protect themselves.
- MAINTAIN information about facilities that use, store or produce hazardous materials and about transported hazardous materials.
- ENFORCE applicable manufacturing, storage and handling codes and codes governing transportation of hazardous materials.

8. Heat Wave

9. Major Transportation Incidents(MTI):

- IDENTIFY major transportation routes.
- IDENTIFY AND IMPLEMENT mechanisms by which MTIs can be averted (speed limits, road use regulations, public education, etc.).

10. Nuclear Attack

11. Severe Thunderstorm/Tornado:

- IDENTIFY tornado shelter areas in all public buildings.
- INFORM citizens about thunderstorms and tornadoes and the steps they can take to protect themselves.

12. Winter Storm:

- INFORM citizens about the winter storm hazard and the steps they can take to protect themselves.
- IDENTIFY shelter areas in public buildings for sheltering if needed.
- DEVELOP inter storm emergency regulations (alternate side of street parking, etc.).

F. VOLUNTEERS:

1. IDENTIFY potential disaster-caused needs appropriate for volunteer response.
2. IDENTIFY actual and potential sources of volunteers and volunteer resources in designated areas.
3. DEVELOP procedures to manage non-affiliated volunteers, skills and resources.

G. RECOVERY – ALL HAZARDS:

1. DEVELOP AND EXERCISE appropriate hazard-specific emergency response procedures.
2. MAINTAIN an inventory of emergency response supplies and equipment and maintain information about how to obtain resources available from neighboring jurisdictions and Dane County.
3. TRAIN personnel involved in emergency response including "nontraditional" volunteer groups if available.
4. IMPLEMENT short and long term procedures as needed.
5. COMPILE records maintained during response for transmittal to Dane County.
6. INFORM victims about relief and recovery resources and agencies.
7. IDENTIFY future mitigation opportunities.

## CHAPTER 2

### RESPONSE CHECKLIST

#### RESPONSE ISSUES

- A. Direction and Control / Incident Command
  - 1. Set Up Incident Command/Unified Command
  - 2. Span of Control and Unity of Command
- B. Rapid Assessment - Size Up the Incident
  - 1. Determine the Size of the Area Affected
  - 2. Population Characteristics
  - 3. Economic Profile of the Area
- C. Search and Rescue
  - 1. Search the Damaged Area
  - 2. Rescue the Injured/Recover Bodies
- D. Damage Assessment
  - 1. Activate Damage Assessment Team Composed of People Familiar with Property Value
  - 2. Damage Assessment Important to Secure State and Federal Assistance
  - 3. We Can't Deliver State and Federal Assistance Unless We Know Your Needs
- E. Public Information
  - 1. Designate People to Provide Information to the Media
  - 2. Establish a Location to Meet With the Media Away From Your EOC
  - 3. Inform Citizens of the Status of the Response and the Recovery
- F. Track Citizen's Needs
  - 1. Designate Someone to Keep Track of Request for Assistance and the Delivery of that Assistance
- G. Track Offers of Assistance
  - 1. Be prepared to deal with Voluntary Help
  - 2. Designate someone to keep track of Offers of Assistance
  - 3. Coordinate shipments of Donated Goods - Identify a location to store Donated Goods
- H. Debris Clean Up and Disposal
  - 1. Work with DNR on proper Disposal of Debris
  - 2. Inform the Public of proper Separation and Disposal of Debris
- I. Obtain Outside Assistance (Mutual Aid)
  - 1. Activate Your Mutual Aid Agreements as Necessary
- J. Determine Public Health Issues
  - 1. Address Health Issues such as Safe Water and Food, Disease, Mental Health as they relate to both Victims and Responders
- K. Site Security / Pass System
  - 1. Establish an Access Control System for the Specified Area
  - 2. Relates to Security, and Orderly Clean Up and Repair of Affected Area

## CHAPTER 3

### REQUIRED RESPONSE TIMELINE CONSIDERATIONS

#### A. 0-2 HOURS

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

#### B. 2-4 HOURS

1. Continue search and rescue operations if necessary
2. Continue public information activities
3. Consider the need for 24 hour operations and the establishment of 12 hour shifts
4. Continue shelter operations as needed
5. Inform the hospital(s) of potential casualties
6. Begin preparations for establishing a Pass System

