



## ***DIRECTION AND CONTROL***

**Note: This section of the plan contains no specific tactical information and simply outlines the procedures that could potentially be followed during a disaster or critical incident. All actions outlined in this plan may not necessarily be followed in every situation.**

### **VANCE COUNTY EMERGENCY OPERATIONS PLAN Updated: July 04, 2006**

#### **I. PURPOSE**

This section outlines the direction and control guidelines for emergency operations and identifies the personnel, facilities and resources that will be utilized in the coordinated response activities.

#### **II. SITUATION AND ASSUMPTIONS**

##### **A. Situation**

1. Many hazards exist within or threaten the County which have the potential to cause disasters of great magnitude. Such situations warrant centralization and emphasis on direction and control efforts in order to conduct effective and efficient emergency operations.
2. Traditionally, municipalities do not open and operate municipal EOC's during a County wide or regional emergency. Consequently municipalities normally depend on Direction and Control from the County during times of disaster.
3. The County Emergency Operating Center serves as the central direction and control point for countywide emergency response activities.
4. The County Emergency Operating Center (EOC) is located in the Vance County Courthouse located at 156 Church Street, Suite 002, Henderson.
5. Vance County utilizes the conference room located in the Emergency Operations Center located in the Courthouse located at 156 Church Street, Suite 002, Henderson.
6. Municipalities may utilize facilities within their jurisdiction as EOC's and the County may provide staff as the situation dictates.
7. The County and/or Municipality EOC's will be activated upon the threat or occurrence of a major emergency/disaster and designated personnel will report to their EOC in a timely fashion.

##### **B. Assumptions**

1. All municipalities will not likely send a representative to the County EOC.
2. It is assumed that municipalities will maintain communications with the County EOC via

daily briefings, telephone, radio or fax.

3. Municipalities will act in unison with the County on such issues as proclamations, security and public information.
4. Vance County and all municipalities will be responsible for safeguarding all vital records necessary for the continuity of government.

### III. CONCEPT OF OPERATIONS

#### A. General

1. Direction and control of normal day-to-day emergencies of single agency response is performed by the senior officer on-scene. (I.e. law enforcement, fire, and rescue, EMS). This person is designated as Incident Commander. Multi-agency responses are done in accordance with local ordinances, policies and procedures. Response forces in Vance County will utilize the Incident Command System (ICS).
2. Municipalities within the County may exercise independent direction and control of their emergency resources, outside resources assigned to the municipality by the County Emergency Operation Center, and resources secured through existing mutual aid agreements with other municipalities. Prior to activation of the Emergency Operations Center requests for state or federal assistance will be directed to the County Emergency Management Office.
3. Centralized county wide direction and control (EOC activation) is desirable when one or more of the following situations occur:
  - a. There exists an imminent threat to the safety or health of the public
  - b. Extensive multi-agency or jurisdiction response and coordination is necessary to resolve or recover from an emergency situation
  - c. Local resources are inadequate or depleted and significant mutual aid resources must be utilized to resolve the emergency situation
  - d. The disaster affects multiple political jurisdictions within the county which are relying on the same resources to resolve the emergency/disaster situation
  - e. Local emergency ordinances are implemented to control the emergency situation
4. The type and magnitude of any emergency event occurring in Vance County or a municipality within the County will dictate the need to **activate the EOC**.
5. The Chairperson of the Board of Commissioners, the County Manager, his designee, or the Emergency Operations Director or his/her designee may activate the Vance County EOC.
7. Emergency operations and coordination at all levels of government will be carried out according to supporting departmental standard operating procedures.
8. **Notification of EOC personnel** is the responsibility of the Emergency Management Agency.
9. Operational readiness of the County EOC is the responsibility of the Emergency Operations Director who will serve as Operations Officer and EOC Director.
10. Backup electrical power is available in the EOC. Maintenance of the backup electrical power system and generator is the responsibility of the Building Engineer.
12. Administrative decisions regarding food supplies and other incidental needs for the

County EOC during activation is the responsibility of the Emergency Operations Director. Administrative decisions regarding individual municipalities are the responsibility of the Town Mayor or Chief Elected Official.

14. Whenever an EOC is activated or activation of an EOC appears to be imminent, the County Emergency Operations Director will in turn notify the North Carolina Division of Emergency Management, and Central Branch office.
15. Frequent staff reviews/briefings will be conducted.

## **B. Staffing**

1. Personnel reporting to the County EOC will operate in one of the following functional groups as assigned by the EOC Director.
  - a. The **Policy/Administration Group**, under the direction of the Chairperson of the jurisdiction or his designee, consists of the decision-makers of the jurisdiction and others as decided by the chairperson. This group is responsible for:
    - (1) The approval of policies and strategies pertinent to the emergency/disaster operation.
    - (2) Provide leadership and decision making for implementation by the Support Group.
    - (3) In coordination with the County Manager and or the Emergency Operations Director, prepare statements for release to the general public.
    - (4) Utilizing communications equipment available to the **Policy/Administration Group**, the members will maintain a line of communication with their respective administrators and County/Municipal elected officials.
    - (5) In cooperation with the Support Group and the Operations Officer, maintain an awareness of actions being taken in response to the emergency situation.
    - (6) Upon activation, maintain a presence in the EOC to carry out the direction and control function.
  - b. The Support Groups, under the direction of the Policy/Administration Group, are responsible for supporting on scene operations including the allocation of resources.
    - (1) **Information:**  
Emergency Operations Director, and County Manager.  
*Group Leader:* County Manager
    - (2) **Communications/Notification and Warning:**  
Vance County Communications, Amateur Radio and the Sheriff's Department.  
*Group Leader:* Communications Supervisor / Training Supervisor
    - (3) **Traffic Control/Law Enforcement/Emergency Transportation:**  
Sheriff's Office, NC Highway Patrol. Municipal Police Depts. And NC Department of Transportation.  
*Group Leader:* Sheriffs Office.
    - (4) **Search and Rescue:**  
Rescue Squad, Sheriff's Department and Volunteer Fire Departments.  
*Group Leader:* Sheriff's Office.
    - (5) **Fire:**  
City/County Fire Chief, Volunteer Fire Department Chiefs.  
*Group leader:* City/County Fire Chief
    - (6) **Shelter/Mass Care:**  
Department of Social Services, Health Department, Emergency Medical Services, Superintendent of Schools, and American Red Cross.

*Group Leader:* American Red Cross

(7) **Medical Emergency/Mass Casualty:**

Health Department Emergency Medical Services, and Sheriff's Department

*Group Leader:* Health Department

(8) **Animal Control:**

Sheriff's Department, Health Department, and Animal Control Officer.

*Group Leader:* Animal Control

(9) **Utilities:**

Operations Officer, Public Utilities, Progress Energy, Wake Electric and Sprint.

*Group Leader:* Operations Officer

(10) **Damage Assessment/Recovery:**

Operations Officer, Tax Officer, Code Enforcement, GIS Department,  
Finance Officer, American Red Cross.

*Group Leader:* Code Enforcement

(11) **Hazmat:**

Fire Representative, Sheriff's Department, and EMS representative, Emergency  
Operations Director.

*Group Leader:* City/County Fire Chief

(12) **Donated Goods/Unmet Needs:**

Volunteer Services.

*Group Leader:* Director of Volunteer Services