

# Pasco County, Florida

## 2020 All-Hazards Comprehensive Emergency Management Plan



"Serving our community to create a better future."

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## EXECUTIVE SUMMARY

The **Comprehensive Emergency Management Plan (CEMP)** establishes the organizational and procedural framework to ensure that Pasco County, and all six of the municipalities contained within its borders will be adequately prepared for all hazards threatening the lives and property of our citizens. The CEMP outlines the responsibilities and coordination mechanisms of Pasco County agencies and municipalities in a disaster. The CEMP also coordinates response and recovery activities with the business community and voluntary organizations that are active in disasters. The plan unifies the efforts of these groups for a comprehensive approach to reducing the effects of a disaster.

The Plan addresses the five mission areas or phases of emergency management (prevention, protection, response, recovery, and mitigation), parallels state activities outlined in the State of Florida CEMP, federal activities set forth in the Federal Emergency Management Agency's (FEMA's) National Response Framework (NRF), and describes how local, state, and national resources will be coordinated to supplement local response and recovery capability. The CEMP is compliant with the criteria issued by the State of Florida Division of Emergency Management (FDEM), Chapter 27P-20, F.A.C., pursuant to F.S. §252.

The CEMP is both a planning and an operations-based document that provides guidance for all aspects of emergency management. The CEMP is organized into three essential elements: The Basic Plan, including a mitigation component, and one (1) Annex that address Interagency Coordinating Procedures (ICPs).



## INTRODUCTION

Based on the unique threat, risk, vulnerability, topographic, demographic and economic profile of Pasco County, the CEMP describes a five-year vision of preparedness activities, establishes concepts of operation for response and recovery, and broadly outlines local mitigation strategies (Table 1). The CEMP defines the functional roles and responsibilities of each government entity that partners with Pasco County in disaster organization and their relationship to each other. As outlined, the CEMP is divided into three sections: The Basic Plan (including a mitigation component as well as a recovery component), the Interagency Coordinating Procedures (ICPs), and the Position Specific Guides (PSGs). The following describes each section:

### BASIC PLAN

The Basic Plan outlines the general purpose, scope and methodology of the plan; coordination, control and organizational structure; concept of operations; and identifies responsibilities of all agencies and resources mobilized by Pasco County to assist in recovering from a disaster. The CEMP enables Pasco County to exercise its responsibility for providing direction and control during any type of disaster.

<b>Response</b>	<b>Preparedness</b>	<b>Recovery</b>	<b>Mitigation</b>
Incident Command	Training	Local and State Assistance	Local Mitigation Working Group
Emergency Support Functions	Exercises	Federal Public Assistance	Funding Sources
Multi-agency Coordination	Public Education	Federal Individual Assistance	National Flood Insurance Program (NFIP) CRS Program Participation
Public Information	Mutual Aid Agreements	Post Disaster Redevelopment	Floodplain Management Plan Community Wildfire Protection Plan Land Development Code Comprehensive Land Use Planning

*Table 1*

### INTERAGENCY COORDINATING PROCEDURES

The Interagency Coordinating Procedures (ICP) section of the CEMP includes details by name and organization, the lead, assisting, and where applicable, coordinating entities, as well as their roles and responsibilities in the five phases of an emergency or disaster. Each ICP outlines specific tasks or “functional” procedures that are applicable, regardless of the hazard. These

tasks utilize the ICS concept of the NIMS job aids where specific tasks for coordinating entities are described in detail.

The following ICPs address a specific function<sup>1</sup>:

- Animal Issues
- County Staging Area
- Damage Assessment
- Debris Management
- Disaster Recovery Center
- Donations Management
- Emergency Communications
- Emergency Notifications
- Emergency Operation Area
- Emergency Road Access Teams
- Evacuation
- Facilities Management
- Finance/Administrative Section
- Fuel Management
- Human Needs Assessment
- Mass Care
- Mass Fatality
- Mass Feeding
- Pet-Friendly Shelter
- Planning Section
- Points of Distribution
- Public Information
- Resources Management
- Search & Rescue
- Sheltering
- Tactical Interoperable Communications
- Temporary Housing
- Traffic Management
- Transportation
- Volunteer Reception Center

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<sup>1</sup> This list of ICPs may be subject to change.

The following ICPs are assigned to each function of the ICS structure within the Emergency Operation Center (EOC)/Emergency Operation Area (EOA).

- Finance/Administration Section
- Logistics Section
- Planning Section
- Operations Section

### **POSITION SPECIFIC GUIDES**

Positions Specific Guides (PSG) are specific tasks for individual positions which describe in detail the ICS position and are utilized in the EOC to accomplish the functions, missions, or activities outlined by the corresponding ICPs.

### **PURPOSE**

The CEMP is both a planning-based and an operations-based document that provides guidance for all aspects of emergency management including disaster preparedness; evacuation and sheltering; notification and warning; public education and information; resource management; mutual aid; special needs; impact and damage assessment; debris management; training and exercise; and post-disaster recovery programs. The CEMP establishes official emergency management policy for all agencies and municipalities in response to, recovery from, and mitigation of emergencies and disasters within the boundaries of Pasco County. The CEMP initiates a temporary reorganization of government intended to provide the most efficient response and recovery system possible through the coordination and maximum utilization of all available resources.

The CEMP establishes a framework for an effective system of comprehensive emergency management, for the purpose of:

- Reducing loss of life, injury, and property damage and loss resulting from natural or manmade emergencies;
- Preparing for prompt and efficient response and recovery activities to protect lives and property impacted by emergencies;
- Responding to emergencies with the effective use of all relevant plans and resources deemed appropriate;
- Recovering from emergencies by providing for the rapid and orderly implementation of restoration and rehabilitation programs for persons and properties affected by emergencies;
- Assisting in awareness, recognition, education, prevention and mitigation of emergencies that may be caused or aggravated by inadequate planning for, and regulation of, public and private facilities and land use; and
- Implementing the Incident Command System (ICS) regardless of the magnitude of any given incident or disaster.

## SCOPE

In general, all six jurisdictions within Pasco County – Dade City, New Port Richey, Port Richey, San Antonio, the Town of St. Leo, and Zephyrhills are vulnerable to natural or man-made hazards such as; tropical cyclones and hurricanes, wildfires, floods, severe storms, drought and heatwaves.

Costal oil spills and mass immigration events present low to moderate threats to the cities of New Port Richey and Port Richey and to the unincorporated areas of the county, from Hudson to Holiday. Deadly elements that result from tropical cyclones and severe storms pose high threats to this same geographical area. The elements consist of storm surge, lightning, tornadoes, and waterspouts.

Frequent flooding events are most common in New Port Richey, Port Richey, Dade City, Zephyrhills, those areas west of the Suncoast Parkway, and those areas east of I-75 in unincorporated Pasco County. The majority of the county's Repetitive Loss Areas, documented areas of flood concern, are located along the west coast of Pasco County from Hudson to Holiday.

The CEMP is intended to be reflective of Pasco County's multi-jurisdictional commitment to the response doctrine detailed in FEMA's NRF. This doctrine is comprised of five key principles: (1) engaged partnership, (2) tiered response, (3) scalable, flexible, and adaptable operational capabilities, (4) unity of effort through unified command, and (5) readiness to act. The CEMP is informed by lessons learned from the events of local, regional, national, and global significance. Ongoing implementation of the National Incident Management System (NIMS) influences the preparedness and response activities described in this revision to the CEMP. This iteration of the CEMP is further informed by the Stafford Act, the Post-Katrina Emergency Management Reform Act of 2006, and FEMA's Comprehensive Preparedness Guide (CPG) 101.

Addressing each mission area within the Emergency Management cycle:

- Protection – focuses on creating concrete plans, trainings and exercises, as well as response plans well ahead of a disaster to prepare the community; through proactive planning, the risk of loss of life and injury can be limited.
- Prevention – utilizes lessons learned from previous disasters, both locally and elsewhere, to determine what is likely to occur during any particular-type and intensity of disaster. Community needs can be identified and prioritized by understanding past events. Adequate planning pre-determines the best utilization of resources in responding to needs. Identification and training of personnel for roles and responsibilities during the disaster is included in this phase. Prevention involves working with the private sector, residents, and volunteer organizations to assist them in pre-disaster education and planning activities to lessen the impact of disasters.

- Response – government responds to emergencies by activating its plans, implementing an effective response, giving direction and control to the emergency management effort, and integrating recovery activities during all phases of the incident. Individuals respond by implementing their own disaster plans, such as evacuating the area or sheltering in place. Private businesses and volunteer organizations implement their plans to secure and protect assets, and if capable, make available resources to help the whole community.
- Recovery – begins as soon as possible and may even begin during the response phase. The emergency management organization initiates procedures to assess needs and resources, establish priorities, review state and federal aid criteria, and coordinates with representatives from both levels of government. Once the extent of the recovery effort is determined, the appointed recovery team members determine how to best manage the specific activities, what resources, and personnel will be required and what actions are needed to return the impacted areas to normal operations as quickly as possible. Assessment of both short- and long-term mitigation measures takes place during this phase and the “after-action” evaluation process is conducted.
- Mitigation – mitigation and protection involve identifying and implementing preventative and corrective measures and actions, based upon risk reduction and loss avoidance principles to prevent or limit bodily injury, loss of life, or property damage from disasters before they occur. It includes policy issues as well as structural projects within government and the private sector. A Local Mitigation Strategy Plan (LMS) serves as the guidance document for pre-disaster mitigation planning. Pasco County has a State and FEMA-approved Local Mitigation Strategy, which expires on August 27, 2024.

## METHODOLOGY

Chapter 252, Florida Statutes, (State Emergency Management Act) mandates the development of a county CEMP that is coordinated and consistent with the state CEMP. Further, F.S. 252.38(2) provides that municipalities without emergency management programs shall be served by their respective county agencies. It is the explicit purpose of the CEMP to establish a framework for all-hazards preparedness, response, recovery, and mitigation within Pasco County, Florida and its six municipal subdivisions.

In addition to fulfilling the intent of F.S. 252, Pasco County CEMP is built to align with the National Response Framework (NRF). This vertical integration supports the principle that, in many situations, emergency operations start at the local level and add state, regional, and federal assets as the affected jurisdiction requires additional resources and capabilities.

The CEMP is developed and maintained by a network of governmental, nongovernmental, and private sector agencies (Figure 1). Contributions to the plan are derived through an orchestrated division of responsibility throughout the community based on area of expertise. Pasco County Department of Emergency Management (Pasco County DEM) staff is responsible for

maintaining the CEMP, identifying agencies which are instrumental to the maintenance of the plan, and for facilitating the documentation of those agencies' concepts of operation as they relate to emergency and disaster situations. Members of the Pasco County DEM Management Staff are assigned responsibility for specific areas based on their background, experience, and interest and are then required to establish an individual strategy for assisting agencies with their portion of the plan. Strategies may include such activities as scheduling meetings between all involved parties, providing whole-community training and exercises, developing, reviewing and sharing external sources of information related to best practices, standards or lessons learned.

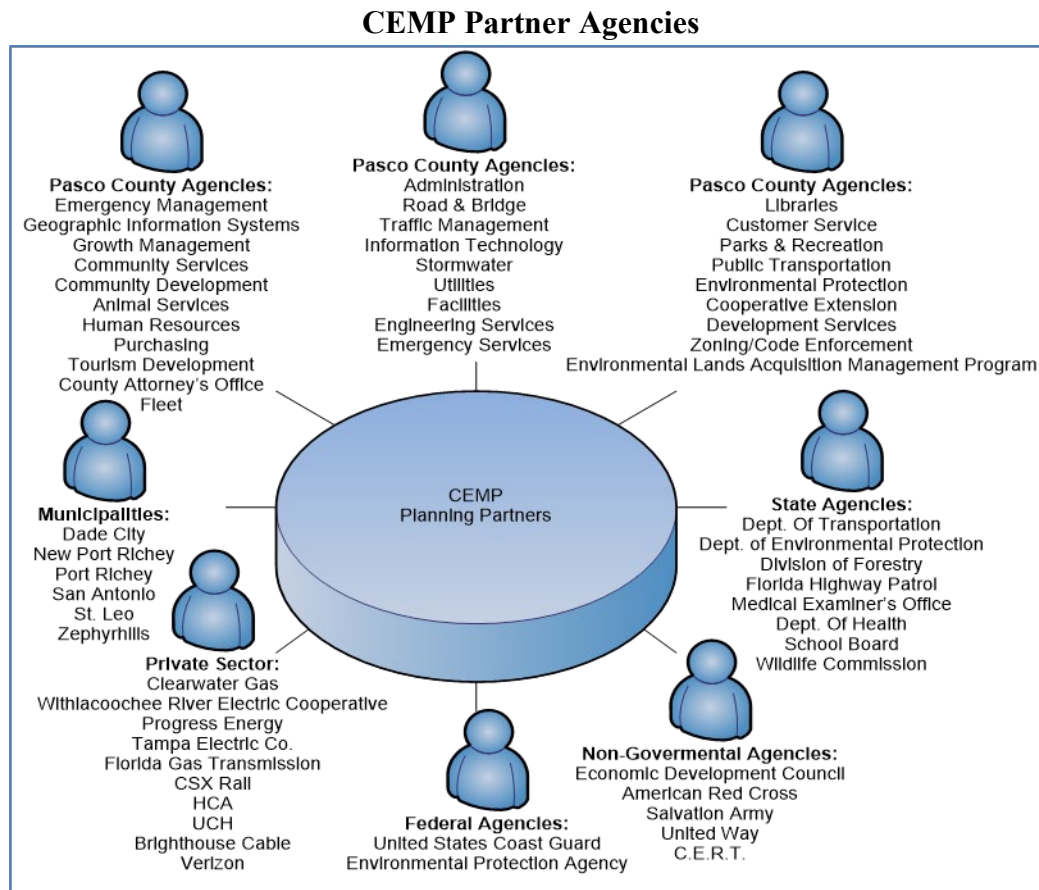


Figure 1

The CEMP is a dynamic "NIMS compliant" document that adapts to changes in policy, priorities and needs. State and federal statutes, regulations, and priorities guide development of the document. Some of the public and private entities assisting in the development of this plan include:

- Amateur Radio Emergency Service (ARES)
- American Red Cross, Mid-Florida Chapter (ARC)
- City of Dade City
- City of New Port Richey

- City of Port Richey
- City of San Antonio
- City of Zephyrhills
- Dade City Police Department
- Duke Energy
- Florida Department of Health – Pasco County (DOH – Pasco)
- Florida Division of Emergency Management – Region IV Coordinator
- Joining Hands – Pasco
- New Port Richey Fire Department
- New Port Richey Police Department
- Pasco County Department of Emergency Management
- Pasco County Fire Rescue
- Pasco County Humane Society
- Pasco County Office of Management & Budget (OMB)
- Pasco County Property Appraiser’s Office
- Pasco County Public Schools
- Pasco County Public Transportation
- Pasco County Public Works Department
- Pasco County Sheriff’s Office
- Recover Tampa Bay Initiative
- Tampa Bay Regional Planning Council
- Tampa Electric (TECO)
- The Salvation Army
- United Way of Pasco County
- Withlacoochee River Electric Cooperative (WREC)

Local planning involvement includes:

- Promulgation letter
- County NIMS Implementation Resolution
- Deficiency Measuring/Resolution Process
- Regional Healthcare Preparedness Meetings
- Local Mitigation Strategy Meetings
- Whole-Community Operational-Based Exercises Each Year

Upon notification of approval of the revised CEMP by FDEM, the Pasco County DEM presents the CEMP to the Pasco County Board of County Commission and the six jurisdictions within Pasco County for their acceptance and adoption. The CEMP is then reproduced and formally distributed to the many partner agencies identified within the plan as having a primary role in

and responsibility for implementation. Recipients are required to sign for their copy of the plan, and a record of plan distribution is maintained by the Pasco County DEM.

Revisions to the plan are promulgated by the staff of the Pasco County DEM as necessary based on lessons learned from incidents and exercises or based on routine changes in operational concepts by any agency described within the plan upon their request. A record of these interim revisions is maintained by the Pasco County DEM and formally communicated to documented owners of a copy of the plan.

### **PROMULGATION**

As discussed above, this CEMP is divided into 2 sections: The Basic Plan including a mitigation component and the Interagency Coordinating Procedures (ICPs). For the purposes of Chapter 252.38, F.S., and 27P-6.0023, F.A.C., the Basic Plan and the mitigation component shall be considered the Pasco County CEMP and shall be approved by the Pasco County Board of County Commissioners (BOCC). The Basic Plan and the mitigation component provide an overview of the emergency management system. The primary audience is executives, emergency managers, departmental directors, and anyone interested in reviewing or learning about broad concepts of emergency operations in Pasco County. It is expected that the content within these sections will not change on a regular basis.

By their very nature, the content within the ICPs will likely change frequently and as such, in order to remain timely and accurate, ICPS are reviewed and updated as necessary; once updated ICPs are approved by the Director of Emergency Management.

### **SITUATION**

This section of the CEMP describes the potential hazard conditions, geographic characteristics, support facilities, land use patterns, economic profiles and demographics of Pasco County. It also describes specific planning assumptions regarding protection, preparedness, response, recovery, mitigation, and resilience that were taken into consideration during the development of this plan.

### **HAZARDS ANALYSIS**

Pasco County is vulnerable to a variety of natural and man-made hazards that threaten its communities, businesses, and the environment. The full details of this analysis are contained in Section II of the 2019 Pasco County LMS. The LMS identifies potential hazards and discusses the impact each hazard may have on Pasco County's citizens, visitors, property, environment, and economy while considering the geographic location of the impact within the county as well as the likely frequency of these hazards. The analysis also includes an extensive review of historical data, which is then extrapolated for specific planning and forecasting purposes in both the LMS and the CEMP. Planning for hazards in this manner illustrates how disasters affect the



county's critical facilities and their essential services. In turn, priorities are established for recovery efforts after a disaster.

During events where the local lead agencies are unable to contain the scope or complexity of the incident or in the case of multiple incidents occurring during a major event, the EOC activates to provide coordination for response and recovery efforts. The response and recovery sections of the CEMP may be applied to these incidents and existing mutual aid agreements within the county and the surrounding counties may be activated to provide the necessary response and recovery assistance.

### **HAZARDS**

The information below shows the vulnerability ranking for Unincorporated Pasco County and all six municipalities. More detailed information on specific hazards can be found in the 2019 Pasco County LMS.

- Tropical Cyclones – High
- Floods – High
- Coastal/River Erosion – High
- Geological – High
- Wildfires – High
- Severe Storm – High
- Drought/Heatwave – High
- Winter Storm/Freeze – High
- Cyber Incident – High
- Hazardous Materials Incident – Moderate
- Earthquakes – Low
- Dam/Levees Break – Low
- Landslides – Low
- Tsunamis – Low

### **HAZARD PRIORITIZATION PROCESS**

Ten- moderate to high and four low vulnerability hazards were identified and analyzed as required between the State of Florida CEMP Guideline Criteria and the Local Mitigation Strategy requirements. Each local government has different priorities based on the outcome of hazard analysis.

Each hazard was identified and ranked by vulnerability based on different criteria (probability of occurrence, economic impact, and people and structures impacted). The LMS highlights the vulnerability ranking in detail for all six municipalities that is not included in the CEMP. More details on these hazards can be found in the 2019 Pasco County LMS.

Pasco County's Local Mitigation Strategy Sub-committee members, who are subject matter experts, reviewed the ten hazards and used a normative group process to rank hazards based on frequency, severity, damage estimates, and professional knowledge. The committee also addressed the priority of hazards that call for the development of standard operating guidelines, resource identification, impact analysis, mitigation strategies, performance objectives, hazard elimination, and mitigation activities.

Due to the low probability associated with a number of these risks within Pasco County (commercial nuclear power plant incidents, civil disturbance, terrorism, exotic pests and diseases, disease and pandemic outbreaks, and special events), the LMS Working Group elected to discuss these minimally.

### **GEOGRAPHIC INFORMATION**

The updated analysis of potential hazards is the basic component of any community's existing comprehensive emergency management plan. A complete understanding of the community's geography, demographics, and land use trends is essential to be able to minimize the possible loss of life, human suffering, and damage to public and private property associated with major natural or man-made incidents. This information is used to identify those hazards that require an organized response to properly manage related activities, so that needed priorities and actions can be updated.

The hazard analysis involves not only knowledge of the kinds of hazards to which the city is subjected, but also specific estimates of people and property at risk from a hazard. When this measure of vulnerability, reflecting a worst-case situation, is combined with available hazard information, the community can estimate the frequency and extent of damage as well as the areas and persons affected. This combination of factors is the key to determining if present capabilities are adequate for mitigating, preparing for, and responding to an emergency, and, if found inadequate, identifying procedures needed to upgrade these capabilities.