7. Activate damage assessment team
8. Assign people to handle request for assistance and to track the needs of Special Populations
9. Assign people to track request for information on disaster victims
10. Assign people to track offers of assistance and donations
11. Continue clearing roads and streets
12. Determine how debris will be disposed
13. Begin to determine the public health effects of the disaster
14. Begin to consider the needs of Special Populations
15. Begin to take care of the needs of the responders
16. Consult your agency's Response Checklist
17. Hold one or more Command Staff Briefings

**C. 4-12 HOURS**

1. Continue search and rescue operations if necessary
2. Continue public information activities
3. Prepare for the next shift to take over
4. Consider the need for ongoing mutual aid
5. If necessary, activate the Pass System
6. Continue to inform the hospital of potential casualties
7. Continue Damage Assessment activities, compile the information collected by the damage assessment teams and report to the state
8. Continue clearing roads and streets
9. Take debris to an appropriate land fill
10. Prepare a prioritized list of repairs to critical facilities and transportation routes
11. Begin clean up activities on public and private property
12. Continue to track the request for assistance and the needs of Special Populations
13. Continue to track request for information on disaster victims

14. Continue to track offers of assistance and donations
15. Continue shelter operations as needed
16. Address the public health needs of the disaster victims and responders
17. Take care of the personal needs of the responders
18. Conduct several command staff briefings
19. Consult your agency's response checklist
20. Brief the next shift
21. Coordinate with utilities in the restoration of service
22. Anticipate and address Public Health issues

**D. 12-24 HOURS**

1. Continue search and rescue operations if necessary
2. Continue public information activities
3. Continue operation of the Pass System, if necessary
4. Continue damage assessment activities
5. Continue repairs to critical facilities
6. Consider the need for ongoing mutual aid
7. Inform the hospital(s) of casualties as necessary
8. Continue cleanup activities on public and private property
9. Take debris to an appropriate landfill
10. Coordinate with utilities in the restoration of service
11. Continue shelter operations as needed
12. Keep records of agency expenses
13. Anticipate and address Public Health needs
14. Track the request for assistance and the needs of special populations
15. Continue to track request for information on disaster victims
16. Conduct several Command Staff briefings during each shift

17. Brief the next shift

**E. 24-48 HOURS**

1. Continue rescue operations if necessary
2. Continue public information activities
3. Continue operation of the Pass System if necessary
4. Continue damage assessment activities
5. Continue repairs to critical facilities
6. Consider the need for ongoing mutual aid
7. Continue cleanup activities on public and private property
8. Take debris to an appropriate landfill
9. Coordinate with utilities in the restoration of service
10. Continue shelter operations as needed
11. Keep records of agency expenses
12. Anticipate and address Public Health needs
13. Continue to track the request for assistance and the needs of special populations
14. Continue to track request for information on disaster victims
15. Coordinate activities of volunteers assisting with clean up efforts
16. Begin planning for reentry and long-term recovery
17. Conduct several Command Staff briefings during each shift
18. Brief the next shift

**F. 48-? HOURS**

1. Continue public information activities
2. Continue operation of the Pass System if necessary
3. Continue damage assessment activities
4. Provide updated damage estimates to the state
5. Consider the need for ongoing mutual aid

6. Inform the hospital(s) of casualties as necessary
7. Continue cleanup activities on public and private property
8. Take debris to an appropriate landfill
9. Coordinate with utilities in the restoration of service
10. Continue shelter operations as needed
11. Keep records of agency expenses
12. Anticipate and address Public health needs
13. Continue to track the request for assistance and the needs of special populations
14. Continue to track request for information on disaster victims
15. Coordinate the activities of volunteers assisting with clean up efforts Continue planning for reentry and long term recovery
16. Provide people to participate in the Preliminary Damage Assessment Conduct several Command Staff briefings during each shift
17. Brief the next shift

## CHAPTER 4

### RESPONSIBILITIES OF EOC PERSONNEL

#### A. Town Board Chairperson:

1. Report to the EOC.
2. Evaluate response level with Emergency Management Chairperson.
3. Contact Clerk, Deputy Clerk & Town Board Supervisors.
4. Request initial damage assessment and casualty report.
5. Request EOC briefing as to the status of the disaster.
6. Be ready to issue a declaration of emergency following statutory requirements.
7. Activate the Public Information Officer (PIO). See checklist p. 22.
8. Activate damage assessment activities if needed. See checklist p. 23.
9. Together with the Emergency Management Chairperson, determine whether county, state or federal assistance is needed. If yes, specify type and amount needed.

