

Comprehensive Emergency Management Plan



NO-TICUDORN

2016



Chapter
1

FDOT District Four Comprehensive Emergency Management Plan 2016

Chapter 1 – INTRODUCTION

1.0 SCOPE

- A. The CEMP will describe the preparedness, response, and recovery activities such as staging site restoration, closeout documentation, and other activities necessary on infrastructure and to support any missions assigned to the District.

The Comprehensive Emergency Management Plan (CEMP) will assist the District as it prepares for, responds to, and recovers from any natural or manmade incidents. It is a management tool providing policy, assigning responsibilities, describing processes, and delegating authority to the managers within the District.

- B. The CEMP will draw heavily from the Florida CEMP, National Response Plan (NRP), and FDOT EMP.

1.1 GLOSSARY

CEMP – Comprehensive Emergency Management Plan - A plan that provides a management guide for all emergencies.

CEOC – County Emergency Operations Center – The CEOC is operated by the counties who coordinate the emergency response effort within their political jurisdictions. Management of local evaluations, coordination of shelter activations and requests for outside assistance are conducted from the CEOC. Counties are required to seek assistance through the SEOC and not directly to the District.

County Liaisons/Agency Representative – Department personnel sent to County EOC's to provide DOT presence and participate in County EOC planning sessions and communicate with District EOC.

DEM – Division of Emergency Management - Empowered to deploy State resources as necessary to “reinforce emergency management agencies in areas stricken by emergency”, including support forces, and any equipment, services, or facilities owned or organized by the State or its political subdivisions

DEOC – District Emergency Operations Center – Identify and dispatch all requests for Department resources received from the State EOC, through ESF's 1 and 3, coordinate the logistics for all department resources and personnel responding to emergency requests.

DECO – District Emergency Coordination Officer - The ECO is the manager of FDOT's response and recovery efforts. In the CEMP, the ECO is tasked to manage the district's emergency operations through the EOC.

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DCIC – District Contamination Impacts Coordinator

DDE – District Design Engineer

DMRE – District Material & Research Engineer

DME – District Maintenance Engineer

DMRE – District Material & Research Engineer

DRCM - Disaster Recovery Center Manager

The State DRC Manager will coordinate operations at the DRC until relieved by a State of Florida Disaster Reservist DRC Manager.

DSME - District Structure Maintenance Engineer

Emergency Management Assistance Compact (EMAC) – The authority and mechanism for interstate mutual-aid for any emergency or disaster duly declared by the Governor of an affected State (s).

EMPG - Emergency Management Policy Group - consists of the District Secretary, the Director of Operations, and Director of Development and the Director of Support.

ECO – Emergency Coordination Officer

EOC - Emergency Operations Center – The EOC is where all of the response and recovery efforts of an agency are coordinated during an emergency event. The EOC tracks the status of the district’s facilities and structures, resources, and requests for support.

ER - Emergency Relief – Recovery from emergencies by providing for the rapid and orderly start of restoration and rehabilitation of persons and property affected by emergencies.

ESF – Emergency Support Functions – Florida has adopted the basic architecture of the Federal Response Plan that groups the appropriate agencies into a “support function” team managed by one lead agency. The ESF’s are responsible for performing tasks that are similar to their day-to-day operations.

ESF 1 – Transportation, Providing civilian and military transportation

ESF 3 – Public Works and Engineering, Restoring essential public services and facilities

ESF 14 – Public Information

ESF 16 – Law Enforcement and Security

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FCO – Facility Coordination Officer

FEMA - Federal Emergency Management Agency – FEMA is the federal emergency coordination agency. Its mission is to provide resource and financial assistance to impacted States. FEMA assistance requires a Presidential Declaration of Emergency. FEMA funds cannot be sought for damage to any federal-aid highway or facility. FEMA uses a grant program with typical reimbursement of up to 75%.

FHWA - Federal Highway Administration – The agency whose program is specific to federal-aid highways and facilities. FHWA requires that ER funds be managed through the State DOT's to local agencies.

FR – First Responder

EH&S – Environmental Health and Safety Manager - Structure using a command, control, and coordination format to provide consistency throughout the Department and enhance communication and coordination.

IAP – Incident Action Plan – Action plan developed for an incident to ensure prompt recovery.

IC – Incident Commander – Person in charge of the EOC

EHSA – Environmental Health and Safety Administrator

Local Emergencies – Local Emergencies include, but are not limited to: highway crashes, rail crashes, hazardous material spills or release, flooding, severe weather, sinkholes, tornadoes, wildfires, building fires, plane crashes, bomb threats or explosions, riots, and terrorist threats or acts. These emergencies may impact the following: State maintained federal-aid and non-federal-aid highways, locally maintained federal-aid and non-federal-aid highways, and locations other than highways, roads, and streets.

MOT – (Maintenance of Traffic) Standards for planning, designing, implementing, inspecting, and/or supervising the selection, placement, or maintenance of traffic control schemes and devices in work zones on streets and highways within the State Highway System right of way.