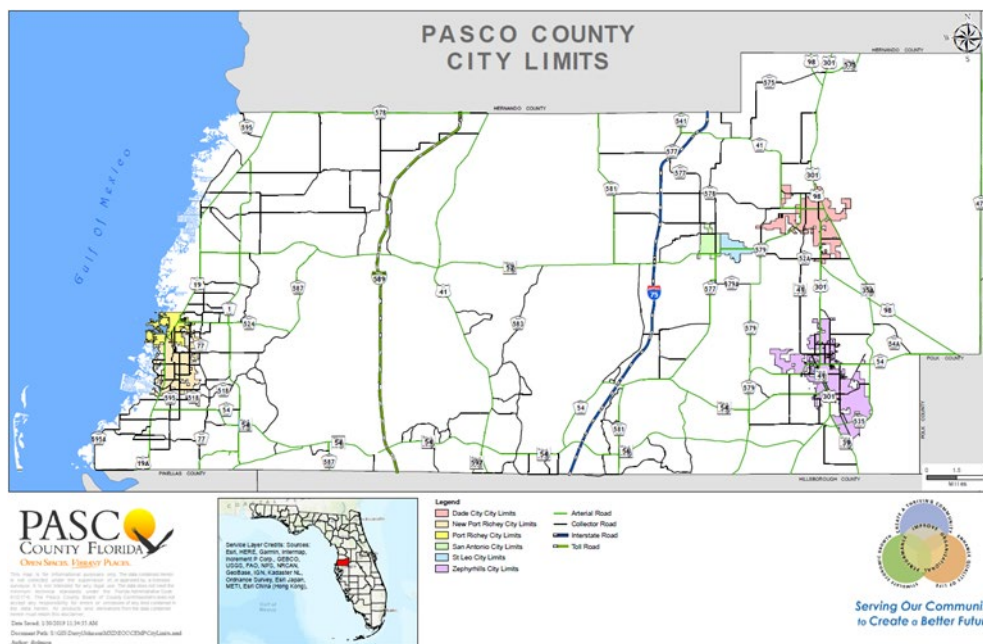
### **GEOGRAPHIC CHARACTERISTICS**

Pasco County is located on the west central coast of Florida, bordered on the north by Hernando County, on the east by Polk and Sumter Counties, on the south by Hillsborough and Pinellas Counties, and on the west by the Gulf of Mexico. The area for Pasco County totals 868 square miles, approximately 745 square miles of land area, and 123 square miles of water including inland, coastal, territorial, new reservoirs and other man-made lakes.

In addition to the overall County, over 50% is considered unincorporated. There is a total of six municipalities located throughout Pasco County. Table 3 describes the name, square footage, and location within the county. There is also a visual representation of the county boundaries and municipal boundaries in Figure 2.

Municipality	Square Miles	Location in Pasco County
New Port Richey	4.53	Southwest Pasco
Port Richey	3.00	Central West Pasco County
Zephyrhills	9.29	Southeast Pasco
Dade City	5.94	Northeast Pasco
San Antonio	1.32	Central East Pasco
St. Leo	1.28	Central East Pasco

*Table 2*



*Figure 2 – Source: Pasco County GIS*

The county is characterized by discontinuous highlands in the form of ridges separated by broad valleys. The ridges are above the static level of the water in the aquifer, but the broad valleys are below it. Broad shallow lakes are common on the valley floors, and smaller, deep lakes are on the ridges. Based on physiography, the county can be divided into five areas: the Coastal Swamps, the Gulf Coastal Lowlands, the Brooksville Ridge, the Tsala Apopka Plain, and the Western Valley.

The Coastal Swamp area of the county extends the length of the county and is approximately two miles in width. Moving inland, the terrain gradually changes from shallow marine water to salt marshes to freshwater swamps. The Gulf Coastal Lowlands lie between the Coastal Swamps, the Brooksville Ridge, and the Western Valley. The elevation ranges between 10 and 50 feet above sea level. The Brooksville Ridge extends south from Hernando County to about the area of Zephyrhills. It extends from C.R. 581 on the west to U.S. 301 on the east. The elevation varies from about 70 to 300 feet over short distances. The Tsala Apopka Plain extends south from

Hernando County east of U.S. 301 to about three miles north of Dade City. It is about six miles wide and ranges in elevation from about 75 to 85 feet above sea level. The Western Valley extends the length of the county on the eastern side. The Valley turns west at the termination of the Brooksville Ridge and unites with the Gulf Coastal Lowlands at Zephyrhills Gap. It contains the valleys of the Withlacoochee and Hillsborough Rivers.

The Withlacoochee, Hillsborough, Pithlachascotee, and Anclote Rivers are the major permanent streams and surface drainage systems in the county. Numerous small streams and creeks are found along the coast, and most of the springs lie along the coastal areas, some with submarine openings. Pasco County holds over 5,000 lake, Stormwater retention ponds, natural ponds, and other water features. While this may be a concern for public safety, Figure 3 illustrates 184 lakes within the County that have been identified by name. During extended dry periods, many of the 5,000 lakes and retention ponds are greatly reduced in size and some dry up completely.

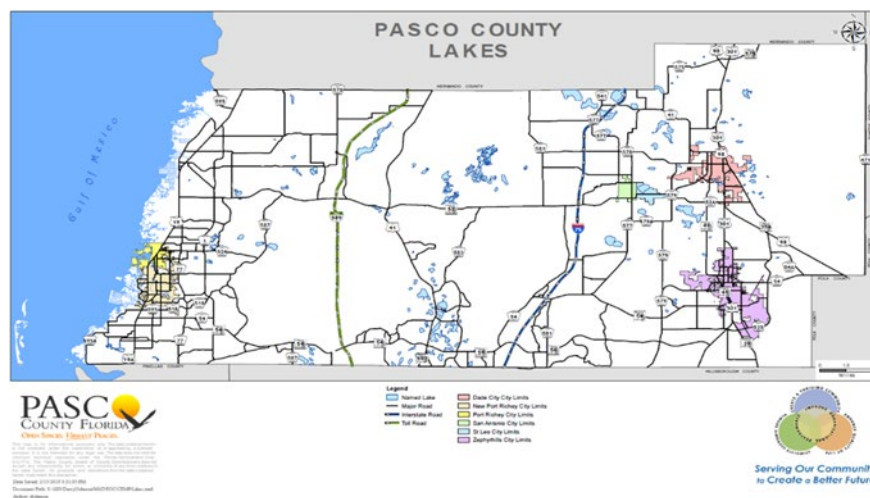


Figure 3 – Source: Pasco County GIS

## LAND DEVELOPMENT/HISTORIC DEVELOPMENT PATTERNS

Since 1887, the physical character of the county has changed from a rural, agricultural base to an urban environment. Nearly one third of Pasco County land is in public ownership for conservation. Within Pasco County there are more than 100 square miles of managed recreational facilities including parks, more than fifteen golf courses, and three state-designated canoe trails.

Pasco County is the northernmost jurisdiction in the Tampa Bay Metropolitan Statistical Area. The oldest municipality and the official county seat, Dade City is located on U.S. 301 in the northeastern part of the county. In area, the largest cities are New Port Richey and Zephyrhills. Located on the west coast, New Port Richey also is the most populous – a beneficiary of spillover growth from Pinellas County.

Consequently, New Port Richey has a development pattern that may be categorized as the most urban in Pasco County's incorporated areas. Zephyrhills, located south of Dade City on U.S. 301 in eastern Pasco, differs markedly. Its development pattern is predominately rural in character as are San Antonio, St. Leo, and Dade City.

The settlement patterns observed in Pasco County can be explained by a combination of several factors, not the least of which is transportation. Pasco County is served by five major north-south roadways and two major east-west roadways. The most heavily populated areas are situated along U.S. 19, which connects St. Petersburg to Tallahassee via the coastal area of Pasco County. The toll road, Suncoast Parkway, provides an express connection from Tampa in the south to Citrus County in the north. U.S. 41, which connects Tampa with Brooksville and beyond, bisects Pasco County in the vicinity of Land O'Lakes. The suburbanization of northwestern Hillsborough County has had a significant influence on the southern part of U.S. 41 in Pasco County. Parallel to and east of U.S. 41 is I-75, which connects Tampa to Gainesville and Georgia. Development in the I-75 corridor has concentrated primarily at the S.R. 54 and S.R. 56 interchanges and has been influenced by development pressures occurring Hillsborough County to the south. East of I-75 is U.S. 301, which connects Tampa to Jacksonville. At the intersection of U.S. 301 with S.R. 54 and S.R. 52 are the cities of Zephyrhills and Dade City, respectively.

S.R. 54 and S.R. 52 are the only major arterials that connect cities in the eastern half of the county with those in the west. S.R. 54, defined as a development corridor, connects Zephyrhills with New Port Richey along with the county's southern border, while S.R. 52, defined as a transit corridor, connects Dade City, St. Leo, San Antonio, and the coastal communities via a more central route.

Currently, the most densely populated area is along the coast where flooding potential is the highest and where transportation facilities, particularly U.S. 19, are least able to handle additional growth (Figure 4). Pasco County is rapidly urbanizing along its southern fringe. The heaviest population concentrations reside in proximity to U.S. 19, S.R. 54, U.S. 301, and I-75. The major focus of recent suburbanization occurs along S.R. 54 in south central Pasco in the Odessa, Land O'Lakes, and Wesley Chapel areas.

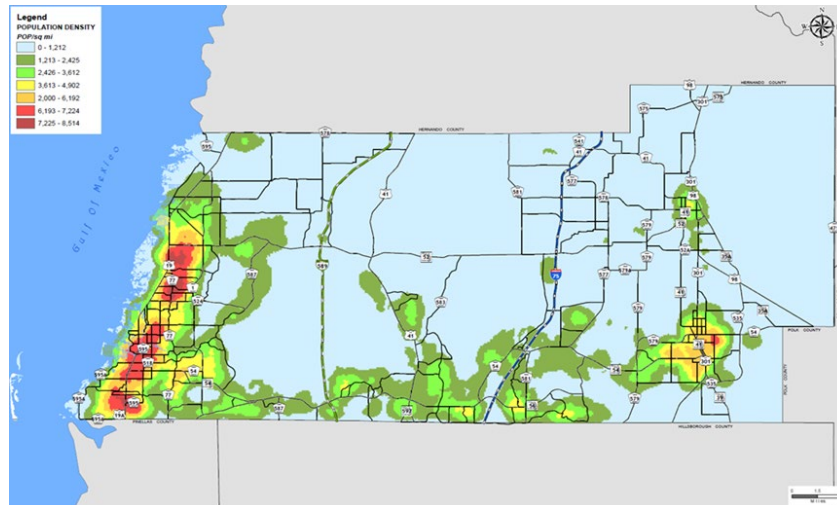


Figure 4 – Source: Pasco County GIS; U.S. Census Bureau 2014 Population

Table 4 and Figure 5 provide a summary of the future land use allocation of unincorporated Pasco County based upon 2018 data. Many lands in Pasco are designated for residential use, and approximately 40% of lands are intended to be reserved for agricultural and conservation purposes. Redevelopment plans such as the Harbors: West Market Redevelopment Plan concentrates redevelopment efforts along the U.S. 19 Corridor. In addition, the Gateway Corridor of S.R. 54 within the urban service area should be targeted for further development. Furthermore, the zoning standards adopted through the years are designed to limit overcrowding, blight, and loss of health and property from various hazards that affect the County.

As plans are created, data may become outdated before a plan update can occur. To obtain the most up-to-date Future Land Use Map, please go to [www.pascocountyfl.net/338](http://www.pascocountyfl.net/338) and select Pasco Mapper. Once opened:

- Open the “layer list” option;
  - The icon shows three diamonds stacked on top of each other;
- Select the down arrow for “Landuse Planning”;
- Check the box for “Future Landuse”;
- The graphic will show more detailed land use categories compared to Figure 5 in this plan.

<b><u>Land Use Type</u></b>	<b><u>Future Land Use Percentage</u></b>
<b>Agriculture</b>	17.18% of unincorporated Pasco County was classified as agricultural lands. It is decreasing due to the conversion of these agricultural lands into lands for development of residential and other non-agricultural uses. Future Land Use Code: AG, AG/R
<b>Residential</b>	45.00% of unincorporated Pasco County was classified as residential lands. It is the largest land use in unincorporated Pasco County. It is increasing due to the growing residential needs from adjacent counties. The largest component of residential uses within Pasco County is single-family homes. There is an increasing need for multifamily residential structures. Future Land Use Codes: RES-1, RES-3, RES-6, RES-9, RES-12, & RES-24
<b>Commercial/Office</b>	1.88% of unincorporated Pasco County was classified as commercial/office uses. It is rising due to the growing retail and employment needs to accommodate the increasing population. Future Land Use Codes: AT, COM, EC, GH, OFF
<b>Industrial</b>	Industrial development accounts for the smallest percentage of existing land uses in the unincorporated area of Pasco County in 2014. Currently, existing industrial uses account for only 1.28% of the county's land area. As with the commercial/office land uses, the highly limited amount of existing industrial uses is symptomatic of the lack of economic and employment activity centers in Pasco County. Future Land Use Codes: IH, IL
<b>Public/Open Space/Conservation</b>	As with agricultural lands, public lands have also significantly declined. 23.26% of unincorporated Pasco County is classified as public lands. Public lands, as broadly defined in this land use classification, are the second largest land use in unincorporated Pasco County. The largest component of the public land classification is the lands that are used as forests, parks, recreation, and conservation. Future Land Use Codes: C/L, CON, P/SP, & R/OS
<b>Planned Developments/Mixed Use</b>	Planned Developments and Mixed-Use future land uses are intended to intensify developments within a site and include residential, commercial and/or industrial uses. Pasco County currently has 10.8% of its land area dedicated to such development. Future Land Use Code: MU, NPC, NT, PD, ROR, TC & VMU

*Table 3 – Source: 2016 Pasco County Comprehensive Plan; Pasco County GIS Department Growth Patterns & Development Trends*



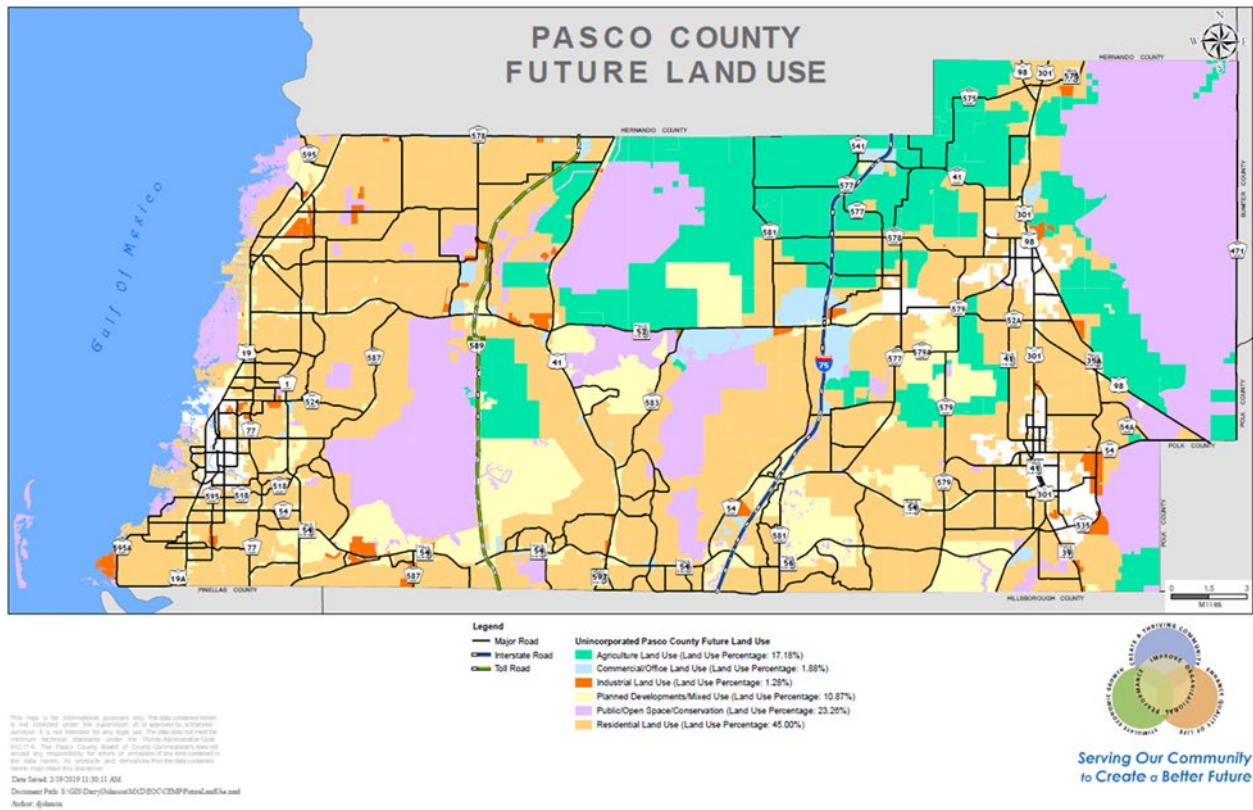


Figure 5 – Source: Pasco County Comprehensive Plan; Pasco County GIS

## FLOOD PRONE AREAS

Based on the most recent FEMA FIS/FIRM Flood Insurance Rate Map (FIRM) approximately 42.6% of Pasco County is in the 100 Year Flood Plain (Zones A, AH, & AE) and vulnerable to localized freshwater flooding. Pasco County also contains significant wetland areas. Approximately 2.3% (Zones V & VE) of the county is in the coastal high hazard area and subject to saltwater flooding. Pasco County addressed flooding and water quality problems and basin specific studies in priority watersheds. Additional information regarding flooding vulnerabilities can be found in the most recent Pasco County LMS Plan and is updated annually by the Local Mitigation Strategy Working Group.

## ENVIRONMENTALLY SENSITIVE AREAS

Pasco County is home to significant environmentally sensitive lands, including nature preserves and wilderness parks, aquifer recharge areas, and wellfields serving the regional potable water supply. These areas warrant special consideration during emergency operations. These properties are not appropriate locations for debris fields, access roads, equipment staging or other impacts.



### **ENVIRONMENTAL LANDS AND WILDERNESS PARKS**

Pasco County has a significant number of properties acquired, in whole or in part, for the purpose of environmental protection. Over the course of several decades, the Southwest Florida Water Management District (SWFWMD) has acquired significant landholdings in Pasco County to provide water resource protection. These areas include the expansive Green Swamp West Tract, Cypress Creek Wellfield, Conner Preserve, and the Jay B. Starkey Wilderness Park and Serenova Tract.

Properties protected through the Environmental Lands Acquisition and Management Program (ELAMP) includes but is not limited to the Upper Pitlachascotee River Preserve, Aripeka Sandhills, Pasco Palms, and the Morsani Ranch (now known as the Jumping Gully Preserve). Impacts to these areas should be avoided due to their environmental sensitivity and associated management plans. These properties contain rare and sensitive habitat types including globally rare xeric oak scrub, sandhill, and salterns, as well as rare and listed flora and fauna. It is also notable that the Upper Pitlachascotee River Preserve is jointly owned and managed by the State of Florida through the Florida Communities Trust (FCT) Program and that the Aripeka Sandhills Tract is jointly owned and managed by the SWFWMD as part of the larger Weekiwachee Preserve. As a result of these partnerships, these properties are further restricted by FCT and the SWFWMD, respectively.

Wilderness parks are acquired and managed by the Parks, Recreation and Natural Resources Department. In contrast to parks acquired for athletics and other active recreational purposes, the wilderness parks were acquired, in part, for environmental protection and to provide users with passive recreational opportunities. As such, impacts to these areas should be avoided. Wilderness Parks include Jay B. Starkey Wilder Park and Serenova Tract, Withlacochee River Park, Crews Lake Wilderness Park, Eagle Point Park, Key Vista Nature Park, Anclote Gulf Park, Anclote River Park, Robert K. Rees Memorial Park, and Belcher Mine Park Site. Additionally, the State of Florida owns and manages Werner-Boyce Salt Springs State Park, which contains highly sensitive coastal habitats.

### **WELLFIELDS AND WELLHEAD PROTECTION AREAS**

Pasco County wellfields include Cypress Creek, Cypress Bridge, Cross Bar, Starkey, and South Pasco. These wellfields provide drinking water to the region through Tampa Bay Water. Impacts to these areas should be avoided at all costs for public safety and welfare.

## **CONSERVATION STRATEGY – CRITICAL LINKAGES, ECOLOGICAL PLANNING UNITS AND ELAMP**

Seven wildlife corridors, termed Critical Linkages, were identified in the Assessment of Measures to Protect Wildlife Habitat in Pasco County report by Glatting Jackson. These seven Critical Linkages, shown in Figure 6, are areas identified as regionally significant to maintain a contiguous ecological network of planned and managed habitat between existing public lands to conserve, restore, and sustain the county's natural resources. The Board of County Commissioners (BCC) accepted the Glatting Jackson report in 2002 and adopted the Critical Linkages in the Conservation Element of the Comprehensive Plan. Objective CON 1.2 and its associated policies provide protection for the Critical Linkages. Additionally, the ELAMP was created in July 2004 when Pasco County adopted Referendum No. 04-233. ELAMP is responsible for purchasing environmentally sensitive lands throughout the County by either fee title or less-than-fee methods. As such, impacts to the Critical Linkages should be avoided. Any use deemed essential in an emergency should align with existing impacts along roads or power lines where possible.