#### B. Emergency Management Chairperson:

1. Report to the EOC.
2. Evaluate response level with Town Chairperson.
3. Possible activities to be considered:
  - a. Oversee activation of EOC staff.
  - b. Consult with Town Chairperson on damage assessment and status of disaster.
  - c. Aid Town Chairperson with formal request for County, State, Federal or Red Cross assistance.
  - d. Assist Town Chairperson in declaring an emergency as required.
  - e. Evaluate available resources, including personnel and equipment.
  - f. Ensure EOC personnel have begun to keep records of disaster related expenditures.
  - g. Coordinate management of donations and volunteers.
  - h. Coordinate allocation of resources such as generators, heavy or specialized equipment.
  - i. Coordinate with law enforcement, the establishment of a pass system for the affected area if the situation warrants.
  - j. Establish inquiry services for relatives of disaster victims in coordination with county social service department and appropriate volunteer agencies.
  - k. Coordinate termination of emergency with Town Chairperson.

#### C. TOWN CLERK/ASSESSOR/TREASURER

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

**TOWN CLERK/ASSESSOR/TREASURER SHOULD:**

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

**D. LAW ENFORCEMENT (OREGON, BROOKLYN, BELLEVILLE POLICE, TOWN OF OREGON CONSTABLE, DANE COUNTY SHERIFFS OFFICE, WISCONSIN STATE PATROL AND/OR ANY OTHER LAW ENFORCEMENT OR SECURITY AGENCY)**

The Town of Oregon Law Enforcement (Oregon, Brooklyn, Belleville Police, Town of Oregon Constable, Dane County Sheriffs Office, Wisconsin State Patrol and/or any other law enforcement or security agency) is responsible for law enforcement activities in Town of Oregon. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

1. Ensure that all Law Enforcement have been notified and that they report as situation directs.
2. Report to the EOC/CP.
3. Secure the affected area and perform traffic and crowd control.
4. Participate in warning the public as situation warrants.
5. Determine scope of incident as to immediate casualties/destruction and whether the incident has the potential to expand and escalate.
6. Direct officer(s) to close off the damage site area and to stop all in-bound traffic. Set up an emergency pass system.
7. Report above information to appropriate law enforcement agencies.
8. Establish a staging area in the municipality, designate a CP and establish initial command until relieved.
9. If appropriate and if available, dispatch a communications vehicle to the scene of the disaster.
10. Other responsibilities may include:

- a. Enforce curfew restrictions in the affected area.
- b. Coordinate the removal of vehicles blocking evacuation or other response activities.
- c. Assist the medical examiner with mortuary services.
- d. Assist with search and rescue activities.
- e. If the County EOC is activated, establish and maintain contact with the person representing law enforcement.
- f. Try to anticipate the department's needs for manpower and equipment 24-hours in advance. If a additional assistance is needed, implement mutual aid agreements with other law enforcement agencies.

**E. FIRE SERVICES (OREGON/BROOKLYN/BELLEVILLE FIRE DISTRICT)**

The Oregon/Brooklyn/Belleville Fire District is responsible for fire services activities in the Town of Oregon. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

1. Establish and/or respond to designated staging area, CP and community EOC.
2. Assist in warning the affected population as situation warrants.
3. Rescue injured/trapped persons.
4. Provide critical facilities and resources.
5. Designate a person to record the arrival and deployment of emergency personnel and equipment.
6. Assist Law Enforcement with evacuation, if needed.
7. Assist the municipal public works department and utilities with shutting down gas and electric services, if necessary.
8. Other responsibilities may include:
  - a. Assist with traffic control.
  - b. Assist with debris clearance.
  - c. If the County EOC is activated, establish and maintain contact with the person representing fire services.
  - d. If the Regional Hazardous Materials Team is needed for a Level A response, obtain assistance through DEG Duty Officer.
  - e. If additional assistance is necessary, use mutual aid agreements and/or contracts with other fire departments.

