ANNEX A

DIRECTION AND CONTROL

I. PURPOSE

A. When an emergency occurs, centralized direction and control is required to facilitate coordinated responses by the chief executive and key staff, emergency support service personnel, and representatives of private sector organizations or individuals who have assigned emergency responsibilities. The most effective way to exercise direction and control under emergency conditions is to provide a single site for key officials -- an emergency operating center or EOC.

B. This annex will develop the capability for the chief executive and key local officials of Joplin and Jasper County to direct and control response and recovery operations from a centralized facility in the event of an emergency.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Joplin-Jasper County is subject to many hazards (see Basic Plan, Situation & Assumptions) that would require the use of a centralized emergency operating center (EOC) to facilitate policy making, coordination, and control of operating forces in a large-scale emergency.

2. Jasper County and its incorporated subdivisions are separate entities and thus will control operations from EOCs within their respective jurisdiction with the exception of Jasper County and the City of Joplin which will both use the same EOC.

3. Joplin-Jasper County Primary EOC

a. The lower level of the Joplin Municipal Building will serve as the primary EOC for Joplin-Jasper County emergency operations.

b. The building for the Joplin-Jasper County EOC was constructed and designed with the emergency operations center in mind. The building is built of stressed concrete

with reinforced steel. The EOC is located on the ground floor with only the east side not underground.

c. All local government communications are permanently installed in the building at the lower level and are operated 24 hours a day by the Joplin Emergency Communications Center. The facility is used daily by members of the City departments and agencies and is prepared for immediate adjustment to emergency conditions. It also has an emergency power system. (See Annex B Communications and Warnings)

4. When the Joplin-Jasper County EOC is untenable, alternate sights may be selected at one of the following:

a. Carthage Fire Station

This facility serves as the primary EOC for the City of Carthage. In an emergency situation all communications for the City of Carthage are handled from this EOC. It also has emergency power.

b. Joplin Public Safety Training Facility

c. Public Works Center

5. A base station for 800 MHZ is located at the EOC and is available to be moved as needed to provide communication for Joplin emergency services.

6. The various incorporated subdivisions will assume direction and control responsibilities for their respective area. The unincorporated areas of the county would fall under the purview of the County Commission.

7. The above mentioned EOCs have the ability to communicate with necessary local, state, and federal agencies.

B. Assumptions

1. The EOC and Direction and Control procedures described in this annex will be adequate for all disaster conditions that could arise for Joplin-Jasper County.

2. Higher levels of government will participate in developing the EOC procedures necessary for the proper response.

3. Local officials will respond as directed in this annex and Appendix 3 of the Basic Plan.

4. When a classified emergency occurs or threatens to occur, the EOC will be activated in a timely manner.

5. Should a total evacuation become necessary, operations can be successfully controlled from nearby safe locations.

III. CONCEPT OF OPERATIONS

A. General

1. The EOC will be activated by the procedures within the guidelines of Appendix 3 to the Basic Plan.

2. Upon notification of an emergency or impending condition, the EOC will be activated by the highest elected official or designee. The EOC staff will be notified by the fastest means available and will report to the EOC as soon as possible.

3. The next extent to which the EOC is staffed will depend upon the nature and scope of the emergency. All situations will not require the full staffing of the EOC or the notification of all EOC personnel.

3. During the period of impending emergency, city and or county officials will be provided periodic situation reports and will be alerted for possible EOC duty by the Emergency Management Director or designated representative.

4. In most cases the composition of the necessary EOC staff will be determined after all have been called in and are present.

6. Space will be provided in the EOC for the chief executive and principal advisors, damage assessment staff, law enforcement, fire, and public information. Space for briefing the media will be available but separate from actual operations rooms.

7. The majority of agencies will operate from the EOC with the exception of those agencies with numerous records and files who will operate from their normal offices but will send a representative to the EOC when called upon to do so.

8. The Emergency Management Director must maintain the capability to activate the EOC on short notice and maintain a 24 hour a day operation.

9. Although the elected government officials and department heads will control operations, the Emergency Management Director will manage and maintain the EOC.

10. The decision to discontinue operations will be made by the chief elected officials.

B. Actions to be Taken by Operating Time Frames

1. Mitigation

a. Analyze potential disasters (see Basic Plan, Situation & Assumptions) and expand EOC capabilities to meet all situations.

b. Identify facilities, agencies, personnel, and resources necessary to support EOC operations.

c. Develop procedures for upgrading the EOC.

d. Train Direction and Control staff in EOC procedures (tests and exercises).

e. Develop a public information program to exercise citizen awareness of the EOC facility and its purpose. Conduct tours and give briefings as necessary.

f. Develop plans to relocate EOC operations should it become necessary.

g. Prepare displays and acquire other equipment necessary for EOC operation.

h. Develop a media and rumor control program.

i. Stock administrative supplies and equipment.

j. Develop a method for message handling within the EOC.

k. Develop EOC security procedures.

l. Conduct exercises and critiques of EOC procedures with all EOC staff.

m. Develop information packets to be distributed to Direction and Control staff when the EOC is activated. These packets should contain, but not be limited to, the following:

1) EOC Standard Operating Guidelines (SOGs)
2) EOC layout/floor plan
3) Message handling procedures include receiving, transmitting, preparing, and logging.

2. Preparedness

   a. Alert appropriate staff depending upon the potential situation, activity, required.

   b. Take actions as necessary (issue warnings and disseminate public information, etc.).

   c. Test communications.

   d. Inventory equipment and supplies and alleviate shortages.

   e. Establish contact with higher levels of government and neighboring jurisdictions.

   f. Initiate EOC security procedures.

   g. Alert participating organizations outside of government.

   h. Conduct initial staff briefing and establish work and briefing schedule.

   i. Maintain alert status until the situation changes or the decision to discontinue operations is given.

3. Response

   a. Coordinate actions as required by the situation.

   b. Begin Damage Assessment and/or operations to meet the needs of the situation and establish situation reports.

   c. Conduct a regular situation briefing to include reports from operating departments/agencies.

   d. Report situation to higher levels of government.

   e. Maintain a record of all actions taken to include messages received or sent.

   f. Continue this level of activity until recovery begins.

4. Recovery

   a. Tabulate damage to include displaced persons and request outside assistance if necessary.

   b. Assimilate expenditure data and cost figures for payment and final damage estimation.

   c. Repair equipment and replenish supplies.

   d. Begin deactivation of EOC as conditions permit.

   e. Conduct critiques and initiate actions to improve future response capabilities.

   f. Prepare and submit after-action report to the State Emergency Management Agency (SEMA).

   g. SITREP and Disaster Summary forms to be sent to SEMA.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

The Direction and Control (EOC) function will be organized as shown by the chart in Appendix 1 to this annex. In the event of a Terrorist attack refer to Annex N.

B. Assignment of Responsibilities

1. The responsibility for overall direction and control of operations rests with the elected officials and department heads.

2. The Emergency Management Director is responsible for serving as the key advisor to the chief elected official. The Director is also responsible for the internal operation of the EOC.

3. Security for the EOC will be the responsibility of the law enforcement agency in each jurisdiction.

4. Supplies for the EOC will be the responsibility of the Emergency Management Director with support from the Resource and Supply section as necessary.

V. DIRECTION AND CONTROL

A. Although the Emergency Management Director manages operations within the EOC, his/her authority does not exceed that of the department heads. In addition to his/her task as chief advisor to the elected officials and the department heads, he/she will be responsible for the following:

1. Provide housekeeping service.

2. Insure proper message handling.

3. Provide clerical and administrative services to include record keeping.

B. A request for state and federal assistance can only be made by the chief elected official or his authorized successor (See Appendix 4 to the Basic Plan).

VI. CONTINUITY OF GOVERNMENT

A. The elected officials and departments have established lines of succession, and these are located in each appropriate annex. (See also Basic Plan, Section VI, Part A.)

B. The line of succession to the Joplin-Jasper County Emergency Management Director is as follows:

1. Emergency Management Director

2. Joplin Fire Chief

3. Senior Clerk/Deputy

C. If the primary EOC is not able to function, an alternate EOC will be used (see Section II of this annex).

D. Should it become necessary to evacuate the entire county, the EOC will be moved to the nearest safe location.

VII. ADMINISTRATION AND LOGISTICS

A. All requests for assistance, all general messages, and all reports will be handled using the procedures and forms found in appendices to this annex. The use of reports will vary according to the type of emergency involved.

B. A record of all persons entering and departing from the EOC will be maintained by security personnel at the entrance. All personnel will be issued a pass to be worn while in the EOC and to be returned when departing from the premises.

C. Media personnel will be provided with telephones within an area of the EOC if possible. Scheduled news conferences will be held at regular intervals. Media personnel will be permitted to tour the EOC in small groups when accompanied by the public information officer.

D. Resource and Supply will maintain records of all expenses incurred because of the disaster. This will include personnel, supplies, and recovery operations costs.

VIII. PLAN DEVELOPMENT AND MAINTENANCE

This annex will be maintained and updated regularly by the Joplin-Jasper County Emergency Management Director.

APPENDICES

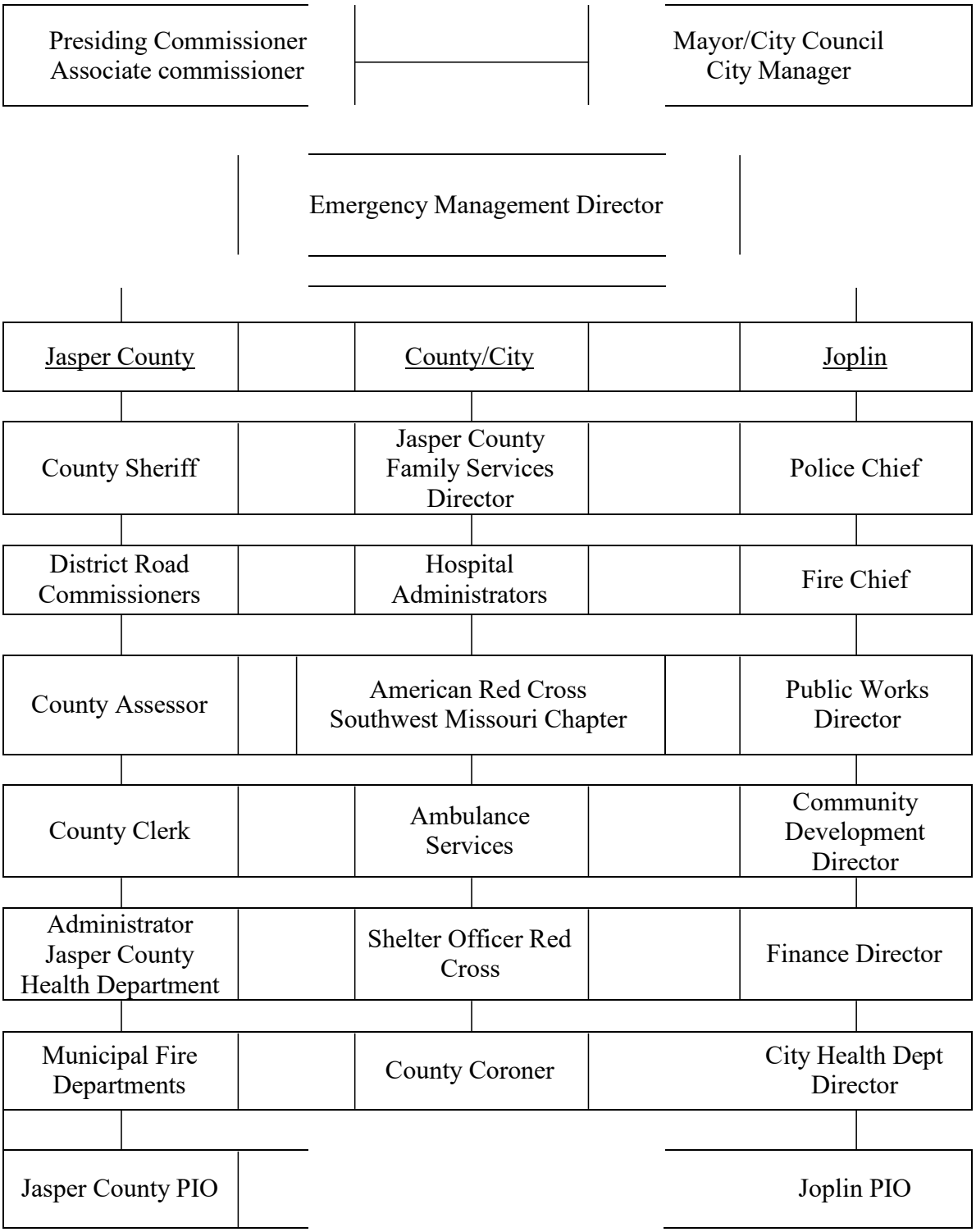
1. Direction & Control Organizational Chart
2. EOC Notification List
3. Message Handling Procedures & Forms

   Attachment A -- Message Form

   Attachment B -- Communications Log
4. Joplin-Jasper County EOC Floor Plan
5. Emergency Operations Center SOG
6. Operation of Emergency Standby Equipment
7. ICS/IMS Diagram
8. Expense Form

Appendix 1 to Annex A

DIRECTION & CONTROL ORGANIZATIONAL CHART
DIRECTION & CONTROL



Appendix 2 to Annex A

EOC NOTIFICATION LIST

JASPER COUNTY

See Supplemental Annex

EOC NOTIFICATION LIST

CITY OF JOPLIN

See Supplemental Annex

Appendix 3 to Annex A

MESSAGE HANDLING PROCEDURES & FORMS

A. Message Handling Procedures

1. Attachment A to this Appendix contains a copy of the message form that should be used for a classified emergency.

2. Telephones and/or runners will carry messages back and forth from the EOC and various agencies involved that are not located in the EOC. See Appendix 4 to Annex B for complete message handling procedures.

3. All messages, incoming and outgoing, will be logged for future reference. See Attachment B to this Annex for a copy of the log form.

4. All personnel for message handling will be furnished by the Joplin-Jasper County Emergency Management office and/or appropriate law enforcement agency.

B. Message Forms

(See Attachments A & B to this Appendix.)

Attachment A
Appendix 3 to Annex A

MESSAGE FORM

(For Message Center Use)

Time Received:_____ Date:_____ By: _____

Priority: (Circle) 1-Red 2-Yellow 3-Green

Responsible Agency:

JOPLIN-JASPER COUNTY EMERGENCY PREPAREDNESS

No. _____

MESSAGE

TO: EOC_____ OTHER _____

From: _____

Address: _____
Telephone #: _____
Radio #: _____

Action Taken:

Attachment B
Appendix 3 to Annex A

SIGNIFICANT EVENTS LOG

Date:_____Operator:_____Shift: _____

TO	FROM	IN/OUT	SUBJECT	TIME

Appendix 4 to Annex A

JOPLIN-JASPER COUNTY EOC
FLOOR PLAN

ON FILE IN THE EOC

Appendix 5 to Annex A

EMERGENCY OPERATING CENTER STANDARD OPERATING GUIDELINE

REFERENCE SUPPLEMENTAL ANNEX

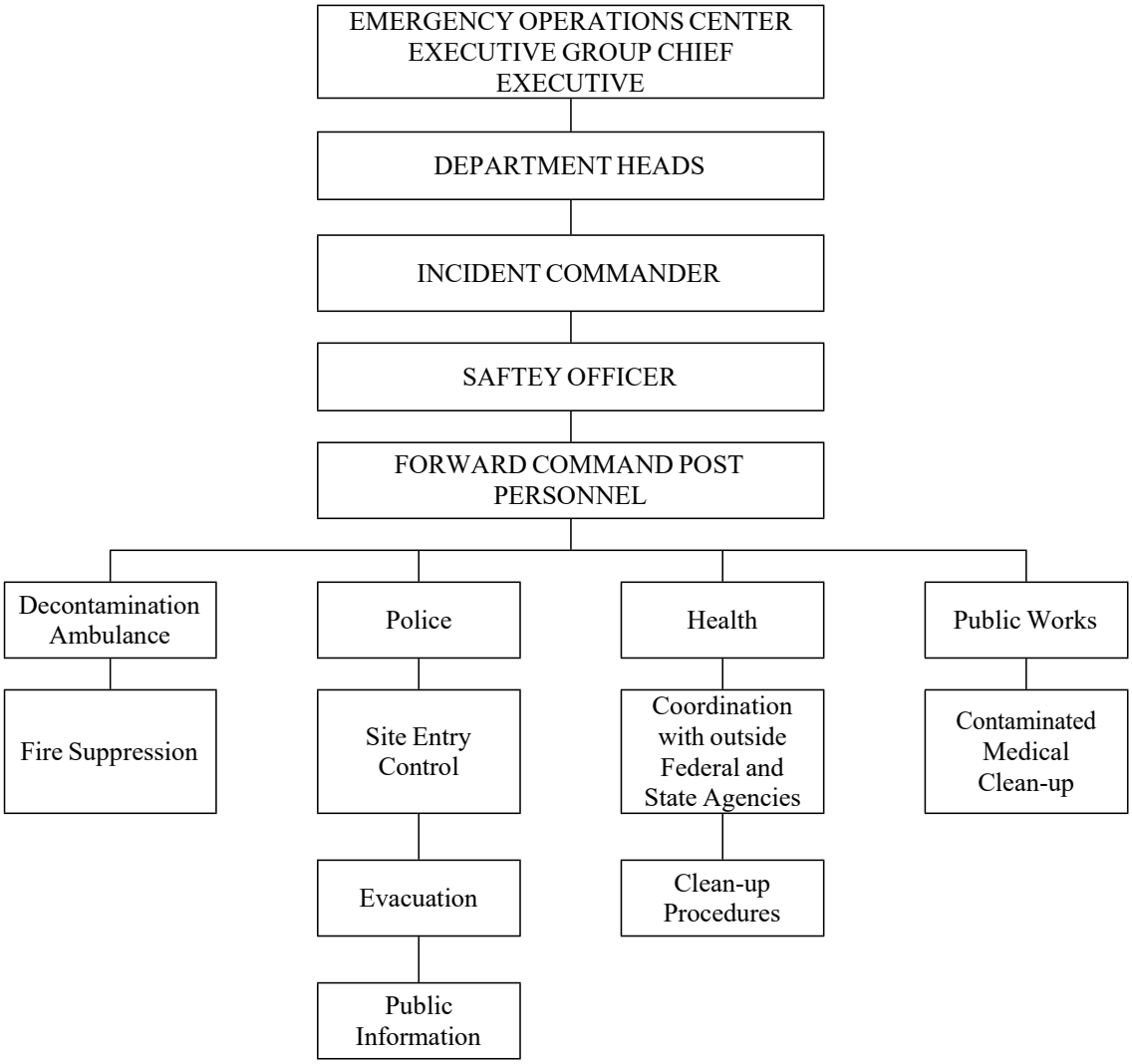
Appendix 6 to Annex A

OPERATION OF EMERGENCY STANDBY EQUIPMENT

Detailed information to place building on full emergency standby condition on file in the Emergency Operations Center.

Appendix 7 to Annex A

INCIDENT MANAGEMENT SYSTEM



Appendix 8 to Annex A

EXPENSE FORM

Expense forms are on file in the EOC

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ANNEX B

COMMUNICATIONS AND WARNING

I. PURPOSE

A. The ability of local government to direct its emergency forces through adequate communications is essential to effective operations in an emergency. Because emergencies can threaten life and property, a local jurisdiction must also have an effective method of alerting key personnel and warning the public.

B. Although communications and warning systems designed to meet day-to-day needs of government are already in existence in Joplin and Jasper County, it is necessary to plan for the effective use of these resources in the event of a disaster. This annex is developed to provide information and guidance concerning available or potentially available communications and warning capabilities of Joplin and Jasper County and how they can be augmented.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Joplin and Jasper County could find itself subjected to many hazards (see Basic Plan, Situation & Assumptions) that would require activating emergency communications and warning operations.

2. Joplin and Jasper County receives initial warning information from the Missouri State Highway Patrol Troop D Headquarters in Springfield. The NAWAS point is located in the Joplin Communications Center.

3. The primary communications and warning capabilities for Joplin and Jasper County exist in the law enforcement agencies -- County Sheriff and municipal police departments.

4. Law enforcement services are available through the Jasper County Sheriff's Department and municipal police departments: Joplin, Carthage, Jasper, Carl Junction, Webb City, Carterville, Sarcoxie, Duenweg, Purcell and Oronogo.

5. The Joplin Communications Center Dispatch is located in the Joplin-Jasper County EOC. The Joplin Communications Center provides dispatching for the Joplin Police Department, the Joplin Fire Department, Duquesne PD, MSSU (after hours) and Newton County Ambulance District (NCAD) through the emergency 9-1-1 number. They are responsible for activating the outdoor warning sirens for Joplin, Duquesne, and Airport Drive. They operate 24 hours a day.

6. JASCO 9-1-1 Communications Center provides dispatching for Metro Emergency Transportation Services (METS), Jasper County Sheriff's Department and the remainder of the communities in Jasper County. The Center operates 24 hours a day. Webb City PD, Carthage PD and Carl Junction PD dispatch for their own departments.

7. The Joplin Emergency Communications Center has added an ACU1000 to complement its ability to interoperate with other agency partners within the immediate area surrounding the City of Joplin. It is capable of "cross-banding" other agency wireless communications devices, i.e. VHF, UHF, Telephony, Ham, 800Mhz. This will allow communications between regional partners, using various differing radio systems, during mutual aid events. This should allow enhanced field communications between all entities and provide a mechanism for cross-communication with each other or interoperate on common channels designated within the respective radio systems.

8. The City of Joplin and eleven other communities in Jasper County have outdoor warning devices (see Attachment B, Appendix 2 to this Annex). Warning in these communities and the remaining areas of Jasper County will be supplemented with mobile public address operations by the Sheriff and municipal police departments. Radio and television will also broadcast the warning along with EAS and NOAA Weather Radio. NOAA Weather Radio Network is operated by the National Weather Service (NWS). Severe weather updates, including tornado and severe thunderstorm warnings, flash flood warnings and other 24-hour weather advisories are broadcast by the NWS for the affected area. There are many radios available, and they can be easily purchased. Under a new agreement between SEMA and NWS signed in January 2002, NWS will also disseminate Civil Emergency Massages (CEMs) through NOAA. The types of messages and/or broadcast are at the discretion of the local NWS office.

9. The communications system as described is adequate to deal with most emergency situations in Joplin-Jasper County, but in a severe emergency, augmentation may be required.

B. Assumptions

1. It is assumed that the existing communications and warning system in Joplin-Jasper County will survive and remain functional regardless of which type of disaster strikes the area. A back up base is maintained at the Joplin Fire Department for use if needed during a situation where normal communications are down due to a disaster.

2. This annex will aid timely emergency responses during disasters by insuring coordination of all communication and warning systems.

3. If the situation is such that local systems are overtaxed, the state will be able to augment local resources during the response and recovery phases.

4. Ham radio operators with SOG sophisticated equipment and skills, are available in the area and can assist during disaster situations.