Figure 6 depicts the Critical Linkages as adopted by the BCC in the Comprehensive Plan. Since that time, the term "Critical Linkages" has been changed to "Ecological Corridors" to more accurately describe their function. On June 21, 2016, the BCC adopted Ordinance No. 16-13, Ecological Corridors LDC Section 804, which became effective June 24, 2016. With this ordinance, ELAMP is the responsible entity to protect lands in the designated Ecological Corridors through the planning process or through acquisition. The BCC finalized the associated Comprehensive Plan Map Amendment. Protection should be provided to the existing Critical Linkages and significant care should be used within and around the Ecological Corridors.

Figure 6 also depicts lands that have been acquired by the ELAMP and lands that have been reviewed and approved which are on the official ELAMP Acquisition List as of January 2019.

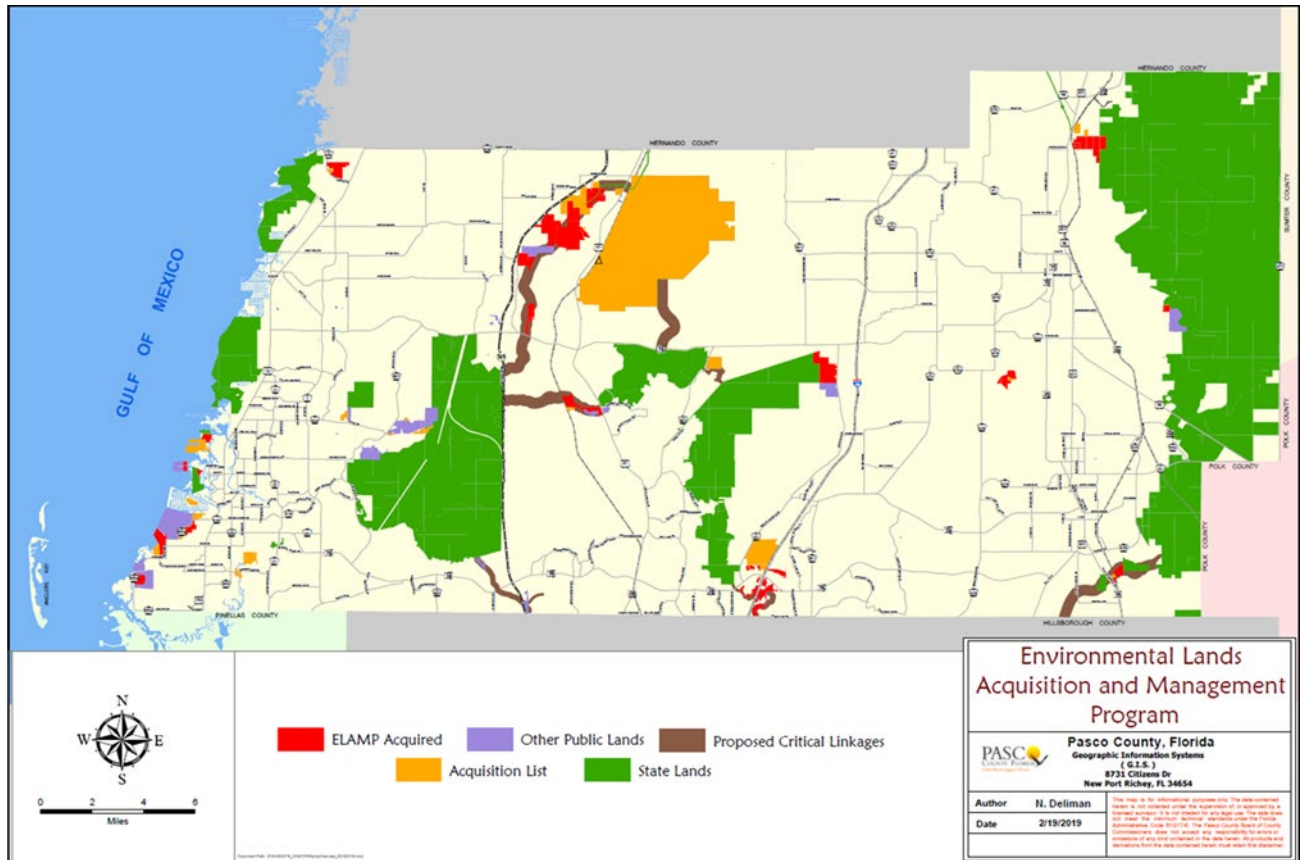


Figure 6 – Source: Pasco County Parks, Recreation, & Natural Resources; Pasco County GIS

## RIVERS AND ESTUARIES

Figure 7 depicts the significant waterways in Pasco County including the four major rivers: Anclote, Hillsborough, Pithlachascotee, and Withlacoochee as well as the watersheds that encompass the County. The rivers have federal, state, regional, and local protection. Impacts should be highly avoided due to their importance for public drinking water, their sensitive habitat types, the rare and listed flora and fauna that inhabit them, and the ecosystem values they impart (flood protection, water quality, storm protection, and the like). Objective CON 1.6 details the policies for protecting groundwater and surface water resources and includes a required 50-foot setback from the mean annual flood line, as established by the Southwest Florida Water Management District of the Anclote, Hillsborough, Pithlachascotee, and Withlacoochee Rivers (Policy CON 1.6.1a).

The major streams within the county are the Withlacoochee River in the eastern portion, Hillsborough River in southeast, Anclote River in the south and west, and the Pithlachascotee River in the western and central sectors. The Withlacoochee River, which flows northwesterly through the eastern and northern sections of Pasco County from the Green Swamp in Polk County to the Gulf of Mexico, near Yankeetown, is approximately 157 miles in length. The Hillsborough River, which also originates at Green Swamp, flows through the southeastern

corner of Pasco County southwesterly for approximately 54 miles into Hillsborough Bay at the City of Tampa. The North Branch Anclote River flows southwesterly to its confluence with South Branch Anclote River. They form the Anclote River, which then flows for approximately 21 miles into the Gulf of Mexico. The Anclote River watershed includes approximately 120 square miles. Pithlachascotee River originates near the City of Brooksville in Hernando County and flows southwesterly through Pasco County to the Gulf of Mexico at the City of Port Richey.

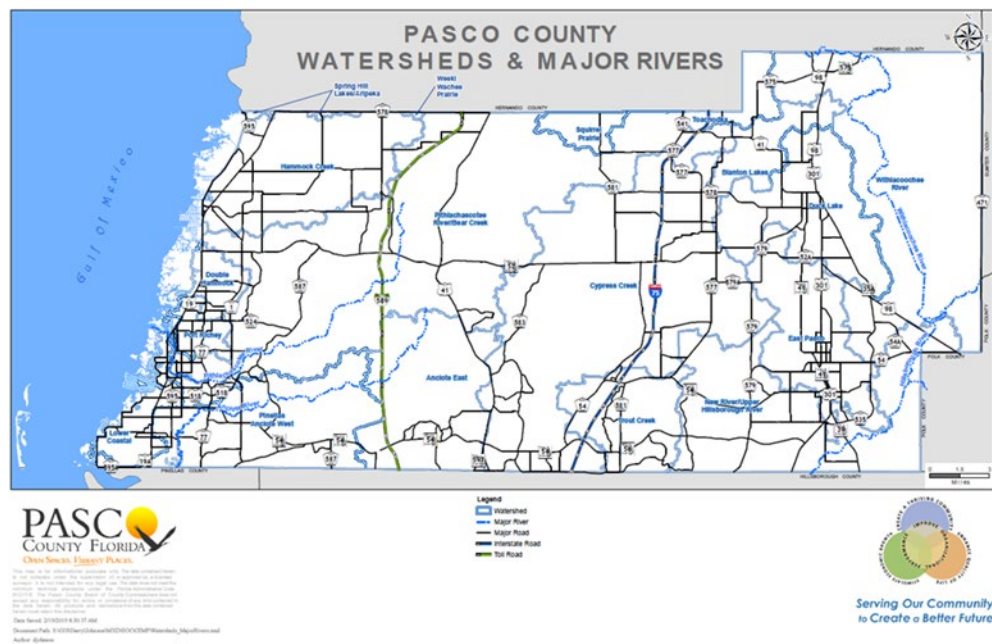


Figure 7 – Source: Pasco County GIS

## WETLANDS

Figure 8 shows the vast expanses of wetlands in Pasco County and their categories of protection. In addition to federal and state protection of wetlands, Pasco County's Conservation Element provides for specific protection by wetland category. Objection CON 1.3 and its associated policies define the wetland categories and required buffers of at least 25 feet for all Category I wetlands. Policy CON 1.3.6 provides for protection of Category I wetlands and states that, "Pasco County shall limit the removal, alteration, encroachment, dredging, filling, or changes to the natural hydro period or water quality" of Category I wetlands. Impacts to Category I wetlands should be avoided unless there are cases where no other feasible and practicable alternative exists that will permit a reasonable use of the land. Impacts to Categories II and III wetlands are allowed unless contrary to public interest. It is also recommended for Categories II and III that a consultation with the Army Corps of Engineers and the SWFWMD is conducted for proper buffer specifications. For additional information, please refer to the 2014 Pasco County Comprehensive Plan.



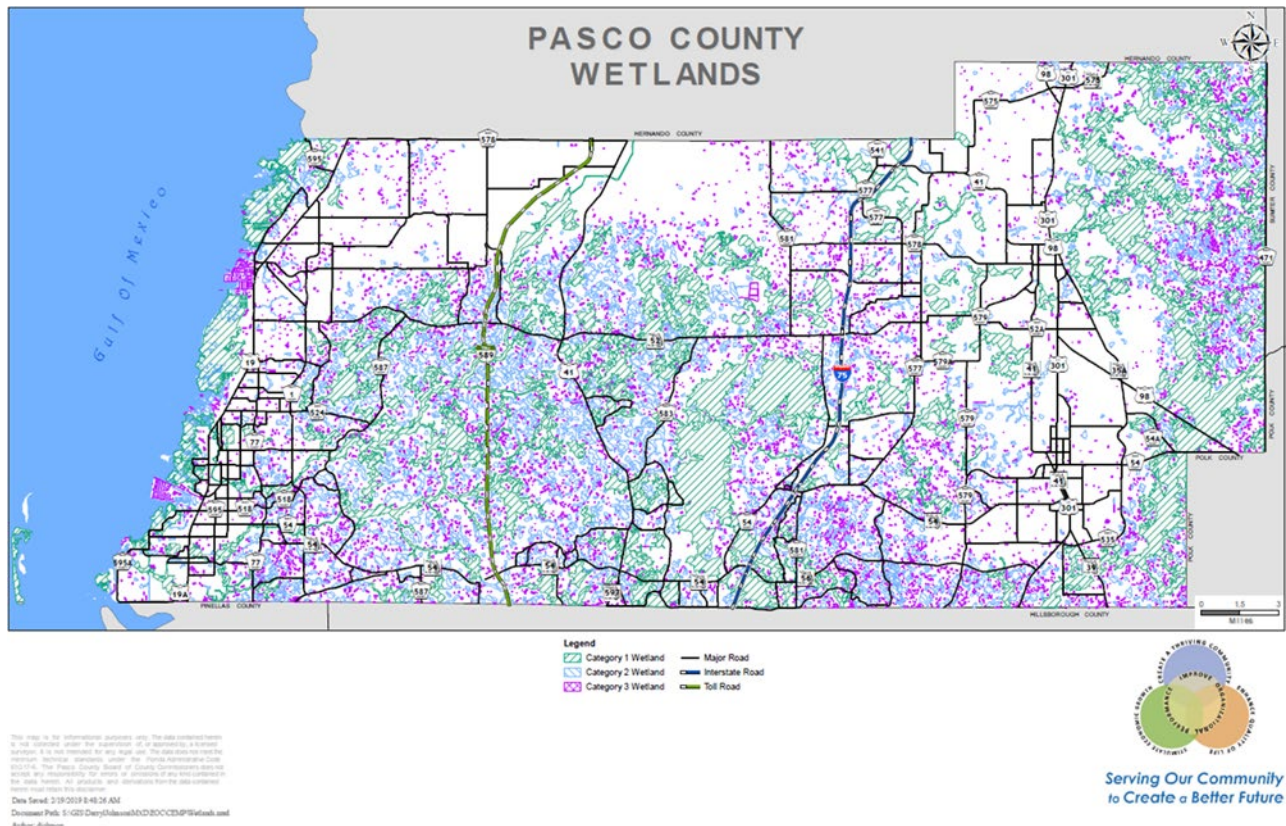


Figure 8 – Source: Pasco County GIS

## DEMOGRAPHICS

### Population Profile

The LMS plan serves as Pasco County’s main risk and vulnerability assessment. If specific demographics are vulnerable to hazards, it is identified in the LMS. The information below in Table 4 provides supplemental information to the County Profile and Risk Assessment sections of the latest LMS.

### Population Information

Certain segments of the population warrant additional attention as a result of their unique demographic characteristics. These segments of the population are most likely to sustain damage in a disaster and might have limited means to prepare, mitigate, or recover from a major catastrophic event. For example, low income households have a higher possibility of being uninsured or underinsured and might find it difficult to find alternate housing and/or do necessary repairs to their homes following a disaster. Likewise, female heads-of-household with children might have fewer resources for childcare and find it difficult to get back to work after a disaster. Planning for the Special Needs Population is also challenging as some of these groups (infirm, transient, homeless) are difficult to identify and access.

Additionally, these groups typically partake in fewer preparedness activities than the general population, and therefore, require a higher level of intervention from service providers during the response and recovery phases after a disaster.

<b>Jurisdiction</b>	<b>Population 2000</b>	<b>Population 2010</b>	<b>% Change 2000 - 2010</b>	<b>Population Estimates 2016</b>
City of New Port Richey	16,117	14,911	-7.5	15,503
City of Port Richey	3,021	2,671	-11.5	2,731
City of Zephyrhills	10,833	13,288	22.7	14,454
Dade City	6,188	6,437	4.0	6,782
City of San Antonio	655	1,138	73.7	1,129
Town of St. Leo	595	1,340	125.2	1,172
Total (Incorporated)	37,409 (10.8%)	39,785 (8.6%)	6.35	41,771
<b>County Total</b>	<b>344,765</b>	<b>464,697</b>	<b>34.8</b>	<b>488,310</b>

*Table 4 – Source: U.S. Census Bureau 2000 and 2010 population; 2016 American Community Survey 5-year estimated population*

### **Population Density**

With a land area of 747 square miles, Pasco County has the highest percentage of undeveloped land within the Tampa Bay Region. According to the 2010 US Census, Pasco County had a population of 464,697 and 2018 estimates reflected a population of 539,630 making it the 12th largest county in Florida. The highest concentration of population exists towards the western coast between US 19 and Little Road with a population density of at least 2,000 to 4,000 people per square mile. Figure 9 indicates the population density in Pasco County.

Other areas that have shown significant growth in recent years are the south, central, and eastern portions in proximity to the I-75 corridor and the SR 54 and SR 56 interchanges. Pasco County is expected to maintain these same growth patterns into 2035 and 2050, with most of the population increasing along the “54/56 Gateway” corridor. The growth in populations contributes to new development of residential structures. The average property values and per capita income is identified in the latest LMS update.

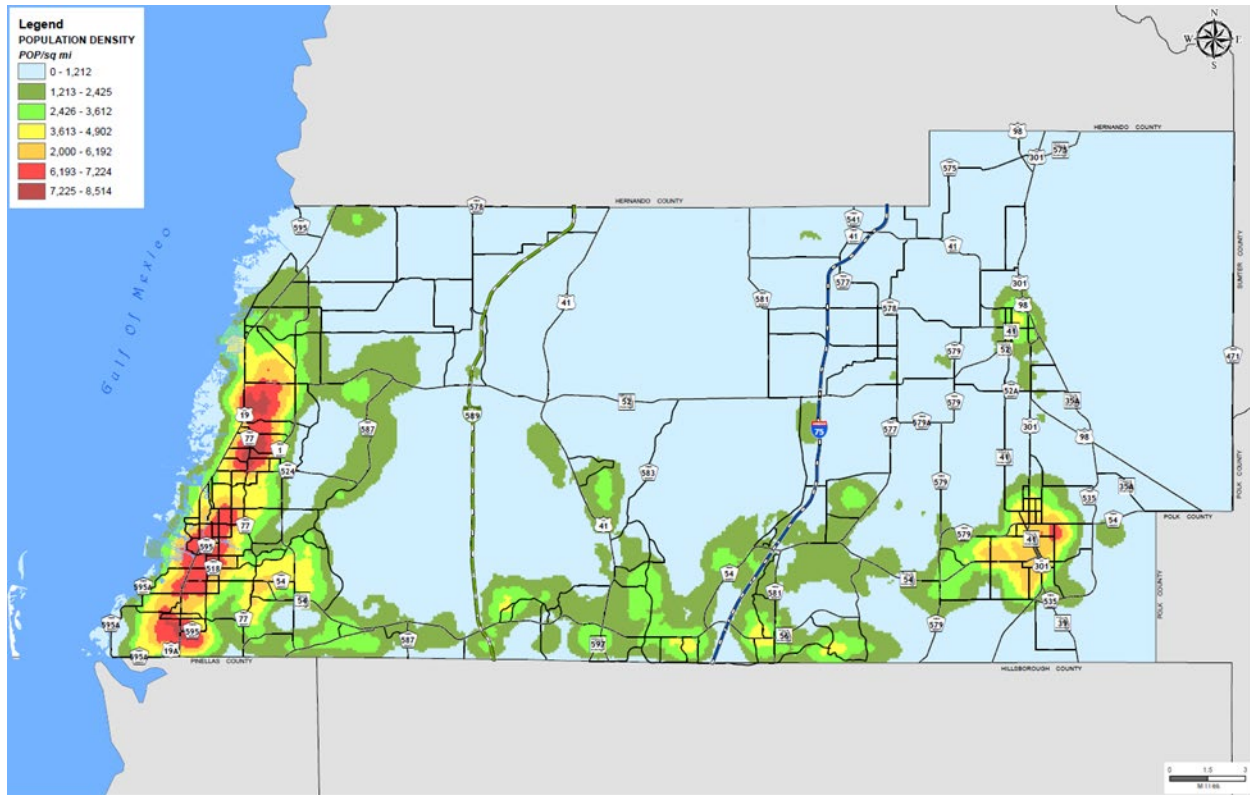


Figure 9 – Source: Pasco County GIS; U.S. Census Bureau 2014 Population

### Inmate Population

According to the Office of Economic and Demographic Research, in the Fiscal Year 2017 – 2018, there were 651 admissions to prison within Pasco County. From the same research, for every 100,000-population marker, Pasco County admitted approximately 126 individuals to prison. While this research is over a fiscal year and examines admission to prison, the Florida Department of Corrections conducts monthly reports of county detention facilities and their average daily population. As of June 2019, Pasco County's average is 1,743 with an incarceration rate of 3.4%.

### Pasco County Tourists and Transient Population

According to the Shimberg Center for Affordable Housing at the University of Florida, Pasco County had approximately 596 unaccompanied migrant and seasonal households in 2008. The Department of Health provided 216 beds within their permitted camps, leaving approximately 358 workers without shelter. Of those households that were accompanied migrant and seasonal, 102 were sheltered through Section 514/516 and Florida Housing-Assisted Multifamily Units; however, 107 were left unsheltered.

Seasonal residents accumulate within the City of Zephyrhills and along the coastal areas of the Gulf of Mexico. There are significant numbers of these seasonal residents who own homes in the coastal area and flood plains (west of Little Road), who reside in these homes from

Thanksgiving to Easter. Table 6 shows the housing vacancy status for Pasco County in 2016 and approximately 68% of the vacant properties owned are considered seasonal, recreational, or occasional use and the homeowner has permanent residence elsewhere.

***Pasco County Housing Vacancy Status***

<b>Seasonal, Recreational, or Occasional Use</b>	<b>20,794</b>
<b>Vacant – Current Residence Elsewhere</b>	<b>2,194</b>
<b>Rental, For Sale Only, Rented or Sold, not Occupied</b>	<b>10,650</b>

*Table 5 - Source: US Census Bureau 2016 Housing Data; Pasco County Office of Economic Growth*

Seasonal residents post a significant concern for post-disaster planning as they are also difficult to reach out to. Additionally, most seasonal residents visiting the region are 55-years of age or older, with the majority (75%) being 65 years or older – a highly vulnerable age group.

An analysis by Downs & St. Germain Research, Inc., consultants to Pasco County reveals that 965,000 tourists visited Pasco County during 2018. Peak tourist times in Pasco County are from October until June. The tourist population, like the seasonal residents, tends to concentrate along the coastal areas, i.e. evacuation zones.

The Pasco County Office of Economic Growth advises that the Southeastern United States hosts 55% of all tourism and that Florida is the number one tourist destination for North American Countries and States. During the summer of 2018, 42% of Pasco County’s guests visited the Holiday area. Other favorite visitor destinations include New Port Richey, Port Richey, Dade City, Lutz, and Wesley Chapel. The western locations may be popular because of the proximity to beaches and water access to the Gulf Coast, proximity to Tarpon Springs in Pinellas, and major thoroughfare of U.S. 19. The popularity of the eastern locations may be related to I-75 corridor and major thoroughfare of U.S. 301, the developing tourist attractions in Wesley Chapel, and the close-proximity to the City of Tampa. More information is in the Planning Section of the LMS.