**F. EMERGENCY MEDICAL SERVICES (OREGON/BROOKLYN/BELLEVILLE EMS DISTRICT)**

The Oregon/Brooklyn/Belleville EMS District will serve as the Public Health and Emergency Medical Services Liaison in the Town of Oregon and is responsible for public health and emergency medical services activities in the Town of Oregon. They will coordinate health services activities with a representative from the Town of Oregon and the county Emergency Medical Services Officer. The following tasks represent a checklist of actions this person should consider in an emergency or disaster situation.

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

**G. TOWN PUBLIC WORKS**

The Town of Oregon Public Works department is responsible for public work activities in the Town of Oregon. The following tasks represent a checklist of actions this department should consider in an emergency or disaster situation.

1. Ensure that all department personnel have been alerted and that they report as the situation directs.
2. Report to the EOC/CP as needed.
3. Review the disaster situation with field personnel and report situation to the Town Emergency Management Director.
4. Maintain transportation routes.
5. If necessary, coordinate flood fighting activities, including sandbagging, emergency diking and pumping operations.
6. Coordinate with Law Enforcement travel restrictions/road closures within the municipality.
7. Rent emergency generators and lighting.
8. Assist with traffic control and access to the affected area.
9. Assist with urban search and rescue activities as may be requested.
10. Assist utilities with the shutdown of gas and electric services.
11. As necessary, establish a staging area for public works.
12. Report public facility damage information to the Damage Assessment Team.
13. If the County EOC is activated, establish and maintain contact with the County Highway Commissioner.

**H. HUMAN SERVICES (DANE COUNTY DEPARTMENT OF HUMAN SERVICES)**

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

1. Coordinate activities of agencies, which provide human services-type services.
2. Report to the emergency operations center.
3. Coordinate with Red Cross in opening and managing shelters in the municipality.
4. Ensure canteen is set up to feed emergency workers in the municipality.
5. Work with Red Cross/Salvation Army in providing food and clothing to disaster victims. Provide emergency assistance to persons with special needs.
6. Provide necessary outreach services to citizens affected by emergency or disaster.
7. Distribute emergency literature to disaster victims given instructions and assistance pertaining to their immediate needs.
8. Provide psychological counseling and crisis intervention to disaster victims.
9. If County EOC is activated, establish and maintain contact with the person representing Human Services. If the County EOC is not activated, establish and maintain contact with the County Human Services Officer directly at the county Department of Social Services.

## **I. PUBLIC INFORMATION OFFICER (PIO)**

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

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

## **J. DAMAGE ASSESSMENT STAFF**

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

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

## CHAPTER 5

### INCIDENT MANAGEMENT CHECKLIST

#### A. FIRST RESPONDER:

1. Immediately advise 9-1-1; provide as much of the following information as is available:
  - Location, including municipality, address/intersection, landmarks, etc.
  - Type incident or disaster
  - Incident effects (e.g. approximate number of trapped, injured or dead, destroyed or damaged homes, etc.)
  - Site accessibility (effects of downed trees, power lines, etc.)
  - Other pertinent information.
2. Request law enforcement, fire, EMS, etc. response as appropriate.
3. If possible, establish a Command Post (CP) in a safe area near the scene accessible to other emergency vehicles.
4. Advise 9-1-1 of CP location.
5. Anticipate local Emergency Operating Center (EOC) activation. The EOC will be the Town of Oregon Hall on Union Road. Facilities exist on that site for Med Flight landing, emergency equipment parking, base radio, heated shop area, along with shelter space and facilities for emergency personnel and the public.