5. Regardless of how well developed a warning system is, some citizens will ignore, not hear, or not understand warnings of impending disasters broadcast over radio or television or sounded by local siren systems. If time allows, mobile public address and even door-to-door operations may be required in some disaster situations. The Joplin Police Department and County 9-1-1 Emergency Communications have Reverse 9-1-1 capabilities to call an identified area to notify residences of impending disaster and give them options on what actions are to be taken to minimize the effect of the incident.

6. In most cases the communications center personnel in conjunction with the public safety officer on the scene, will make the initial determination that a classified emergency has occurred or is developing (see Appendix 3 to the Basic Plan of emergency classification, control, and alerting procedures).

III. CONCEPT OF OPERATIONS

A. General

1. Ultimate responsibility for developing and maintaining an emergency operations communication and warning capability lies with local government.

2. The communications and warning operations will be controlled by the County Sheriff and Municipal Police Departments. (See Part IV to this annex)

3. During classified emergencies, curtailment of routine action will be necessary. The degree of this curtailment will be determined by the chief communications officer and will depend upon the severity of the situation.

4. During emergency operations, all departments will maintain their existing equipment and procedures for communicating with their field operations. They will keep the EOC informed of their operations at all times and will maintain communications liaison with the EOC.

5. Communications between the state and local EOC will be primarily through land lines telephone links.

6. Although most warning alerts come from outside sources (i.e., State, National Weather Service, etc.), Joplin-Jasper County will develop and maintain the capability to identify potential problems and insure a timely warning on its own.

7. When warnings are issued all available systems will be utilized such as television, radio, sirens and tone activated receivers to alert private residences, schools, business, industry, nursing homes, hospitals, etc.

8. Tests and educational programs will be conducted regularly to ensure the public understands the various warnings.

B. Tasks to be Accomplished by Time Frame

1. Mitigation

a. Review and update this annex and its appendices at least yearly.

b. Formulate long-range plans for improvements and follow through with them.

c. Conduct training for all personnel (full-time, part-time, and supplementary) in:

1) Weather spotting
2) Message flow when EOC is activated
3) Emergency classification
3) Damage assessment
4) Warning systems activation procedure
6) Other subjects as required to support other functions

d. Participate in regular tests and exercises.

e. Inspect and maintain all equipment on a regular basis.

f. Identify private sector resources (telephone companies) that can augment local communications capabilities to include repair and supply.

g. Analyze equipment locations with regard to possible destruction from hazards.

h. Coordinate communications and warning capabilities with neighboring jurisdictions.

i. Ensure that repair capability exists under emergency conditions.

j. Develop procedures to provide coverage should any equipment become disabled.

k. Work with PIO to distribute information to the media and public for educational purposes.

l. Develop procedures to warn and/or communicate information to special needs groups (hearing impaired persons, persons with visual impairments, non-English speaking groups, etc.).

2. Preparedness

a. Initiate personnel call-up as necessary, depending upon the potential of the situation.

b. Activate appropriate warning systems.

c. Run equipment readiness checks to include emergency power.

d. Activate alternate systems and procedures if necessary.

e. Provide adequate communication support to EOC staff.

f. Check communication links with state and federal agencies.

3. Response

a. Activate warning system if not already done.

b. Activate all necessary personnel to meet communications needs.

c. Provide communication for agencies in the field.

d. Make the emergency classification if necessary.

e. Maintain and provide information to decision makers.

f. Report on communications and warning systems status to the EOC staff.

g. Make necessary repairs or switch to alternate systems as breakdowns occur.

4. Recovery

a. Continue response level operations until orders to discontinue operations are received.

b. Provide communication support to Damage Assessment.

c. Make repairs and inventory equipment and supplies. Report status to the EOC staff.

d. Participate in after action reports and critique.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

The organizational chart for the communications and warning function in Joplin-Jasper County is provided in Appendix 1 to this Annex.

B. Assignment of Responsibilities

1. Overall coordination and control of communications and warning in Jasper County is the responsibility of the Sheriff.

2. The municipal police chiefs will be responsible for all communications and warnings within their jurisdiction.

3. Those areas of the County that do not have sufficient communications and warning capabilities will be provided by the Sheriff's Department.

4. The Sheriff's Department and all municipal police departments are responsible for keeping the EOC informed of their operations at all times with regard to communications and warning activities.

V. DIRECTION AND CONTROL

A. For incidents that have reached an emergency classification (see Appendix 3 to the Basic Plan), overall direction and control will be from the designated EOC within the affected area or subdivision.

B. Specific department heads may be designated to maintain operational control of their own communications systems but will coordinate with the EOC during emergency operations. All departments must become familiar with the procedures outlined in this annex.

C. When a classified emergency occurs, normal operating procedures will be altered as necessary to insure adequate direction and control.

D. Outside communications and warning resources used to support emergency operations will remain under the direct control of the sponsoring organization but will be assigned by the EOC to respond as necessary.

VI. CONTINUITY OF GOVERNMENT

A. Lines of succession to each department head and other key personnel positions shall be according to the procedures and normal lines of succession established in the respective departments' SOGs.

B. In the event the primary communications and warning facilities or equipment become inoperable, SOGs should be developed to provide for backup equipment or an alternate facility (see Annex A, Direction and Control).

C. All records vital to the continued functioning of the communications and warning section should be duplicated and maintained at another location. If this is not possible, plans should be developed to move these documents to an alternative site.

VII. ADMINISTRATION AND LOGISTICS

A. Administration

1. Lists needed

a. Notification lists for all departments to include everyone in the chain of command.

b. Phone numbers and radio frequencies of neighboring jurisdictions and state agencies.

2. Training requirements -- It is the responsibility of each agency to ensure that their personnel are familiar with emergency classifications and communications procedures as outlined in Appendix 3 to the Basic Plan and the agencies' own SOG.

3. Record keeping and accounting procedures -- See appropriate county/city regulations.

B. Logistics

1. Facilities and equipment -- A complete list of all communications facilities and equipment is maintained by each agency identified in Appendix 2 to this annex.

2. Requisition and Supply (see Resource and Supply, Annex G).

VIII. PLAN DEVELOPMENT AND MAINTENANCE

The Emergency Management Director will be responsible for the maintenance and improvement of this annex. It will be reviewed, updated, and modified as necessary, but not less than annually.

APPENDICES

1. Joplin Warning Chart
2. Joplin and Jasper County Communications & Warning Capabilities

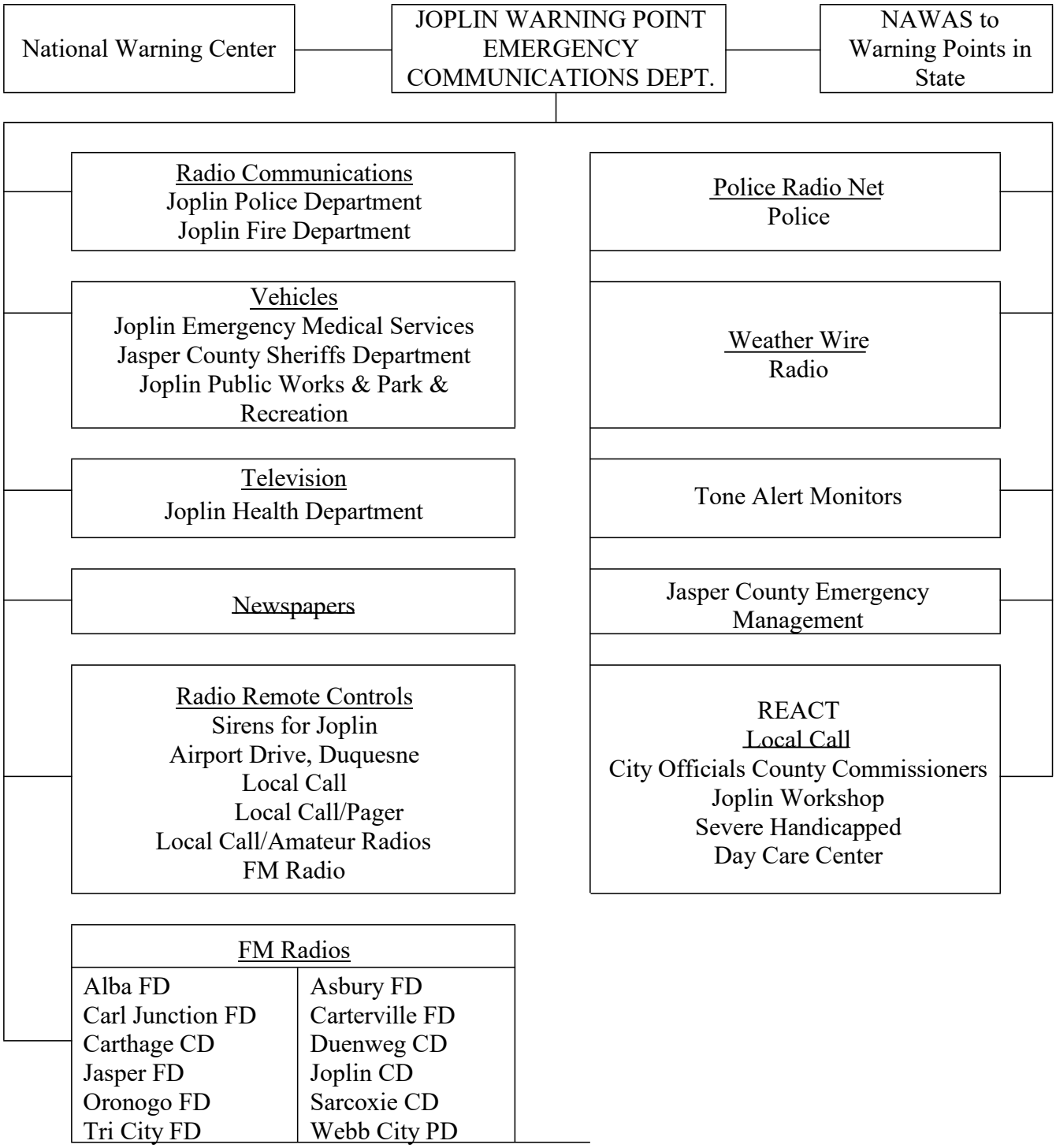
   Attachment B - National Warning System (NAWAS) & Outdoor Sirens

   Attachment C - Locations of Warning Devices (Maps)
3. Weather Watch & Alert Procedure

   Attachment A - Severe Weather
4. Message Handling Procedures

Appendix 1 to Annex B

JOPLIN WARNING CHART



Frequency Chart on file in the EOC.

Appendix 2 to Annex B

JOPLIN AND JASPER COUNTY COMMUNICATIONS & WARNING CAPABILITIES

A. Joplin Emergency Communications Center

1. Radio Frequencies

Joplin Police/Fire	(base)	856.4875
	(base)	857.4875
	(base)	858.4875
	(base)	859.4875
	(base)	860.4875
	(mobile)	811.4875
	(mobile)	812.4875
	(mobile)	813.4875
	(mobile)	814.4875
	(mobile)	815.4875
City of Joplin (Public Works)		854.9625
		855.9625
		809.9625
		810.9625
Missouri Point to Point		155.370
Mutual Aid - Police		155.475
Emergency Preparedness		155.145
Hospital/Ambulance		155.340
Jasper County Sheriff (monitor only)		156.210
Missouri Highway Patrol (monitor only)		42.120

2. The Joplin Police Department base station is located at the Police Department and EOC. Department vehicles are equipped with radio communications.

3. Outdoor Sirens - 33 sirens located in Joplin, 1 siren in Duquesne, and 2 sirens in Airport Drive are activated from the EOC by Communication Operators. (See Attachment B to this Appendix)

4. National Warning System (NAWAS) - The NAWAS Warning Point equipment is located in the Joplin Emergency Communications Center. The system is used for receiving national attack warnings and for communications to other warning points in the State for natural and man-made disasters. (See Attachment B to Appendix 3 of this Annex)

5. Other radio communications located in the EOC:

   a. Joplin Public Works Base

   b. Weather Spotter Radios - FM 155.145

   c. Public Works/EOC Base Station- KNDX-291

6. Commercial Telephone

   Office and Telephone numbers are as follows:

a.	Municipal Building Switchboard	624-0820 + ext.
b.	Joplin Police Department	623-3131 623-3132 623-3133 Emergency Number 911
c.	Joplin Fire Department	624-0403 Emergency Number 911
d.	METS & NCAD	Emergency Number 911
e.	EOC	623-5858 624-2141 624-0820 ext. 1260, 1261

8. Reverse 911 Capabilities—If an incident occurs the 911 system can be given an area and then automatically will call all those within that area to notify them of the incident and give them options on what action they can take to minimize the effect of the incident.

9. Primary and Local EAS Television and Radio Stations

   Refer to Annex C Emergency Public Information page 2

10. NOAA Weather Radio

B. Other Communications Available: See Supplemental List on file in the EOC.

Attachment A
Appendix 2 to Annex B

MISSOURI WARNING POINT (NAWAS) & OUTDOOR SIRENS

National Warning System Operation (NAWAS)

A. Joplin

1. The NAWAS is a full period, private line telephone system used to convey warning of an enemy attack or natural disasters to federal, state, and local governments, as well as the military and civilian population.

    a. NAWAS conveys warning of attacks to warning points throughout the United States from which the warning is disseminated to all populated areas to trigger community emergency survival plans. NAWAS, operating 24 hours a day, is designed for simultaneous issuance of warning to all stations on the system. The system is used locally for tornadoes, fires, and evacuation from hazardous materials spills or releases.

2. The NAWAS/weather phone is located in the Communications Center at the fire console.

    a. The center is kept advised of impending severe weather conditions.

    b. The center can also request weather information from the National Weather Service via the NAWAS phone. Due to Federal Emergency Management Agency (FEMA) mandated changes in the Missouri NAWAS network, local jurisdictions no longer can contact the National Weather Service, Pleasant Hill, or Springfield office directly. To request information from these weather services offices, you will have to call the State Warning Point, Troop F (573-751-1000), and request to be bridged to the office you desire.

    If you were unsuccessful in having Troop F bridge to the weather service, you can contact them by calling (800) 762-4363. This telephone number will only be used for our official purposes. It will not be given out to any other agency.

3. The NAWAS is checked every 8 hours for proper operating conditions. Dispatchers will answer the NAWAS roll call when Joplin is paged.

4. Tornado Mode

a. The Warning siren system is to be sounded only after the Communications Operator has been notified by weather monitor, weather pager, teletype, or public safety personnel that a tornado has been sighted or a tornado warning has been issued by the National Weather Service for Jasper, Newton or Cherokee County. The sirens will also be sounded if sustained winds are 75 mph or higher. The DNT/Internet weather warning systems will be available assuming power is available.

b. In the event a tornado is spotted by the general public or public safety personnel, contact the National Weather Service via NAWAS and report the time and direction of its travel, if possible.

1) "This is Joplin Emergency Communications. A tornado warning has been issued. Tornado warning system will be activated at this time".

2) Tornado mode of tone Encoded will then be used
   a) The system will automatically sound for three (3) minutes.

   b) In the unlikely event sirens stay on longer than three (3) minutes, Cancel Mode will stop the system.
3) After sirens have been activated, contact the following personnel/agencies and advise them that a tornado has been sighted in the area:
   a) Police
   b) Fire
   c) Emergency Management
   d) City Manager
   e) Communications Manager

6. Test

a. Weather permitting, the second Wednesday of the month will be a test day. Sirens will be activated at 10:00am. Tornado monthly test will be activated. The test will last for one minute.

b. Joplin Siren Locations

Newman & Duquesne
26th & Douglas
4th & Adele
Memorial Hall
12th & Highview
22nd & Illinois
26th & Jefferson

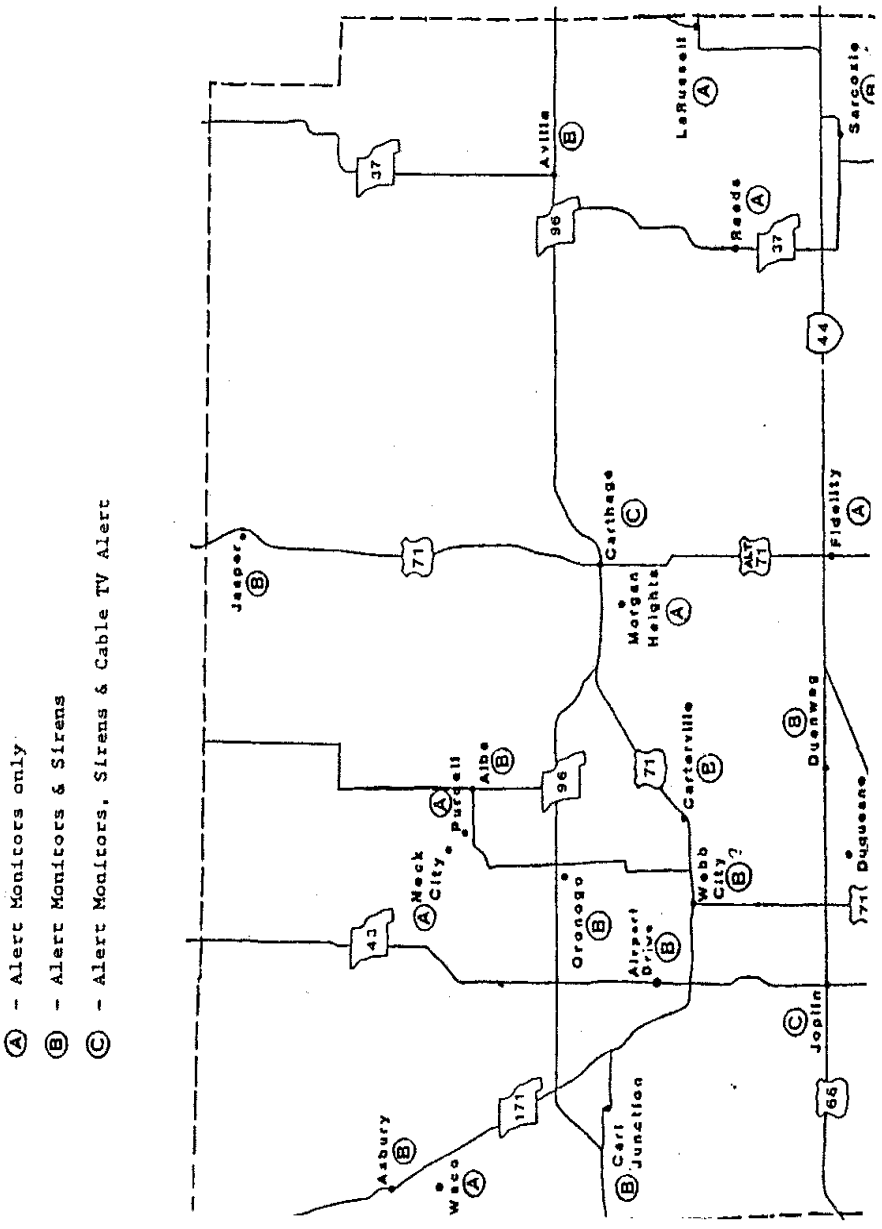
4th & High
"F" & Sergeant
35th & Ruby Way
21st & Murphy
2100 Rolla
32nd & Texas
32nd & Maiden Lane
3601 Enterprise Ave.-Webb City
W. 32nd & S. Country Club Road
44th & Oak Lawn
Pheasant Run & Quail Ridge Drive
Swede Lane at Lift Station
34th & Reinmiller
32nd & Prigmore
Fire Station #2
3301 W. 1st
N. Main at Dover Hill Park
4083 Coyote Drive
50th & Main
44th & McClelland Blvd.
Middleton & Ivy
I-44 at MM2 Rest Area
Fire Station #6
Joplin Airport
Newman Rd. & Travis Acres
Annelise Lane

B. Eleven other communities in Jasper County have outdoor sirens or fire sirens.

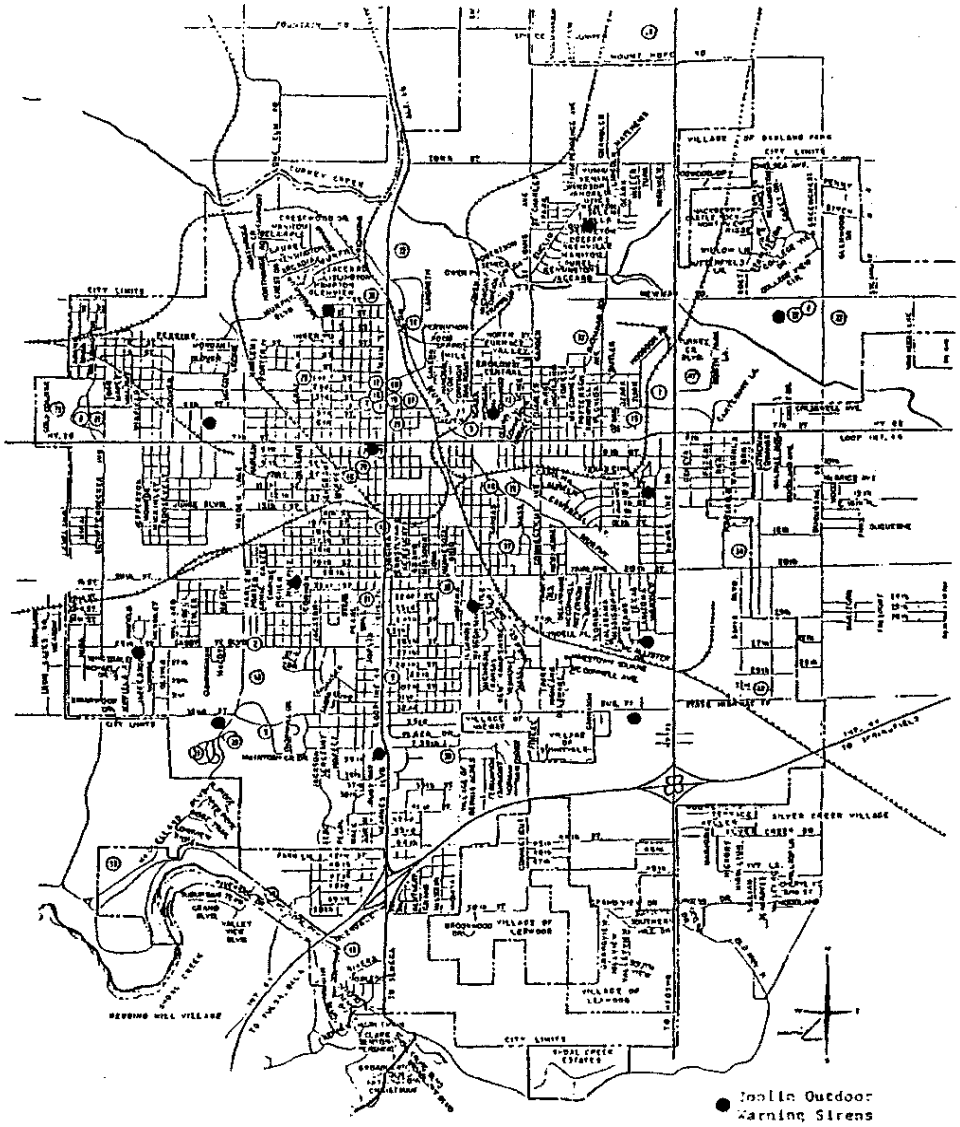
1.	Airport Drive	2	Activated by Joplin
2.	Alba	1	
3.	Asbury	1	
4.	Avilla	1	Activated by Carthage
5.	Brooklyn Heights	1	
6.	Carl Junction	4	
7.	Carterville	1	
8.	Carthage	9	Activated by JASCO
9.	Duenweg	1	
10.	Duquesne	1	Activated by Joplin
11.	Fidelity	1	Activated by JASCO
12.	Jasper	2	
13.	Oronogo	2	
14.	Sarcoxie	3	
15.	Webb City	6	

Attachment C
Appendix 2 to Annex B

LOCATIONS OF WARNING DEVICES



LOCATIONS OF OUTDOOR WARNING DEVICES (JOPLIN)



Appendix 3 to Annex B

POLICE DEPARTMENT
WEATHER WATCH AND ALERT PROCEDURE

SEVERE WEATHER WATCH

A. DISPATCHER

Upon receiving information that the Joplin-Jasper County area will be included in a Severe Thunderstorm Watch or Warning and/or Tornado Watch or Warning, the dispatcher will notify the shift commander, all officers on duty, the fire department, and one of the Emergency Management officials listed in the supplemental annex:

If spotters are needed and not able to reach Emergency Management personnel contact:

FIRE DEPARTMENT - all stations for spotting

B. SHIFT COMMANDER

Use on discretion: if necessary, Commander may send police observers to designated locations listed below:

1. Entrance to McClelland Park - (#43 & I-44: REACT)

2. 13th & Black Cat Road - 200 feet North

3. Schifferdecker Park - Club House

4. 7th Street & Central City Road

C. TONE ALERT MONITORS & OUTDOOR SIRENS ACTIVATION

(Includes warning to Carthage Police Department and Sheriff's Department. Emergency Management personnel will assist dispatch personnel with monitors as needed.)