**Pasco County Non-English-Speaking Population**

Of the total population over 5 years old, the percentage that speaks only English was approximately 86% according to the U.S. Census Bureau’s 2013-2017 American Community Survey 5-year estimates. About 9% of the population speaks Spanish, and of those, 2% speak English less than very well. Table 6 provides a breakdown of languages spoken at home in Pasco County.



*Languages Spoken at Home*

<b>Subject</b>	<b>Total</b>	<b>Percentage</b>
<b>Population 5 years and over</b>	472,200	(x)
<b>Speak only English</b>	406, 722	86.1%
<b>Speak a language other than English</b>	65,558	13.9%
<b>Speak Language Other Than English</b>		
Spanish	41,392	8.8%
Other Indo-European Languages	15,231	3.2%
Asian and Pacific Island Languages	6,616	1.4%
Other Languages	2,319	0.5%

*Table 6 – Source: U.S. Census Bureau, 2013 – 2017 American Community Survey 5-year Estimates*

### Homeless

The Continuum of Care (CoC) Homeless Assistance Programs Homeless Populations and Subpopulations Report provides population counts of homeless individuals that are sheltered and unsheltered within Pasco County. According to the CoC report for 2013 within Pasco County, on any given day there were approximately 3,305 homeless individuals in Pasco County. Of this average number only about 3% of the homeless population had shelter and over 96% were without shelter. Females make up around 56% of homeless population between the ages of 31 to 50, which is the largest homeless population. US Department of Housing and Urban Development - CoC Homeless Populations and Subpopulations Report - Pasco County Statistics 2013:

- 3,305 persons were homeless on any given day in 2013
- 105 persons were housed in shelters
- 3,200 persons were unsheltered
- 79% were adults between the ages of 18 to 60
- 1% were elderly adults over the age of 60
- 20% were children under the age of 18

Pasco County has experienced a drop in its emergency shelter totals, mostly due to loss of shelters. From 2011-2012, 1,121 homeless were housed. From 2012-2013 only 390 homeless were housed (Coalition for the Homeless of Pasco County, 2013).

The Pasco County Housing Authority manages six public housing complexes in the County. Of these, four are for families and two are for the elderly over the age of 62. Two of these complexes are in Lacoochee, one is in Dade City, and the remainder is in Bayonet Point or New Port Richey. In addition to these complexes, there are two Section 8 communities that are managed through the housing authority – Dade Oaks in Dade City and Hudson Hills Manor in

Hudson. There are an additional four complexes managed by the housing authority on behalf of USDA Rural Development. They are all located in northeast Pasco – two in Dade City and two in Lacoochee. One, Cypress Farms, is for those families that are migrant farm workers. Another, Dade Oaks, is for the disabled and handicapped elderly population.

### **Age 65 Years and Over**

Almost 20 percent of the County’s population is of the age 65 and above, out of which 13% is above the age of 85. Moreover, the 65 years and above population has increased by 4% since 2000. Most of the 65 year and older population is concentrated along the western and south-eastern part of the County. Most of the minority low-income elderly are concentrated primarily in east Pasco, with the highest concentrations in Dade City, Lacoochee, and Trilby.

Disasters usually affect older people disproportionately. As mentioned in a Center for Disease Control (CDC) report, more than 70% of those who died as a result of Hurricane Katrina were elderly. Many of the 200 people who died as a result of the hurricane in Mississippi were also older adults. People over 65 years of age are specifically vulnerable due to both physical and financial reasons. The CDC explains that 80% of older adults have at least one chronic condition which makes them more vulnerable than younger, healthier adults. The combination of the stress related to the chronic condition mixed with additional stressors in a disaster emergency increases this age group’s risk of being negatively impacted by a disaster. The CDC explains that 75% of Americans over age 65 have two or more chronic conditions that stress the body, which exponentially increases with the additional stress of an impending disaster. In addition, according to the American Medical Association, there is a greater probability that seniors may be more susceptible to fraud and financial exploitation during times of crisis than other populations.

<i>Pasco County Age Distribution</i>				
<b>Age</b>	<b>Population 2010</b>	<b>Percentage 2010</b>	<b>Estimated Population 2016</b>	<b>Estimated Percentage 2016</b>
<b>Under 5 years</b>	<b>25,664</b>	<b>5.5</b>	<b>25,415</b>	<b>5.2</b>
<b>5 to 19 years</b>	<b>83,322</b>	<b>17.9</b>	<b>84,667</b>	<b>17.3</b>
<b>20 to 34 years</b>	<b>71,398</b>	<b>15.3</b>	<b>77,101</b>	<b>15.8</b>
<b>35 to 64 years</b>	<b>237,275</b>	<b>51.1</b>	<b>243,861</b>	<b>39.2</b>
<b>65 years and above</b>	<b>96,245</b>	<b>20.7</b>	<b>109,345</b>	<b>22.4</b>

*Table 7 – Source: U.S. Census 2010 SF1 Table; 2016 American Community Survey 5-year estimates*

### Pasco County Special Needs Population

Approximately 16 percent of the county's population above the age of five years has some form of disability. As of January 2019, 3,451 persons were registered with the Pasco County Special Needs (SpNS) Registry for evacuation transportation or shelter assistance through Pasco County Emergency Management's webpage portal or calling the office. Roughly 78% of the people registered are either in the hurricane evacuation areas (Level A through E) or in mobile homes elsewhere in the County. Approximately 30% of the persons registered require a level of medical care beyond what is offered in a Mass Shelter.

### Pasco County Hearing Loss/Impairment Populations

According to the Florida Department of Health – Pasco County's Community Health Assessment for 2016, the population between 18 and 64 with hearing difficulty has a county rate of 2.3%, a total of 6,155.

*Disabilities by Age in Pasco County*

	Population by Age	Population Percentage- by - Age
<b>Population under 5 years</b>	25,406	100%
<b>With a disability</b>	159	0.63%
<b>Population 5 to 17 years</b>	74,547	100%
<b>With a disability</b>	5,076	6.81%
<b>Population 18 to 64 years</b>	275,242	100%
<b>With a disability</b>	37,014	13.45%
<b>Population 65 years and over</b>	107,252	100%
<b>With a disability</b>	38,226	35.64%
<b>Population 5 years and over</b>	457,041	100%
<b>With a disability</b>	80,475	17.61%

*Table 8 – Source: 2016 American Community Survey Estimates;*

*Pertinent Information Taken from Table B1801 – Sex by Age by Disability Status*

### **Manufactured or Mobile Homes**

According to the Pasco County Property Appraiser’s Office, there are 311 mobile home and recreational vehicle parks in Pasco County. Of these, 42 are in Dade City, 85 are in Zephyrhills, and seven are in Wesley Chapel. On the west side of Pasco County, 12 are in Holiday, 37 are in Hudson, 32 are in New Port Richey, and 17 are in Port Richey. In the central part of Pasco County, there are a considerable number of parks; in Land O’Lakes, 22 parks exist and 15 are in Spring Hill.

Approximately 154,770 people reside in mobile homes across the County. Mobile homes constitute a sizeable portion of the affordable housing stock within Pasco County. It’s important to identify the distribution of these structures as they are most likely to sustain damage or to be declared uninhabitable in case of a disaster. In Pasco County, a good number of the mobile homes are located within high hazard zones. However, regardless of their location, during an evacuation, mobile homes are always categorized as mandatory evacuation zones.

<i>Mobile Home Units within Evacuation Zones and Flood Zones</i>		
<b>Storm Surge/Flood Zone</b>	<b>Mobile Homes Within Mobile Home Parks</b>	<b>Mobile Homes Outside Mobile Home Parks</b>
<b>Flood Zone A</b>	963	105
<b>Flood Zone AE</b>	3,864	269
<b>Flood Zone VE</b>	72	2
<b>Flood Zone X (0.2%)</b>	1,240	13
<b>Evacuation Zone A</b>	2,249	48
<b>Evacuation Zone B</b>	2,807	2
<b>Evacuation Zone C</b>	1618	5
<b>Evacuation Zone D</b>	1,592	28
<b>Evacuation Zone E</b>	562	29

*Table 9*

## **ECONOMIC PROFILE**

### **Employment**

Small businesses are at greater risk of not recovering from a disaster. This is a key concern for Pasco County as many of the County’s establishments are small businesses. The County Business Patterns show that the relationship between established locations to employee ratio in Table 10 is low. The majority of employee to total establishments is 50 or less employees. Additionally, the highest industry percentage falls under the Accommodation and Food Services, Retail and Trade, and Health Care, Social Assistance Categories, and Farmworkers. This

industry percentage makes sense as the county has a higher percentage of elderly population with additional needs. The county continues to grow for both residents and visitors which may also explain the higher need for retail and other accommodations.

*Employment Estimates by Type of Industry*

Employment Sector (NAICS code description)	Total Establishments	Employees	Percentage of Employees
Mining, quarrying, and oil and gas extraction	4	18	0.02
Industries not classified	16	20	0.02
Management of companies and enterprises	31	1,200	1.24
Forestry, fishing, hunting, and Agriculture support	24	133	0.14
Utilities	19	941	0.98
Educational Services	116	2,701	2.80
Information	114	1,070	1.11
Arts, Entertainment, and Recreation	120	1,319	1.37
Transportation and Warehousing	224	1,199	1.24
Manufacturing	237	3,206	3.32
Wholesale Trade	362	1,970	2.04
Real Estate and Rental and Leasing	545	1,771	1.84
Finance and Insurance	577	2,547	2.64
Accommodation and Food Services	625	12,130	12.57
Administrative and Support and Waste Management and Remediation Services	667	6,051	6.27
Other Services (except public administration)	842	4,526	4.70
Professional, Scientific, and Technical Services	1,044	4,221	4.37
Construction	1,087	7,138	7.40
Health Care and Social Assistance	1,227	20,997	21.76
Retail Trade	1,496	23,363	24.21
<b>Total for all sectors</b>	<b>9,337</b>	<b>96,501</b>	

*Table 10 – Source: U.S. Census Bureau, 2016 County Business Patterns (NAICS)*

### Major Employers

Pasco County Office of Economic Growth has identified major employers in Pasco County. The major employers include an array of chain stores, hospitals, utility companies, distribution centers, and major organizations. The LMS changed the focus from major employers throughout

the county to major employers within Special Flood Hazard Areas (SFHA) and Evacuation Zones in order to understand the most vulnerable employers and employees.

A total of 112 employers, with a combined total of approximately 21,580 employees, work within SFHA zones. Many of the major employers are hospitals, medical centers, rehab centers, major retail stores, home improvement stores, and markets. Understanding these businesses is critical in the recovery as they provide critical and essential goods to the residents of Pasco County and employment to the residents of Pasco County. By having the businesses located in the SFHA zones and Evacuation Zones, employers may be impacted by employee retention and building damage.

Now, the focus will shift to all employers in Pasco County. Identifying all employers located within high hazard areas and assessing the number of people employed by each will indicate how susceptible Pasco County's economy is to a large-scale disaster. To understand our economic vulnerability, employer distribution within the county was studied using data from the US Census Bureau. The employers' addresses were geocoded using GIS and hazard layers (flood zones and storm surge zones) were overlaid to ascertain the number of employers in each of the hazard zones. The analysis has determined that approximately 35.2% of our employers are located within the flood zones – A, AE, VE, and 0.2% annual flood (shaded X Zone) while 44.7% are located within the Storm Surge zones – Category 1 to 5. Table 11 lists the number of employers by flood and storm surge zone.

<i>Employers within Storm Surge Zones and Flood Zones</i>	
Storm Surge/Flood Zone	# Employers
<b>500-Year Flood</b>	813
<b>Flood Zone A</b>	453
<b>Flood Zone AE</b>	2443
<b>Flood Zone AH</b>	2
<b>Flood Zone VE</b>	13
<b>Flood Zone X non SFHA</b>	6,857
<b>Category 1 Storm Surge Zone</b>	1,279
<b>Category 2 Storm Surge Zone</b>	1,669
<b>Category 3 Storm Surge Zone</b>	869
<b>Category 4 Storm Surge Zone</b>	410
<b>Category 5 Storm Surge Zone</b>	510
<b>Non-Surge Zone</b>	5,844

*Table 11 – Source: Pasco County Property Appraiser; Pasco County GIS (obtained 2018)*

Understanding the distribution of employees is equally important as identifying the distribution of employers within the county. Post-disaster, decisions related to distribution of employee

assistance, provision of public transportation and other supporting services will have to take these factors into consideration.

### Poverty Rates in Pasco County

According to the U.S. Census Bureau, 2013 – 2017 American Community Survey 5-Year Estimates, approximately 14% of the population within Pasco County was in poverty. Table 12 provides supplemental information regarding the ages of population within Pasco County below the poverty level.

Subject	Estimate	Percentage
<b>Age</b>		
<b>Under 18 years</b>	17,918	17.9%
<b>Under 5 years</b>	4,878	19.1%
<b>Related children of householder under 18 years</b>	17,507	17.6%
<b>18 to 64 years</b>	38,448	13.7%
<b>60 years and over</b>	14,025	10%
<b>65 years and over</b>	10,091	9.2%

Table 12 – Source: U.S. Census Bureau, 2012 – 2017 American Community Survey 5-Year Estimates

## EMERGENCY MANAGEMENT SUPPORT FACILITIES

### Critical Facilities

#### Pasco County Shelter/Evacuation Zones Map

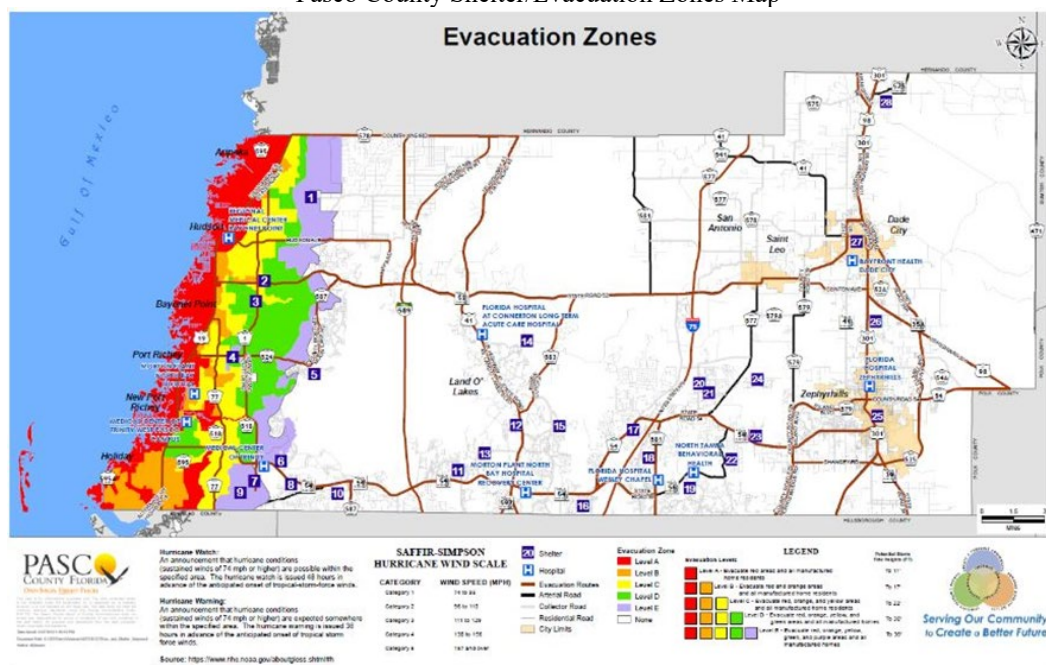


Figure 10 – Source: Pasco County GIS



Pasco County Fire Stations

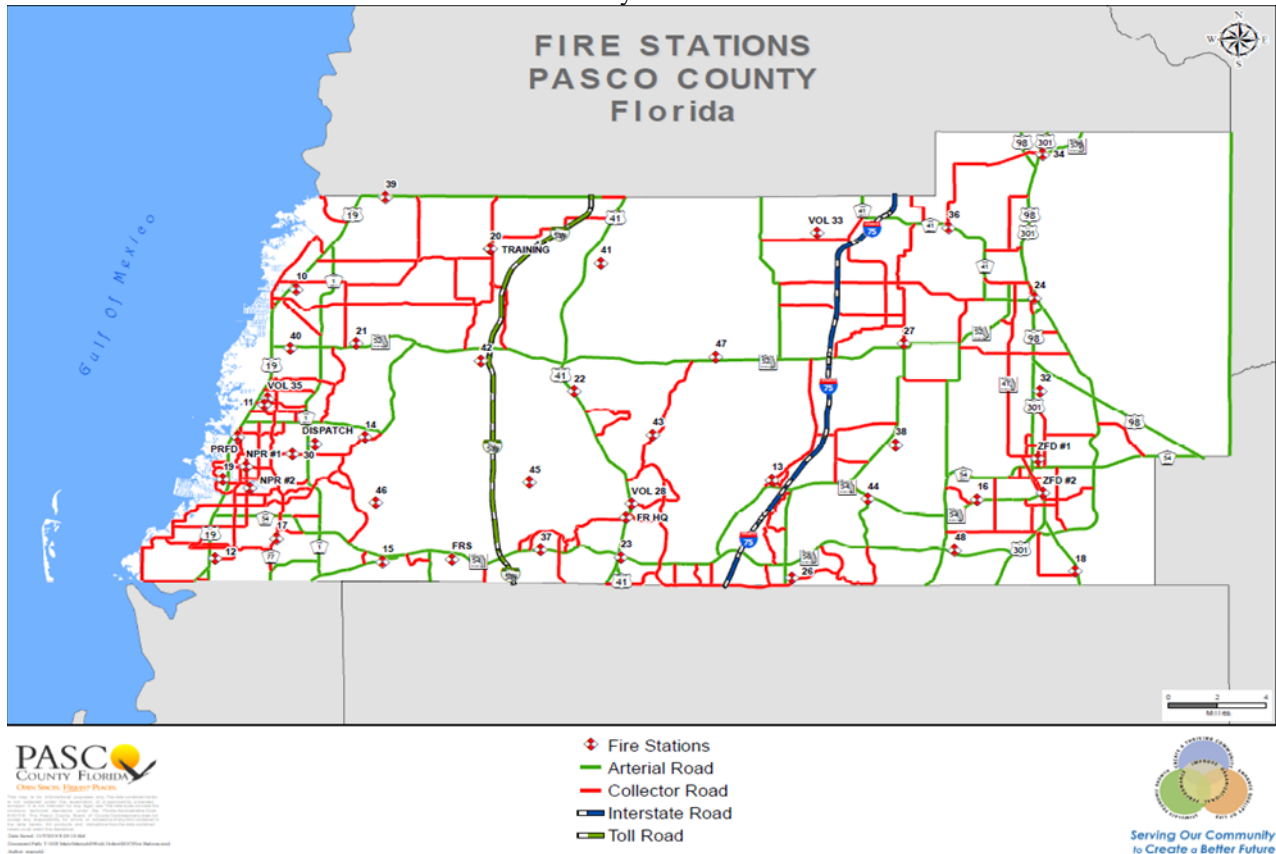


Figure 11 – Source: Pasco County GIS

Surveyed County Points of Distribution (PODs)

Pod Name/Description	Location	POD TYPE	EOA
Crews Lake Middle School	Spring Hill	POD – II	1
Gulf High School	New Port Richey	POD - II	2
Hudson Library	Hudson	POD - III	1
JB Harrill Recreation Complex	Holiday	POD - I	3
Land O' Lakes Community Center Park	Land O' Lakes	POD - III	5
Land O' Lakes Recreation Complex	Land O' Lakes	POD - I	5
Mitchell High School	New Port Richey	POD - II	5
Pasco-Hernando Sate College (East)	Dade City	POD - I	6
Pasco High School	Dade City	POD - II	6
Sam Pasco Park	Zephyrhills	POD - II	7
St. George Church Community Center (Little Rd)	New Port Richey	POD - II	2
Stanley Park	Dade City	POD - III	6
The Groves	Wesley Chapel	POD - I	5
Veterans Memorial Park	Hudson	POD - I	1
Zephyrhills High School	Zephyrhills	POD – II	7
J.W. Mitchell Park	New Port Richey	Bulk Site	3