#### B. ACTIVATION OF EMERGENCY OPERATIONS CENTER (EOC):

1. The emergency operations center (EOC) is where you control operations in case of a disaster. The (EOC) is brought into operation during the response phase of emergency management. Your first task in any emergency is to quickly survey the situation to determine if it is of such size or severity that the emergency operations center should be made operational. When activating your EOC, you will want to gauge your staffing level by the scale of the emergency. There are four classifications which can be used to help determine the EOC operational status.
  - a. **MINOR EMERGENCIES:** Minor emergencies are those which are handled on a regular day-to-day basis by the local police and fire departments. Under certain conditions, such as a snow storm or road debris removal other departments such as public works may also be involved. The EOC is usually not activated beyond routine staff levels for minor emergencies.
  - b. **LIMITED EMERGENCIES:** A limited emergency requires a limited staff for the emergency operations center. Only those functions of the EOC which are necessary to cope with the limited emergency are operational. This condition also can be defined as partial mobilization.
    - i. Limited emergency situations fall into two major categories. The first is an advance readiness for what may become a full emergency at a later time. For example, during a tornado watch or warning, your plan may call for the activation of a limited staff at the EOC to monitor conditions. In our area this is usually a function of fire departments.

- ii. The second category is when a minor emergency goes beyond the conditions which can be handled by the day-to-day operations of the local government. For example; suppose a severe wind storm suddenly becomes a major storm event. Your plan may call for the activation of the EOC on a limited basis to help with mass care, shelter, and the protection of property.
- c. **POTENTIAL DISASTER:** A potential disaster is one step beyond a limited emergency. Under these conditions, limited staff should be supplemented to more closely monitor the situation. During this stage, most of the communication links of the EOC are tested and operational.
- d. **FULL EMERGENCY:** A full emergency required total mobilization of the entire staff. For example a tornado with significant home damage or a chemical truck spill requiring evacuation.

**C. AUTHORITY TO OPEN THE EMERGENCY OPERATION CENTER:**

- 1. The following two personnel are responsible for opening the EOC and deciding the level of response necessary.
  - a. Town Chairperson requests the opening of the EOC.
  - b. Emergency Management Chairperson requests Town Chairman to open the EOC.

**Chain of Command:**

- 1. Town Board Chairperson
- 2. Emergency Management Chairperson

**D. PERSONNEL AT EMERGENCY OPERATION CENTER:**

- 1. Town Board Chairperson
- 2. Emergency Management Chairperson
- 3. Town Board Supervisors
- 4. Damage Assessment Teams
- 5. Clerk and Deputy Clerk
- 6. Fire Contacts
- 7. EMS Contacts
- 8. Utility Company Contacts
- 9. Public Information Officer (Emergency Management Committee Member)
- 10. Dane County Emergency Contact

**D. JOINT INCIDENT MANAGEMENT:**

- 1. Representatives with primary local emergency responsibilities will jointly assess disaster caused needs. To the extent possible, response priority for decision-making will follow the ranking of these concerns:
  - Care for victims (mass casualty response, etc.)
  - Search and rescue
  - First Aid

- Medical services (temporary morgue will be the Oregon/Brooklyn School Gymnasiums)
  - Prevention of further injury to humans (fire suppression, hazardous materials response, evacuation, etc.)
  - Procurement and distribution of basic necessities for victims (food, shelter, clothing, etc.)
  - Restoration and maintenance of essential community services (utilities, transportation, communications, etc.)
  - Protection of dwellings (fire suppression, sandbagging, etc.)
  - Maintenance of public order (patrolling danger areas, guarding property, directing traffic, etc.)
  - Protection of the environment.
  - Maintenance of public morale
2. When it is possible to effectively manage more than one need at the same time, such actions should be simultaneously taken. CP personnel will communicate findings and requests for assistance to the EOC and/or 9-1-1 through appropriate pre-designated emergency radio channel(s).
  3. The EOC will support CP activities. Certain functions (e.g. support of shelter operations, records maintenance, coordinating with other municipal EOCs) will be managed by the EOC. In case of multiple CPs the EOC may have to establish priority of need for resource management purposes.

## CHAPTER 6

### COMMUNICATIONS AND WARNING

#### A. PURPOSE

This document describes the communications and warning system used by the community and how those systems will be used for emergency management purposes.