Messages on all storms from the National Weather Service. (Dispatch)

Updates as storm progresses as to direction and intensity. (Dispatch)

If Sirens Sounded give out information they are being sounded. (Dispatch)

If Sirens Sounded:

Notify by radio: Fire Department, Police Department and Public Works, News Media (Dispatch)

PA System: Alert downstairs area of municipal building (Dispatch)

Appendix 4 to Annex B

MESSAGE HANDLING PROCEDURES

A. Communications Room

1. Radio Operator
   a. Records message.
   b. Enters into log.
   c. Forwards to message coordinator (Emergency Management)

2. Message Coordinator (Emergency Management)
   a. Determines receiver of message.
   b. Assigns priority.
   c. Enters into log.
   d. Forwards to operator (Department Head).
   e. Plots and files messages.

B. Operations Room

1. Operators (Department Heads)
   a. Records message.
   b. Determines capability to respond.
   c. Coordinates and completes response; forwards if unable to respond.
   d. Forwards to message coordinator and to communications room if necessary.

2. Message Coordinator
   a. Plots and files messages.
   b. Completes log.

Attachment D to Annex B

(For Message Center Use)

TIME RECEIVED: _____ DATE: _____ BY: _____

PRIORITY: (Circle) 1- RED 2-YELLOW 3- GREEN

RESPONSIBLE AGENCY: _____

JOPLIN-JASPER COUNTY EMERGENCY MANAGEMENT

NO: _____

MESSAGE

TO: EOC_____ OTHER _____

FROM: _____ RADIO #: _____

ADDRESS: _____ PHONE: _____

ACTION TAKEN: _____

Attachment E to Annex B

COMMUNICATIONS LOG

DATE: OPERATOR: SHIFT:

TO	FROM	IN/OUT	SUBJECT	TIME

ANNEX C

EMERGENCY PUBLIC INFORMATION

I. PURPOSE

A. When a disaster of any kind strikes, the timely release of accurate and helpful information to the public by local government officials is an absolute necessity. It can save lives, reduce property damage and alleviate suffering just by keeping the public informed as to what is happening and what actions should be taken. This type of activity should be a continual process of public education that occurs year-round, not just during an emergency.

B. This annex was developed to enable the authorities of Joplin-Jasper County to perform this vital function while at the same time ensuring that the information released is accurate, complete and beneficial.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Joplin-Jasper County could be affected by several types of disasters which would require the dissemination of information and instructions to the general public (see Basic Plan, Situation & Assumptions).

2. News media serving Joplin-Jasper County are:

a. Newspapers:
Joplin Globe, Carthage Press, Webb City Sentinel, Carl Junction Courier, and Sarcoxie Record

b. Television:
KOAM-TV, KFJX-TV, KODE-TV, KSN-TV, and MSSC-TV

c. Radio
1) KDMO-AM, 1490, Carthage
2) KOCD-KWAS, 1310, Joplin
3) KQYX-AM, 1450, Joplin
4) KSYN-FM, 92.5, Joplin
5) KOBC-FM, 90.7, Joplin
6) KIX-FM, 102.5, Joplin
7) KKLL-FM, 95.1, Joplin

8) KKOW-FM, 96.9, Pittsburg, KS
9) KIXQ-FM, 93.9, Joplin
10) KMOQ-FM, 107.1, Joplin
11) KMXL-FM, 95.1, Carthage
12) KSML-FM, 105.3, Joplin
13) KXDG-FM, 97.9, Joplin
14) KBTN-FM, 99.7, Joplin
15) KCAR-FM, 104.3, Joplin
16) KQVX-AM, 1450, Joplin
17) KWXD-FM, 103.5, Joplin
18) KXMS-FM, 88.7, Joplin

d. Cable Service:
   1) Cable One, Joplin
   2) Cox Communications, Carthage
   3) Media Com, Carl Junction

e. Emergency Alert System (EAS):
   1) The primary EAS radio station for Joplin-Jasper County is KMXL in Carthage. Contact is Ron Peterson - 417-358-7953.
   2) The primary EAS television station for Joplin-Jasper County is KODE-TV, Channel 12, Joplin.

f. WebEOC: Use of WebEOC to maintain communications with area response agencies SW Missouri. This will be the primary means of communicating public information with area response agencies as well as with SEMA.

3. Jasper County has a population of residents who either speak English poorly or not at all. However, the majority of the population does speak English. Therefore, dissemination of information will be in English. If necessary, the translation of any emergency public information will be coordinated with the area schools' foreign languages staff and local priests.

   Hearing impaired -- TV stations scroll information at the bottom of screen relating to the hazard situations as they develop.

B. Assumptions

1. The media serving Joplin-Jasper County will cooperate with local officials in the dissemination of information to the public.

2. Widespread or major disasters may result in state and national media coverage.

3. Media personnel from state and national levels will not be familiar with local news release procedures.

4. Media personnel will attempt to obtain information from other than "official sources".

5. Federal and state officials may be on-site and called upon for information. Such federal and state agencies will provide PIO support to Joplin-Jasper County.

6. More than one local public information officer may be involved during emergency operations. Release of public information will be coordinated with appropriate city and county officials as necessary.

7. During an actual or impending emergency, or international crisis, the public will expect local government to provide specific information relating to safety, survival, and protection of property.

8. An effective public information program will reduce casualties and damages.

III. CONCEPT OF OPERATIONS

A. General

1. The Public Information Officer(s) will be located in and operate from the Joplin-Jasper County Emergency Operations Center (EOC) or at a location to be designated when this plan is implemented. A PIO will be appointed by Chief Elected Official or his designee at the time an emergency exists.

2. Release of official public information will be coordinated with and approved by the chief elected official and/or the chief PIO.

3. Only that information released by the executive official or chief PIO will be considered official. The media will be so informed.

4. Information for release will be prepared and released to the media in accordance with the format described in Appendix 2 to this Annex.

5. In a hazmat incident the PIO designated by the IC will coordinate with City/County PIO.

6. All releases of official public information will be coordinated with and approved by the chief elected official or his designee. Any person, department, or agency releasing information to the public

of their own volition will bear the responsibility for any legal or moral ramifications and repercussions resulting from that release.

7. Dissemination of public information will utilize all media (television, radio, newspaper). Activation of the Emergency Alert System (EAS), if necessary, will be in accordance with the State EAS Operational Plan.

8. Public information personnel in the field will coordinate with the chief PIO through frequent contacts with the EOC or staff.

9. Periodic briefings as necessary for media personnel will be conducted by the PIO.

10. A rumor control section will answer inquiries from the public and monitor media broadcasts to ensure the public is receiving accurate information.

11. Public information will include instructions on the status of emergency recovery operations including points of contact for missing persons and status of injuries and casualties. If needed, a hotline information number will be given out for inquiries.

12. Release of public information will include pre-disaster education and answering inquiries.

B. Tasks to be performed by Operating Time Frame.

1. Mitigation

a. Develop and conduct public information programs stressing hazard awareness and personal protection measures.

b. Establish liaison with all local media and brief them regularly on EPI procedures.

c. Develop procedures for:

1) Rumor control
2) News releases
3) Coordination with county and/or city department PIO's
4) Record keeping
5) Print and broadcasting

d. Establish contact with local EAS stations and develop procedures for emergency release of information.

e. Prepare emergency information packages for release during emergencies and distribute them to local media.

f. Participate in local tests and exercises.

g. Coordinate activities with PIOs of other county and/or city depts.

2. Preparedness

a. Analyze potential disasters to ensure pertinent information is prepared for release.

b. Issue information through the media and EAS to allow the public to take protective actions.

c. Start rumor control operations as directed by Direction and Control.

d. Alert other public information personnel.

e. Establish a location for the release of information to advise media.

3. Response

a. Release emergency information as necessary or as directed by Direction and Control.

b. Schedule and conduct briefings for the media.

c. Monitor all news media reports for accuracy.

d. Conduct rumor control activities.

e. Issue specific instructions as required by the situation, i.e., evacuation instructions, shelter locations, and/or reception centers.

f. Coordinate the release of information from private relief agencies.

g. Maintain a chronological record of disaster related activities and news releases.

4. Recovery

   a. Continue to distribute information as necessary.

   b. Continue rumor control and news briefings.

   c. Coordinate visitor control to the EOC and to the disaster site(s).

   d. Supply information concerning the status of disaster affected individuals or families.

   e. Coordinate EPI releases of higher levels of government.

   f. Participate in after action reports and critiques.

   g. Develop a report listing records of events and news releases.

   h. Maintain operational level until situation returns to normal.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

The organizational chart for the emergency public information function is shown in Appendix 1 to this Annex.

B. Assignment of Responsibilities

1. The Public Information Officer (PIO) for Jasper County is responsible for the preparation and release of public information for Jasper County. This individual will be appointed by the Presiding Commissioner at the time of the activation of the EOC.

2. The Public Information Officer (PIO) for Joplin is responsible for the preparation and release of public information for the City of Joplin. This individual will be appointed by the City Manager at the time of the activation of the EOC.

3. The Joplin/Jasper County Emergency Management Director will assist the Joplin and/or Jasper County Public Information Officer(s) in preparing and releasing public information during a disaster.

4. The Emergency Management Director will coordinate communications for this function to include those for rumor control and emergency broadcast monitoring.

5. Each city and/or county department will designate a PIO as required or necessary. Department PIOs will provide information to the appropriate City and/or County PIO and coordinate the release of public information.

6. In a hazmat incident the PIO designated by the IC will coordinate with the City/County PIO.

V. DIRECTION AND CONTROL

A. Release of information for Jasper County will be under the direction of the Jasper County PIO and/or the chief elected official from the Joplin/Jasper County EOC.

B. Release of information for the City of Joplin will be under the control of the Joplin PIO and/or the chief elected official from the Joplin/Jasper County EOC.

C. The PIO is a member of the EOC staff.

D. Other communities in Jasper County may use their own PIO or provide information for dissemination by the County PIO.

VI. CONTINUITY OF GOVERNMENT

A. The line of succession for the Joplin PIO and the Jasper County PIO is through the Joplin/Jasper County Emergency Management Director.

B. Alternate site for PIO Operations

1. In the event the EOC cannot be used, or a total evacuation is necessary, PIO operations will be directed from a location designated by the chief elected official in charge.

2. In the event of a limited emergency, PIO operations may be directed from an EOC at a site designated at the time.

VII. ADMINISTRATION AND LOGISTICS

A. Administration

1. A chronological file of all news releases during a disaster will be maintained in the EOC to include a log of these releases. (See Appendix 3 to this Annex).

2. A historical chronological file of all disaster related events will also be maintained for future reference. (See Appendix 3 to this Annex).

3. All other administrative functions will be the responsibility of the Emergency Management Office

4. Media guidelines

B. Logistics

1. Communications support will be furnished by the county as much as possible and/or required.

2. All other logistical support will be the responsibility of and provided as necessary by the Emergency Management Office.

VIII. ANNEX DEVELOPMENT AND MAINTENANCE

A. This annex and its supporting documents will be maintained by the Joplin and Jasper County PIOs with the assistance of the Joplin/Jasper County Emergency Management Director.

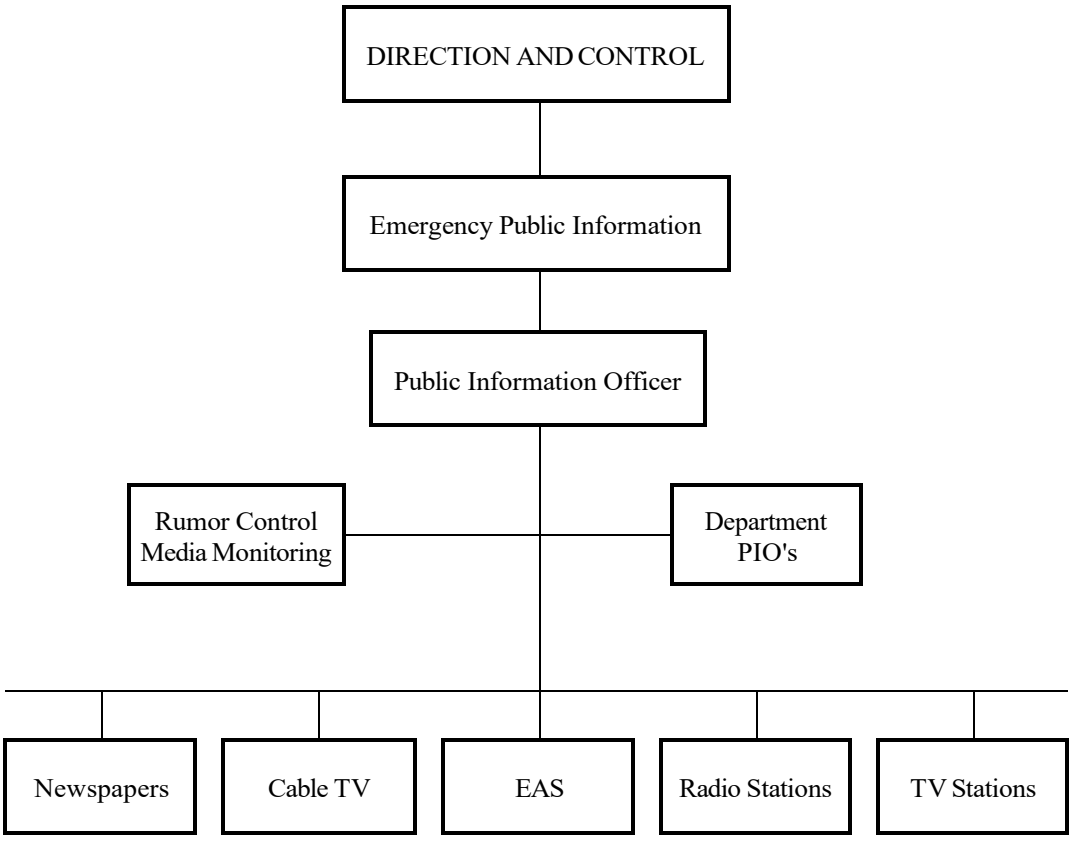
B. This annex and the procedures contained therein will be reviewed and tested annually and revised as necessary.

APPENDICES

1. Emergency Public Information (EPI) Organizational Chart
2. Format and Procedures for News Release
3. Log Forms for News Releases and Disaster Related Occurrences
4. Local News Media & Points of Contact
5. Prepared News Releases and Related Emergency Instructions/Information
6. News Media Guidelines

Appendix 1 to Annex C

EMERGENCY PUBLIC INFORMATION ORGANIZATIONAL CHART*



* Applies to both the Jasper County PIO and the Joplin PIO.
Refer to Annex N when dealing with acts of Terrorism.

Appendix 2 to Annex C

FORMAT & PROCEDURES FOR NEWS RELEASES

A. Format

1. Name, address, and phone number of the news release initiator.
2. Text of the news release.
3. Substantiating records for the release.
4. Date and time received.
5. Date and time released.
6. How and to whom the news release was issued.

B. Release Procedures

1. Verify the authenticity of the information contained in the release.
2. Verify that a duplicate release has not already been made.
3. Prepare the release in the format listed above.
4. Determine if the information contained in the release is in the public interest and will not create unwarranted or unnecessary fear, anguish, or other adverse reaction among the public. However, news releases will not be withheld simply to avoid political or public official embarrassment should the situation so warrant.
5. News releases will be distributed fairly and impartially to the news media.
6. Copies of all news releases will be filed chronologically.
7. Copies of all news releases will be furnished to the rumor control center.

Appendix 3 to Annex C

LOG FORMS FOR NEWS RELEASES AND DISASTER RELATED OCCURRENCES

NEWS RELEASE LOG

DATE	TIME	SUBJECT	ORIGINATOR

LOG OF DISASTER RELATED OCCURRENCES

DATE	TIME	EVENT

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Appendix 4 to Annex C

LOCAL NEWS MEDIA AND POINTS OF CONTACT

			Day	After Hrs. Emer.
A.	Radio			
	1.	KDMO/KMXL, Carthage	358-2648	358-1278
	2.	Community Radio Group (KQYX, KJML, KMOQ, KCAR, WMBH, KBTM)	781-1313	529-8328
	3.	Zimmer Radio Group (KSYN, KIXQ, KJMK, KXDG)	624-1025	623-1025
	4.	KOBC-FM, Joplin	781-6401	781-5622
	5.	KKLL-AM, Webb City	781-1100	
	6.	KKOW-AM, Pittsburg, KS	620-231-7200	
	7.	KBTN, Joplin	781-9970	
	B.	Newspapers		
	1.	Joplin Globe (daily)	623-3480	
	2.	Carthage Press (daily)	358-2191	
	3.	Webb City Sentinel (weekly)	673-2422	
	4.	Sarcoxie Record (weekly)	548-3311	
	5.	Carl Junction Courier (weekly)	649-6600	

Television

1. KOAM-TV	624-0233
2. KFJX-TV	782-1414
3. KODE-TV	623-7260
4. KSNF-TV	781-2345
5. Cable One, Joplin	624-9430
6. MSSC-TV	625-9375
7. Cox Communications	358-3002

Appendix 5 to Annex C

PREPARED NEWS RELEASES AND RELATED EMERGENCY INSTRUCTIONS/INFORMATION

This appendix contains sample news releases as follows:

Attachment A -- Sample Radio Message,
(Earthquake)

Attachment B -- Summary Statement for Media,
Hazardous Materials Incident

Attachment C -- Sample Radio/TV Message,
Evacuation Ordered (Flooding)

Attachment A
Appendix 5 to Annex C

SAMPLE RADIO MESSAGE

(Earthquake)

This is_____at the_____. An earthquake of undetermined magnitude has just been felt in the _____area.

At this time, we have no confirmed reports of injuries or damage. Police and fire units are responding to the area. We will keep you updated as reports come in. Meanwhile, be prepared for aftershocks. If shaking begins again, quickly seek shelter under a sturdy piece of furniture or in a supporting doorway. If your house has been damaged and you smell gas, shut off the main gas valve. Switch off electrical power if you suspect damage to the wiring. Do not use your telephone unless you need emergency help.

Attachment B
Appendix 5 to Annex C

SUMMARY STATEMENT FOR MEDIA -- HAZARDOUS MATERIAL INCIDENT

(To be Adapted According to the Situation)

At approximately_____a.m./p.m. today a spill/release of a potentially hazardous substance was reported to this office by____(a private citizen, city employee, etc.)__. Police and fire units were immediately dispatched to cordon off the area and direct traffic. The material was later determined to be____(describe)___a (hazardous/harmless) (chemical/substance/material/gas) which, upon contact, may produce symptoms of_____. Precautionary evacuation of the (immediate/x-block)____area surrounding the spill was___(requested/required)____by ___(agency)__. Approximately (number) persons were evacuated. Clean-up crews from (agency/company)___were dispatched to the scene, and normal traffic had resumed by (time), at which time residents were allowed to return to their homes. There were no injuries reported.

OR

__(number)__persons, including (fire, police)___personnel, were treated at area hospital for_____and (all, number) were later released. Those remaining in the hospital are in_____condition.

Attachment C
Appendix 5 to Annex C

SAMPLE RADIO/TV MESSAGE
EVACUATION ORDERED
(Flooding)

This is_____. The flooding situation continues in parts of_____county/city and may worsen. For your safety, I am asking that you leave the_____area as soon as possible. (give boundaries of local area, evacuation routes).

Be sure to take essential items -- medicine, special foods, personal items, baby supplies, clothing, money, and valuable papers -- but do not overload your car. Secure your home before you leave. Be sure to check on any neighbors who may need assistance.

If you cannot stay with relatives or friends outside of the evacuation area, go to (one of) the Red Cross shelter(s) at_____. Pets will not be allowed in Red Cross shelters. If you cannot make arrangements for someone outside the evacuation area to take care of your pet,_____(give instructions)____. Do not allow your pet to run loose. If you cannot make arrangements for your large animals,_____(give instructions)_____.

Appendix 6 to Annex C

DISASTER RESPONSE MEDIA GUIDELINES

These operational guidelines are required to ensure the safety of those members of the media covering the situation and to help ensure the proper and accurate dissemination of information to the public.

A. All media members shall report to the EOC or on-scene command post.

B. Access to the control area shall be limited for the purpose of file footage only and then only after permission has been obtained from the on-scene commander.

C. All comments or reports issued to the media shall be the responsibility of the on-scene commander.

D. Space shall be provided at the EOC for media representatives.

E. Periodic news releases will be provided to the media via the EOCs designated Public Information Officer.

ANNEX D

DAMAGE ASSESSMENT

I. PURPOSE

A. Following any type of disaster occurrence, one of the most important tasks to be performed is a complete damage assessment. It is necessary to 1) establish priorities for repair of public facilities and roads, 2) determine if outside assistance is necessary, 3) ensure the safety of local residents, and 4) plan mitigation measures that will lessen the effect of future occurrences.

B. The purpose of this annex is to organize existing personnel in Joplin-Jasper County in such a manner that the assessments can be completed in a timely manner with results that will be consistent with federal and state guidelines.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Any of the identified hazards that could affect Joplin-Jasper County (see Basic Plan, Situation and Assumptions) have the potential for causing extensive public and private damage.

2. A thorough damage assessment is essential before a community can:

   a. Conduct effective emergency operations.

   b. Recover from the effects of a disaster in a manner that will ensure safety while minimizing the time required for the recovery.

   c. Mitigate against future disasters.