Table 13



Facility Name	Facility Type	Location
<b>Advent Health Connerton</b>	<b>Hospital</b>	<b>Land O' Lakes</b>
<b>Advent Health Dade City</b>	Hospital	Dade City
<b>Advent Health Wesley Chapel</b>	<b>Hospital</b>	<b>Wesley chapel</b>
<b>Advent Health Zephyrhills</b>	Hospital	Zephyrhills
<b>Medical Center of Trinity</b>	<b>Hospital</b>	<b>Trinity</b>
<b>Medical Center of Trinity West Pasco Campus</b>	Hospital	New Port Richey
<b>Morton Plant North Bay Hospital</b>	<b>Hospital</b>	<b>New Port Richey</b>
<b>Morton Plant North Bay Hospital Recovery Center</b>	Hospital	Lutz
<b>North Tampa Behavioral Health</b>	<b>Hospital</b>	<b>Wesley chapel</b>
<b>Regional Medical Center Bayonet Point</b>	Hospital	Hudson
<b>Baycare Urgent Care (New Port Richey)</b>	<b>Urgent Care</b>	<b>New Port Richey</b>
<b>Care One of Florida</b>	Urgent Care	Port Richey
<b>Doctors Urgent Care</b>	<b>Urgent Care</b>	<b>Holiday</b>
<b>MedExpress Urgent Care</b>	Urgent Care	Hudson
<b>Family Medical Center of Port Richey</b>	<b>Urgent Care</b>	<b>Port Richey</b>
<b>Suncoast Urgent Care</b>	Urgent Care	New Port Richey
<b>After Hours Pediatrics Urgent Care</b>	<b>Urgent Care</b>	<b>New Port Richey</b>
<b>Doctors Urgent Care</b>	Urgent Care	Odessa
<b>Advent Health Express Care at Walgreens New Port Richey</b>	<b>Urgent Care</b>	<b>New Port Richey</b>
<b>Your Family Walk-In Clinic</b>	Urgent Care	Lutz
<b>TGH Urgent Care powered by Fast Track</b>	<b>Urgent Care</b>	<b>Wesley Chapel</b>
<b>MedExpress Urgent Care</b>	Urgent Care	Lutz
<b>Primary Care Walk-in Clinic</b>	<b>Urgent Care</b>	<b>New Port Richey</b>
<b>Florida Medical Clinic - Urgent Care</b>	Urgent Care	Wesley chapel
<b>Florida Medical Clinic - Urgent Care</b>	<b>Urgent Care</b>	<b>Zephyrhills</b>
<b>Lifetime Family Urgent Care</b>	Urgent Care	Wesley Chapel
<b>Advent Health Express Care at Walgreens Land O'Lakes</b>	<b>Urgent Care</b>	<b>Land O' Lakes</b>
<b>Advent Health Centra Care Wesley Chapel</b>	Urgent Care	Wesley Chapel
<b>Family Express Urgent Care</b>	<b>Urgent Care</b>	<b>Lutz</b>
<b>Advent Health Central Pasco ER</b>	Standalone ER	Lutz
<b>ER 24/7 in Lutz</b>	Standalone ER	Lutz

Table 14

Logistics Staging Areas (LSA) and Disaster Recovery Centers (DRC)

Staging Area Name	Location	Type
Dade City Business Center - LSA	Dade City	
Gulf High School - LSA	New Port Richey	
Suncoast Crossing Plaza - LSA	Odessa	
Dade City Fairgrounds - DRC	Dade City	
Pasco County Library - DRC	Hudson	
Community Service Complex - DRC	Dade City & Port Richey	Fixed
Sam Pasco Park - DRC	Zephyrhills	Mobile
Fasano Regional Hurricane Shelter - DRC	Hudson	Mobile
Land O' Lakes Rec Center - DRC	Land O' Lakes	Fixed

Table 15

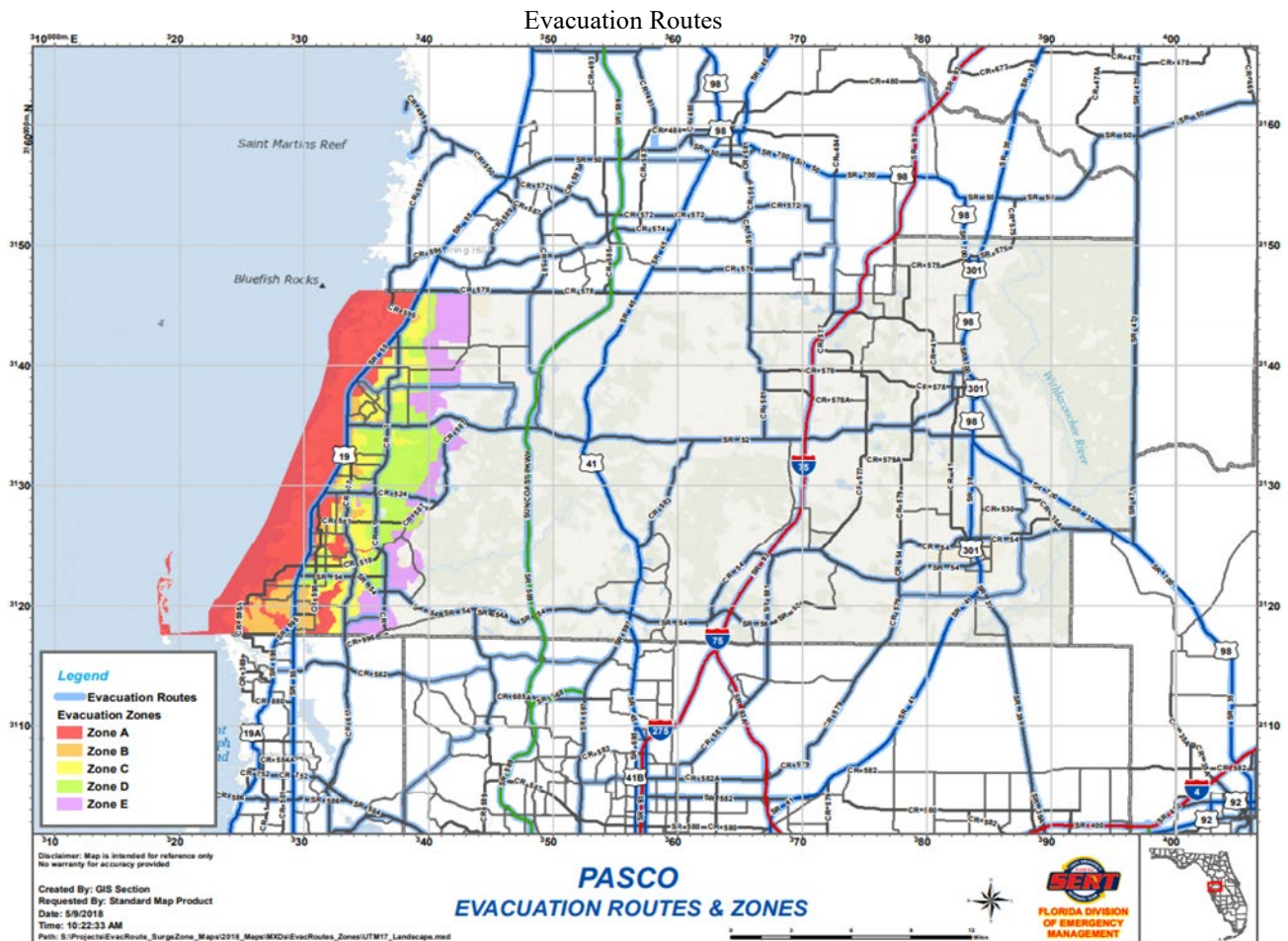


Figure 12 – Source: FDEM, GIS 2018

## CONCEPT OF OPERATIONS

### National Incident Management System (NIMS)

On February 28, 2003, the President issued Homeland Security Presidential Directive (HSPD)-5, which directed the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS). According to HSPD-5: ***“This system will provide a consistent nationwide approach for federal, state, and local governments to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among federal, state, and local capabilities, the NIMS will include a core set of concepts, principles, terminology, and technologies covering the incident command system; multi-agency coordination systems; unified command; training; identification and management of resources (including systems for classifying types of resources); qualifications and certification; and the collection, tracking, and reporting of incident information and incident resources.”***

While most incidents are generally handled daily by a single jurisdiction at the local level, there are important instances in which successful incident management operations depend on the involvement of multiple jurisdictions, functional agencies, and emergency responder disciplines. These instances require effective and efficient coordination across this broad spectrum of organizations and activities. NIMS uses a systems approach to integrate the best of existing processes and methods into a unified national framework for incident management. This framework forms the basis for interoperability and compatibility that, in turn, enables a diverse set of public and private organizations to conduct well-integrated and effective incident management operations. It does this through a core set of concepts, principles, procedures, organizational processes, terminology, and standards requirements applicable to a broad community of NIMS users.

To provide this framework for interoperability and compatibility, NIMS is based on an appropriate balance of flexibility and standardization. NIMS provides a consistent, flexible, and adjustable national framework within which government and private entities at all levels can work together to manage domestic incidents, regardless of their cause, size, location or complexity. This flexibility applies across all phases of incident management: prevention, preparedness, response, recovery and mitigation. NIMS also provides a set of standardized organizational structures such as the ICS, multi-agency coordination systems and public information systems as well as requirements for processes, procedures and systems designed to improve interoperability among jurisdictions and disciplines in various areas, including: training; resource management; personnel qualification and certification; equipment certification; communications and information management; technology support; and continuous system improvement.

NIMS integrates existing best practices into a consistent, nationwide approach to incident management that is applicable at all jurisdictional levels and across functional disciplines in an all-hazards context. Six major components make up this systems approach. A brief synopsis of each major component of the NIMS is provided, as well as how these components work together as a system to provide the national framework for preparing for, preventing, responding to, and recovering from domestic incidents, regardless of cause, size, or complexity. A more detailed discussion of each component can be found in a variety of sources, particularly the NIMS Integration Center.

**Command and Management:** NIMS standard incident command structures are based on three key organizational systems:

- The Incident Command System (ICS) defines the operating characteristics, interactive management components, and structure of incident management and emergency response organizations engaged throughout the life cycle of an incident.
- Multi-agency Coordination Systems (MACS) define the operating characteristics, interactive management components, and organization structure of supporting incident management entities engaged at the federal, state, local, and regional levels through mutual-aid agreements and other assistance agreements.
- Public Information Systems refers to processes, procedures, and systems for communicating timely and accurate information to the public during crisis or emergency situations.

### **Preparedness**

Effective incident management begins with a host of preparedness activities conducted on a steady-state basis, well in advance of any potential incident. Preparedness involves an integrated combination of planning, training, exercises, personnel qualification and certification standards, equipment acquisition and certification standards, and publication management processes and activities.

- Planning: Plans describe how personnel, equipment, and other resources are used to support incident management and emergency response activities. Plans provide mechanisms and systems for setting priorities, integrating multiple entities and functions, and ensuring that communications and other systems are available and integrated in support of a full spectrum of incident management requirements.
- Training: Training includes standard courses on multi-agency incident command and management, organizational structure, and operational procedures; discipline-specific and agency-specific incident management courses; and courses on the integration and use of supporting technologies.
- Exercises: Incident management organizations and personnel must participate in realistic exercises – including multidisciplinary, multi-jurisdictional, and multi-sector interaction

– to improve integration and interoperability and optimize resource utilization during incident operations.

- Qualification and Certification: Qualification and certification activities are undertaken to identify and publish national-level standards and measure performance against these standards to ensure that incident management and emergency responder personnel are appropriately qualified and officially certified to perform NIMS-related functions.
- Equipment Acquisition and Certification: Incident management organizations and emergency responders at all levels rely on various types of equipment to perform mission essential tasks. A critical component of operational preparedness is the acquisition of equipment that will perform to certain standards, including the capability to be interoperable with similar equipment used by other jurisdictions.
- Publications Management: Publications management refers to forms and forms standardization, developing publication materials, administering publications – including establishing naming and numbering conventions, managing the publication and promulgation of documents, and exercising control over sensitive documents – and revising publications when necessary.

### **Resource Management**

NIMS defines standardized mechanisms and establishes requirements for processes to describe, inventory, mobilize, dispatch, track, and recover resources over the life cycle of an incident. Pasco County DEM implements the **Resources Management ICP** to perform this function.

### **Communications and Information Management**

NIMS identifies the requirement for a standardized framework for communications, information management (collection, analysis, and dissemination), and information-sharing at all levels of incident management. These elements are briefly described below:

- Incident Management Communications: Incident management organizations must ensure that effective, interoperable communications processes, procedures, and systems exist to support a wide variety of incident management activities across agencies and jurisdictions.
- Information Management: Information management processes, procedures, and systems help ensure that all information, including communications and data, flows efficiently through a commonly accepted architecture supporting numerous agencies and jurisdictions responsible for managing or directing domestic incidents, those impacted by the incident, and those contributing resources to the incident management effort. Effective information management enhances incident management and response and helps ensure that crisis decision-making is better informed.

### **Supporting Technologies**

Technology and technological systems provide supporting capabilities essential to implementing and continuously refining NIMS. These include voice and data communications systems, information management systems (i.e., recordkeeping and resource tracking), and data display systems. Also included are specialized technologies that facilitate ongoing operations and incident management activities in situations that call for unique technology-based capabilities. For more information, refer to the Communications ICP.

### **Ongoing Management and Maintenance**

This component establishes an activity to provide strategic direction for and oversight of NIMS, supporting both routine review and the continuous refinement of the system and its component over the long term.

The ICS is a management system designed to enable effective and efficient domestic incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to enable effective and efficient incident management. A basic premise of ICS is that it is widely applicable. It is used to organize both near-term and long-term field-level operations for a broad spectrum of emergencies, from small to complex incidents, both natural and manmade. ICS is used by all levels of government – federal, state, and local – as well as by many private sector and nongovernmental organizations. ICS is also applicable across disciplines. It is normally structured to facilitate activities in six major functional areas: command, operations, planning, logistics, and finance and administration. Acts of biological, chemical, radiological, and nuclear terrorism represent challenges for the traditional ICS structure. Events that are not site specific, are geographically dispersed, or evolve over longer periods of time will require extraordinary coordination between federal, state, local, private-sector, and non-governmental organizations. An area command may be established to oversee the management of such incidents.

## **CONCEPTS AND PRINCIPLES**

### **Most Incidents are Managed Locally**

The initial response to most incidents is typically handled by local “9-1-1” dispatch centers, emergency responders within a single jurisdiction, and direct supporters of emergency responders. Most responses need go no further. In other instances, incidents that begin with a single response discipline within a single jurisdiction may rapidly expand to multidisciplinary, multi-jurisdictional incidents requiring significant additional resources and operational support. Whether for incidents in which additional resources are required or are provided from different organizations within a single jurisdiction or outside the jurisdiction, or for complex incidents with national-level implications (such as an emerging infectious disease or a bioterrorism event),

the ICS provides a flexible core mechanism for coordinated and collaborative incident management. When a single incident covers a large geographical area, multiple local ICS organizations may be required. Effective cross-jurisdictional coordination using processes and systems described in NIMS is critical in this instance.

NIMS requires that field command and management functions be performed in accordance with a standard set of ICS organizations, doctrine, and procedures. However, Incident Commanders generally retain the flexibility to modify procedures or organizational structure to align as necessary with the operating characteristics of their specific jurisdictions or to accomplish the mission in the context of a hazard scenario.

### **ICS is Modular and Scalable**

ICS is designed to have the following operating characteristics:

- Suitable for operations within a single jurisdiction or single agency, a single jurisdiction with multi-agency involvement, or multiple jurisdictions with multi-agency involvement;
- Applicable and acceptable to users throughout the country;
- Readily adaptable to new technology;
- Adaptable to any emergency or incident to which domestic incident management agencies would be expected to respond; and
- Have a scalable organizational structure that is based on the size and complexity of the incident.

### **ICS Establishes Common Terminology**

Common terminology includes a standard set of pre-designated organizational elements and functions, common names for resources used to support incident operations, common typing for resources to reflect specific capabilities, and common identifiers for facilities and operational locations used to support incident operations. These standards and procedures enable diverse organizations to work together effectively.

ICS establishes common terminology that allows diverse incident management and support entities to work together across a wide variety of incident management functions and hazard scenarios. This common terminology covers the following:

- Organizational Functions: Major functions and functional units with domestic incident management responsibilities are named and defined. Terminology for the organizational elements involved is standard and consistent.
- Resource Descriptions: Major resources – including personnel, facilities, and major equipment and supply items – used to support incident management activities are given common names and are “typed” with respect to their capabilities, to help avoid confusion and to enhance interoperability.

- Incident Facilities: Common terminology is used to designate the facilities in the vicinity of the incident area that will be used in the course of incident management activities.

### **Management by Objectives**

Management by objectives represents an approach that is communicated throughout the entire ICS organization. This approach includes the following:

- Establishing overarching objectives;
- Developing and issuing assignments, plans, procedures, and protocols;
- Establishing specific, measurable objectives for various incident management functional activities, and directing efforts to attain them, in support of defined strategic objectives; and
- Documenting results to measure performance and facilitate corrective action.

### **Comprehensive Resource Management**

Maintaining an accurate and up-to-date picture of resource utilization is a critical component of domestic incident management. Resource management includes processes for categorizing, ordering, dispatching, tracking, and recovering resources. It also includes processes for reimbursement for resources, as appropriate. Resources are defined as personnel, teams, equipment, supplies, and facilities available or potentially available for assignment or allocation in support of incident management and emergency response activities. Procedural details for resource management can be found in the Resources Management ICP within the Resources Unit Leader Position Specific Guide.

### **Integrated Communications**

Incident communications are facilitated through the development and use of a common communications plan and interoperable communications processes and architectures. This integrated approach links the operational and support units of the various agencies and is necessary to maintain communications connectivity and discipline to enable common situational awareness and interaction. Preparedness planning must address the equipment, systems, and protocols necessary to achieve integrated voice and data incident management communications. Pasco County addresses integrated communications in their Tactical Interoperable Communications ICP.

### **Chain of Command/Unity of Command**

Chain of command refers to the orderly line of authority within the ranks of the incident management organization. Unity of command means that every individual has a designated supervisor to whom they report at the scene of the incident. These principles clarify reporting relationships and eliminate the confusion caused by multiple, conflicting directives. Incident managers at all levels must be able to control the actions of all personnel under their supervision.



### Unified Command

In incidents involving multiple jurisdictions, a single jurisdiction with multi-agency involvement, or multiple jurisdictions with multi-agency involvement, unified command allows agencies with different legal, geographic, and functional authorities and responsibilities to work together effectively without affecting individual agency authority, responsibility, or accountability.

### Information and Intelligence Management

The incident management organization must establish a process for gathering, sharing, and managing incident-related information and intelligence. Additional, more detailed information on the incident command system can be found in a variety of sources, particularly the NIMS Integration Center and the National Interagency Coordination Center.

## STRUCTURE

### Non-Emergency Organization of Pasco County – Inclusive of Its Six Municipalities

Pasco County is governed by five elected Commissioners and an appointed County Administrator. The Administrator has executive powers to implement the policies and procedures set forth by the Board of County Commissioners. The Board of County Commissioners is the legislative and policy-making body of county government. The five members of the Board are elected county-wide from districts. The Board appoints the County Administrator and the County Attorney and confirms the appointment of department heads. The Board establishes policy and makes all budget decisions regarding appropriation of funds to county departments, divisions, and some Constitutional Officers.

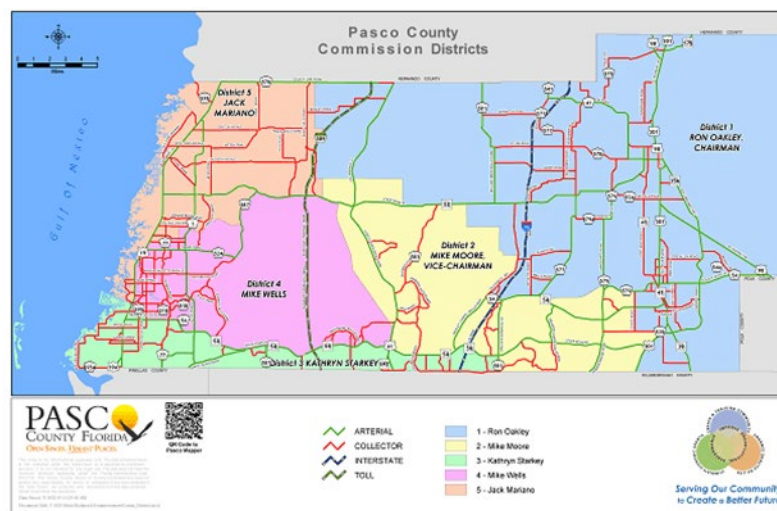


Figure 13 – Source: Pasco GIS



Figure 14

Pasco County Department of Emergency Management Organizational Chart 2019

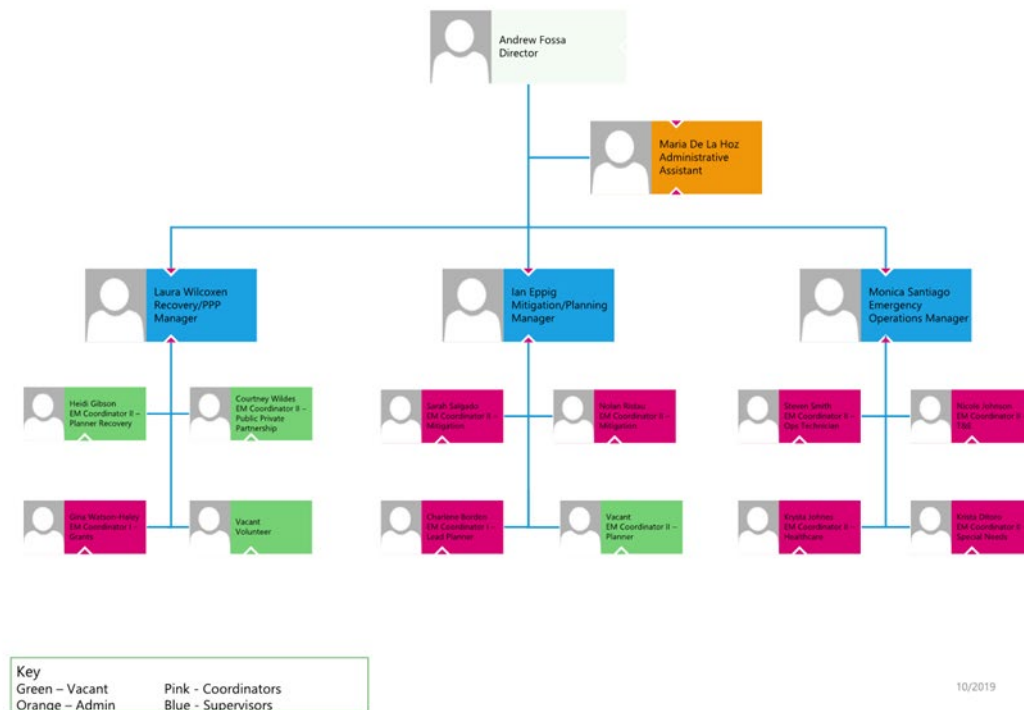


Figure 15

The **City of Dade City** is an incorporated municipality and a political subdivision of the State of Florida. The legislative branch of the city government is composed of five Commissioners elected at-large including a Mayor who is elected by the City Commission. City Commissioners are elected for staggered four-year terms of office. Under the provisions of the adopted City Charter, Dade City operates under the City Commission-City Manager form of government and

is recognized by the International City/County Management Association (ICMA). The City Manager is authorized by the City Charter to act as the chief administrative officer of the City. In this capacity, the City Manager is responsible for supervising all departments and divisions of the City except for the City Clerk/Finance Officer and the City Attorney who report directly to the City Commission.