#### B. SITUATIONS AND ASSUMPTIONS:

##### 1. SITUATIONS

- a. COMMUNICATIONS - Public safety communications (police, fire, EMS) in the community are provided and coordinated by the Dane County Public Safety Communications Center (9-1-1). This consolidated dispatch center uses computer-aided dispatch and enhanced 9-1-1. Community agencies use other communications systems, including:
  - Telephones
  - FAX machines
  - Email or other computer-based systems
  - Cell phones
  - Amateur radio clubs and others are available to provide communications services within the community during disaster response.
- b. WARNING – Community residents are or maybe warned of actual or impending danger by any of several mechanisms including:
  - Commercial radio or television.
  - Weather Alert Radios operated by the National Weather Service
  - Alert Monitor Receivers, part of the Dane County Emergency Alert System (EAS) managed by Dane County Emergency Management.
  - Outdoor Warning Sirens, managed by Dane County Emergency Management.
  - Mobile public address (PA) systems and door-to-door operations
- c. The 9-1-1 Center is the primary activation point for Outdoor Warning Sirens, with back up from Dane County Emergency Management. Local radio and television stations participate in the County EAS.

##### 2. ASSUMPTIONS

- a. Disaster warning and communications must be based on regularly used systems.
- b. Communications are frequently disrupted during disaster. Disruption may result from equipment breakdown or from poor coordination, system incompatibility, user error and so forth.
- c. Communications systems must support agency disaster response activities and joint incident management activities.
- d. Some citizens will ignore, not hear or not understand warning of impending or actual disaster. For the most part, the more people know about hazards and the effects of disaster, the more likely they will act appropriately when warned.

## C. CONCEPT OF OPERATIONS/COMPREHENSIVE EMERGENCY MANAGEMENT

Oregon and Dane County are jointly responsible for communications and warning. All agencies are responsible for understanding how to use communications systems on a daily basis and during disaster response, particularly when circumstances necessitate activation of the EOC. Dane County is responsible for operation and maintenance of the warning systems, and for coordinating warning messages through all parts of the population warning system (sirens, Alert Monitor Receivers, commercial radio and television).

### 1. MITIGATION:

- a. Develop, protect and maintain communications and warning systems
- b. Identify and address vulnerabilities in warning and communications systems

### 2. PREPAREDNESS:

- a. Analyze and address communications and warning resource requirements, including mechanisms for hearing and/or visually impaired
- b. Coordinate communications and warning systems with the County and the State
- c. Integrate capabilities of amateur radio clubs and other groups
- d. Develop and implement appropriate emergency management educational programming via print and broadcast media including local cable access.
- e. Emergency management planning
- f. Maintenance of equipment and supplies
- g. Personnel training
- h. Mutual aid agreements
- i. Emergency response exercises
- j. Contracts for services

### 3. RESPONSE:

- a. Assess incident to determine needs and prioritize communications and warning response
- b. Joint incident management support [EOC/CP(s) as needed]
- c. Call in additional staff and resources as needed including mutual aid
- d. Maintain records of expenditures, activities, etc.
- e. Other duties as appropriate

### 4. RECOVERY:

- a. Maintain communications and warning systems as long as needed
- b. Phase down as appropriate
- c. Return to normal activities
- d. Compile records, forward copies to County EOC for possible state/federal reimbursement
- e. Address critical incident needs if indicated
- f. Review event at agency and community levels
- g. Update plans/procedures
- h. Identify mitigation opportunities

**D. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES:**

Dane County Emergency Management, 9-1-1 and all community agencies are responsible for activities described here. Community agencies will also analyze and address their own communications needs. Dane County Emergency Management will support plan development.

**E. DIRECTION AND CONTROL/INCIDENT MANAGEMENT:**

During routine activity, established procedures for incident management will govern. Some events, due to their duration or other factors, will require coordinated site management. In these cases, all appropriate agencies will be represented at the CP and support will be provided through established structures. During major emergencies and disasters, the provisions set forth in this Plan will govern.

**F. ADMINISTRATION AND LOGISTICS:**

Each agency maintains a complete inventory of communications equipment. Dane County Emergency Management maintains a complete inventory of sirens and Alert Monitor Receivers.

**G. PLAN DEVELOPMENT AND MAINTENANCE:**

The Town of Oregon and Dane County Emergency Management are jointly responsible for developing and maintaining this document.