3. All disaster relief programs exist at the federal level; therefore, damage estimation will be completed following federal guidelines.

B. Assumptions

1. This annex and all procedures therein will be developed with the assistance of state personnel.

2. Following a major disaster, federal and state personnel will be available to assist in the final damage estimation.

3. A properly completed Damage Assessment will initiate legislation that can mitigate or lessen the effects of future disasters.

III. CONCEPT OF OPERATIONS

A. General

1. Damage Assessments in Joplin-Jasper County will be made by survey teams dispatched from the EOC.

2. These teams will consist mainly of county/city officials and personnel, but also should include skilled persons from the private sector (real estate agents, contractors, insurance agents, etc.).

3. There are three types of Damage Assessments:

   a. Those made before an emergency exists. These assessments are made every day by county/city employees or the man on the street. They simply indicate a certain potential problem exists and should be examined. This could come in the form of a report by an employee to a supervisor or any angry citizen's complaint. It is the responsibility of each department head to recognize these and act accordingly.

   b. Next are the damage reports that come in during actual emergency response operations. Again, they can come from government employees operating in the field or from private citizens. They are useful in allocating resources during the disaster and in prioritizing recovery operations after. SITREP and Disaster Summary Forms to be submitted to SEMA.

   c. The third type is the assessment completed after the disaster. It is made by selected individuals (damage survey teams) and is important in developing recovery plans, seeking outside assistance, and mitigating future disasters.

4. Communications support for the survey team will be provided by local law enforcement agencies (see Annex B). Other support will be required by the various emergency sections.

5. When federal/state damage survey teams are working in Joplin-Jasper County, they will be accompanied by a member of the local damage survey team and/or a local official.

6. There will be two types of damage surveys completed. One will be for private damage and the other will be for public (government) losses.

B. Actions to be Taken by Operating Time Frames

1. Mitigation

a. Participate in the hazard vulnerability analysis and identify potential hazard zones.

b. Familiarize local damage assessment personnel with procedures and formats.

c. Recruit and train Damage Assessment personnel.

d. Identify and establish liaison with private individuals or companies who could provide assistance in Damage Assessment.

e. Review communications procedures with Communications and Warning section.

f. Maintain a file of maps and pre-disaster photos.

g. Work to pass and enforce building codes that discourage development in hazard prone areas.

h. Review the Red Cross damage assessment procedures and guidelines.

i. Conduct Damage Assessment drills, tests, and exercises.

2. Preparedness

a. Alert personnel of potential hazard.

b. Ensure that an adequate number of maps and damage assessment forms are available.

c. Review communication plans and procedures.

d. Identify potential problem areas and report to Direction and Control (EOC).

e. Review the potential hazards effects.

f. Maintain increased readiness status until response begins, or the situation returns to normal.

3. Response

a. Activate enough Damage Assessment personnel to survey damaged areas in a timely manner.

b. Deploy personnel to affected areas.

c. Collect damage information and indicate damaged areas on maps located in the EOC.

d. Maintain a list of damaged critical facilities requiring priority repairs.

e. Develop public information releases on unsafe areas and report these to Direction and Control and Emergency Public Information Officer.

f. Assist in documenting emergency work performed.

g. Support other emergency activities as much as possible as directed by Direction and Control.

h. Prepare Damage Assessment forms for use in recovery phase. SITREP and Summary forms should also be used and can be found on the SEMA web site, see Appendix 3 of this Annex.

4. Recovery

a. Post unsafe buildings and roads.

b. Assist in establishing priorities for emergency repairs.

c. Conduct private Damage Assessment (see Appendix 2, this Annex).

d. Conduct public Damage Assessment (see Appendix 2, this Annex).

e. Advise elected officials on requesting federal and state assistance.

f. Accompany and assist federal and state damage assessment teams.

g. Assist in preparing damage repair reports to receive federal aid.

h. Participate in recovery activities until the situation returns to normal.

i. Participate in after action reports and critiques.

j. Incorporate changes in plans and procedures.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

The organizational chart for the damage assessment function is shown in Appendix 1 to this Annex.

B. Assignment of Responsibilities

1. Overall coordination and operational control of the Damage Assessment section for Jasper County will be the responsibility of the Jasper County Assessor.

2. Overall coordination and operational control of the Damage Assessment section for the City of Joplin will be the responsibility of the Public Works Department.

3. Joplin Public Works and Jasper County Road Districts

   a. Assess damage to city and county buildings and equipment.

   b. Assess damage to roads, bridges, streets, sewers, etc.

   c. Liaison with public utilities and Missouri Highway Department in providing damage assessment.

4. Fire, Police, and Sheriff Departments

   a. Damage assessment of on-site situation with estimates of injured, killed, etc.

   b. Communications support for the damage assessment functions.

   c. Provide security for affected areas, limit access to area to only those who have a need to be in the affected area.

5. Private Utility Companies

   a. Provide damage information concerning respective operations.

   b. Repair facilities in accordance with priority restoration lists.

6. Transportation support will be provided by the Resource and Supply section.

7. Preparing recommendations from damage reports to mitigate the effects of future disasters will be the responsibility of the Joplin-Jasper County Emergency Management Director.

8. The Emergency Management Director has the responsibility to participate in and support all the activities in this function.

V. DIRECTION AND CONTROL

A. The coordinators of the Damage Assessment section for Joplin and Jasper County are important members of the EOC Direction and Control staff. Each will control operations from the EOC.

B. All damage reports that come to the EOC will go through this section for analysis and plotting.

VI. CONTINUITY OF GOVERNMENT

A. Lines of Succession

1. Jasper County

a. County Assessor

b. Chief Deputy Assessor

2. Joplin, Public Works Department

a. Director

b. Public Works Assistant

B. The Damage Assessment section will control their operations from the primary EOC or, if relocated, from an alternate EOC.

VII. ADMINISTRATION AND LOGISTICS

A. Survey Teams

1. Damage assessment survey teams will consist of local government employees and designated private sector personnel when necessary (i.e., real estate, engineering, building trades, etc.).

2. When an operation is in need of specialized assistance, appropriate personnel will also be added to the team (i.e., radiological monitoring, hazardous materials, etc.).

3. SAVE program volunteers are available to assist with damage assessment. (Appendix 2 to Annex D)

B. Records and Reports

1. Required Damage Assessment report forms are included in Appendix 3 to this Annex.

2. Records of actions taken, and recommendations made will be compiled by the appropriate county and city personnel in the EOC.

3. Damage assessment information will be provided to the State Emergency Management Agency (SEMA) for necessary release to the Federal agencies.

4. Private appraisers, insurance adjusters, and others may obtain damage assessment reports from the authorized county or city coordinator with the consent of local authorities only. Such information will be limited to that necessary to assist them in expediting the adjustment of claims.

C. Logistics

All logistical requirements will be submitted to the Resource and Supply section, with the exception of communications requirements which will be submitted to the local law enforcement agencies.

VIII. ANNEX DEVELOPMENT AND MAINTENANCE

A. The individuals named in Part IV of this Annex, Organization and Assignment of Responsibilities, are responsible for developing, maintaining, and updating this annex and its appendices.

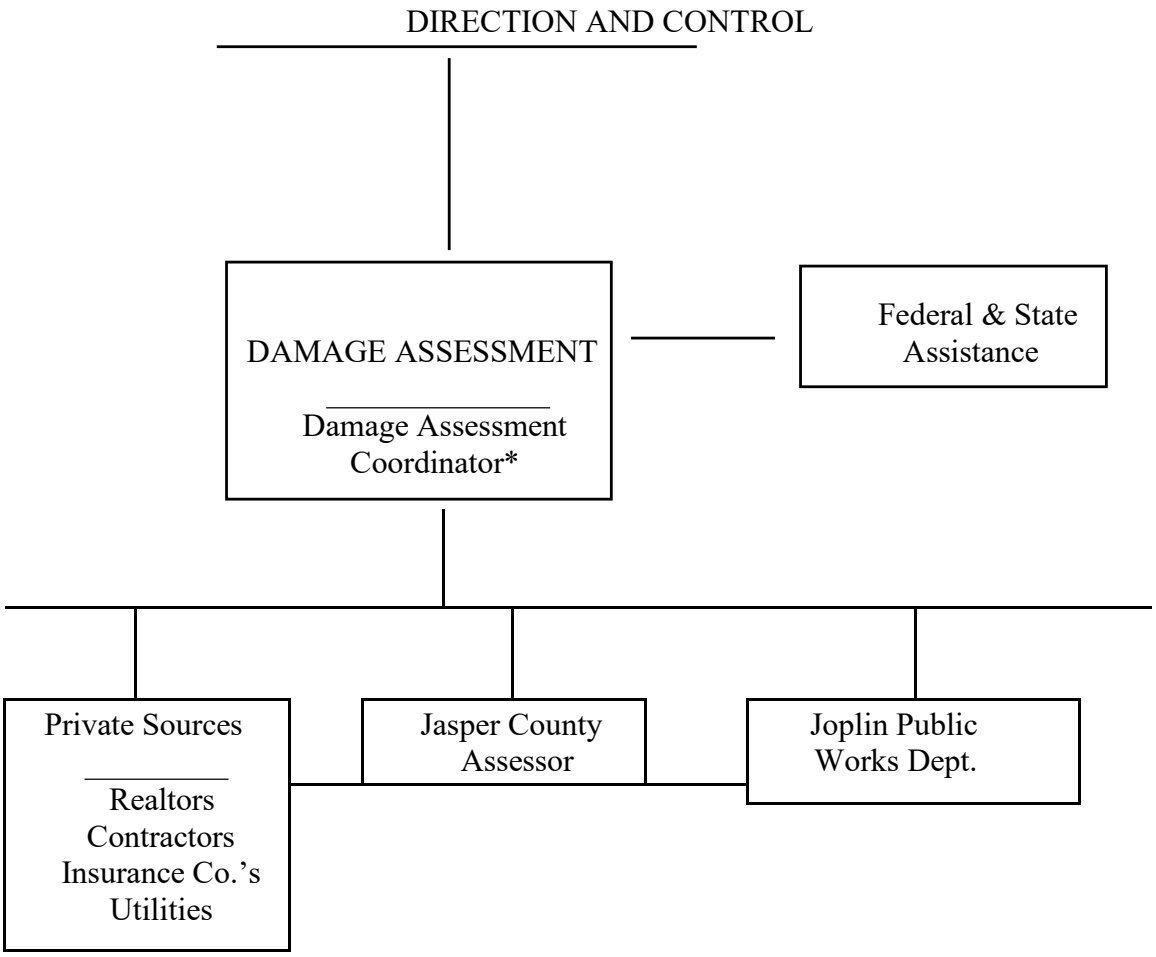
B. The Joplin-Jasper County Emergency Management Director will instigate an annual review and update.

APPENDICES

1. Damage Assessment Organizational Chart
2. SAVE (Structural Assessment and Visual Evaluation)
3. Damage Assessment Forms Referenced

Appendix 1 to Annex D

DAMAGE ASSESSMENT ORGANIZATIONAL CHART



Damage reports will come into the EOC from various county and/or city departments such as law enforcement, fire, public works, etc., and private sources such as utilities which will contribute to the overall damage assessment.

*Jasper County -- County Assessor
City of Joplin -- Director, Public Works

Appendix 2 to Annex D

S A V E VOLUNTEERS

A. Due to the continuing threat of disasters, particularly earthquakes, there is a need for a plan to assist the state and local governments in assessing the safety and serviceability of buildings within their jurisdictions. Following catastrophic events, unsafe buildings of all types pose serious hazards to their occupants. Key facilities such as emergency operating center, those who direct and coordinate emergency response organizations, and other high occupancy buildings are priority locations that are critical to the recovery of the community from the catastrophic to the recovery of the community from the catastrophic event.

B. Under such stressful conditions, it is essential that advance planning be in place to provide an organized and quick response so as to determine the adequacy or inadequacy of buildings for their intended uses. SAVE volunteers are part of a program for providing qualified volunteers with experience and training in building design and construction to structurally assess buildings and vertical structures following catastrophic events.

C. The Structural Assessment and Visual Evaluation (SAVE) of buildings and vertical structures will be performed by a group of architects, professional engineers, and other qualified volunteers as established in RSMo 44.023, hereinafter referred to as qualified volunteers. Architects and professional engineers will assist SEMA through the SAVE Coalition which includes the following four organizations:

1. American Institute of Architects/Missouri (AIA/MO)

2. American Society of Civil Engineer (ASCE)
   -- Three Missouri Sections

3. Consulting Engineers Council of MO (CECMo)

4. Missouri Society of Professional Engineers (MSPE)

OBJECTIVE

A. The SAVE Coalition's Objective is to assist the Missouri State Emergency Management Agency (SEMA) of its responsibilities with respect to the use of qualified volunteers in the emergency assessment of buildings following catastrophic events.

B. The SAVE Coalition has put in place procedures and personnel needed to assess the adequacy or inadequacy of buildings following catastrophic events.

C. The use of qualified volunteers under RSMo 44.023 is limited in scope to the assessment of buildings and vertical structures. In the event of a disaster, there will be an obvious need to assess other types of structures. This will be done by those having the responsibility for construction and maintenance. Highways, roads and bridges will be inspected by the Missouri Department of Transportation and local Public Works Departments. The inspection of utility lines, pipelines, sewage and water lines and systems, railroads and airports will be the responsibility of their respective owners/managers. The U.S. Army Corps of Engineers and the Missouri Department of Natural Resources will inspect dams and reservoirs.

Appendix 3 to Annex D

DAMAGE ASSESSMENT FORMS REFERENCED

Damage Assessment Forms are kept in the EOC in the FORM File for use when a disaster hits. Sample copies are located at the back of Annex D. Additional copies can be found on www.sema.state.mo.us.

DAMAGE ASSESSMENT WORKSHEET

1. **Parcel Index Number:** _____
2. **Address:** _____
3. **Owner:**

   _____

   Telephone Number: _____
4. **Occupant:** _____

   Telephone Number: _____
5. **Insurance Coverage (Optional):**

   Company: _____ Policy Number _____

   Building: $_____ Contents: _____
6. **Special Flood Hazard Area:**

   C.I.D.: _____ FIRM Panel Number: _____

   FIRM Date: _____ Flood Zone: _____

   Base Flood Elevation: _____

   Lowest Floor Elevation: _____ (if available)
7. **Duration of Flooding:** Days: _____ Hours: _____
8. **High Water Mark:**
   a. Exterior Walls _____ ft.

      Interior Walls _____ ft.
9. **Type of Structure:**
   a. Exterior:
      i. Plywood/Hardboard: _____
      ii. Stucco: _____
      v. Brick: _____
      vi. Concrete Block: _____

iii. Siding/Shingles: _____ vii. her (describe):

_____

iv. Masonry Veneer: _____

10. Description of Structure:

a. 1 Story: _____ 1 ½ Story: _____ 2 Story: _____

b. 3 or More:_____Bi-level: _____ Tri-level: _____

c. Garage: attached: _____ detached: _____
Carport: attached: _____ detached: _____

d. Roofing: Metal/corrugated or ribbed _____

e. Composition shingles _____
Other: (describe) _____

f. Foundation: Slab-on-grade: _____ Crawl space: _____

Basement:_____Finished:_____Unfinished: _____
Poured walls:_____Block walls: _____
Post, piers, piles: _____

g. Heating and Cooling: Forced Hot Air:_____Boiler:_____Wall
Furnace:_____Baseboard:_____Wood burning stove:_____
Heat pump:_____Other: _____

h. Plumbing: Number of fixtures, i.e. sinks, toilets, showers:

_____

i. Built-in Appliances:
Type: _____

11. Description of Damage:

a. Plumbing: 1. Is it exposed? _____

b. 2. Does it need repair? _____

c. HAVC/Electrical: 1. Water depth_____ft.
2. Damaged:_____Repairable:_____Replace:_____

Use the following numbers to answer C thru F:

1. Settlement/cracked **2. Partially missing**

3. **Sagging**
4. **Dislodged/destroyed**
5. **Submerged**
6. **Include all the above**

7. **No damage**
8. **Other: Describe** _____

c. Foundation: _____

d. Exterior walls: _____

e. Interior walls: _____

f. Roof: _____

12. Overall Condition of Structure:

a. Minor damage: _____ b. Major damage: _____

c. Destroyed: _____

d. Structure separated from foundation: _____

12. Determination of Substantial Damage

$$\text{Percent Damage} = \frac{\text{Cost of Repair}}{\text{Market Value}} \text{ X } 100 = _____\%$$

In the event that the percent damage is equal to or greater than 50%, the building is substantially damaged.

_____This building is substantially damaged and therefore must be elevated or flood proofed so that the lowest floor is protected to or above the elevation of the base flood.

_____This building is not substantially damaged. This building can be repaired without having to be mitigated.

_____ This is a properly elevated structure and may be reconstructed at its existing elevation.

Reviewed by:_____Date: _____

Approved by:_____Date: _____

ANNEX E

LAW ENFORCEMENT

I. PURPOSE

A. Law enforcement agencies deal with emergencies on a regular day-to-day basis. This is the nature of their occupation. Adequate resources are normally available to cope with any occurrence that should arise.

B. During a disaster, however, these resources could be exhausted before a situation is brought under control. This annex will organize local law enforcement personnel and develop procedures that will enable Joplin-Jasper County to provide law enforcement services regardless of the situation.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Joplin and Jasper County could find itself subjected to many hazards (see Basic Plan, Situation & Assumptions) that would threaten the lives and property of its citizens.

2. In each of these, local law enforcement personnel will have a major response role.

3. Local law enforcement resources are adequate to meet most day-to-day situations that could arise, but a need could arise that would exceed local capabilities.

4. Outside law enforcement resources (federal, state, and other local) are available to support operations in Joplin and Jasper County.

5. In addition to normal police procedures, special training for law enforcement personnel will be required in the areas of:

a. Hazardous materials incidents (see Annex H)

b. Crowd (Riot) control

c. Storm watch

d. Terrorist activities

B. Assumptions

1. During a disaster, local law enforcement personnel will respond as directed in this plan.

2. Situation will arise that will tax or exceed local law enforcement capabilities.

3. Outside resources will respond when called upon to do so.

III. CONCEPT OF OPERATIONS

A. General

1. The law enforcement activities described in this annex are an extension of normal day-to-day activities and deal only with extraordinary situations that may completely saturate available resources and involve several jurisdictions. (See Appendix 3 to the Basic Plan, Emergency Classification and Control Procedures).

2. In addition to being the lead agency in certain response situations (i.e., riots, hostage situations, etc.) the law enforcement sections will provide security and support in all other emergencies that threaten life and property.

3. Local law enforcement agencies will primarily perform law enforcement functions, while outside and support agencies will be used for traffic and crowd control. Mutual aid agreements will be maintained by each law enforcement agency.

4. Disaster operations will be directed from the EOC within the affected area or subdivision. Questions concerning a lead agency in such a disaster situation will be resolved in the respective EOC. (See Appendix 3 to the Basic Plan.)

5. The Jasper County Sheriff will control law enforcement operations in all unincorporated areas of the county while various police chiefs will control operations within the boundaries of their jurisdictions.

6. All procedures and actions set forth in this annex must be compatible with the guidelines established in the Missouri Emergency Operations Plan.

B. Actions to be Taken by Operating Time Frame

1. Mitigation

    a. Prepare plans (SOGs) to deal with projected law enforcement requirements. (Refer to the hazards identified in the Basic Plan, Situation & Assumptions.)

    b. Identify facilities that will require special security during a disaster.

    c. Train police personnel in hazardous materials response to a minimum, the Awareness Level.

    d. Locate and establish liaison with local organizations outside government that could provide assistance (veteran's groups, private security, etc.).

    e. Develop and maintain mutual aid agreements with nearby local law enforcement agencies to insure proper coordination. Joplin-City Ordinance Police, Chapter 70, Sec. 70-36, Authority to Act in an Emergency Situation Outside City Limits, and Sec. 70-35 Emergency Response Powers.

    f. Review procedures for obtaining assistance for state and federal law enforcement agencies.

    g. Review other annexes of this plan to determine where law enforcement support will be needed by other agencies.

    h. Develop and maintain a security-pass system to allow admittance to restricted areas, damaged or otherwise.

    i. Review and update plans, procedures, and checklists annually.

    j. Participate in tests, exercises, and drills.

2. Preparedness

    a. Begin personnel alerting procedures. (Appendix 2 to Annex A)

    b. Check status of equipment and facilities for readiness and safety.

c. Analyze threat to anticipate required response, then check procedures.

d. Assist in warning as required (see Appendix 4, Annex B).

e. Provide security and traffic control at the EOC.

f. Review status of streets and roads in case an evacuation is necessary.

g. Assemble materials for security-pass system to restricted areas.

h. Report status and actions taken to Direction and Control.

i. Order units to shelter if necessary.

j. Review plans for the relocation of prisoners (see Appendix 2, this Annex).

3. Response

a. Activate necessary personnel to meet the situation.

b. Maintain law and order.

c. Provide traffic and crowd control.

d. Provide security for critical facilities.

e. Patrol evacuated areas.

f. Assist in search and rescue operations.

g. Control access to damaged areas.

h. Provide communications support as appropriate.

i. Participate in the EOC operations (see Direction and Control, Annex A).

j. Assist in warning (mobile units).

k. Provide security and traffic control for in-place shelter operations (Annex K).

l. Assist Damage Assessment by identifying damaged areas (Annex D).

m. Maintain records and report regularly to the EOC.

n. Activate mutual aid and private resources and deploy them as necessary.

o. Assist other emergency services as directed by the EOC.

p. Provide personnel (when available) in reception centers, lodging and feeding facilities, and emergency shelters.

4. Recovery

a. Continue operations as necessary until the situation returns to normal.

b. Release mutual aid and private resources when possible.

c. Continue support to other services, especially in the areas of Damage Assessment and Rescue.

d. Provide traffic control for the return of evacuees (Annex J).

e. Provide information to the Public Information Officer for news releases (Annex C).

f. Assist in the return to normal from the in-place shelter mode (Annex K).

g. Participate in after-action reports and critiques and incorporate recommended changes into law enforcement plans and procedures.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

The organizational chart for the law enforcement function is shown in Appendix 1 to this Annex.

B. Assignments of Responsibilities

1. Overall coordination and control of the law enforcement function in Jasper County is the responsibility of the Sheriff.

2. The municipal police chiefs will be responsible for all such operations within their jurisdictional boundaries except as specified by law.

3. Communications for such activities will be provided by the appropriate law enforcement agency in the respective jurisdictions or subdivisions where the problem exists. (County communications capability will be utilized where none exist.)

4. The Joplin-Jasper County Emergency Management Director will be responsible for ensuring specialized training is available (i.e., severe weather, hazardous materials, etc.).

V. DIRECTION AND CONTROL

A. In emergencies whose magnitude has been "typed", overall control will come from the EOC (Direction and Control) that controls the affected area. Each department as required will have a representative present in the EOC, depending upon the magnitude of the emergency or disaster.

B. Initial control at the scene will be established by the first public safety officer on the scene. He/She will maintain contact with and provide information to the prescribed communications center and will do so until relieved by a senior officer.