The **City of New Port Richey** operates under a Council-Manager form of government. The City Council consists of a Mayor and four Council members. As representatives of the People, the council makes laws and sets the policies that govern the City and provide for the welfare of its citizens. The City Manager works closely with the Mayor and Council assisting them in formulating objectives, policies, and programs. The City Manager is responsible for the efficient day-to-day operations of all city programs.

The **City of Port Richey**, a Florida Municipal Corporation, has the governmental, corporate, and proprietary powers to enable it to conduct municipal government, perform municipal functions and render municipal services and to exercise any power for municipal purposes except when expressly prohibited by law. There is a City Council composed of five members elected by the qualified voters of the city at large. One member is elected as Mayor and the balance is elected as City Council members. The Mayor is the official head of the City. The City Council appoints a City Manager. The City Manager is the chief administrative officer of the City, responsible to the Council for the administration of all City affairs placed in the Manager's charge.

The government and corporate authority of the **City of San Antonio** (Florida), is composed of a city commission composed of five members. The commission elects, from among its members, officers of the city who shall have the titles of Mayor and Mayor Pro-tem. The Mayor presides at meetings of the commission and shall be recognized as head of the city government for all purposes. The Mayor Pro-tem acts as the Mayor during the absence or disability of the Mayor. The Mayor is the chief executive officers, and as such, has all executive authority granted by Charter or by law. The City Clerk is the immediate supervisor of all other employees of the city.

The **City of Zephyrhills** vests the governance and municipal authority of the city in a Mayor, a City Council composed of five members, a City Manager, a Chief of Police, a Chief of the Fire Department, and other boards and officers as may be designated or created by ordinance. The City Council has the power to create other offices as they deem necessary to provide for filling the same by appointment or election, and to abolish at any time any office so created by them. The city has all powers possible for a city to have under the Constitution and laws of the State of Florida as fully and completely as though they were specifically enumerated in Chapter 11.11 of the Charter of Zephyrhills, Florida.

The **Town of St. Leo** is composed of a town commission consisting of five members who are electors of the town, elected by the voters of the town. The commission elects, from among its members, a Mayor and a Mayor Pro-tem. The Mayor is the chief executive officer of the town and presides at meetings of the commission. During the absence or disability of the Mayor, the Mayor Pro-tem performs the duties of the office of the Mayor. The commission is responsible for the supervision and direction of all departments, agencies, or offices administered by an officer appointed by and subject to the direction and supervision of the commission.

### **Pasco County Emergency Organization Coordination – Inclusive of Its Six Municipalities**

Coordination between municipal, county, state, and federal agencies which occurs as a result of the establishment of relationships during the preparedness phase, is enhanced by the use of common operating platforms during response (e.g., interoperable communication devices, information sharing networks, use of the Incident Command System), and is assured by the formal recognition of and respectful treatment towards jurisdictional liaisons throughout all phases.

Incident and Area Commanders have standing authorities as described within their job descriptions, standard operating guidelines, general orders or other agency-specific documents. Further, these authorities can be temporarily expanded by their agency administrator through a delegation of authority formally recognized by the Executive Policy Group.

EOC staff members are responsible for establishing and supporting protocols and systems to promote information sharing between the field, the private sector, neighboring jurisdictions, and the state and federal government in order to establish full situation awareness related to emergency operations. EOC staff support the field by securing and allocating requested resources, interfacing with outside agencies and the media to fully leverage a broad range of capabilities, gaining policy level support for action plans, and establishing mechanisms to sustain the workforce. An EOC Coordinator is assigned responsibility for facilitating the EOC staff's actions.

At the field level, command of the incident is variable depending on the hazard type and the conditions through time; however, those Authorities Having Jurisdiction (AHJ) always provide overall tactical leadership for the incident.

The Pasco County EOC is managed using the Incident Command System/Emergency Operations Center (ICS/EOC) interface. Within the EOC setting, the ICS Command and General Staff positions are filled by agency and jurisdictional representatives based on the demands of the incident itself. The ICS is a mechanism that consolidates multiple agencies performing similar or like functions into a single, cohesive unit to allow for better management of emergency operations.

### **Executive Policy Group (EPG)**

The Executive Policy Group takes such action as determining the timing of the issuance of a Local State of Emergency, evacuation orders, curfews, and authorizing the dissemination of public protective measure recommendations. The EPG acts in support of elected officials, the County Administrator, the EOC staff, and field personnel by resolving conflicts within the political, financial, inter-jurisdictional, legal, and other administrative framework.

The EPG is composed of the County Administrator, the County Attorney, the Pasco County Sheriff, the Pasco County Health Department Director, the Superintendent of the District School Board of Pasco County, and the Director of the Department of Emergency Management. In an incident fully contained within or significantly affecting a municipal jurisdiction, the City Manager(s), the City Clerk, and/or the City Attorney hold an essential role within the Executive Policy Group. The EPG may grow to include representatives of agencies having hazard-specific expertise and/or a legal requirement to act in a lead capacity. For example, in the event of a large wildfire incident, local fire chiefs and the Florida Forest Service become assets to the decision-making process inherent to the Executive Policy Group. Additionally, the Public Services Assistant County Administrator (ACA), Development Services ACA, Internal Services ACA, and/or the Director of the Office of Management and Budget (OMB) may be included in the Executive Policy Group, at the direction of the County Administrator. State and federal representatives such as the Governor's Authorized Representative (GAR), the State Coordinating Officer (SCO), and the Federal Coordinating Officer (FCO) are accommodated and incorporated as appropriate.

The organizational structure represented in Figure 16 applies to all hazards and are meant to illustrate a full-scale activation organizational structure possible. For small-to-moderate scale incidents and events, the overall organizational model would be reduced in size and/or complexity in order to gain efficiency and effectiveness. Hazard-specific model organization changes are found within their associated coordinating procedures and incident-specific plans which are separate from, but related to, this document.

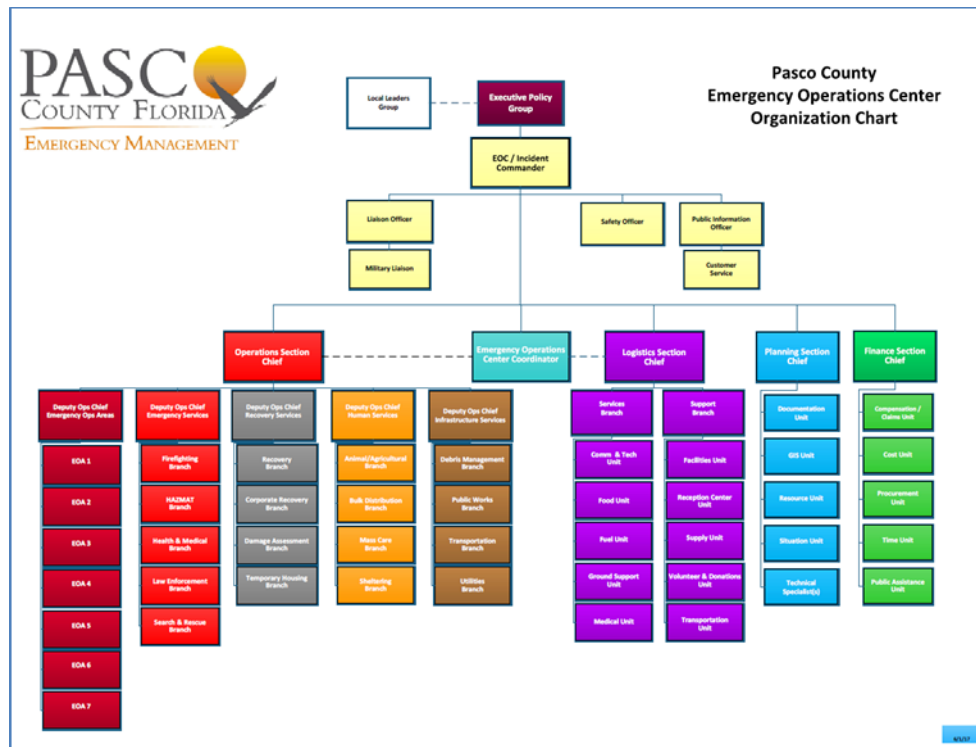


Figure 16

### Pasco County Emergency Operations Center Activation Levels

The Emergency Operations Center can be activated to three levels, depending on the nature of the disaster. The County Administrator, through the Director of Emergency Management, shall designate what level of activation is required in response to a given situation, and shall ensure all steps for notification and operation are completed for that level of activation:

- **Level 3 – Monitoring:** Level 3 is typically a monitoring phase. Notification will be made to those agencies and branches/groups/units that would need to act as part of their everyday responsibilities. This activation will typically involve only the Department of Emergency Management staff. This level is established to perform regular situation analysis functions utilizing the best information available for decision-making purposes.
- **Level 2 – Partial:** All primary branches/groups/units are notified. Department of Emergency Management personnel and the necessary branches/groups/units will staff the EOC. This includes the staff listed above and representatives of those branches/groups/units, Pasco County or city agencies, EOC/Area Command units, or individuals as may be designated by the Director of Emergency Management as required to address an emergency. The Director of Emergency Management may activate portions of this plan in preparation of an anticipated major disaster, such as a hurricane or tropical storm.
- **Level 1 – Full:** 24-hour staffing of the Emergency Operations Center. All lead and assisting agencies are notified. Requires the involvement of the entire local emergency response organization and should result in the full activation of each unit of the EOC.

### **Responsibilities of the County Administrator**

The following specific responsibilities apply to the County Administrator of Pasco County as established by Chapter 30 of the Ordinance Code. The County Administrator is responsible for meeting the dangers presented to Pasco County and its people by a natural disaster. The County Administrator may perform the following actions:

*Declaration/Extend/Termination: A natural disaster emergency shall be declared by resolution of the County Administrator if he finds that a disaster has occurred or that the occurrence or the threat thereof is imminent. The local state of emergency shall continue until the County Administrator in conjunction with the designated Incident Commander finds that the threat or danger has been dealt with to the extent that the emergency condition no longer exists, and he terminates the state of disaster emergency by resolution. No state of disaster emergency may continue for longer than 7 days unless renewed by the County Administrator. At the same time as the state of disaster emergency is declared, the County Administrator shall convene the Board of County Commissioners in special meeting, at which he/she shall report to the Board all the facts and circumstance concerning the disaster and his recommendations in connection with the event. All resolutions issued under this subsection shall indicate the nature of the disaster, the area or areas of Pasco County threatened by it and the conditions which have brought it about, or which make possible the termination of the state of disaster emergency. A resolution issued under this subsection shall be promptly disseminated by means calculated to bring it to the attention of the general public and, unless the circumstances attendant upon the disaster prevent or impede, it shall be promptly filed with the Clerk Comptroller's Office.*

### **Lead Agencies**

As required by 27P-6.0023 (FAC), the CEMP assigns lead and support/assisting responsibilities for agencies and personnel that coordinate with the emergency support functions outlined in the State CEMP. The lead agencies are designated because they either have a statutory responsibility to perform that function, or through its programmatic or regulatory responsibilities, the agency may have developed the necessary expertise to lead the group or unit.

In some agencies, a portion of the agency's mission is very similar to the mission of the group/unit; therefore, the skills to respond in a disaster can be immediately translated from the daily business of that agency.

The lead agency has the responsibility of coordinating all existing agencies to ensure that missions are accomplished, and resources are maximized. The lead agencies report to their respective branch director or section chief. All lead agency staff must fulfill both administrative responsibilities and operational responsibilities to ensure proper coordination among all assisting

agencies. The operational responsibilities of each lead and assisting agency are outlined in the specific ICPs.

Administrative responsibilities for lead agency staff include the following:

- Staff the EOC upon activation and ensure 24-hour staffing coverage based on the level of activation;
- Maintain a roster of all assisting agency contact persons, make necessary notifications to activate assisting agencies as necessary, and maintain ongoing communications to support mission assignments;
- Maintain a listing of all available resources;
- Develop, maintain, and review assisting agency ICPs/PSGs to allow for the efficient and effective implementation of the group/unit mission;
- Prioritize missions in coordination with the EOC based on life safety and protection of property and in accordance with the IAP;
- Once local resource capabilities have been exhausted, coordinate mutual aid and private vendor resource needs to requesting parties within the county, through the proper resource request procedure. Documentation shall be maintained for operational accountability and for purposes of financial reimbursement;
- Coordinate for the provision of all mutual aid resources to requesting parties outside of the county in accordance with appropriate resource request procedures and based on available assets;
- Documentation shall be maintained for operational accountability and for purposes of financial reimbursement; and
- Train all staff responsible for implementing the plan, including assisting agency staff, on ICPs and PSGs.

#### **Assisting Role or Agency**

As assisting agency has the following responsibilities:

- Provide appropriate personnel, equipment, facilities, technical assistance, and other support as required, in order to assist the lead agency in accomplishing the goals, objectives, and missions assigned;
- Provide technical and subject-matter expertise, data, advice, and support staff for operations that fall within the domain of the respective agency;
- Assist the lead agency in staffing the EOC, as needed; and
- Maintain and review applicable ICPs and PSGs to allow for the efficient and effective implementation of the group/unit missions.



## PASCO COUNTY EOC FUNCTIONS

### Command Staff

A group of incident personnel that the Incident Commander or Unified Command assigns to support the command function at an ICP. Command staff often include a PIO, a Safety Officer, and a Liaison Officer, who may have assistants as necessary.

Incident Commander: The Incident Commander (IC) is a member of the Command Staff and, this role is usually filled by the Emergency Management Director. The IC has overall responsibility for management of the incident, including the development of strategies and tactics and the ordering and releasing of resources. The IC is responsible for incident operations and management. The IC may have a deputy IC, either from their agency or an assisting agency.

Liaison Officer: The Liaison Officer (LNO) is a member of the Command Staff and this position is usually filled when incidents are multi-jurisdictional or involve several agencies. The LNO is the contact for representatives from all agencies assigned to the incident and is responsible for maintaining a roster of assisting agencies and their representative and establishing and coordinating interagency contacts and communications so that all agencies involved in the incident are kept informed. The Liaison Officer participates in the Planning Meetings and provides updates on assisting agencies to include resources, limitations, etc.

Safety Officer: The Safety Officer (SFO) is a member of the Command Staff and is responsible for developing and recommending measures for assuring personnel safety. The Safety Officer participates in the Planning Meetings, reviews the Incident Action Plan (IAP) for safety implications, and reviews and approves the safety/medical plan. The SFO has the authority, along with the IC, to suspend any activity that poses a threat to life safety. Only one SFO will be assigned for each incident; however, depending upon the size and scope of the incident, the SFO may have assistants as necessary.

Public Information Officer: The Public Information Officer (PIO) or Information Officer (IO) is also a member of the Command Staff and is responsible for developing and releasing information about the incident to the media, incident personnel, and appropriate agencies/organizations. The PIO will obtain the Incident Commander's approval for all media releases that are disseminated pertaining to the incident. Only one PIO is assigned to an incident; however, the PIO may have assistants as necessary.

### General Staff

A group of incident personnel organized according to function and reporting to the Incident Commander or Unified Command. The ICS General Staff consists of the Operations Section

Chief (OSC), Planning Section Chief (PSC), Logistics Section Chief (LSC), and Finance/Administration Section Chief (FSC).

## **EOC/AREA COMMAND**

### **Functional Branch/Groups/Units**

The EOC works as a multiagency coordination center and is a **process** that allows all levels of government and all disciplines to work together more efficiently and effectively. In the EOC, multiagency coordination occurs across the different disciplines involved, across jurisdictional lines, or across levels of government.

Area Command oversees the management of multiple incidents handled individually by separate incident command organizations or to oversee the management of very large or evolving incidents engaging multiple incident management teams.

While it is recognized that Area Command oversees management coordination of the incident and the EOC coordinates support, for the purposes of this plan the terms will be used together to represent both functions in the same location.

The EOC/Area Command is a compilation of various, relevant Pasco County agencies/departments and other entities collaborating to prepare for, respond to, and recover from, a disaster situation. The EOC/Area Command personnel are comprised of agency representatives that are considered “decision makers” who have operational authority for the agencies they represent. These agency representatives are assigned to staff a specific ICS position. As missions or assignments are generated from the EOC/Area Command, they are passed to the agency representative at the EOC/Area Command and implemented. The following section briefly outlines the major roles and responsibilities of the functional branches/groups/units of the EOC/Area Command. A more detailed description can be found in the respective Position Specific Guides.

### **Operations Section Overview**

The Operations Section is responsible for command, control, and coordination of all response elements applied to the incident, regardless of the hazard. The Operations Section carries out the objectives of the EOC/Area Command IAP and requests additional resources as needed. In order to maintain effective span of control, the Operations Section is organized into the following four deputy sections:

- Deputy Operations Section Chief – Emergency Services
- Deputy Operations Section Chief – Human Services
- Deputy Operations Section Chief – Infrastructure
- Deputy Operations Section Chief – Recovery

- Deputy Operations Section Chief – Emergency Operations Area

Responsibilities:

- Coordinate support for field operations;
- Establish response priorities in conjunction with the County Administrator, Executive Policy Group, and Emergency Manager;
- Ensure cross-functional communications and coordination;
- Ensure effective resource sharing between responding departments;
- Establish and coordinate EOC/Area Command situation management activities; and
- Coordinate response activities with state and federal agencies.

The following units may be established within the Emergency Services Branch:

Firefighting Branch: Pasco County's Fire Rescue (PCFR) is the lead agency for the Fire Branch and shall coordinate all fire, EMS, and search and rescue operations within the unincorporated areas of Pasco County and assist neighboring communities if called upon. PCFR will complete and maintain status reports for major incidents, implement the objectives of the EOC/Area Command IAP assigned to the Fire Branch, and assist and serve as an advisor to the Deputy Operations Section Chief – Emergency Services, as required.

Lead Agency: Pasco County Fire Rescue (PCFR)  
Assisting Agencies: City of New Port Richey Fire Department  
City of Port Richey Fire Department  
City of Zephyrhills Fire Department

HazMat Branch: Pasco County Fire Rescue (PCFR) is the lead agency for the HazMat Branch and shall coordinate all hazardous material response operations within the unincorporated areas of Pasco County. PCFR will complete and maintain status reports for major incidents, implement the objectives of the EOC/Area Command IAP assigned to the HazMat Branch, and implement the HazMat HSP.

Lead Agency: PCFR  
Assisting Agencies: Florida Department of Environmental Protection  
U.S. Coast Guard  
Florida Department of Health – Pasco County (DOH – Pasco)  
Pasco County Sheriff's Office (PCSO)

Health and Medical Branch: The Health and Medical Branch is responsible for coordinating the provision of medical, mental, and public health care for residents and visitors of Pasco County. This includes providing accurate information on where individuals may receive appropriate care.

Responsibilities include:

- Minimize loss of life, subsequent disability, and human suffering by ensuring timely and coordinated medical and public health assistance;
- Coordinate activities of medical care facilities and the procurement, allocation, and distribution of medical personnel, supplies, communications, and other resources;
- Provide a system for receipt and dissemination of health-related information required for effective response and recovery from a major disaster;
- Assist in the implementation of public health actions ordered;
- Coordinate with the PIO to inform the public of health precautions or health-related safety instructions for the general public;
- Coordinate and prioritize requests for health services support from local responders and obtain medical/health personnel, supplies, and equipment through mutual aid or requests for state or federal support; and
- Complete and maintain status reports for major incidents and implement the objectives of the EOC/Area Command IAP assigned to the Health and Medical Branch.