## CHAPTER 7

### EVACUATION AND MASS CARE/SHELTER

#### A. PURPOSE:

This document describes how the community will address emergency evacuation and shelter needs.

#### B. SITUATIONS AND ASSUMPTIONS:

##### 1. SITUATIONS:

- a. Evacuation is the mass physical movement, of a temporary nature, that collectively emerges in coping with a community threat, damages or disruption.
- b. Shelter can be a protective action that individuals, groups and communities take in the face of imminent peril, or it can be temporary housing and care (mass care) provided after emergency or disaster.
- c. Law enforcement agencies have primary responsibility for evacuation. Public buildings (schools, town or village halls, churches, etc.) are often used as shelters and mass care facilities; facility administrators may be involved in managing emergency operations. The Dane County Red Cross has a primary Mass Care role including training and emergency relief services.

##### 2. ASSUMPTIONS:

Depending upon the situation and after the public has been warned:

- a. Voluntary evacuation may occur.
- b. Evacuees may seek shelter with friends or relatives rather than in designated shelters.
- c. Some people may refuse to evacuate or seek shelter.
- d. The primary evacuation mode will be private vehicles. However, traffic congestion will likely result from incoming traffic.
- e. In spite of official public action, evacuees may decide for themselves when to re-enter. Return activities should be preceded by information about return routes, potential problems, transportation assistance, timing and so forth.

#### C. CONCEPT OF OPERATIONS/COMPREHENSIVE EMERGENCY MANAGEMENT:

Evacuation and mass care/shelter are measures whose effectiveness depends upon good interagency coordination, public education and consistent emergency public information.

##### 1. MITIGATION:

- a. Identify "evacuation prone" areas
- b. Discourage development in hazard areas through land use controls

##### 2. PREPAREDNESS:

- a. Identify evacuation routes and transportation resources
- b. Survey all public buildings for shelter and mass care use
- c. Provide public information about evacuation, shelter and mass care procedures
- d. Develop road service agreements with local garages, towing services and fuel distributors

- e. Train and exercise agencies with key roles and responsibilities

3. RESPONSE:

- a. Assess incident to determine needs and prioritize evacuation, mass care/shelter response activities - order evacuations if appropriate, ensure safety of evacuation routes, implement mass care/shelter and transportation activities as needed, etc.
- b. Joint incident management [EOC/CP(s) as needed]
- c. Maintain records of activities, expenditures, etc.
- d. Other duties as appropriate

4. RECOVERY:

- a. Continue necessary activities
- b. Phase down as appropriate (initiate return of evacuees, close mass care facilities, etc.)
- c. Compile records, forward copies to Dane County EOC for possible state/federal reimbursement
- d. Address critical incident needs if indicated
- e. Review event at agency and community levels
- f. Update plans/procedures
- g. Identify mitigation opportunities

**D. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES:**

Local law enforcement agencies, the Dane County Red Cross and public facility administrators have primary responsibility for evacuation, shelter in public facilities and mass care. Citizens have primary responsibility for taking shelter as a protective action in the face of imminent peril.

**E. DIRECTION AND CONTROL/INCIDENT MANAGEMENT:**

During routine activity, the established procedures for incident management will govern. Some events, due to their duration or other factors, will require coordinated site management. In these cases, all appropriate agencies will be represented at the CP and support will be provided through established structures.

**F. PLAN DEVELOPMENT AND MAINTENANCE:**

Community agencies and Dane County Emergency Management are jointly responsible for developing and maintaining this document.

## CHAPTER 8

### EMERGENCY VOLUNTEER SERVICES

#### A. PURPOSE:

This document describes how Emergency Volunteer Services will be incorporated into the community Emergency Management Program.

#### B. SITUATIONS AND ASSUMPTIONS:

##### 1. SITUATIONS:

- a. When major emergencies or disasters occur, people from within and outside the affected community volunteer to help. Many volunteer through traditional disaster response and relief agencies like the American Red Cross and Salvation Army. Others may be affiliated local service groups such as Rotary, Lions, Optimists and other clubs. Still others may serve through church groups or professional associations. Many volunteers are not associated with any organization; they respond as a reaction to the event, based on real and apparent need. Though empathic, they are not necessarily willing to commit themselves in advance. Identifying volunteers in advance may not always be possible, however volunteers should be anticipated. Volunteers bring with them a wealth of knowledge and experience useful for meeting a variety of disaster-caused needs. Based on the level of need, volunteers may be available for several hours, days or even weeks. Each individual situation will differ from the next. The volunteer skill pool will change over time as will the community's needs.