C. If outside law enforcement resources are needed, they will maintain their normal operational control but will be assigned missions by the appropriate EOC and will respond as necessary.

VI. CONTINUITY OF GOVERNMENT

A. Line of Succession

1. Jasper County Sheriff's Department

a. Jasper County Sheriff

b. Commander of Operations

2. Joplin Police Department

a. Police Chief

b. Assistant Police Chief

B. All departments will develop SOGs to enable them to perform their assigned duties (see Appendix 3 to the Basic Plan).

C. All departments must be prepared to operate from an alternate EOC if the designated EOC becomes inoperable or unusable.

D. Records and documents vital to the functioning of the law enforcement section should be duplicated and stored in another location. If this is not possible, plans should be developed to move these documents to an alternate site.

E. Each department will maintain personnel call-up lists.

VII. ADMINISTRATION AND LOGISTICS

A. Administration

1. All law enforcement agencies will develop plans and procedures to ensure a timely submission of all reports and records.

2. Security for the EOC and other critical government facilities will be provided by the appropriate law enforcement agency.

3. The legal basis for any emergency action described in this plan is contained in Chapter 44, RSMo.

B. Logistics

1. Normal purchasing and procurement procedures can be circumvented with written permission of the chief elected official present.

2. In most situations, however, the Resource and Supply section (Annex G) will be available to handle supply matters.

3. Providing communications support and communications equipment for the emergency functional areas will be the responsibility of the various participating law enforcement agencies.

VIII. ANNEX DEVELOPMENT AND MAINTENANCE

A. Each operating law enforcement agency will be responsible for developing and maintaining written procedures to accomplish their assigned tasks in this annex.

B. It will be the responsibility of the Joplin-Jasper County Emergency Management Director to instigate a review and updating of all law enforcement plans, call-up lists, procedures, and inventories yearly. This review will be accomplished by the heads of the various participating agencies.

APPENDICES

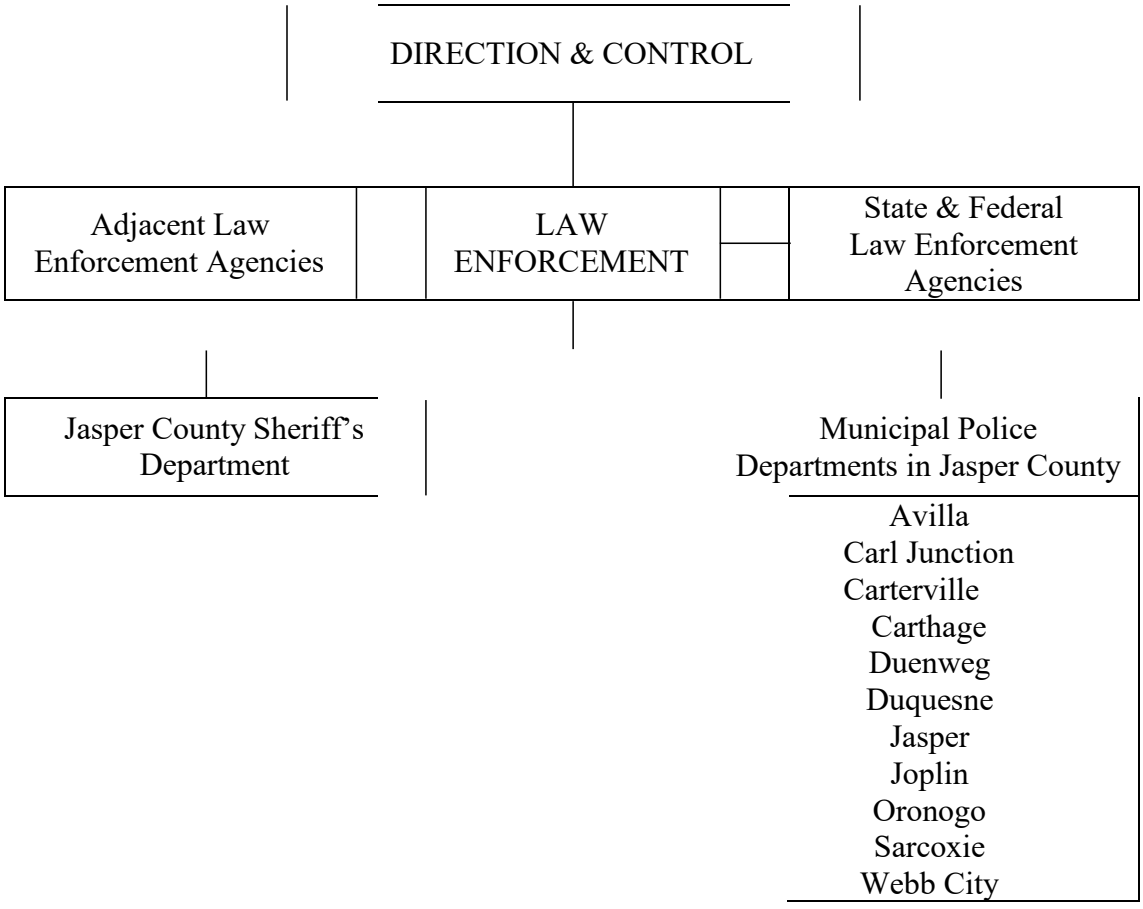
1. Law Enforcement Organizational Chart

2. Relocation of Prisoners - On File in the Office of the EOC

3. Call-up Lists

Appendix 1 to Annex E

LAW ENFORCEMENT ORGANIZATIONAL CHART



Appendix 2 to Annex E

RELOCATION OF PRISONERS

On File in the Office of the EOC

Appendix 3 to Annex E

LAW ENFORCEMENT CALL UP LIST

See Supplemental Annex

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ANNEX F

FIRE AND RESCUE

I. PURPOSE

A. By the very nature of their duties, the local fire departments protect lives and property on a daily basis. However, in a disaster situation of sufficient magnitude, normal day-to-day procedures, personnel or equipment could prove inadequate to provide this protection.

B. The purpose of this annex is to organize local firefighting resources and establish procedures that will enable these resources to meet the demands of a disaster situation. Also discussed will be the additional duties of search and rescue, WMD and hazardous materials incidents.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Joplin and Jasper County are subjected to many hazards that could present difficulties with regard to fire protection. (See Basic Plan, Situation & Assumptions.)

2. Jasper County has 12 fire departments throughout the county. Joplin, Carthage and Webb City are paid fire departments. Carl Junction, Duenweg, Oronogo, Jasper, and Tri-Cities are all combination departments. (Paid/volunteer). The remaining departments are all volunteer. For a list of these departments and their resources, see Appendix 2 to this Annex. (Also listed in Annex H, Appendix 2)

3. Jasper County volunteer fire departments receive emergency calls through JASCO 9-1-1. Joplin receives calls through the Joplin Communications Center (9-1-1).

4. Situations could arise that would hinder firefighting capabilities or overwhelm local resources.

5. Outside assistance (federal, state, or other local governments) is available should the need arise.

6. The fire services are also responsible for search and rescue activities.

7. The fire services from time to time provide support to other agencies through Mutual Aid Agreements including the State Mutual Aid Agreement.

B. Assumptions

1. Existing fire personnel and equipment should be adequate to deal with most emergency situations, through existing mutual aid agreements.

2. Trained personnel and specialized equipment are somewhat limited, however; so outside assistance could be required for certain situations (i.e., hazardous materials/WMD incidents, etc.).

3. Other city/county departments or agencies will respond to provide support as detailed in this plan.

4. State and federal agencies will respond when necessary.

5. All departments in the county will maintain the equipment and level of training necessary to perform the fire protection functions.

6. If relocation is necessary, sufficient personnel will be available to assist in the movement and still provide fire protection.

III. CONCEPT OF OPERATIONS

A. General

1. The primary task of the fire service is basically the same as its day-to-day mission, the protection of persons and property from the threat of fire.

2. Other important tasks of the fire service will be:

a. Dealing with hazardous materials incidents (see Annex H).

b. Search and rescue operations.

c. Emergency medical care and provide first-aid to disaster victims and workers.

d. HazMat/WMD training for fire departments will, at minimum, be at the Awareness Level, preferably all fire departments should be trained at Operational Level. Fire officers will have Incident Management training sufficient to run the incident.

3. WMD response (refer to Annex N).

4. In all cases, the fire service will follow the Emergency (Disaster) Classification and Control Procedures outlined in Appendix 3 to the Basic Plan.

   a. Joplin City Ordinance 98-036, 3-16-98 Fire Prevention Chapter 58, Article I, Sec. 58-2, Emergency Response Powers.

   b. Division of Fire Safety (State of Mo. Mutual Aid System). (See Appendix 3)

5. The fire service will provide support as requested by other agencies as long as it does not affect their fire protection capability.

6. Mutual aid agreements will be utilized to ensure the best possible protection for all residents of the county.

B. Tasks to be Accomplished by Operational Time Frame

1. Mitigation

   a. Review hazard analysis (see Basic Plan, Situation and Assumptions) to identify all emergency operations in which the fire service would play a major role.

   b. Following the review, determine if any specialized equipment or training is required to meet potential threats (radiological monitoring, hazardous materials, etc.).

   c. Develop fire safety programs to include disaster situations and present them to the public.

   d. Locate facilities that store or use hazardous materials, identify the materials and the problems each could cause. Maintain a list of these facilities (see Appendix 2, this Annex).

e. Identify facilities that could create special problems such as hospitals and nursing homes (see Appendix 2 to Annex J).

f. Participate in tests, exercises, and drills to include those in support of other agencies.

g. Establish liaison with private area resources that could be useful for fire prevention or suppression.

h. Develop SOGs to meet projected needs.

i. Review and update the annex and SOGs at least annually. Call-up lists should be reviewed twice a year.

2. Preparedness

a. Alert key personnel as per procedures set up in departmental call-up lists.

b. Determine status of equipment.

c. Analyze the type of emergency with regard to potential fire problem and report to the EOC (Damage Assessment, if they are activated).

d. If fire service personnel and equipment are in a potential hazard area, take steps to provide protection (movement or shelter).

e. Assist other departments in increased readiness activities as much as possible.

f. Review plans and guidelines (SOGs) for the potential threat, to include Appendix 3 to the Basic Plan, Emergency Classification and Control Procedures.

g. Check status of supplies (fuel, water, first aid supplies, etc.).

h. Maintain increased readiness status until the situation escalates or the decision to discontinue operations is given.

3. Response

   a. Respond as required on a priority basis.

   b. Conduct search and rescue operations.

   c. Activate mutual aid if needed.

   d. Report damage observed to include potential problem areas.

   e. Coordinate activities with other agencies.

   f. Coordinate fire service response of departments responding from outside the jurisdiction.

   g. Alert or activate off-duty and auxiliary personnel as required by the emergency.

   h. If hazardous materials are involved, initiate the hazardous materials plans (Annex H) to include possible evacuation, area control and clean-up.

   I. Maintain emergency response status until the situation is under control or ordered to discontinue operations by the EOC.

4. Recovery

   a. Participate in clean-up and Damage Assessment.

   b. Inspect damaged areas to ensure fire safety.

   c. Develop after action reports to include:

      1) Actions taken
      2) Materials expended
      3) Personnel costs
      4) Assistance received from and given to other agencies
      5) Problem areas to include corrective measures

   d. Review plans and procedures with key personnel and make revisions and changes.

   e. Report on all activities to Direction and Control.

f. Replenish supplies and repair damaged equipment.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

The organizational chart for the fire and rescue function is shown in Appendix 1 to this Annex.

B. Assignment of Responsibilities

1. Overall responsibility for fire protection lies with local government.

2. Call-up lists will be maintained by each department and updated as needed.

3. Overall responsibility of coordination lies with the senior fire officer at the scene of the disaster within the affected area. If more than one locality or jurisdiction is affected, coordination is handled by the respective department or agency representative in the EOC.

4. The Joplin-Jasper County Emergency Management Director will coordinate hazardous materials/WMD plans and training.

V. DIRECTION AND CONTROL

A. The chief of each fire department will be responsible for controlling fire operations within the defined boundaries of its jurisdiction.

B. Operations will be controlled by the senior fire officer at the scene and/or from the EOC.

C. Routine operations will be handled by normal SOGs.

D. Outside resources brought into a jurisdiction will be controlled by the procedures outlined in state law and mutual aid agreements.

VI. CONTINUITY OF GOVERNMENT

A. Line of Succession - Fire & Rescue

1. Joplin Fire Department

   a. Fire Chief

   b. Deputy Fire Chief

   c. Battalion Chief (3)

2. Other municipal fire departments line of succession as per local SOGs.

VII. ADMINISTRATION AND LOGISTICS

A. Administration

1. Procedures for dealing with expenses incurred and liability for actions and injuries are outlined in mutual aid agreements, state laws, and local ordinances.

2. Reports and records will be developed and maintained in accordance with established procedures.

B. Logistics

1. Stockpiles of essential materials and supplies and resource lists should be checked and updated at least twice a year.

2. In a classified emergency, normal procurement procedures can be waived in accordance with local statutes and ordinances.

3. Resource lists are located in Appendix 2 to this annex.

VIII. ANNEX DEVELOPMENT & MAINTENANCE

A. The Joplin-Jasper County Emergency Management Director will be responsible for reviewing this plan and updating it on a yearly basis.

B. This annex will be tested on a yearly basis with the resulting revisions and changes being made and distributed immediately.

C. Each fire department chief will review and update the mutual aid agreements on a yearly basis.

D. Each fire department will be responsible for maintaining and updating its resource and inventory lists.

APPENDICES

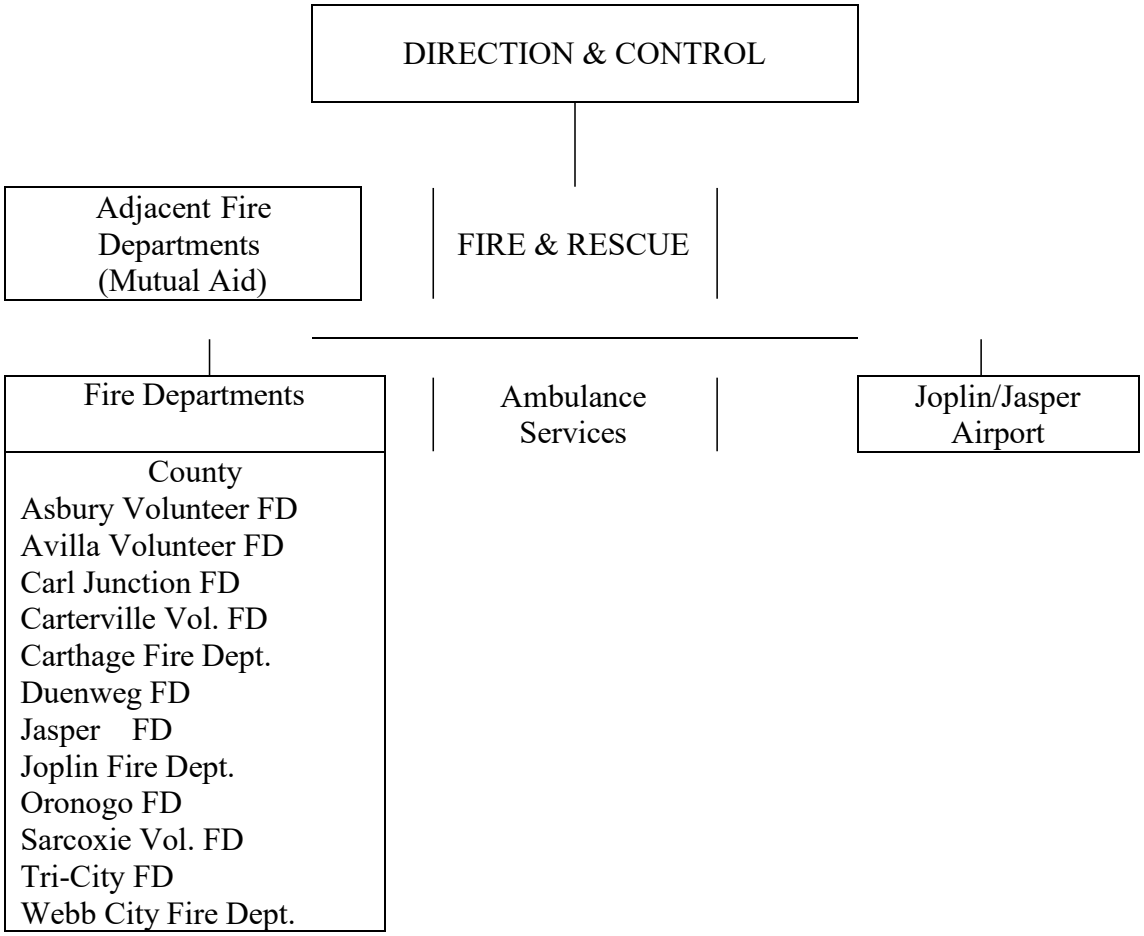
1. Fire and Rescue Organizational Chart

2. Fire Departments and Resource Lists

3. Statewide Fire Mutual Aid

Appendix 1 to Annex F

FIRE AND RESCUE ORGANIZATIONAL CHART



Appendix 2 to Annex F

Appendix 3 to Annex F

STATE-WIDE FIRE MUTUAL AID

Since Missouri is subject to earthquakes and other catastrophic occurrences and local jurisdictions do not possess sufficient resources to handle such occurrences singly, a State-Wide Fire Mutual Aid Plan was developed. This plan establishes the policies and procedures that will allow the Division of Fire Safety, Office of the State Fire Marshal, to coordinate fire resources in the State due to an emergency or disaster.

Under the Plan, Regional and Area Coordinators of fire resources have been appointed. Jasper County is under Region D (Troop D) and the Regional Coordinator is Chris Berndt, Chief of Western Taney County Fire District, P. O. Box 1564, Branson, Missouri 65616. Telephone number is (417) 334-3440, Region D Area Coordinator is Rich Stirts, 3427 S. State Hwy 125, Springfield, Missouri 65803. Telephone number (417) 753-4265.

Upon receipt of notification that a catastrophic situation exists, the State Fire Marshall Command Center will be activated. A fire safety representative will be sent to the State EOC. The Regional Coordinators will work with their respective regions and report to the State EOC in Jefferson City.

Regional Coordinators will be alerted to begin mobilization of available mutual aid resources within respective regions.

Fire apparatus for State-wide mutual aid will be coordinated from the State EOC.

Mutual aid is voluntary.

Any municipal fire department, fire protection association or volunteer fire district association may provide assistance to any other municipal fire department, fire protection district or volunteer fire protection association in the State at the time of a significant emergency such as a fire, earthquake, flood, tornado, hazardous material incident, or other such disaster. (RSMo Chapter 70 {HB 1395/1448-90})

All fire service agencies must develop their own implementation procedures for support of this plan.

THE LOCAL FIRE CHIEF:

Prepares personnel and equipment inventories and forwards copies to the Area Fire/Rescue Coordinator.

Establishes emergency communications capabilities with the Area Fire/Rescue Coordinator.

When requesting aid, for standby or deployment, will be in charge of all manpower and apparatus received. Requests for mutual aid will be directed to the Area Fire/Rescue Coordinator.

Provides mutual aid resources when requested by the Area Fire/Rescue Coordinator to the extent of their availability without unreasonably depleting their own resources.

Maintains appropriate records, data, and other pertinent information of mutual aid resources committed.

Provides approximate time commitment and justification of mutual aid needs in request for resources from the Area Fire/Rescue Coordinator. Periodically evaluates the need of mutual aid committed and notifies the Area Fire/Rescue Coordinator.

Establish procedures for utilization of incoming resources.

ANNEX G

RESOURCE AND SUPPLY

I. PURPOSE

In order to deal with the many types of disasters that could affect Joplin and Jasper County, local resources must be utilized in a timely manner. This annex was designed to give the local officials the ability 1) to maintain a continuous inventory of these resources and 2) to allocate these resources in a prompt and orderly manner.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. As this annex is designed to provide for the management of resources in Joplin and Jasper County, priority should be given to those resources which could be used to combat the hazards identified in the Basic Plan, Situation and Assumptions.

2. Procedures will be set up to request assistance both within the county and from outside.

3. A system must be set up to ensure that an adequate inventory of response resources are available.

4. The local Resource and Supply function will have to anticipate resource needs for all types of hazards and provide the coordination necessary for the proper allocation of these resources.

5. Local resources will have to be used first before outside assistance is requested.

B. Assumptions

1. During an emergency of a disaster magnitude, persons who own or control private resources will cooperate without giving first thought to payment.

2. Funds to provide payment for the use of private resources will be available either from local government or (if the disaster is severe enough) from the federal government.

3. Joplin and Jasper County officials will not request outside assistance until all local sources have been exhausted (including mutual aid agreements).

4. If the emergency response period lasts more than 24 hours, outside assistance will probably be required.

5. During a disaster, normal supply requisition procedures will be suspended.

6. Following an emergency of this magnitude, private resources will be available that have not been included on the resource lists (especially manpower).

III. CONCEPT OF OPERATIONS

A. General

1. The first resources to be identified will be those that are under the control of or readily available to local government.

2. It is the responsibility of local government to mobilize these resources as necessary to relieve suffering and to protect lives and property.

3. All local resources must be committed before assistance is requested from neighboring jurisdictions or upper levels of government.

4. The person designated as resource and supply coordinator will have no other emergency responsibilities.

B. Actions to be taken by Emergency Operating Time Frame

1. Mitigation

a. Review the hazards analysis (Appendix 6 to Basic Plan) to determine what types of resources would be necessary to mitigate and respond to a major incident.

b. Locate the required resources in the community.

c. Maintain agreements of understanding with the private sector organizations who have the required resources to include points of contact.

d. Identify those required resources that are not available locally and find their nearest location.

e. Identify resources required for special needs persons or critical facilities.

f. Develop procedures that can circumvent normal procurement procedures during an emergency period.

g. Participate in exercises and drills to train personnel in the proper allocation of resources to include procedural arrangements.

2. Preparedness

a. Analyze potential of the emergency situation to what types of resources would be needed.

b. Check on the availability of needed resources making lists of those available and unavailable. Identify transportation routes for supply delivery and evacuation. (Appendix 4 to Annex H)

c. Contact private sector organizations and neighboring jurisdictions to indicate the possible need for assistance.

d. Coordinate activities with other response agencies (i.e., Red Cross) to insure a coordinated and efficient allocation.

e. Report on status and actions taken to the EOC staff.

f. Designate staging area from distribution of resources. (Appendix 3 to Annex J)

3. Response

a. After activating Resource and Supply personnel, work with the EOC staff to establish priorities and allocate resources.

b. If necessary, establish staging areas from which resources can be distributed to:

1) Emergency response team and
2) Disaster victims

c. Assist in developing lists of outside resources that are required.

d. Coordinate with the county/city PIO in informing the public of the location of available assistance.

e. Coordinate resource requirements and requests of other response agencies.

f. Maintain records of services rendered and of resources utilized.