Lead Agency: Florida Department of Health – Pasco County (DOH – Pasco)

Assisting Agencies: PCFR  
Area hospitals  
Pasco County Veterans' Department  
Medical Examiner  
Funeral Directors (Fatality Management)

Law Enforcement Branch: The Law Enforcement Branch commands, controls, and coordinates law enforcement resources and activities. The Pasco County Sheriff's Office shall serve as the lead agency for the Law Enforcement Branch and is responsible for linking the EOC/Area Command to law enforcement agencies (state and federal) and appropriate dispatch centers. The Law Enforcement Branch Director will complete and maintain status reports for major incidents, implement the objectives of the EOC/Area Command IAP assigned to the Law Enforcement Branch, and assist and serve as an advisor to the Deputy Operations Section Chief – Emergency Services, as required.

Lead Agency: Pasco County Sheriff's Office

Assisting Agencies: Dade City Police Department  
New Port Richey Police Department  
Port Richey Police Department  
Zephyrhills Police Department

Sheltering Branch: The Sheltering Branch is responsible for coordinating the provision of basic temporary shelter for the residents, special needs clients, and visitors of Pasco County. This

includes refuge from severe weather or a disaster event and immediate (short-term) post-disaster sheltering.

- Determine the operational status of all facilities listed as potential shelters, to include, but not limited to:
  - Access for people with disabilities;
  - Adequate sanitation facilities;
  - Capacity for cooking and serving food;
  - Housing capacity;
  - Structural soundness; and
  - Utility services.

Shelters that also serve as Pet-Friendly Sheltering (PFS) are responsible for the care, welfare, and control of animals during a declared incident or disaster. The Sheltering Branch will complete and maintain status reports for major issues and incidents and implement the objectives of the EOC/Area Command IAP assigned to the Sheltering Branch.

Lead Agency: District School Board of Pasco County  
Assisting Agencies: Pasco County Sheriff's Office (PCSO)  
Pasco County Human Resources  
Pasco County Animal Services  
Florida Department of Health – Pasco County (DOH – Pasco)  
Municipal Police Departments  
Salvation Army  
Community Emergency Response Teams (CERT)  
Radio Amateur Civil Emergency Services (RACES)  
Churches

Bulk Distribution Branch: The Bulk Distribution Branch is responsible for coordinating the distribution of basic supplies to the residents of Pasco County through Points of Distribution (PODS). The Bulk Distribution Branch will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command IAP assigned to the Bulk Distribution Branch.

Lead Agency: Pasco County Parks, Recreation, and Natural Resources Department  
Assisting Agencies: American Red Cross, Mid-Florida Chapter  
United Way of Northeast Florida  
Pasco County Human Services Department

Mass Care Branch: The Mass Care Branch is responsible for providing basic human services, including food, potable water, and other necessities to persons impacted by a disaster. The Mass

Care Branch also provides a central disaster registration and inquiry service to reunite families and response to outside welfare inquiries. The Mass Care Branch collaborates closely with other agencies within the Deputy Operations Section – Human Services to ensure close coordination and support for their mass care activities. Responsibilities include:

- Ensuring effective integration of voluntary mass care activities;
- Estimating the number of people who will require mass care services (i.e., feeding, clothing, distribution of relief supplies, etc.);
- Ensuring that mass care service delivery programs are designed to address the needs of all segments of the affected population, including people with special needs;
- Coordinating the provision of shelters, feeding, and disaster welfare inquiries;
- Assisting the American Red Cross with inquiries and registration services to reunite families or respond to inquiries from other relatives;
- Ensuring that physical and mental health services are available at shelters and other mass care service delivery sites; and
- Coordinating the collection and distribution of mass care service delivery statistics.

Lead Agency: American Red Cross, Mid-Florida Chapter

Assisting Agencies: Florida Department of Health – Pasco County (DOH – Pasco)  
District School Board of Pasco County (Shelter Sites)  
Pasco County Human Services Department  
Pasco County Parks, Recreation & Natural Resources Department  
Pasco County Sheriff’s Office (PCSO) (for the security mission)  
Pasco County Public Transportation (PCPT)  
Salvation Army  
Amateur Radio Emergency Services (ARES)

Animal/Agricultural Branch: The Animal/Agricultural Branch is responsible for coordinating the provision of care, veterinary services, welfare, and control of animals during a declared incident or disaster. These responsibilities include but are not limited to the following:

- Search and rescue;
- Food and water;
- Immunization and disease control;
- Lost animal care;
- Pet-friendly sheltering;
- Security and quarantine; and
- Veterinary services.

Additionally, the Animal/Agricultural Branch will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command IAP assigned to the Animal/Agricultural Branch.

Lead Agency: Pasco County Animal Services  
Assisting Agencies: Pasco Animal Response Team (PART)  
Pasco County Veterinarians  
Volunteer Animal Protection Group

Public Works Branch: The Public Works Branch supports county agencies and municipalities in response/recovery operations, including providing support to various operational units such as fire and law enforcement, city-wide damage assessment of structures and infrastructure, route recovery, debris removal, debris volume assessment, building safety inspections, and demolitions. Additionally, the Public Works Branch will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command IAP assigned to the Public Works Branch.

Lead Agency: Pasco County Public Works Department  
Assisting Agencies: Pasco County Department of Emergency Management  
Pasco County Engineering Services Department  
Pasco County Public Infrastructure Department  
Pasco County Traffic Operations  
Pasco County Sheriff's Office (PCSO)  
Florida Department of Transportation (FDOT)

Utilities Branch: The Utilities Branch plans for and coordinates necessary actions to facilitate the restoration of energy, potable water, and sewer systems following a disaster. The Pasco County Utility Department is the lead agency for the Utilities Branch and is responsible for coordinating all utility restoration-related activities, tracking the restoration of said utilities, providing support for field operations including effective coordination with other response elements, pro-active exchange of information, and coordination of external resource support. Additionally, the Utilities Branch will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command IAP assigned to the Utilities Branch.

Lead Agency: Pasco County Utility Department  
Assisting Agencies: Pasco County Public Works Department  
Withlacoochee River Electric Cooperative (WREC)  
Tampa Electric Company (TECO)  
Sumter Electric  
Duke Energy

Transportation Branch: The Transportation Branch provides overall coordination of transportation assistance to County departments, other governmental and private agencies, and other requiring transportation assistance in disaster situations. The Transportation Branch

coordinates the designation and restoration of services on critical transportation routes within Pasco County, including the coordination of general traffic and access control programs.

Other responsibilities include:

- Coordinating the response operations targeted at restoring and maintaining normal operations of public transportation systems;
- Designating critical transportation routes;
- Route recovery;
- Supporting evacuation transportation planning;
- Providing backup transportation for survivors;
- Providing transportation for emergency workers during recall operations; and
- Completing and maintaining status reports for major issues or incidents and implementing the objectives of the EOC/Area Command IAP assigned to the Transportation Branch.

Lead Agency: Pasco County Public Transportation (PCPT)  
Assisting Agencies: Pasco County Department of Emergency Management  
Pasco County Sheriff's Office (PCSO)  
Pasco County Fire Rescue (PCFR)  
Private transportation companies/vendors

Corporate Recovery Branch: The Corporate Recovery Branch plans for the flow of information between government emergency management agencies, private corporations, and business groups in order to facilitate corporate evacuations, re-entries, and recovery; provides education and training to corporate employees; coordinates the flow of private relief and recovery resources into impacted areas; and identifies potential sources of relief and recovery materials and supplies available through the private sector. Additionally, the Corporate Recovery Branch will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command IAP assigned to the Corporate Recovery Branch.

Lead Agency: Pasco County Office of Economic Growth  
Assisting Agencies: Pasco County Department of Emergency Management  
Private Sector participants

Temporary Housing Branch: The Temporary Housing Branch is responsible for coordinating temporary housing for residents of Pasco County displaced by a disaster. The Temporary Housing Branch will work closely with state, federal, and local agencies to expedite any necessary processes to establish alternate long-term housing options for displaced residents. Additionally, the Temporary Housing Branch will complete and maintain status reports for major



issues or incidents and implement the objectives of the EOC/Area Command IAP assigned to the Temporary Housing Branch.

Lead Agency: Pasco County Community Services  
Assisting Agencies: Pasco County Real Property & Planning  
United Way of Pasco County  
Salvation Army

Damage Assessment Branch: The Damage Assessment Branch is responsible for coordinating damage assessment-related activities, including effective coordination with other response elements, pro-active exchange of information and effective and efficient collection and dissemination of damage information.

Lead Agency: Pasco County Department of Emergency Management  
Assisting Agencies: Pasco County Building Inspector  
Pasco County Public Works Department  
Pasco County Fire Rescue  
Pasco County Property Appraiser's Office

## **LOGISTICS SECTION OVERVIEW**

The Logistics Section is responsible for planning and executing the acquisition and movement of supplies, equipment, and personnel and providing facilities in support of the response to an incident. The Logistics Section is also responsible for tracking the status of resource requests from placement to fulfillment. In order to maintain effective span of control, the Logistics Section is organized into the following two branches: Services Branch and Support Branch.

The Logistics Section is responsible for the following:

- Identify potential sources of resources, including vendors, partner agencies, and other jurisdictions through mutual aid;
- Procure, track, and arrange for the delivery of materials and/or equipment required to support response efforts;
- Track the status of resource requests, including requests forwarded to state and federal agencies through WebEOC;
- Identify, acquire, renovate, and provide logistical services for facilities required to support the incident response;
- Support the establishment of material/equipment warehousing, distribution centers, and staging areas when directed;
- Coordinate the acquisition of supplementary staff through use of temporary staffing agencies, community volunteers, mutual aid agreements, and/or other available sources;

- Coordinate the screening, acceptance, and handling of donated materials and services; and
- Coordinate the logistical support services for the EOC/Area Command.

Logistics is the one section which is administered through several ICPs, one for each function under the Branch due to the complexity and organizational requirement under each ICP. Refer to the individual unit ICPs for further information.

Food Unit: The Food Unit provides feeding services for disaster response workers. The Food Unit determines food and water requirements, plans menus, orders food, provides cooking facilities and cooks, services and maintains food service areas, and manages food safety and security concerns. Additionally, the Food Unit will complete and maintain status reports for any major issues or incidents and implement the objectives of the EOC/Area Command IAP assigned to the Food Unit.

Lead Agency: Pasco County Facilities Management  
Assisting Agencies: Pasco County Purchasing Department  
Pasco County Office of Management & Budget (OMB)

Ground Support Unit: The Ground Support Unit provides transportation in support of incident operations, maintains and repairs primary equipment, vehicles (excluding aircraft), and mobile ground support equipment, records usage time for all ground equipment (including contract equipment) assigned to the incident, and supplies fuel for all equipment. Additionally, the Ground Support Unit also maintains a transportation pool for major incidents; this pool consists of vehicles that are suitable for transporting personnel. The Ground Support Unit also provides up-to-date information on the locations and status of transportation vehicles to the Resources Unit. Refer to the Ground Support Unit Leader Position Checklist for more information.

Lead Agency: Pasco County Fleet Management  
Assisting Agency: None

Fuel Unit: The Fuel Unit will be responsible for receiving, tracking, storing, and distributing fuel for all mobile equipment/vehicles, generators, ground support equipment, and facilities utilized in the disaster response. The Fuel Unit will work closely with the Ground Support Unit. Additionally, the Fuel Unit will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command IAP assigned to the Fuel Unit. The Fuel Unit develops a fuel plan consistent with the Fuel Management ICP.

Lead Agency: Pasco County Fleet Management  
Assisting Agencies: Pasco County Department of Emergency Management

James River Solution  
J.H. Williams Oil Company

Facilities Unit: The Facilities Unit will be responsible for monitoring and management of all publicly owned buildings and real estate. Additionally, the Facilities Unit will track all property being utilized by Pasco County and all properties that may be needed for incident operations, complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command IAP assigned to the Facilities Unit.

Lead Agency: Pasco County Facilities Management  
Assisting Agencies: Pasco County Department of Emergency Management  
Pasco County Sheriff's Office (PCSO)

Volunteer & Donations Management Unit: Pasco County does not accept unsolicited donations during normal, non-emergency operations. In the event of the declaration of a Local State of Emergency, the Operations Section Chief of the EOC may activate the Volunteer & Donations Management Unit, which will be responsible for the management, receipt, tracking, storing, and distribution of solicited and unsolicited donated goods as well as volunteers and their equipment and supplies. Additionally, the Volunteers & Donations Management Unit will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command IAP assigned to the Volunteer & Donations Management Unit.

Lead Agency: Pasco County Human Resources Department  
Assisting Agencies: Pasco County Department of Emergency Management  
United Way of Pasco County  
Salvation Army

Communications Unit: The Communications Unit develops the Communications Plan (ICS 205) that is consistent with the Tactical Interoperable Communications ICP in order to make the most effective use of communications equipment and facilities. Additionally, the Communications Unit will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command IAP assigned to the Communications Unit. The Communications Unit is also responsible for the Tactical Interoperable Communications ICP, Emergency Communications ICP, and the Emergency Notification ICP.

Lead Agency: Pasco County Information & Technology Department  
Assisting Agencies: Pasco County Department of Emergency Management  
Pasco County Radio Shop  
Pasco County Sheriff's Office (PCSO)  
Pasco County Fire Rescue (PCFR)

Radio Amateur Civil Emergency Services (RACES)  
Private Sector Service Providers

Supply Unit: The Supply Unit will be responsible for ordering, receiving, tracking, storing, and distributing any commodity necessary in support of the response to a disaster. Additionally, the Supply Unit will complete and maintain status reports for major issues or incidents and implement the objectives of the EOC/Area Command IAP assigned to the Supply Unit.

Lead Agency: Pasco County Purchasing Department

Assisting Agency: None

### **PLANNING SECTION OVERVIEW**

The Planning Section's primary responsibility is to collect, analyze, verify, display and disseminate incident information. This includes impact information, response activities, details regarding the field operating environment and the status of available resources. This Section functions as the primary support for response decision-making to the overall emergency organization, including preparing situation briefings, map displays, anticipatory appraisals, and developing plans necessary to cope with changing field events. During the incident response, the Planning Section Chief provides situational advice to help guide operational decision-making. This section is also responsible for facilitating the incident action planning process and the development of the EOC/Area Command IAP, Recovery Plans, and the After-Action Report. The Planning Section ensures that safety/damage assessment information is compiled, assembled, and reported in an expeditious manner. The Planning Section (Documentation Unit) is also responsible for the detailed recording of the entire response effort and the preservation of those records during and following the disaster.

Documentation Unit: The Documentation Unit maintains accurate and complete incident files, including a complete record of the major steps taken to resolve the incident, provides duplication services to incident personnel, and files, maintains, and stores incident files for legal, analytical, and historical purposes. Documentation is part of the Planning Section because this unit prepares the IAP and maintains many of the files and records that are developed as part of the overall IAP and planning function.

Lead Agency: Pasco County Department of Emergency Management

Assisting Agencies: Pasco County Planning and Development  
Pasco County Misdemeanor Probation

Resources Unit: The Resources Unit is responsible for maintaining the status of all assigned resources (primary and support) assigned by the EOC/Area Command IAP for the

disaster/incident. This is achieved by proactive collaboration with the County Staging Area, the Supply Unit and other components of the Logistics Section, maintaining a status-keeping system, and maintenance of a master list of all resources once an incident begins.

Lead Agency: Pasco County Department of Emergency Management  
Assisting Agencies: Pasco County Planning and Development  
Pasco County Misdemeanor Probation

Situation Unit: The Situation Unit collects, processes, and organizes ongoing situation information, prepares situation summaries, and develops projections and forecasts of future events related to the incident. The Situation Unit also prepares maps and gathers and disseminates information and intelligence for use in the IAP. This unit may also require the expertise of technical specialists, operations, and information security specialists.

Lead Agency: Pasco County Department of Emergency Management  
Assisting Agencies: Pasco County Planning and Development  
Pasco County Misdemeanor Probation

GIS Unit: The Geographic Information System (GIS) Unit supports the operations of the EOC/Area Command by creating and maintaining maps and photographs using Pasco County's GIS system and other mapping/photographic systems. The GIS Unit catalogs all products so that they are easily retrievable. Finally, the GIS Unit, with direction from the Planning Section Chief, establishes procedures for prioritizing mapping requests.

Lead Agency: Pasco County Information Technology Department, GIS Section  
Assisting Agency: Pasco County Department of Emergency Management

## **FINANCE/ADMINISTRATION SECTION OVERVIEW**

The Finance/Administration Section has five major responsibilities:

- Provides policy guidance and establishes procedures to authorize the commitment and payment of funds. Provides recommendations and guidance to and receives direction from the Executive Policy Group (EPG) on county-wide financial matters;
- Coordinates the accounting for personnel time during emergency response and recovery efforts and ensures that employees continue to receive pay, health insurance, and retirement benefits;
- Tracks and processes payments of vendor purchase orders, contracts, claims, and other payments during the emergency;
- Ensures that an accurate accounting of the cost of responding to the emergency (including both response and recovery) is maintained. This includes accounting for

personnel time, cost of services provided, and for acquiring and maintaining response facilities, materials, and equipment;

- Ensures the management and direction of all administrative matters pertaining to compensation for injuries and claims-related activities for an incident; and
- Implements the objectives of the EOC/Area Command IAP assigned to the Finance/Administration Section.

Lead Agency: Pasco County Accounting/Fiscal Services Department

Time Unit: The Time Unit is primarily responsible for ensuring proper daily recording of personnel time, in accordance with the policies of the relevant agencies.

Lead Agency: Pasco County Accounting/Fiscal Services Department

Assisting Agency: Pasco County Clerk and Comptroller's Office

Cost Unit: The Cost Unit provides cost analysis data for the incident. This unit must ensure that equipment and personnel for which payment is required are properly identified, obtain and record all cost data, and analyze and prepare estimates of incident costs. The Cost Unit also provides input on cost estimates for resource use to the Planning Section. The Cost Unit must maintain accurate information on the actual costs of all assigned resources.

Lead Agency: Pasco County Accounting/Fiscal Services

Assisting Agency: Pasco County Department of Emergency Management

Compensation and Claims Unit: The Compensation/Claims Unit ensures that all forms required by Workers' Compensation programs and local agencies are completed. The Compensation/Claims Unit also maintains files on injuries and illnesses that are associated with the incident and ensures that all witness statements are obtained in writing. The Compensation/Claims Unit maintains logs on the claims, obtains written witness statements, documents investigations, and agency follow-up requirements.

Lead Agency: Pasco County Accounting/Fiscal Services

Assisting Agency: Pasco County Risk Management

Procurement Unit: The Procurement Unit administers all financial matters pertaining to vendor contracts. The Procurement Unit coordinates with local jurisdictions to identify sources for equipment, prepares and signs equipment rental agreements, and processes all administrative requirements associated with equipment rental and supply contracts.

Lead Agency: Pasco County Procurement Department

Assisting Agency: Pasco County Accounting/Fiscal Services

## **RESPONSE PHASE**

The response phase is entered upon formal activation of the EOC/Area Command. Pasco County's initial response activities are primarily structured to minimize the effects of the emergency or disaster. This includes protection of human life and property; examples of initial response activities undertaken by the EOC/Area Command include:

- Disseminating warnings and emergency public information and instructions to residents;
- Making all necessary notifications to county departments and personnel and to the State, as needed;
- Documenting situation status;
- Declaring a Local State of Emergency (LSE);
- Coordinating evacuations and rescue operations;
- Coordinating the care of displaced persons and treating the injured;
- Clearing priority transportation routes;
- Repairing critical facilities and structures;
- Conducting initial damage assessments and surveys;
- Assessing the need for mutual aid assistance;
- Coordinating the restriction of traffic, people movement, and unnecessary access to affected areas; and
- Developing and implementing incident action plans.

As response activities continue, the EOC/Area Command's activities involve the coordination and management of personnel and resources to further mitigate the disaster/emergency and facilitate the transition to recovery operations:

- Preparing detailed damage assessments;
- Coordinating the operation of mass care facilities;
- Coordinating mass fatality operations;
- Procuring required resources to sustain operations;
- Protecting, controlling, and allocating vital resources;
- Coordinating restoration of vital utility services;
- Tracking resource allocation;
- Conducting advance planning activities;
- Documenting expenditures;
- Developing and implementing action plans for extended operations;
- Disseminating emergency public information;
- Coordinating with national, state, and local volunteer agencies; and
- Recovery planning.

## **WARNING AND PUBLIC NOTIFICATION SYSTEMS**

### **County Warning Point**

The County Warning Point (CWP) of Pasco County is responsible for the continuous monitoring and evaluation of those conditions which threaten or impact public safety. A variety of systems enable the staff of the CWP, which is housed in the Pasco County Public Safety Communications Center (PSCC), to see, hear, and receive warnings from field personnel, neighboring jurisdictions, the State Watch Office (SWO), the National Weather Service (NWS), the federal government, the media, citizens, and visitors to Pasco County. The PSCC is staffed 24-hours a day by Pasco County Public Safety Communications (PCPSC) personnel and Pasco County Sheriff's Office (PCSO) personnel for receipt of fire/EMS service (PCESD) and law enforcement (PCSO) E-911 calls as well as the dispatch of associated personnel.