##### 2. ASSUMPTIONS:

- a. The assumptions described in the Basic Plan apply here. Volunteer emergency management activities, especially during disaster response, must be understood in that context.
- b. Pre-identification of potential disaster-caused needs will enable the Community to use volunteer skills and experience more effectively.

#### C. CONCEPT OF OPERATIONS/COMPREHENSIVE EMERGENCY MANAGEMENT:

##### 1. MITIGATION/PREPAREDNESS:

- a. Identification of potential disaster-caused needs appropriate for volunteer response.
- b. To the extent possible, identification of actual and potential sources of volunteers and volunteer resources in designated geographic areas.
- c. Development of procedures to manage non-affiliated volunteers, skills and resources.
- d. Emergency management planning, training and exercising.

##### 2. Response

- a. Incident assessment to determine needs and prioritize volunteer response.
- b. Maintenance of records of volunteer activities, expenses, etc.
- c. Other duties as appropriate.

##### 3. Recovery

- a. Continue necessary activities.
- b. Phase down as appropriate.
- c. Complete reports for County, State and Federal authorities and for operations critique/review.
- d. Update plans and procedures based on incident feedback and critique.
- e. Identify mitigation opportunities.

**D. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES:**

The Community Emergency Management Volunteer Coordinator is responsible for activities, including requesting assistance as needed from other Department resources.

**E. DIRECTION AND CONTROL/INCIDENT MANAGEMENT:**

During routine activity, established procedures for incident management will govern. Some events, due to their duration or other factors, will require coordinated site management. In these cases, all appropriate agencies will be represented at the CP and support will be provided through established structures.

**F. ADMINISTRATION AND LOGISTICS:**

1. The Volunteer Coordinator is responsible for records and reports as necessary.
2. The Volunteer Coordinator is responsible for developing and maintaining records and reports.

**G. PLAN DEVELOPMENT AND MAINTENANCE:**

Community agencies and Dane County Emergency Management are jointly responsible for developing and maintaining this document.

## **CHAPTER 9**

### **HAZARDOUS MATERIALS FACILITIES**

The facilities listed below have hazardous substances in quantities sufficient require reporting under the Superfunds Amendments and Reauthorization Act (SARA). The Fire District has chemical inventory information for all of these facilities. Those marked with an asterisk (\*) have Extremely Hazardous Substances (EHS) in quantities sufficient to require plans for responding to airborne releases affecting the community. Copies of these Off-Site Plans developed jointly by Dane County Emergency Management and the facilities are maintained by Fire, Police and Emergency Medical Services.

### **SPECIAL NEEDS FACILITIES**

Special Needs Facilities are those whose users are less able to respond effectively to emergency without assistance.

DAY CARE CENTERS: NONE

ELDERLY/SENIOR HOUSING: NONE

SCHOOLS: Oregon/Brooklyn/Belleville

## CHAPTER 10

### LEGAL BASIS

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

PUBLIC LAW 103-337

#### WISCONSIN STATUTES

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

#### COUNTY ORDINANCES

#### MUTUAL AID AGREEMENTS

CHAPTER 11

MUNICIPAL DISASTER PROCLAMATION

MUNICIPAL DISASTER PROCLAMATION

WHEREAS, a disaster, namely \_\_\_\_\_,  
has struck the Town of Oregon; and,

WHEREAS, because of such emergency conditions, the Town Board is unable  
to meet with promptness,

NOW THEREFORE, pursuant to State Statute 66.325 and State Statute 166, as  
Town Chairperson of the Town of Oregon, I do hereby proclaim a state of  
emergency in effect until further notice.

IN TESTIMONY WHEREOF I have hereunto set my hand and have caused  
the great seal of the Town of Oregon to be affixed.

Done at the Town Hall, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

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Town of Oregon, Chairperson

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Town of Oregon Clerk