4. Recovery

a. Review Damage Assessments and make estimate of resources needed for recovery.

b. Total resource requests of the disaster on the community.

c. Assess the impact of the disaster on the community.

d. Identify unused resources in the community.

e. Total costs of utilized resources.

f. Participate in after action reports and critiques.

g. Set up staging areas to receive and distribute recovery resources according to the Donations Management SOGs.

h. Perform other duties as required until the situation returns to normal.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

The organizational chart for the resource and supply function is shown in Appendix 1 to this Annex.

B. Assignment of Responsibilities

1. The coordinator for the Resource and Supply function will be the County Clerk for Jasper County and the Finance Director Joplin.

2. The Resource and Supply Coordinator will also be responsible for the following supply areas:

   a. FOOD -- procurement, storage, and equitable distribution of food supplies as required by the situation.

   b. SUSTENANCE SUPPLIES (except food) -- procurement, storage, and equitable distribution of water, clothing, sanitary supplies, bedding, etc.

   c. FUEL AND ENERGY -- procurement, storage, and equitable distribution of fuel products.

   d. TRANSPORTATION -- coordination and use of all modes of transportation utilized in the county to support emergency operations. Authorization of repairing transportation modes to ensure the ability to respond to a disaster, including, but not limited to, the plugging and replacement of tires damaged while responding to the disaster.

   e. CONSTRUCTION EQUIPMENT -- procurement, storage, and distribution of construction supplies.

   f. MANPOWER -- ascertain and utilize those personnel who are available in the county and to determine, obtain, and equally apportion the personnel manpower needs.

   g. SHELTER -- locating available shelter and opening these shelters for use by reception and care section.

   h. Volunteer Assistance -- procurement and distribution of resources required to ensure volunteers have the capability to aid Joplin and Jasper County in a disaster.

3. The aforementioned tasks can be delegated to deputy coordinators.

V. DIRECTION AND CONTROL

A. All Resource and Supply operations will be controlled from the Joplin-Jasper County EOC to ensure official concurrence for actions taken.

B. Subordinates of Resource and Supply may operate from daily offices, but all decisions will come from the EOC.

C. Should the EOC be forced to relocate, all Resource and Supply personnel will move also.

VII. CONTINUITY OF GOVERNMENT

A. Line of succession

1. Jasper County

a. County Clerk

b. Deputy Clerk

2. Joplin

a. Finance Director

b. Deputy

B. Vital Documents

1. Records of purchases will be duplicated when possible.

2. Transfer of these documents to other areas will occur by direction of the EOC.

VII. ADMINISTRATION AND LOGISTICS

A. Administration

1. When normal purchasing procedures are bypassed, official approval must be given by the chief elected official present in the EOC.

2. All such purchases must be kept in accordance with state law and ordinances.

B. Logistics

1. Communications will be the responsibility of the local law enforcement agencies.

2. Transportation of supplies will be accomplished by:

   a. The requesting agency
   b. City and/or County Public Works
   c. Private transport (hired or volunteer)

VIII. ANNEX DEVELOPMENT AND MAINTENANCE

A. After the initial compilation of the resource lists, they will be updated and maintained by the Joplin-Jasper County Emergency Management Director.

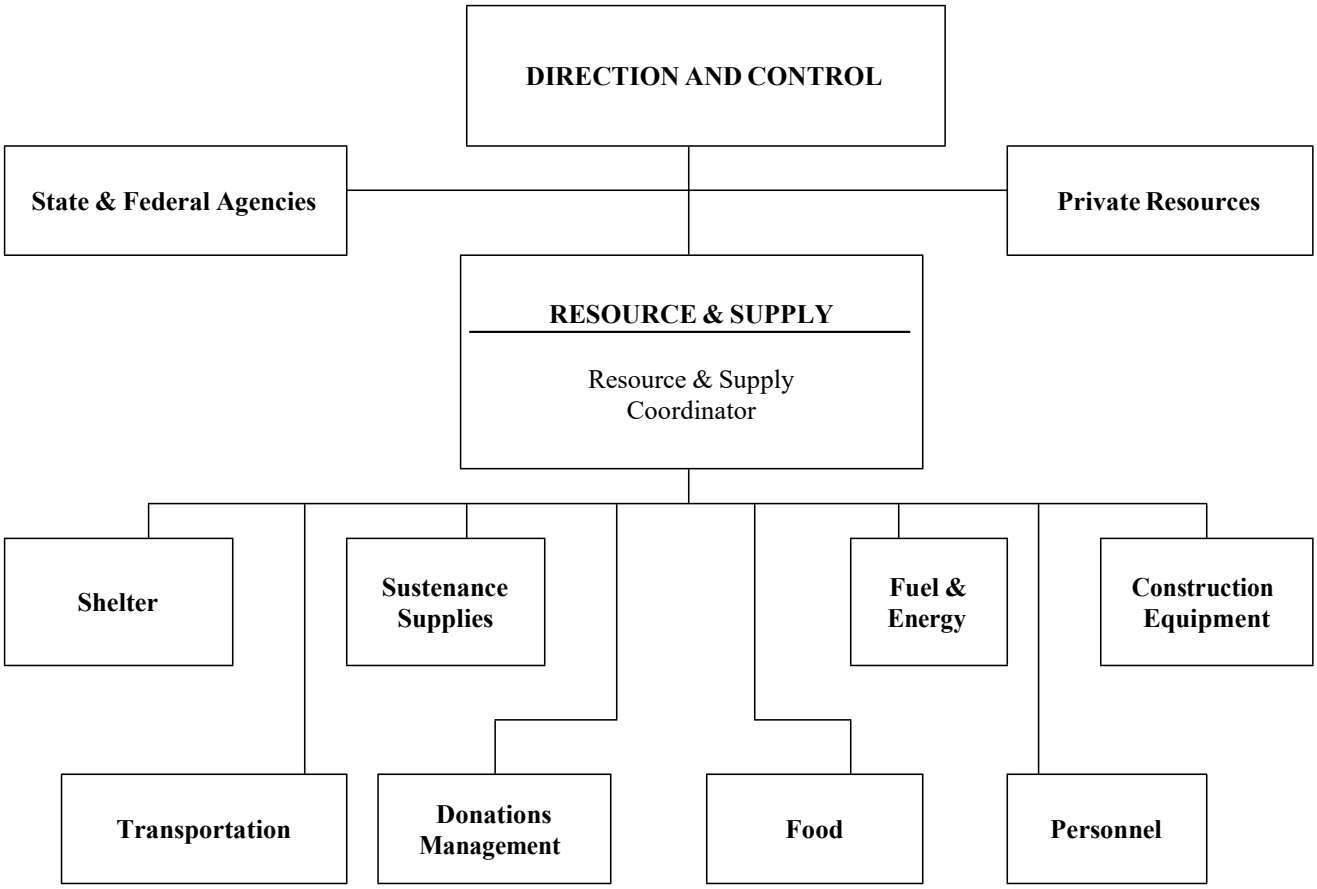
B. All updates and revisions of this annex will be completed by the Resource Supply Coordinator as instigated by the Emergency Management Director.

APPENDICES

1. Resource and Supply Organizational Chart
2. Resource Lists
3. Management of Donated Goods
4. Inventory Tracking
5. Resource Request Form

Appendix 1 to Annex G

RESOURCE AND SUPPLY ORGANIZATIONAL CHART



Various departments within county and city government such as public works, road districts, etc., will support the resource and supply function with equipment, manpower, fuel, etc. Outside resources from the private sector, business and industry, etc., will also be important.

* Jasper County -- County Clerk
City of Joplin -- Finance Director

Appendix 2 to Annex G

On File in Emergency Management Office
in Supplemental Plan

Appendix 3 to Annex G

MANAGEMENT OF DONATED GOODS & VOLUNTEERS

Donated goods will be referred to the Salvation Army for distribution.

COAD will work with unmet needs in the community

Appendix 4 to Annex G

INVENTORY TRACKING

DATE	ITEM	RECEIVED FROM	USED AT SITE #	TOTAL TIME USED	COST ESTIMATE

Appendix 5 to Annex G

See Appendix 9 to Annex O

ANNEX H

HAZARDOUS MATERIALS RESPONSE

I. INTRODUCTION

A. Emergency Response Notification Summary

1. When a hazardous substance spill occurs, notification to 911 is appropriate and then it will go to either Joplin Emergency Communications Center and/or the Jasper County Emergency Services Communications Center. Notification may come from several sources:

   a. Citizens

   b. Fixed Facilities

   c. County or City agency such as highway or street department

   d. County or City response agency

2. The Dispatcher receiving this first report must give priority to alert the Fire Department in the appropriate jurisdiction. The dispatcher must then try to obtain as much information as possible from the first source or the first responder (See Appendix 7).

   a. Identification of caller and how contact may be maintained.

   b. What happened? Where and when?

   c. Injuries?

   d. Chemical name or identity (placard).

   e. Estimated quantity.

   f. Type and condition of containers.

   g. Shipping information.

   h. First estimate of incident level.

3. The dispatcher then alerts Law Enforcement and EMS, passing on above information to all responding units (Appendix 2)

4. When the Incident Command Post (ICP) is established at the site, the Incident Commander will determine the Response Level for this event and set the Response Functions described in this annex in motion.

B. Scope of Hazardous Material Response

1. Jasper County is continually at risk for a hazardous materials incident. Although the number of fixed sites using hazardous

materials locally are small; the county is vulnerable to accidents involving these materials. Release of hazardous materials can come from fixed sites but is more likely to occur from transportation incidents on highways in the county.

2. This annex is developed to help Jasper County officials and first responders prepare for and deal with hazardous materials incidents.

3. The plans and procedures compiled here recognize that Jasper County has limited resources to respond to a Hazardous Materials Incident. Initial response will be defensive, focusing on safety of the affected population and of first responders at the scene. Defensive action will be executed until outside response teams with proper equipment arrive at the scene of the incident.

II. PURPOSE

A. Hazardous Materials Response is written as Annex H to the Jasper County All-Hazard Emergency Operations Plan under the guidelines of Title III of the Superfund Amendments and Reauthorization Act (SARA Title III).

B. This plan establishes the policies and procedures under which Jasper County will operate in the event of a hazardous materials incident.

C. This plan defines the roles, responsibilities and relationships of government and private organizations in response to a hazardous materials incident.

D. This plan provides assurance of appropriate response to protect the population, property and the environment of Jasper County in the event of a hazardous materials incident involving transportation, use, storage, or processing of hazardous materials.

E. LEPC/LEPD shall review and update this annex as described in Appendix 8 to Annex H: addressing Mitigation **42 U.S.C. 11003 (a)**

III. SITUATION AND ASSUMPTIONS

A. Situation

Jasper County is vulnerable to a variety of hazardous materials incidents due to transportation, storage, use, and processing of these materials.

1. Jasper County is located in the Southwestern part of Missouri and is surrounded by Barton County to the North, Dade and Lawrence Counties to the East, Newton County to the South, and the State of Kansas to the West. Based on the 2020 Census, Jasper County has a population of 117,404.

2. The major highways crossing the county are Interstate 44, Interstate 49, U.S. 96 and U.S. 59 (Appendix 4).

3. Railways running through the county are primary hazardous materials transportation routes:
   a. Canadian Pacific/Kansas City
   b. Mo-Northern Arkansas
   c. Burlington Northern.

4. Four pipelines run through Jasper County.

Pipeline	Materials Carried
Conoco	fuel oil, gasoline, propane
Explorer	fuel oil, gasoline, propane
Magellan Pipeline	crude oil
Southern Star	natural gas

5. There are no navigable rivers in the County.

6. There are fixed facilities in Jasper County that use or store hazardous materials. (Appendix 5)

7. There are a number of facilities in Jasper County that use or store extremely hazardous materials (EHS) (Appendix 6). **42 U.S.C. 11003 (c) (1) & 42 U.S.C. 11003 (c) (6)**

8. Resources in Jasper County for a response to a major HAZMAT incident are limited. Response to a serious incident (Level II or Level
III) will, in most cases, require outside resources: Mutual aid assistance, state and federal government and the private sector. **42 U.S.C. 11003 (c) (6**

9. There are two Hospitals, Freeman Health Systems and Mercy Regional Medical Center that have facilities to handle contaminated persons. Their staff, as well as the responders of the Ambulance Districts, have all been trained to handle contaminated persons.

B. Assumptions

1. Proper implementation of this annex and its supporting procedures will reduce or prevent releases and related exposure to the public and environmental damage.

2. The greatest threat of a serious hazardous materials incident in Jasper County is posed by transportation related incidents. Such incidents are more likely to affect segments of the general population in the county.

3. There are a number of fixed site facilities reporting Extremely Hazardous Substances. Planning for these facilities will be carried out using a three-tiered Hazard Analysis. Present levels of inventories reported via Tier II forms by fixed site facilities storing and/or processing hazardous materials pose a relatively small threat to the general population.

4. Protective actions for the general population may include in-place sheltering and/or evacuation. Many of the residents in the risk area will evacuate to private homes or shelters of their own choosing.

IV. CONCEPT OF OPERATION

A. General

1. Jasper County does not have the resources to neutralize the effects of a serious hazardous substance release and must turn to outside government and private agencies for assistance. The County has the capability to provide logistical support for these outside agencies and coordinate off-site protective actions.

2. Jasper County has the capability to make a first response to a hazardous materials release with local response agencies with personnel who are trained at the awareness or operations level. This response will be defensive and is to assess the severity of the incident, classify the emergency as shown below and start the notification chain and/or the response chain.

B. Levels of Response

1. LEVEL I Probable Emergency Condition

No evacuation other than from the immediate scene. This level of incident does not pose a chemical exposure hazard to first responders in fire service using thermal and respiratory gear. Examples of Level I incidents are minor releases of fuel from vehicular accidents, small containers that are not in danger of releasing substances. EOC not activated.

2. LEVEL II Limited Emergency Condition

An incident involving a greater hazard or larger area that poses a potential threat to life or property and which may require a limited evacuation of the surrounding area. These incidents may require outside assistance if it is necessary to stop the release. Examples of this level may be release of significant quantities of volatile organics at fixed facilities or cargo tank releases in transportation. EOC partially staffed.

3. LEVEL III Full Emergency Condition

An incident/accident involving severe potential exposure for the responders and/or the general public. Mitigation may require a large-scale evacuation and the expertise or resources of the private industry, state and federal governments. EOC fully staffed.

V. ORGANIZATION, RESPONSIBILITIES AND ASSIGNMENT OF TAKS

A. Organization and Responsibilities

1. Local Government

a. The Presiding Commissioner has overall responsibility for hazardous materials preparedness in Jasper County.

b. The Mayor of the City of Joplin or his designee has overall responsibility for hazardous materials preparedness in the City of Joplin.

2. Local Emergency Planning Committee/District

The Local Emergency Planning Committee was formed in accordance with the Missouri Emergency Planning and Community Right-to-Know Act of 1987. The LEPC is responsible for developing and maintaining the County Hazardous Materials Annex. A list of LEPC/LEPD members is given in Appendix 2.

3. Emergency Services

The appropriate emergency services respond to a HAZMAT incident as directed by the County Hazardous Materials Annex. Each agency has the responsibility to develop and maintain Standard Operating Procedures for their task assignments from this Annex and the Jasper County All-Hazard Emergency Operating Plan.

4. County Emergency Director

The Emergency Management Director, Joplin-Jasper County, will be the County Emergency Director responsible for coordination of emergency response activities.

B. Task Assignments for Response and Government Agencies

1. Jasper County Government:

a. The Presiding Commissioner appoints the County Emergency Management Director to handle all HAZMAT issues and incidents and work with facility emergency coordinators.

b. Sets policy to provide support by non-emergency county departments in the event of a hazardous materials incident.

2. Local Emergency Planning Committee/District (LEPC/LEPD):

a. The LEPC/LEPD holds scheduled meetings to establish short and long-range plans regarding the County's Hazardous Emergency Management Program.

b. Compiles the annual Hazardous Materials Inventory for Jasper County based on Tier II reporting.

c. Develops and maintains this hazardous materials response annex that provides for timely, effective response by the public and private sector.

d. Outlines methods and schedules training and exercises on hazardous materials in coordination with local government officials, schools, and available private participants.

e. Serves as the point of contact for Community Right-to-Know activities.

f. Keep the public notified of all LEPC/D activities and distribution requirements of the emergency response plan.

g. Designate an information officer to receive and process information requests on emergency response plans.

3. County and/or City Elected Officials

a. The County and City elected officials monitor the planning activities of the Local Emergency Planning Committee/District.

b. The County and City elected officials support the Incident Commander during emergency operations.

c. County/City Clerks maintains an accurate and responsible record of all expenses which accrue during a hazmat emergency. Submits an itemized bill to the spiller for expenses incurred.

4. County/City Attorney

a. Act as legal advisor on items related to public health and safety. Assists in resolution of legal problems that may arise due to Title III implementations or specific chemical release incidents.

b. Provides enforcement of regulations and initiates legal action against spillers responsible for the release of chemical hazards that violate state and/or federal regulations.

5. Incident Command: Fire Chief (or the highest-ranking department officer on the scene) **42 U.S.C. 11003 (c) (3)**

a. The Incident Commander will be the individual in charge of the hazardous material incident. The Incident commander, beyond the awareness level response, will meet the requirement of 29 CFR 1910-120 (q) and NFPA Standard 472, Chapter 5. The Incident Commander will direct and coordinate all aspects of the hazardous material incident, including but not limited to, the following:

1) Establish an incident command post and provide the communications center with the incident command post location.

2) Determine the nature of the hazardous materials.

3) Appoint a safety officer, liaison officer, and public information officer (based on level of the incident).

4) Establish site security and hazard exclusion zones within the hazardous sector.

b. Coordinates with all private and public agencies on-site at the Incident Command Post. Provides information as necessary for law enforcement and medical authorities on the hazards and risks posed by the materials spilled.

c. Initial hazard assessment to public, environment, and response personnel.

d. Ensure that the initial responding units operate within the realm of their training and capabilities.

e. Determine the appropriate personnel protection action (in-place sheltering, evacuations, or a combination of both, see Appendix 6 to Annex J - hazardous materials evacuation and Annex K - in-place sheltering).

f. Issue a public warning through the Public Information Officer (Annex C).

6. Fire and Rescue:

The recommended training level for the fire departments in the County is Operational.

a. Provides fire and rescue services consistent with training (minimum Awareness Level) and available protective gear.

b. Contains the release from a safe distance to keep it from spreading and prevent exposures.

c. Provides site support for federal, state or private dispatched HAZMAT teams (consistent with available protective gear) in the CONTAMINATION CONTROL and SAFE ZONES.

d. General Operating Condition--Appendix 13 Annex H.

7. Law Enforcement

The recommended training level for law enforcement agencies in the County is Awareness Level. Law enforcement is handled by the Missouri State Highway Patrol, Sheriff's Department or by the Municipal Police Departments within the boundaries of their jurisdictions.

a. ON-SCENE CONTROL: Establish scene perimeters, access control points, and traffic control points. Provide additional resources for traffic and crowd control.

b. Provides field operations support to the Incident Command Post consistent with training (Awareness Level).

c. Provides traffic control for the area affected by the incident.

d. Implements the order for evacuation.

e. Maintains security for vital facilities.

f. Additional duties/responsibilities (see Appendix 13 Annex H).

g. EVACUATION: The order to evacuate must come from the Incident Commander. The law enforcement agency designated by the IC or EOC is in charge and will direct the evacuation effort.

1) Isolate affected areas and permit entry only to appropriate response personnel.

2) Notify residents in the affected area, without endangering response personnel.

3) Assist the residents in relocation and provide directions out of the area and to shelter.

4) Provide security for evacuated areas and reroute traffic around the area and shelter.

5) Coordinate all search efforts for missing persons.

6) Assist in return of residents, upon the all clear order.

8. Emergency Medical Services

The recommended training level for emergency medical services personnel in the County is EMS/HM Level 1 (Awareness Level). EMS PERSONNEL AT EMS/HM Level 1 are those persons who, in the course of their normal duties, may be called on to perform patient care activities in the cold zone at a hazardous material incident.

a. Analyze a hazardous materials emergency to determine what risks are present to the provider and the patient.

b. Perform the necessary preparations for receiving the hazardous material patient and preventing secondary contamination.

c. Transport, treat, and distribute victims to medical facilities. Freeman Health Systems and Mercy Regional Medical Center are prepared to handle contaminated patients.

d. Provide a liaison between medical personnel and the IC. Notify the area hospital that receives victims what chemicals are involved, and what decontamination and exposure situations will be necessary for proper handling and care of victims.

e. Assign priorities of medical treatment on the basis of urgency and for transporting casualties from the incident site to appropriate medical facilities.

f. Provide the signs and symptoms of the chemical for medical awareness for all first responders.

g. Provides medical surveillance of response personnel in the exclusion perimeters.

9. Health Department - City/County Health

The recommended training level for health department personnel in the County is Awareness Level.

a. Manage the distribution and use of health resources. Allocate medical supplies in short supply.

b. Provide staff support to EOC.

10. All Emergency Services

a. Each emergency responding agency shall report to the Incident Commander upon arrival on-scene for coordination of all activities. The Incident Commander has the authority to direct the overall operations, select mitigation concepts and methods, and resolve conflicts.

b. It is the responsibility of the Incident Commander to recommend personnel protective actions (evacuation, in-place sheltering, or combination of both) after close coordination with agencies (e.g.: enforcement, emergency/medical services).

c. The cleanup, removal and disposal of contamination is the responsibility of the manufacturer or carrier who released the materials. ('Spill Bill' Sections 260.500 through 260.550, Revised Statutes of Missouri and 10 CSR 24-1.010 through 24-3.010). Assistance in removal and disposal oversight, technical considerations and funding may be obtained through the Missouri Department of Natural Resources and the U.S. Environmental Protection Agency.

d. For communication during emergency operations, all departments will use their existing equipment and procedures to communicate with field operations (Annex B of this Plan).

e. Provide staff support to the EOC.

11. State and Federal Support

a. Planning, training and on-site assistance are available through state and federal agencies. These are:

1) Missouri Emergency Response Commission (MERC)

2) Missouri Division of Fire Safety

3) State Emergency Management Agency (SEMA)

4) Missouri Department of Natural Resources (MDNR)

5) Federal Emergency Management Agency (FEMA)

6) U.S. Environmental Protection Agency (EPA)

7) National Response Center (NRC)

C. Private Sector Responsibilities **42 U.S.C. 11003 (c) (2) & 42 U.S.C. 11003 (c) (3)**

1. Fixed Facilities

a. A fixed facility can offer some benefits to initial responders. MSDS sheets should be available for quick reference of the products involved. There may be fire protective systems in place to assist in mitigation. They could include sprinklers, halon systems, private hydrants or ventilation systems. There is also the likelihood that someone knowledgeable about the emergency will be on location or readily available if requested.

b. A benefit of a fixed facility is the ability of the fire department to visit and inspect it on an annual or semi-annual basis. These visits should be used to discuss with the plant manager hazardous materials within the plant, systems that have been installed to mitigate these hazards and actions to take in an emergency situation.

1) Designate Facility Emergency Coordinator responsible for assisting in the preparation of this plan and for the preparation of compatible on-site contingency plans. These plans will include specific responsibilities, notification and emergency response procedures and available resources.