NEPA – National Environmental Policy Act

OE – Operations Engineer

OC – Operations Chief

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PA - Public Assistant - State agency personnel assigned to work through the DFO (Disaster Field Office) and assist the local governments and State agencies in performing damage inspections and preparing the FEMA Project Work sheets to receive FEMA grant funds.

PIO - Public Information Office – Responsible for relaying current information concerning Department issues to the public.

RECON – Reconnaissance – The “first in” in a disaster area to provide a quick picture (assessment) of the extent of damage and immediate needs when the damage is major and widespread. Each District is required to have 2 trained 3 person teams.

SEOC - State Emergency Operations Center - The central clearinghouse for disaster-related information, and requests for deployment of assistance.

State Emergencies – State emergencies include, but are not limited to: tropical storms, tornadoes, nuclear to radiological incidents, floods, wildfires, explosions, crashes that result in mass casualties, hurricanes, and Governor-directed deployments out of State under EMAC. These emergencies may impact the following: State maintained federal-aid and non-federal-aid highways, locally maintained federal-aid and non-federal-aid highways, locations other than highways, roads, and streets.

SWP – State Warning Point – Central communication center for the State, where all statewide emergencies are reported. It is staffed 24 hours per day and is in a continual monitoring mode for severe weather, severe traffic crashes, plane crashes, rail crashes, etc.

TOE – Traffic Operations Engineer

TSSO – Technology Services and Support Office

UM – Unit Manager

Work Place Emergency – Work place emergencies are those that may impact any Department work place environments (offices, yards, shops, roadways, etc.)

1.2 METHODOLOGY

A. The District Four EOC is the nerve center or hub of all emergency management within the District. As officer-in-charge of the EOC, the Incident Commander (IC) will organize and manage the District Four response to a disaster through the EOC

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based upon the guidance and policy provided by the District Four Secretary and State EOC.

- B. District Four will place a county liaison in selected local government EOCs. The liaison officers will provide subject matter expertise to the staff in these county EOCs on the role, capabilities, and procedures to request assistance of the FDOT and District Four.
- C. The CEMP describes in detail how District Four will execute its mission during a disaster. Standard operating procedures (SOPs), key position turnover folders, and desktop procedures support the CEMP.
- D. State and local authorities use the incident command system (ICS) to manage emergency response scenes. This system prescribes situation-dependant level of emergency response management staff designated to manage FDOT's response to an event. Various regional government agencies and organizations such as city or county governments may open their EOCs to support the response effort. The incident commander accesses resources beyond his/her immediate control (state and federal resources) through the local government EOC. With the identification of requirements from the incident commander or in anticipation of the need, the local EOC sends requests to the SEOC.
- E. In the event a District Four Employee is the first on the scene of an incident, the District Employee will act as the Incident Commander. The Employee will immediately relinquish incident command with the arrival of law enforcement or fire officials, based on the type incident.

The District ECO/IC will advise the District Secretary and District Director of Operations on the level of FDOT support needed to perform emergency management for disasters within District Four, or provide District resources to support disaster response outside of the District. Disaster response outside the District is guided by mutual support agreements both across and between states.

- F. Activation of either the District Four EOC or the District Four COOP management group will not automatically activate the other.
- F. Emergency management plans fall under Florida Statute F.S. 119.071. Unauthorized or inadvertent disclosure of the contents of this plan is punishable under this Florida Statute.

1.3 PLAN ORGANIZATION

- A. The CEMP is divided into seven chapters: Introduction, D4 Features, Concept of Operations, Training Exercise, Environmental Compliance, and Contacts.

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- B. With the publication of the CEMP, training will begin, leading to a series of exercises. Feedback from the exercises will be incorporated in the final version.
- C. Annually, Division Directors and Cost Center Managers will be given the opportunity to review and comment on the CEMP and COOP in preparation for hurricane season. Changes will be published as the need arises.
- D. This plan falls under the public records exemption in Chapter 119 of the Florida Statutes regarding the exemptions from copying or inspection of public records relating to a security system plan or portion thereof. The consultants/contractors and all persons with access to this document are subject to the provisions to include penalties described in Chapter 119.

1.4 PLAN IMPLEMENTATION TRIGGERS

- A. This plan is an all hazard plan. Full implementation of the plan will most likely occur in response to a category 2 or larger hurricane. Terrorist scenarios most likely will have a minimal impact upon the highway system within District Four boundaries.
- B. A disaster may occur with little or no warning, and may escalate more rapidly than the ability of any local response organization or jurisdiction can handle. Thus, 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 (72 hours) after disaster impact.

- C. The District Four staff required to perform specific emergency management functions will be adequately trained.
- D. District Four plans will be developed to implement all aspects of this plan in order to allow the District Secretary the most flexibility to scale the District's response to disasters.
- E. There are two federally recognized Native American tribes, the Miccosukee and the Seminole, within the District Four boundaries. The District, local, and State Emergency Response Teams (SERT) will provide assistance to the tribes, as requested, while respecting the governmental sovereign nation status they hold in the United States as sovereign nations.