2) Provide technical support as requested in the development of off-site risk assessments and contingency planning.

3) Provide technical support to the Incident Commander at the Command Post during an incident.

4) Provide personnel, technical expertise and equipment support; and participate in chemical hazard exercises and other training activities.

5) Notify appropriate officials/agencies of a chemical release incident as directed by Federal and State laws.

2. Pipeline Operators

a. Responsible for a plan that outlines the general actions and establishes policies to be followed in the event of a chemical release incident.

b. Provide technical guidance, personnel and hardware to support the training and exercise program directed by the LEPC/LEPD.

3. Highway Carriers

a. Notify Dispatch Center of a HAZMAT incident. Provide the dispatcher with all appropriate information to complete the Chemical Emergency Notification Report (Appendix 7). Also, provide safe routes of entry into designated staging areas for emergency response personnel.

b. Develop a chemical incident response plan.

c. Maintain a response capability in the event of a hazardous materials incident involving their inventory.

d. Provide technical assistance, personnel and resources to the Incident Commander to mitigate incidents involving their inventory or property.

e. Provide proper identification of all hazardous materials carried.

f. Provide technical expertise, personnel and hardware to support the training and exercise program of the LEPC/LEPD?

g. Provide a list of major hazardous materials commodities shipped and periodically update that list.

D. Relationship To Other Plans

1. The Jasper County Emergency Operations Plan is the underlying document for the protection of health, safety, and property of the public in Jasper County from all natural and manmade disasters.

2. The Hazardous Materials Annex, Annex H, to the Emergency Operations Plan provides procedures to protect the public from transportation, storage, fixed site and transfer point hazardous materials incidents.

3. Each fixed facility having extremely hazardous substances is required to develop an on-site contingency plan that specifies notification, response activities and coordination procedures with outside agencies.

4. Emergency response agencies have entered into mutual agreements within the county and adjacent counties that increase response capability.

5. The State of Missouri has developed the Hazardous Substance Emergency Response Plan which outlines the responsibilities of the appropriate state agencies in responding to hazardous substances emergencies that exceed county capabilities under paragraph d.

6. The National Contingency Plan provides for a coordinated federal response to a large-scale hazardous materials incident. This plan is activated by request from the Incident Commander in case of a fixed facility incident, or through the shipper in case of a transportation related emergency.

VI. RESPONSE FUNCTIONS

A. Initial Notification of Response Organizations **42 U.S.C. 11003 (c) (2).**

1. When a hazardous substance spill occurs, notification of the Jasper County Emergency Communications Center may come from several sources.
   a. Citizens
   b. Fixed Facility
   c. County or City agency such as highway or street department
   d. County or City response agency
2. The Dispatcher receiving this first report must give priority to alert the fire department in the appropriate jurisdiction. The dispatcher must then try to obtain as much information as possible from the first source or the first responder (Appendix 7).
   a. Identification of call and how to maintain contact.
   b. What happened? Where and when?
   c. Injuries?
   d. Chemical name or identity (placard).
   e. Estimated quantity.
   f. Type and condition of containers.
   g. Shipping information.
   h. First estimate of incident level.
3. The dispatcher then alerts Law Enforcement, EMS, and the County Coordinator, passing on the above information to all responding units (Appendix 2).
4. Depending on the classification of the incident, many emergency functions may be necessary for the appropriate response.

Notifications will be made in accordance with procedures found in function annexes of the Jasper County Emergency Operating Plan. If a determination is made that the release exceeds the reportable quantity, the spiller must notify the Missouri Department of Natural Resources and the Local Emergency Planning Committee.

5. PUBLIC WARNINGS will be issued in accordance with the procedure set forth in Annex C of the Jasper County Emergency Operations Plan (EOP). **42 U.S.C. 11003 (c) (4)**

   a. EVACUATION. Evacuation can be completely effective if accomplished prior to the arrival of the toxic cloud. (See Annex J of the Jasper County EOP.)

   b. IN-PLACE SHELTERING. In some cases, advising people to stay indoors and attempting to reduce air flow into a structure may be the most effective protective action. (See Annex K of the Newton County EOP.)

   c. INGESTION ADVISORY. Drinking water and food crops may be contaminated by a chemical release. The public must be warned of a threat to food and water supplies.

   d. SEWAGE and RUNOFF. A hazardous chemical release may contaminate sewage systems or area streams and lakes. Such contamination could create a public health threat and serious environmental problems.

VII. DIRECTION AND CONTROL

A. Incident Management System

1. Responders to a hazardous materials emergency Level II or I in Jasper County will operate using the Incident Command System (ICS). To affect the fastest response, the County has not been divided into response zones, however, the following fire departments will assist in the event of an incident:

a.	Asbury Fire Department	242-5608
b.	Avilla Fire Department	646-5509
c.	Carl Junction Fire Department	649-6062
d.	Carterville Fire Department	673-3070
e.	Carthage Fire Department	237-7100
f.	Duenweg Fire Department	623-7408
g.	Jasper Fire Department	394-2596
h.	Joplin Fire Department	623-0403
i.	Oronogo Fire Department	673-2880
k.	Tri-City Fire Department	525-6271

l. Webb City Fire Department 673-2254

2. In the event of a hazardous materials incident, the Fire Chief of the area affected will be the Incident Commander. In his absence, command will be assumed by the highest-ranking department officer present. Incident Commanders must be qualified at ICS Level.

3. The maximum level personal protection available to these responders is structural firefighting protective clothing in combination with positive-pressure self-contained breathing apparatus (SCBA). Consequently, operations level response from Jasper County agencies will be defensive and not compromise the safety of the responders. (See Fire and Rescue)

4. When an incident is classified as a Level II or III HAZMAT emergency (beyond local response control), the Incident Commander must immediately request appropriate assistance at state and federal levels. (See Fire and Rescue) In preparation for logistical support of outside assistance, the Incident Commander activates the Emergency Operating Center (EOC).

B. Direction and Control Procedures

1. The Incident Commander will maintain control of the scene and coordinate all actions related to the incident and assign specific responsibilities to the Incident Command Post and the EOC.

2. The Incident Command Post provides a unified command of all participating agencies to ensure coordinated operations, simplification of communications, performance of logistical tasks, and to assist the Incident Commander with the overall management of incident activities.

C. Training/Refresher Training

Those responders who are trained in accordance with 29 CFR 1910.120 shall receive annual refresher training of sufficient content and duration to maintain their competencies.

X. EXERCISING

A. The Jasper County LEPC/LEPD is responsible for designing, scheduling and evaluating all exercises and drills. An exercise of the HAZMAT Annex will be held annually.

B. Each exercise will be followed by a critique to review the effectiveness of this annex and its support systems. This annex will be revised on the basis of the exercise critiques.

XI. ANNEX MAINTENANCE

Updating the Plan

A. Recommended changes to this annex will be made by the Jasper County LEPC/LEPD.

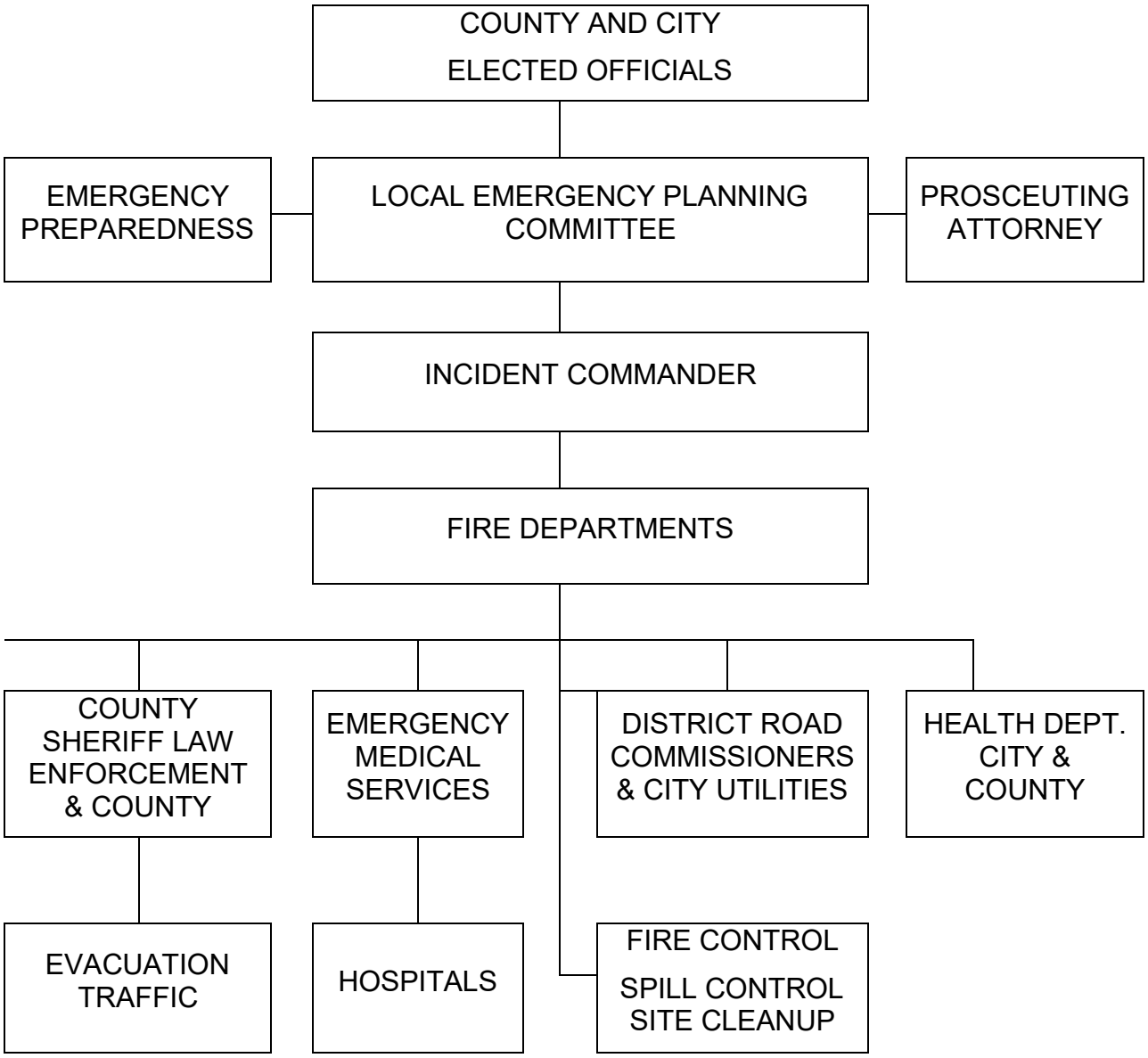
B. All revisions will be dated and recorded and provided to all holders on record. Revised pages will show the date of change.

APPENDICES

1. HAZMAT Response Organizational Chart
2. LEPC/LEPD Membership and Call-up Roster
3. Response Agencies for HAZMAT Incidents
4. Transportation Routes
5. Fixed Facilities with Extremely Hazardous Substances (EHS)
6. Fixed Facilities with Hazardous Substances
7. Chemical Emergency Notification Report
8. Checklist of Actions by Operating Time Frames
9. Radiological Incidents
10. Proposed Exercise Schedule
11. Proposed Training Schedule
12. Joplin Fire Department SOG
13. Fire and Rescue Operations
14. Law Enforcement Operations

Appendix 1 to Annex H

JASPER COUNTY HAZARDOUS MATERIALS RESPONSE ORGANIZATION



Appendix 2 to Annex H

LOCAL EMERGENCY PLANNING COMMITTEE MEMBERS

See Supplemental Annex

Appendix 3 to Annex H

RESPONSE AGENCIES FOR HAZARDOUS MATERIAL INCIDENTS

STATE ASSISTANCE	PHONE NUMBER
Governor's Office	(573)751-3222
Missouri National Guard	(800)526-6664
Missouri Emergency Response Commission	(573)634-2439
Division of Environmental Quality (DNR)	(573)634-2436
State Department of Health	(800)392-0272
Clean Water Commission	(816)229-3105
Air Conservation Commission	(816)233-1321
State Emergency Management Agency	(573)751-2748
Hazardous Waste Management Commission	(573)796-4779

FEDERAL ASSISTANCE (24 Hours)	
Federal Emergency Management	(202)646-2400
Agency for Toxic Substances and Disease Registry	(404)452-4100
National Response Center	(800)424-8802
Bomb Disposal and Explosive Ordinance Team -	
U.S. Army, Fort Leonard Wood	(573)368-3814
Nuclear Regulatory Commission	(301)951-0550
U.S. Department of Energy - Radiological Assistance	(202)586-8100
U.S. Department of the Treasury -	
Bureau of Alcohol, Tobacco, and Firearms	(816)426-7188

OTHER EMERGENCY ASSISTANCE (24 Hours)	
CHEMTREC	(800)424-9300
CHLOREP	(800)424-9300
NACA	(800)424-9300
Association of American Railroads -	
Bureau of Explosives	(202)639-2222

HAZARDOUS MATERIALS OPERATIONS PLAN

SOURCES OF INFORMATION ON HAZARDOUS MATERIALS

American Gas Association …….……..	(202)824-7000
American Petroleum Institute……..	(202) 682-8000
Association of American Railroads……	(202) 639-2100
Aviation Explosives Security Program (FAA)…….....	(202) 426-8490
Bombing Investigation & Terrorist Bombing (FBI)……	(202) 324-4664
Bureau of Explosives……	(202) 293-4048
Center for Disease Control ……...…….	(800) 232-4636
Chemical Manufacturers Association……	(202) 328-4200
Chemical Transportation Center (CHEMTRAC) …….....	(800) 424-9300
Chlorine Institute……...	(703) 894-4140
Classification of Explosives Military……...	(202) 325-0891
Department of Energy (DOE)……	(301) 353-5555
Department of Transportation…….……	(202) 586-1234
Destruction of Explosives (ATF) and Destructive Devices….	(202) 566-7087
Disaster Research Center……	(614) 422-5916
Dow Chemical Center……..	(989) 636-4400
Dupont Company…….……	(833) 338-7668
Federal Aviation Administration Information……	(800) 835-5322
Federal Highway & Railroad Administration……..……	(202) 366-0693
Found/Recovered Explosives (ATF)……..	(202) 566-7395
Hazardous Materials Advisory Council……..	(202) 223-1271
Hazardous Materials (USGC)……	(202) 426-2296
Hazardous Materials Program Mgr. (FAA)……..	(202) 426-8417
Information Hot Line (Nuclear)…….……..	(202) 586-1234
Institute of Makers of Explosives……	(202) 789-0310

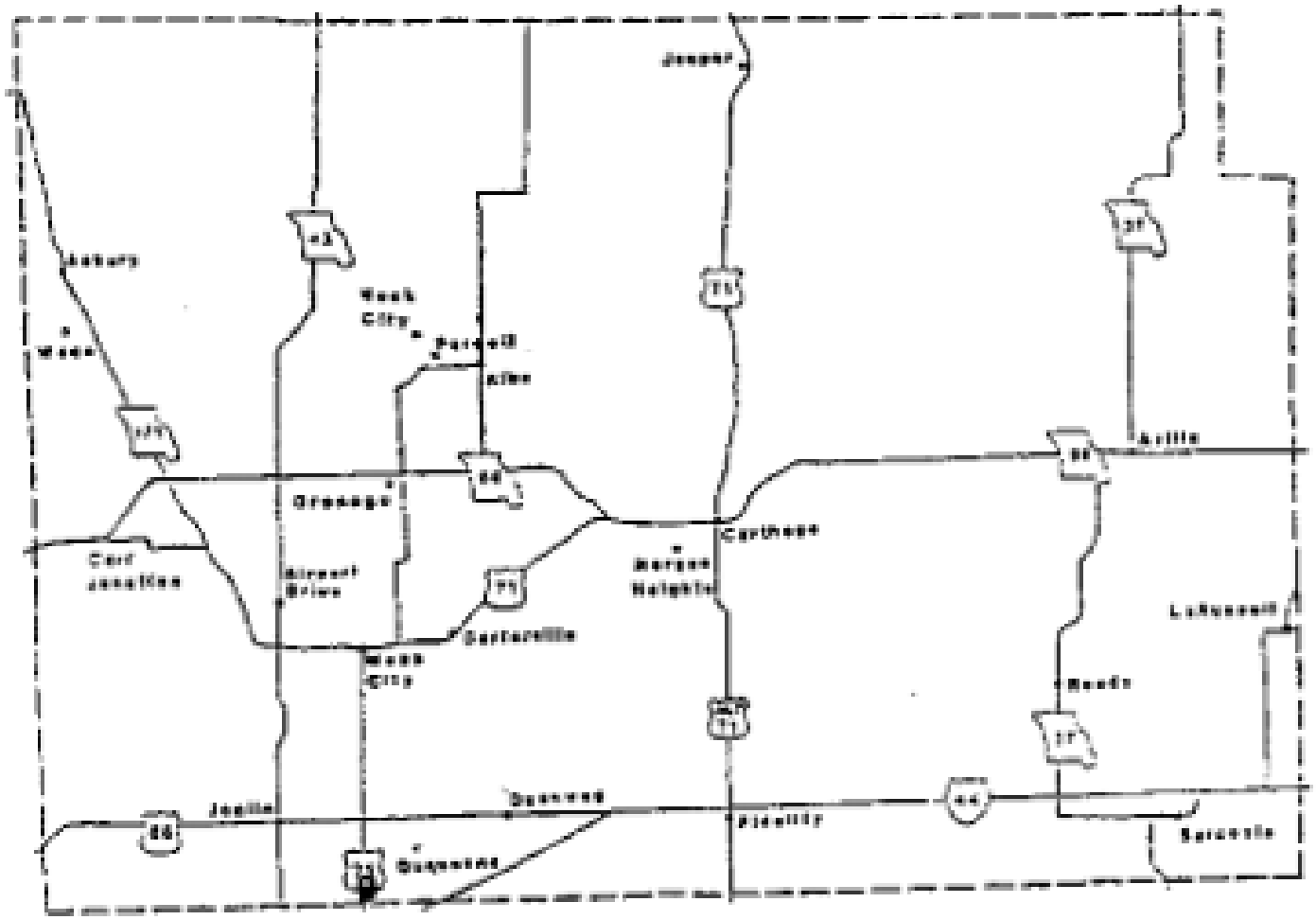
National Fire Protection Association…….. (617) 770-3000
National Foam……... (610) 363-1400
National Poison Control…….. (800) 222-1222
National Response Center ……. (800) 424-8802
(United State Coast Guard, Environmental Protection Agency)
Nuclear Regulatory Commission…… (800) 368-5642
Pesticide Safety Team Network (PSTN)…….. (800) 424-9300
Pesticide Lab……. (800) 531-7790
Pollution Response Branch (United States Coast Guard)…. (202) 426-9568

Appendix 5 to Annex H

PRIMARY TRANSPORTATION ROUTES & TRAFFIC CAPACITIES

Highway 43-	From north to south border,	2,260
Highway 66-	From west to I44 Business	15,000
Highway 71-	From north through Carthage to I-44	22,660
Highway 37-	From Avilla north to border	660
Highway 71B-	From Carthage, through Webb City & south to border	760
Highway 96-	From east to west border	3,500
Highway 171-	From Carthage, through Webb City, Carl Junction, to border	300
Highway HH-	From 71A to AA Highway	350
Highway AA-	From 71 to I44 Business	350

Map of Transportation Routes



Appendix 5 to Annex H

FIXED FACILITIES WITH EXTREMELY HAZARDOUS SUBSTANCES

On file with: Joplin-Jasper County Emergency Management Agency

Appendix 6 to Annex H

FIXED FACILITIES WITH HAZARDOUS SUBSTANCES

On file with: Joplin-Jasper County Emergency Preparedness Agency

Appendix 7 to Annex H

CHEMICAL EMERGENCY NOTIFICATION REPORT

Date_____ Time_____ Received by _____

1. Caller name_____Representing _____
2. Callback Nos._____Emergency Contact (name)_____
3. Material(s) Released (spell)_____E.H.S. yes/no
4. Amount Released_____lbs./gal Potential release _____
5. Date of Release_____Time_____Duration____hr.___min.
6. Release medium: Air_____Water_____Soil_____Sewer_____Drains_____
7. Location: City or County _____
   Facility name: _____
   Facility address: _____
8. Health risks _____
9. Precautions (Public Safety Concerns) _____
   _____
10. Incident Description: Fire_____Gas vapor_____Spill_____Explosion_____
    Other_____
11. Type of Container:
    Truck ___ Rail Car ___ Drum ___ Storage tank *(above or below ground)* ___
12. Four-digit ID number_____Placard/Label information _____
13. Weather conditions_____Wind Direction_____Temperature _____
14. Agencies notified:
    Local Fire……. yes_____no_____time
    Local Emergency Management Director……. yes_____no_____time

Missouri Department of Natural Resources (573) 634-2436……
…….. yes_____no_____time
National Response Center (800) 424-8802……... yes no time
CHEMTREC (800) 424-9300…….. yes_____no_____time
Other _____.....____yes_____no_____time

15. Remarks, etc. _____

Appendix 8 to Annex H

CHECKLIST OF ACTIONS BY OPERATING TIME FRAMES

MITIGATION

1. Develop after-action to include:
   a: Actions taken.
   b: Personnel costs and materials expended.
   c: Assistance received from and given to other agencies.
   d: Problem areas to address corrective measures.

2. Review plans and procedures with key personnel and make revisions and changes.

3. Develop safety programs that include disaster situations for presentation to the public.

4. Develop training programs for local fire departments and emergency medical services.

5. Identify facilities such as hospitals, nursing homes and adult congregate living facilities (ACLFs) that could create special problems before or during an evacuation.

6. Participate in tests, exercises and drills.

7. Establish liaison with private area resources that could be useful in the event of a HAZMAT incident.

8. Develop SOG's to meet anticipated needs.

9. Review and update the annex and SOGs at least annually. Call-up lists should be reviewed twice a year.

10. Initiate and conduct training programs.

PREPAREDN
ESS

1. Alert key personnel according to the procedures established in departmental call- up lists.

2. Determine the status of equipment and resources.

RESPONSE

1. Initiate the hazardous materials annex or plans to include possible evacuation, area control and clean-up.

2. Alert or activate off-duty and auxiliary personnel as the emergency requires.

3. Notify DNR at 1-800-334-6946 or 573-634-2436.

4. Coordinate activities with other agencies.

5. Coordinate the response of those responding from outside the incident area.

6. Activate mutual aid agreements if needed.

7. Relay the damage reports. Advance warning of all potential problem areas should be included in the report to the SEOC.

8. Maintain records of actions, problems and costs.

RECOVERY

1. Continue to participate in clean-up. Assist in damage assessment.

2. Report on all activities to direction and control.

3. Submit expense report on personnel, resources and supplies expended.

4. Replenish supplies and repair damaged equipment.

Appendix 9 Annex H

RADIOLOGICAL INCIDENTS

I. PURPOSE

This document provides for the organized effort necessary to minimize the effects of radiation on the people, resources and environment through detection and implementation of preventive and remedial measures.

II. SITUATION AND ASSUMPTIONS

A. Situation

There are several types of situations that have the potential to cause a radiological incident.

1. Fixed Facilities - The hospitals are the only facilities that store radiological materials and dispose of radiological waste in Jasper County.
2. Transportation Routes - The highways identified in Appendix 4 Annex H would be where any radiological materials or waste would be transported.

B. Assumptions

1. In the event of a peacetime radiological incident, assistance will be available from the state and federal governments and from the nuclear industry to detect radiation, monitor it, and predict its spread.
2. First responder organizations, particularly fire and law enforcement, will be part of the local radiological emergency support program and will accept appropriate training for such response.
3. Based on previous history, the chance of a radiological incident is not a significant threat to people or the environment.

III. CONCEPT OF OPERATIONS

A. Reporting Requirements

Radioactive materials are closely regulated by federal laws for reporting, handling, and transporting these kinds of materials.

1. Fixed facilities are required to report their radioactive materials under SARA Title III (CERCLA) to the Missouri Emergency Response Commission (MERC), the Local Emergency Planning Committee (LEPC), and the local fire department.
2. Highway and railway shipments of radioactive materials are also required to report the material to be shipped, when it will be shipped, and the shipment route to either the State Emergency

Management Agency (SEMA) or the Department of Natural Resources (DNR).

B. Response Capability

1. State

a. Notification of an Incident - Point of Contact

1) Department of Health and Senior Services

Notify Center for Emergency Response and Terrorism (CERT) 1-800-392-0272.

2) Department of Natural Resources - primary notification point for a hazardous materials incident. 24-hour number: 573-634-2436.

3) State Emergency Management Agency - 24-hour Duty Officer: 573-751-2748.

b. Response Teams - Trained radiological response teams are available from the state to respond to an incident.

c. Additional State Agency Assistance

1) Missouri State Highway Patrol - Troop D Headquarters, 3131 East Kearney Street in Springfield. Maintain a self-support kit to use for a radiological incident. Officers have received orientation training through SEMA.

2) Missouri Department of Transportation (MODOT) in Springfield have self-support kits available in the district offices that are along identified radiological highway corridors. Personnel are trained at the radiological monitor level through SEMA.

2. Local

Identify trained response agencies and personnel. Note if no capability is available.

a. Fire departments and law enforcement agencies - fire and law enforcement personnel receive, as a minimum, awareness level training for hazardous materials as required under SARA Title III.

b. Health and Medical Services – Mercy Regional Medical Center and Freeman Hospitals can handle victims involved in a radiological incident.

c. Emergency Management - SEMA can provide a list of people who have received radiological training through SEMA.

d. Other - Local jurisdictions along identified highway and railway corridors have been given self-support kits through SEMA. The information can be obtained from SEMA.

C. Monitoring Equipment

Radiological monitoring equipment for local organizations is provided, calibrated and maintained by the State Emergency Management Agency. The following types of equipment are available.

1. Self-Support Kits: Information on how many self-support kits are available and where they are located is available from SEMA.

D. Accident Assessment

1. First on-the-scene responders should follow the appropriate "Action Guides" for radioactive and other hazardous materials in the NAERG North America Emergency Response Guidebook. These action guides conservatively assume minimal specialized training by first responders; hence, response actions beyond those indicated in this guide would depend on the particular accident contingencies and the expertise of the responders.

2. Since specialists with the expertise to assess the degree of the radiological hazards in an accident will seldom be at the scene of the accident in the initial response phase, provision should be made for rapid and reliable communication linkages between emergency first responders and radiological authorities not at the scene.

3. Trained state and local radiological response teams should be established. Provisions should be made for rapid notification and deployment capabilities of these teams on a 24-hour basis. Procedures for response by adequately trained teams from appropriate jurisdictions (i.e., state, local) should have responsibility for the following functions:

   a. Assess need for first aid and lifesaving efforts, as appropriate;

   b. Determine if radioactive materials and other non-radioactive hazardous materials, such as flammable and corrosives, are involved and, if so, which are separate hazards or which might interact with radioactive materials or their packaging;

   c. Develop procedures for controlling access to and egress from the accident scene;

d. Develop and adopt safety measures for response team members to prevent injury from environmental factors not related to radioactive or other hazardous materials, such as avoiding electric shock, falls, and fire;

e. Develop methods for obtaining all possible information regarding the type of packaging; the information form marking, labeling and placarding; the type, quantity and chemical form of the radioactive materials involved; and the observable indicators of release of radioactive materials from packaging;

f. Obtain information on the accident including location, condition of radioactive materials packages, fire potential, weather conditions, and any other relevant information.

g. Determine capability of commonly available radiological survey instruments to measure specific radio nuclides identified on shipping papers or labels;

h. Measure radiation levels, as appropriate, if capability exists (see f and g above);

i. Perform preliminary dose projections, if needed, based on observation, measurements, and actual or potential radioactive releases; and

j. Develop criteria for determining need and methods for taking environmental samples.

E. Protective Actions for Public

The three options for protecting the population are access control, evacuation and shelter. Local officials will implement one or more options, depending on the best available estimate of the disaster situation.

1. Controlling access to the area should be included as a method here. It is the most likely action to be taken until experts from the Department of Health and Department of Natural Resources arrive.

2. Evacuation will be considered based on the condition of the area to be evacuated, the condition at the selected destination, and any risk of exposure while en route. Evacuation operations are discussed in Annex J.

3. Sheltering in-place will depend on the relative protection from potential disaster agents provided by the available residential, commercial, and recreational structures in the community. People will be advised to stay indoors and reduce the air flow into the structure. In-place shelter is discussed in Annex K.

F. Decontamination

The State Department of Health should be contacted regarding decontamination of facilities, equipment, and the environment.

G. Cleanup

The spiller is responsible, according to state and federal law (Sec. 260.500 through 260.550 RSMo. and 10 CSR 24-1.010 through 24-3.010), for the costs of all cleanup and countermeasures. The Incident Commander, in conjunction with requested state and federal resources (DNR and EPA), is responsible for determining these measures and monitoring the cleanup and disposal of contaminated materials.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The chain of command at the accident scene should be stated explicitly. There should be one person or agency with overall authority and responsibility for radiological assessment and control. See Appendix 1 to this Annex.

V. DIRECTION AND CONTROL

Incident Command will be used for on-scene management of a response to a hazardous materials (radiological) incident, as discussed in this Annex.

VI. TRAINING

A. SEMA offers the following radiological training:

1. Radiological Monitor (RM). This is an 8–12-hour course. Home Study 3 (HS 3) is a prerequisite.
2. Fundamental course for Radiological Monitor. This is a 2–4-hour course.
3. Radiological Response Team (RRT). This is a 32-hour course. The RM course is a prerequisite.
4. A refresher RRT course is available through SEMA and is an 8-hour course.
5. Radiological Officer (RO). This is a 24-hour course. The RRT course is a prerequisite.

B. Department of Health provides radiological training to hospitals and ambulance services. They offer the following course:

1. The Hospital Radiation Accident (HRA) course provides participants with a basic understanding of radiation and its biological effects and provides basic procedures for managing medical emergencies due to radiation accidents.

C. SEMA and the Division of Fire Safety will assist with arranging for hazardous materials awareness level courses for all first responders.

D. Home-study courses for radiological incidents are available from the Federal Emergency Management Agency (FEMA) by contacting SEMA.

1. HS 3 - Radiological Emergency Management.
2. IS 301 - Radiological Emergency Response: An Independent Study.

VII. ADMINISTRATION AND LOGISTICS

Provision should be made for record keeping and documentation of key data obtained or developed related to accident assessment.

VIII. AUTHORITIES AND REFERENCES

A. Public Law 99-499, Superfund Amendments and Reauthorization Act (SARA), Title III.

B. North American Emergency Response Guidebook.

C. Memorandum of Understanding Concerning Radiological Emergency Response (Department of Natural Resources, Department of Health, and SEMA).

D. Nuclear Regulatory Commission.

E. 40 CFR, Part 302, Designation, reportable Quantities, and Notification Issues for Hazardous Materials.

F. 44 CFT, Part 10, Environmental Considerations.

G. Chapter 292, Health and Safety of Employees, Missouri Emergency Response Commission, Revised Statutes of Missouri, 1993.

H. Public Law 101-615, Hazardous Materials Emergency Planning, Revised 1995.

I. Public Law 85-256, Price-Anderson Act, provides for a system of compensating the public for harm caused by a nuclear power plant accident.

Appendix 10 to Annex H

PROPOSED EXERCISE SCHEDULE

42 U.S.C. 11003 (c) (9)

The HazMat Plan will be exercised annually. This will be either a functional or an actual incident.

Appendix 11 to Annex H

HAZ-MAT TRAINING

Detailed Hazardous Materials Plan is on file in the EOC.

ANNEX I
PUBLIC WORKS

I. PURPOSE

The ability of local government to protect life and property in Joplin and Jasper County following or during a disaster could well depend upon how fast any utilities are restored or how soon debris can be removed from the streets. This annex will organize local public works resources in such a manner that they will be able to perform the many tasks that are essential to an effective emergency (disaster) response.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Joplin and Jasper County are subject to many types of hazards (see Basic Plan, Situation & Assumptions). The Public Works section could become involved in any of these and could be asked to perform any of a large number of assignments.

2. The residents of Jasper County and its municipalities are served by several different utility companies -- municipal and private (see Appendix 3 to this Annex).

3. Private resources are available in Joplin-Jasper County to assist in Public Works activities.

4. Outside resources are available to assist should all local resources become committed.

B. Assumptions

1. Should a major disaster occur, the local public works department will not have adequate resources to deal with all potential problems immediately and will have to assign tasks on a priority basis.

2. Local private resources should be adequate to supplement the public resources.

3. Outside resources (state and federal) will respond when called upon but their ability to react may be limited.

4. When a disaster occurs, all public works equipment and personnel will be available for response.

III. CONCEPT OF OPERATIONS

A. General

1. The ultimate responsibility for providing public works services rests with local government, but utility companies play a major supporting role. See Appendix 3 to this Annex for a list of these companies.

2. During a classified emergency (see Appendix 3 to the Basic Plan, Emergency Classification and Control Procedures), the head of the Public Works section will coordinate activities with the EOC or the site commander.

3. Following any disaster occurrence, public works section will be a major participant in the damage assessment activities described in Annex D, as well as activities described in Annex N.

4. HazMat training to Awareness Level and Basic IMS and Hazardous Materials/WMD Awareness is recommended for Public Works personnel.

B. Actions to be taken by Operational Time Frame

1. Mitigation

a. Participate in the hazard identification process and identify:

1) Special procedures that need to be developed
2) Vulnerabilities in the public works system

b. Train personnel in emergency procedures (radiological and hazardous materials incidents).

c. Review all other annexes of this plan to insure proper coordination of public works activities.

d. Develop emergency procedures to include, but not limited to the following:

1) Debris removal
2) Call-up lists and procedures
3) Road and bridge repairs
4) Emergency utility service to critical facilities
5) Restoration of normal utilities
6) Damage assessment (see Annex D)

7) Flood control and snow removal
8) Garbage disposal
9) Evacuation
10) Sheltering of personnel and equipment
11) Support to other agencies

e. Establish contact with private resources that could provide support during an emergency. (See Appendix 2 to Annex G, Resource Lists.)

f. Participate in drills, tests, and exercises to include critique and follow-up actions.

2. Preparedness

a. When advised of potential hazard, check status of:
1) Personnel
2) Equipment
3) Supplies
4) Facilities
(Especially those areas required to deal with the approaching hazard).

b. Activate call-up plans.

c. Check status of communications systems.

d. Establish contact with the EOC or the person in charge at the scene.

e. Ensure protection of all Public Works personnel and equipment.

f. Maintain increased readiness status until the situation escalates or the order to discontinue operations is given.

3. Response

a. Provide support on a priority basis as determined by the EOC or the site commander.

b. Restore utility service to critical and essential facilities as required (i.e., hospitals, nursing homes, schools, businesses, etc.).

c. Clear roads and restore utilities to facilitate emergency operations.

d. Survey Public Works damage and report to the EOC (Annex D).

e. Close roads and construct barricades as directed.

f. Make recommendations to the EOC on:

1) Priority of repairs
2) Outside assistance required

g. Assist in search and rescue operations as required under the direction of the Fire and Rescue operations.

4. Recovery

a. Repair and restore public works and vital facilities on a priority basis.

b. Provide potable water and sanitary facilities if necessary.

c. Coordinate utility repairs by outside agencies.

d. Support decontamination if necessary.

e. Participate in after action reports and critiques.

f. Make necessary changes in plans and procedures.

g. Recommend changes in planning, zoning, and building codes to mitigate future disasters.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

The organizational chart for the Public Works function is shown in Appendix 1 to this Annex.

B. Assignment of Responsibilities

1. Public Works activities in Jasper County will be under the direction and control of the Road District Commissioners. Each will be responsible for all public works activities in the unincorporated areas of the county. They will not have actual

control over all activities, as the public utilities are not under the day-to-day control of the county government.

2. The Joplin Public Works Director will be responsible for such operations in the City of Joplin with the exception of those services provided by the public utilities.

V. DIRECTION AND CONTROL

A. All public works personnel will be supervised and assigned by the appropriate Public Works Director.

B. The directors of the County and municipal public works departments or their representative will locate to the appropriate EOC and operate from there. The other public works personnel will participate in operations on-site and they must at all times remain in contact with the EOC and report regularly to their public works director.

C. Outside resources will be under the direct control of their own supervisors but will be deployed by the EOC and assigned missions by the site commanders.

VI. CONTINUITY OF GOVERNMENT

A. Lines of succession

1. Jasper County Road Districts

a. Commissioners (3)

2. Joplin Public Works Department

a. Director

b. Assistant Director

c. City Engineer

B. In the event the primary EOC is unable to function, public works operations will be directed from the alternate EOC as explained in Annex A, Direction and Control under Section II.

VII. ADMINISTRATION AND LOGISTICS

A. Administration

1. Overall administration of the Public Works services will be by normal day-to-day procedures.

2. Additional resources for this function will be requested through Direction and Control (Resources and Supply, Annex G).

B. Logistics

1. Normal hiring procedures for hiring outside contractors can be circumvented, but only when authorized in writing by the chief elected official present.

2. Other emergency supplies can be procured in the same manner, but adequate records must be kept.

VIII. ANNEX DEVELOPMENT AND MAINTENANCE

A. It is the responsibility of the Joplin Public Works Director and the Jasper County Road District Commissioners to maintain this functional annex.

B. They will participate in regularly conducted drills and exercises and incorporate the results into the annex.

C. The SOGs will be maintained by the department heads as required.

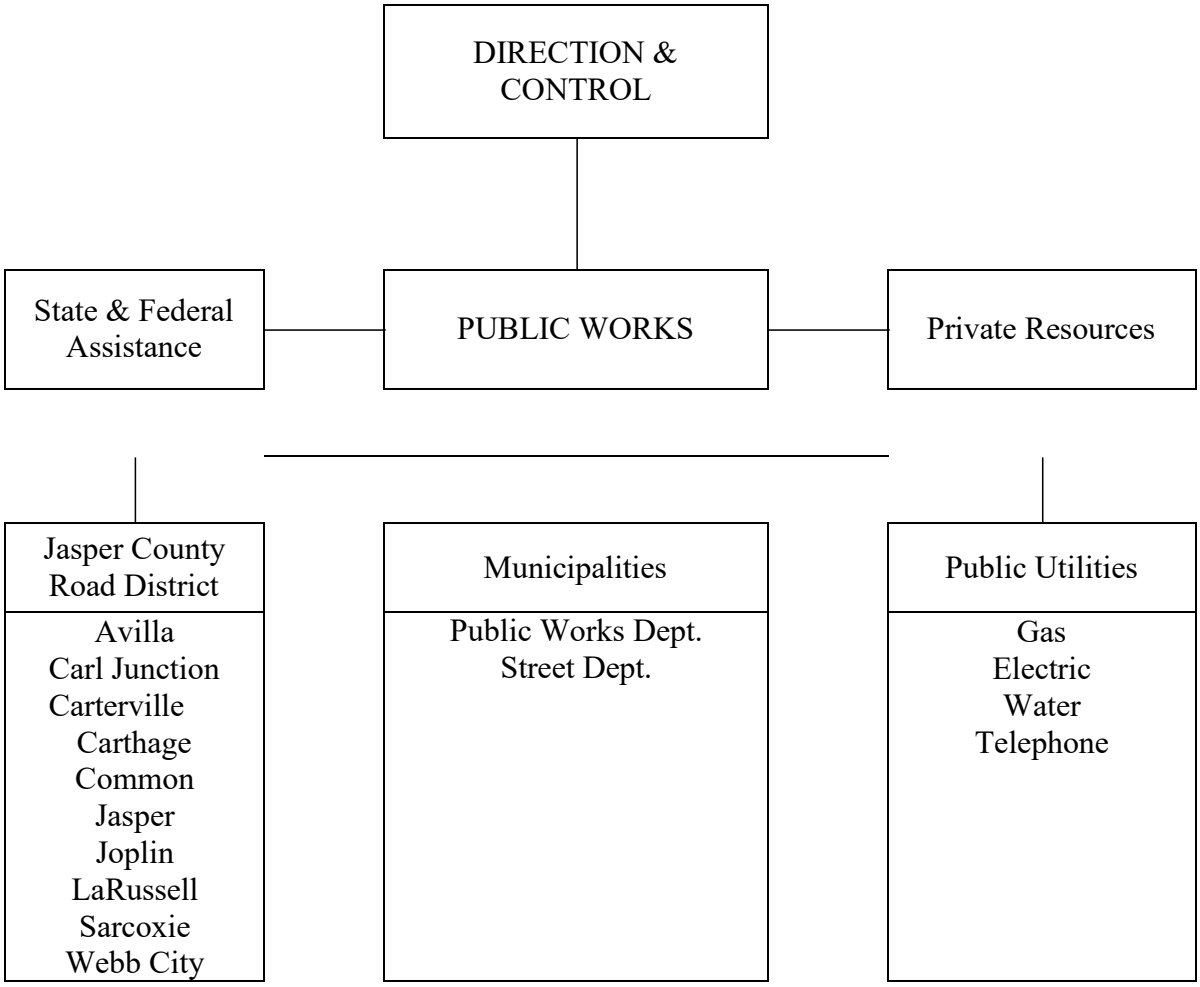
D. An annual review of this annex will be instigated by the Joplin-Jasper County Emergency Management Director and the results will be incorporated into the annex.

APPENDICES

1. Public Works Organizational Chart
2. SOG for Emergency Repairs
3. Utilities
4. Jasper County Road Districts (Map)

Appendix 1 to Annex I

PUBLIC WORKS ORGANIZATIONAL CHART



Appendix 2 to Annex I

SOG FOR EMERGENCY REPAIRS

A. Each county and city public works organization will have its own specialized priorities for emergency repairs. Part 1 below consists of general guidelines for such repairs following a disaster.

1. Guidelines:

a. Clear debris and make repairs to roads and bridges that are impeding rescue crews and equipment (lifesaving).

b. Restore services to facilities with special needs (nursing homes, temporary shelters, etc.).

c. Repairs to roads and bridges that have isolated people.

d. Restore services to schools, critical facilities, and businesses.

e. Make any necessary repairs to expedite recovery.

2. Again, these are just general guidelines, and each disaster will have a different set of circumstances so each problem must be judged on a case-by-case basis and priorities established at that time.

B. Equipment

Equipment lists and inventories are maintained by the Jasper County Road Districts and the Joplin Public Works Department. As the inventories change, each is responsible for keeping the resource lists updated. Copies of these lists are kept on file with the Joplin-Jasper County Emergency Management Director.

C. Personnel

Personnel rosters are maintained by the Joplin Public Works Department. The Jasper County Commission keeps a list of the Road District Commissioners and furnishes a copy to the Joplin-Jasper County Emergency Management Director.

D. Call-Up Procedures

See Appendix 2 to Annex A.

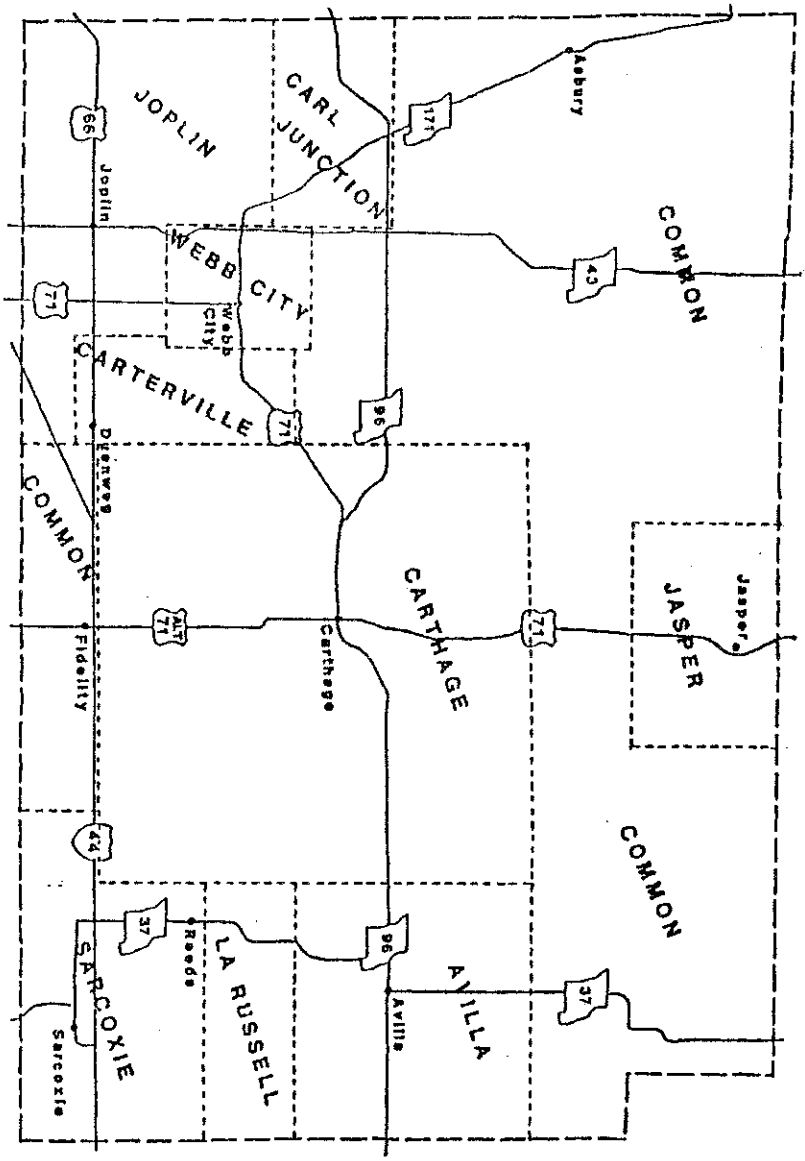
Appendix 3 to Annex I

UTILITIES

See Supplemental Annex

Appendix 4 to Annex 1

JASPER COUNTY ROAD DISTRICTS
(Map)



Jasper County Road Districts (10)

I-10