The PCESD PSC communications staff has specific responsibility for the warning point function; however, the PCSO communications staff acts in a support capacity if necessary. The CWP adheres to established protocols related to notification of high-ranking officials within their agency, notification to the Pasco County DEM, notification to surrounding jurisdictions, and notification to support agencies such as Road and Bridge and Utilities (power, water).

Pasco County DEM supplements the CWP's monitoring of threat conditions Monday through Friday during normal business hours by means of a complement of the same systems housed in the CWP. DEM staff routinely evaluate threats and risks in order to provide recommendations regarding the need to activate functional components of an expanded emergency response system, to include Incident Management Teams (IMTs), the EOC, the Executive Policy Group (EPG), and/or regional and state resources.

Six E-911 dispatch centers reside within Pasco County; they include the primary County Warning Point (Pasco County Emergency Services), City of Dade City, City of New Port Richey, City of Port Richey, City of Zephyrhills, and the Pasco County Sheriff's Office (co-located within the ECC). All county and municipal public safety-related agencies are reliant on the functionality of the 800 MHz trunked radio system. Interoperability among these public safety agencies and regional/state agencies is accomplished through the FIN.

Two back-up/reserve E-911 centers exist in Pasco County and are located at the Utilities Service Building, New Port Richey Government Complex and in the basement of the Land O'Lakes Detention Center, Land O'Lakes. Functional operation of the Utilities Service Building E-911 requires the deployment of equipment to be operational while the Land O'Lakes E-911 is fully operational when required.



### **Emergency Alert System (EAS)**

The EAS is a national public warning system that requires radio broadcasters, cable television systems, wireless cable systems, Satellite Digital Audio Radio Service (SDARS) providers, and Direct Broadcast Satellite (DBS) providers to provide the communications capability to the President to address the American public during a national emergency. The system also may be used by state and local authorities to deliver important emergency information, such as AMBER alerts and weather information targeted to specific areas.

### **National Oceanic Atmospheric Association (NOAA) Weather Radios**

This system provides continuous broadcasts of meteorological conditions affecting the Tampa Bay Area. Broadcasts through this system are initiated by the NWS. Local protective action bulletins can be broadcasted on the system through the NWS Ruskin, FL location at the request of Emergency Management. A complete listing of NOAA weather radio tower locations and frequencies is contained in Appendix B of this annex.

## **WEB-BASED COMMUNITY NOTIFICATION SYSTEMS (PUBLIC WARNING SYSTEMS)**

### **Communicator NXT**

Dialogic Communications Corporation (DCC) provides this emergency notification system which can be accessed from any location capable for connecting to the internet. The system can send pre-scripted or customized messages to mass populations or customized contact lists. Refer to the Communicator NXT SOP for account information.

### **Nixle**

Like Communicator NXT and Connect-Gov, Nixle is a free, web-based public notification system for government. This service is subscriber-based and is not capable of reaching the entire population of the county. Refer to the Nixle SOP for account information.

### **Twitter**

Twitter is a social media or Web 2.0 interactive information-sharing application that allows users to send Short Message Service (SMS) messages to its subscribers. The program can be accessed through an internet connection or by internet capable phones. Messages can be forwarded to a subscriber's telephone or email account capable of receiving SMS messages. Refer to the Twitter SOP for account information.

## **TELEVISION**

### **Cable Override**

Cable television is a system of providing television to customer via radio frequency signals transmitted to televisions through fixed optical fibers or coaxial cables, as opposed to the over-the-air method used in traditional television broadcasting (via radio waves) in which a television antenna is required. FM radio programming, high-speed internet, telephony, and similar non-television services may also be provided. Within the EOC Public Information workspace, the Public Affairs Officer may override cable television broadcast of the local government access channel (Spectrum 622) to provide residents with emergency information. Instructions to engage the override system are contained in the Public Information Officer (PIO) SOP binder located in the Public Information/Warning Point Office.

- Spectrum Networks – Channel 622
- Verizon FIOS – Channel 42

### **Satellite Phones**

Pasco County Department of Emergency Management has five satellite phones. The primary response vehicles each contain on satellite phone; one resides in the EOC (Warning Point/Public Information Office) and one in the EOC vault. These devices operate on the Skybase Network. The fifth device is in the Communications Trailer and operates on the TracStar network. Throughout the year, these devices are maintained in a stand-by mode and must be activated prior to use. Activation information is contained in each of the satellite phone cases.

Other departments and agencies with satellite phones are:

- Pasco County Sheriff's Office
- City of Dade City
- City of New Port Richey
- City of Port Richey (two devices operating on Globstar)
- City of Zephyrhills
- DOH – Pasco (two: Skybase, three: Globstar)

### **Video Conferencing Systems and Services**

Multiple Polycom Video Tele-Conference (VTC) units exist throughout the county (DEM, IT, etc.). The system is in the DEM Director's office and is configured with the addresses/numbers of regional and state partners. The gatekeeper for this system is Hernando County EM.

Skype is a software application that allows users to make video/voice calls over the internet. Calls to other users of the service, and in some countries, to free-of-charge numbers are free while calls to other landlines and mobile phones can be made for a fee. Additional features include instant messaging, file transfer, and video conferencing.

## **DATA SYSTEMS/COUNTY INFORMATION SHARING SYSTEMS - NETWORKS**

The Pasco County Information Technology (IT) Department provides three categories of IT-based services to the Board of County Commissioners (BCC) and other constitutional agencies residing within the jurisdictional boundaries of Pasco County, Florida.

### **Infrastructure, Data Center, and Business Applications**

The county's data network infrastructure includes private and public (internet) segment. Both wired and wireless technologies are utilized within the private network segment. The wired portion of the private network services over 80 locations and almost 1,100 desktop computers, primarily on a fiber backbone. Microwave based point-to-point backhaul services across the county represent the primary use of the private wireless portion of the network.

Public data network segments provide remote access to production applications and services utilizing numerous technologies: internet, 4G, Code Division Multiple Access (CDMA), Wi – FI, and dial-up. Security measures are in place at public/private connection points.

Virtual Private Networks (VPNs) are commonly used in conjunction with the county's other security measures (firewalls, Demilitarized zones (DMZ), anti-virus and anti-spam (filters) to ensure secured remote access of production applications and services.

Presently, over 350 vehicles from several departments utilize air cards to provide location updates to the county's Automated Vehicle Locator (AVL) system. Likewise, rescue personnel utilize air cards for EMS report writing purposes in the field and building inspectors use air cards to enter inspection results from the field.

Two data centers on opposite sides of the county facilitate the virtual, real-time replication of data from the primary data center to the recovery data center for business continuity purposes (reference the Pasco County Critical Facility Inventory for exact locations). Recovery of production applications and services varies, depending on the priority of the interrupted application(s) and/or service(s). The highest priority (hot site) provides for restoration of service within a matter of minutes. "Hot site" examples include the Computer-Aided Dispatch (CAD) application and the exchange mail service.

Over 150 production applications and services are distributed among three computing platforms – AS/400, mainframe, and server. Production support activities are primarily delivered via the Help Desk, Operations and Communications sections.

The county IT Department provides business application development and maintenance for all BCC divisions, and for the Criminal Justice Information System (CJIS) that is used by PCSO, Court Administration, Clerk of the Circuit Court, State Attorney, and Public Defender.

Production business applications and services are a mix of private sector purchased and internally developed solutions. Mission-critical public safety applications that reside on the AS/400 include CAD for PCFR and PCSO reporting. Numerous land/location-based applications that reside on the mainframe include the Permitting, Code Enforcement, Property Tax, and Tax Collection systems. Examples of business applications on the server platform include GIS, GPS/AVL, records imaging, and Web Portal. Key among the server-based production services are email, internet, intranet, office suite, remote access, and file and print sharing.

### **Regional Communication Networks**

E-Sponder is a web-based collaboration tool designed to serve first responders within the Tampa Bay area. External connection to other E-Sponder users is possible but requires the authorization by a regional administrator or agency. This system provides resource tracking for personnel and equipment, real-time communication (voice and text-based) alerting to thousands, and on-line references.

### **State Communications Systems**

The National Warning System (NAWAS) is a system used to convey warnings to United States-based federal, state, and local governments as well as the military and civilian populations. NAWAS has major terminals at each State EOC and State Emergency Management Facility. Other secondary terminals include local emergency management agencies, NWS field offices, and PSAPs. Both the National Warning Center (NWC) and the Alternate National Warning Center (ANWC) at Olney, MD are staffed 24-hours per day and serve as the primary control for the NAWAS.

SATCOM is a statewide, satellite-based communications system with the ability to transmit voice, high speed data, facsimile, and video communications throughout the network. Besides the terminals located in the 67 counties, the system is in all the NWS offices, the National Hurricane Center, and the primary EAS radio stations. EM-SATCOM devices are located within the Emergency Operations Center (Warning Point/Public Information Office) and the Pasco County PSAP (Emergency Communications Center).

The Emergency Management Network (EMNet) offers secure, encrypted satellite-based communications and warning capabilities to emergency managers as well as the private industry. This system is capable of forwarding EMnet messages to pagers, cell phones, and other email providers. EMnet can be utilized to compose and send EAS messages and can be customized to receive EAS messages as well. EMnet is the digital upgrade to the U.S. NAWAS. EMnet is located within the Emergency Operations Center (EOC – Warning Point/Public Information Office).

WebEOC is a web-based incident management system provided by the State Division of Emergency Management to all county governments to support logistical requests during incident management. The system also provides a forum in which collaboration and incident information sharing exists throughout the state. Reference the WebEOC SOP for account information.

### **Interoperable Systems**

The Florida Interoperability Network (FIN) is an internet protocol-based application to allow different government agencies and/or first responders (such as law enforcement, emergency medical services, and firefighters) to communicate within and across departmental and jurisdictional boundaries.

The Pasco County Mobile Communications Trailer is maintained and operated by Pasco County Communications-Wireless Communications branch. The trailer has a 106-foot telescoping antenna, air conditioning units, and generator. Major communication components of the trailer include:

- ACU – 100: The ACU-100 offers unsurpassed local and wide area interoperability by directly connecting or networking any of the following devices: UHF, VHF, HF, P25 radios, iDEN, Nextel, cellular and land-line telephones. The ACU-100 is currently configured with (4) channels of conventional mutual aid, (2) 800 MHz radios, (1) UHF radio, (1) VHF radio, and Nextel device.
- Satellite Dish Uplink (TracStar): One of five satellite devices maintained by Pasco County DEM.

### **EVACUATION PHASE**

A large-scale evacuation of Pasco County residents and visitors may be initiated by numerous threats including hurricanes, tropical storms, floods, hazardous materials spills, wildland fires, or other incidents. Evacuation estimate figures are feasible for hurricane evacuations. However, evacuations for other types of disasters will be variable; estimates of population, designated evacuation routes, and clearance times for affected areas of Pasco County for pre-determined evacuation areas are presented in the Evacuation ICP.

The Director of Emergency Management has the responsibility to recommend to the County Administrator the need to issue an evacuation order for high-risk areas in the county prior to the threat of a hurricane, tropical storm, wildland fire, flooding incident, or any other applicable threat.

A safe, large-scale evacuation in advance of an approaching hurricane or tropical storm in northeast Florida requires the coordinated effort of all governmental and non-governmental agencies. Implementation of the evacuation order and ultimately re-entry into the impacted area is the responsibility of the elected legislative body of each local government. Direction and

control of all evacuation and re-entry activity within or through a municipality is retained by the local entity affected. However, the ongoing communications and coordination will be maintained by all impacted jurisdictions through regularly scheduled conference calls and situation reports provided by the EOC.

### **Emergency Evacuation Assistance**

As mandated by the State, Pasco County Emergency Management maintains a registry of individuals with Special Needs who require assistance when evacuating. The EOC coordinates an evacuation plan to relocate these individuals to specialized shelters. The details of this plan can be found in the Special Needs ICP. The Special Needs Evacuation Program (SpNEP) arranges transportation to specialized shelters for pre-registered clients and a limited number of late registrants. Registrants may be assigned to a Special Needs Shelter or a medical facility depending on their medical needs and health conditions.

Special Needs Shelters are generally intended to operate for a limited time, typically one to three days. Special Needs Shelters will generally open to evacuees 24 – 36 hours prior to the arrival of tropical storm force winds associated with a threatening hurricane. In most instances, evacuees can return to their homes within a short time or relocate to other housing. Special Needs clients requiring temporary housing following a storm can be assisted by social service agencies. A Special Needs Shelter will continue operating until all the special needs clients have returned home or have been transferred to another facility.

The Florida Department of Health – Pasco County (DOH – Pasco) is the lead agency for the recruitment of health care providers as defined in F.S. 456.0001(4), to staff the Special Needs Shelters in times of emergency or disaster events and provide resources to carry out this responsibility.

### **Transportation**

It is the responsibility of the Transportation Group to coordinate and facilitate the emergency transportation requirements of Pasco County during the response and recovery phases of an incident or disaster. These requirements include, but are not limited to, the following:

- Evacuation assistance;
- Traffic control;
- Debris clearance; and
- Logistical transportation.

### **MITIGATION IN PASCO COUNTY**

Pasco County's mitigation capabilities are currently based on FEMA's mitigation strategy criteria. The State of Florida Comprehensive Emergency Management Plan (CEMP) mitigation criterion includes requirements above and beyond FEMA mitigation strategy criteria. Table 16

provides a crosswalk between the State CEMP mitigation criteria and the LMS document for those CEMP elements which are sufficiently described in the LMS.

CEMP Requirement	Location in LMS
Pasco County's hazard mitigation goals	Section III: Mitigation Strategy
Hazard Mitigation Activities, including NFIP participation	Section II: Hazard Identification Risk Assessment (specifically hazard flood); Section III: Mitigation Strategy; Appendix C: Mitigation Strategy List of Projects
Structure and infrastructure vulnerability and estimated potential damage	Section II: Hazard Identification Risk Assessment; Appendix H: Hazard Impact and Estimated Losses
Active, completed, and deferred mitigation projects	Appendix C: Mitigation Strategy List of Projects
Mitigation project funding sources	Section III: Mitigation Strategy

Table 16

## LOCAL MITIGATION STRATEGY

Mitigation is ongoing in Pasco County as described in the Multi-jurisdictional LMS. Preparation and development of the LMS is overseen by the Local Mitigation Strategy Working Group (Figure 17) in coordination with the Mitigation Coordinator within the DEM. The LMS Working Group is composed of the LMSWG, participants, and other interested parties. The Emergency Management Director is the LMSWG chairperson and the Pasco County Development Director is the LSMWG vice-chairperson.

Local Mitigation Strategy Hazard Mitigation Committee (HMC) Organization

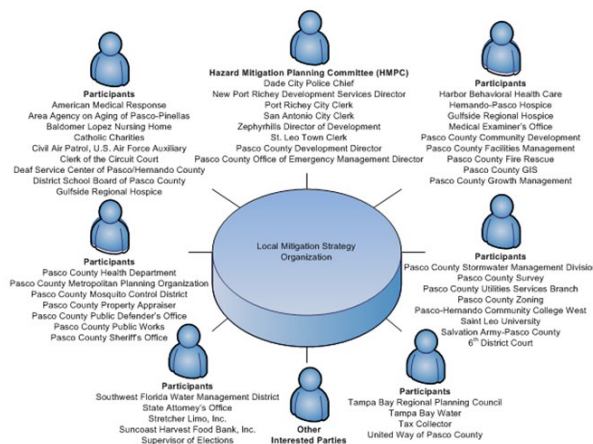


Figure 17

Appendix G of the LMS contains a comprehensive list of all agencies and individuals participating in the LMS process.

At a minimum of once per year, the DEM Mitigation Coordinator requests updates to the LMS in preparation of the annual meeting. This includes sending the project list to everyone on the LMSWG for updates to projects currently included in the LMS and requesting eligible LMSWG members to submit new projects for inclusion on the LMS project list. The LMS Working Group convenes to finalize the revised project list and discuss any corrections, updates, or additions to information in the LMS each year in January.

Every five years, the LMS is revised in its entirety. Pasco County has a State and FEMA-approved Local Mitigation Strategy which expires on August 27, 2023. The approved LMS has been adopted by each jurisdiction participating in the plan and each jurisdiction can apply for mitigation grants to implement projects on the project list. Each jurisdiction manages its mitigation grants individually. Table 17 identifies the individual in each jurisdiction who would apply for mitigation grants.

*Person Responsible for Mitigation Grant Applications by Jurisdiction*

<b>Jurisdiction</b>	<b>Responsible Party</b>
Pasco County	County Emergency Management Mitigation Coordinator
Dade City	Public Works Director/City Engineer
Zephyrhills	Director of Development
New Port Richey	City Redevelopment Officer
Port Richey	City Clerk
San Antonio	City Clerk and/or County Emergency Management Mitigation Coordinator
St. Leo	City Clerk and/or County Emergency Management Mitigation Coordinator

*Table 17*

### **Flood Task Force**

Pasco County created a Flood Task Force (FTF) after flooding occurred in 2003/2004. This task force meets every two weeks to discuss flooding problems and drainage issues, decide upon a course of action, and implement it. The county departments represented on the FTF are Pasco County Stormwater Management, Engineering Services, County Attorney's Office, Department of Emergency Management, and the Assistant County Administrator for Development Services. The Southwest Florida Water Management District (SWFMD) and other interested parties help drive meeting agendas and are invited to attend meetings in order to generate a broad range of possible solutions for flood-related issues.



### **Mitigation Funding**

Following a disaster, Preliminary Damage Assessments are completed by county and city officials in accordance with the Pasco County Public Assistance SOP. Upon the awarding of a federal PA declaration, the Department of Emergency Management Mitigation Coordinator (DEM MC) begins planning for the availability of mitigation funding. Pasco County may request state and/or federal technical assistance for any functions requiring additional manpower and/or expertise not available in the county to include the development of Hazard Mitigation Grant Program (HMGP) and/or Community Development Block Grant (CDBG) applications. The Mitigation Coordinator works with the Pasco County Office of Management and Budget (OMB) for additional match opportunities for projects in the unincorporated areas. The Mitigation Coordinator partners with the appropriate individual for projects within any of the six municipalities. Projects are chosen for submission to the state for funding consideration, and upon award the county enters into contractual agreements with the state and the recipient of the funds for the mitigation project. The DEM MC ensures the post-disaster mitigation procedures set forth in the LMS for post-disaster grant management are followed throughout the project cycle.

### **Mitigation Assessment Teams**

Following a disaster, the Chair and Co-Chair of the LMS Working Group along with the DEM MC makes recommendations to the EPG regarding the need to activate a Mitigation Assessment Team (MAT), the composition of that team, and the need to request MAT technical assistance from state and/or federal partners.

The Recovery Branch and Planning Section are responsible for contacting identified MAT members with instructions for reporting and provide input to the MAT on which areas to survey for mitigation opportunities based on Damage Assessment reports. The DEM MC is responsible for seeking technical assistance for the delivery of training to members of the MAT along with a mitigation assessment orientation held with all MAT members prior to deployment.

The MAT prepares and distributes an initial report within 15-days following the disaster declaration. This report includes the following:

- General description of the nature and severity of damages, and their impacts on the community;
- General description of the emergency conditions which caused the damages, including historical information and trends;
- Overview of federal, state, and local policies, regulations, and statutes governing the development of land and land uses;
- Description of potential hazard mitigation options and measures, including land use, development, and construction standards and practices; and

- Recommendations and measures necessary to make sure that identified opportunities for hazard mitigation are adequately addressed.

The DEM MC ensures goals of the LMS are well supported by post-disaster mitigation projects through the formulation of appropriate recommendations to the Working Group. Those recommendations fall into two categories: (1) newly conceived projects as a result of the MAT data, and (2) re-evaluation of the ranking of all projects on the LMS project list. A meeting of the full Working Group allows participants and other interested parties the opportunity to provide input regarding the project list rankings.

### **Post-Disaster Permitting**

The post-disaster permitting process does not change from the non-disaster process. The procedures/rules of construction still apply to the issuing of permits. However, in the past the process was expedited to assist the community with providing living accommodation to include recommending discretionary use in enforcement of recreational vehicle (RV) regulations on residential property for a specified number of days and implementing a field-based process for issuing simple permits.

## **PREPAREDNESS**

Effective incident management begins with a host of preparedness activities conducted on a “steady-state” basis, well in advance of any potential incident. Preparedness involves an integrated combination of planning, training, exercises, personnel qualification and certification standards, equipment acquisition and certification standards, and publication management processes and activities.

### **Planning**

Planning describes how personnel, equipment, and other resources are used to support incident management and emergency response activities. Plans provide mechanisms and systems for setting priorities, integrating multiple entities and functions, and ensuring that communications and other systems are available and integrated in support of a full spectrum of incident management requirements.

### **Training**

Training includes standard courses on multi-agency incident command and management, organizational structure, and operational procedures; discipline-specific and agency-specific incident management courses; and courses on the integration and use of supporting technologies.

### Exercises

Incident management organizations and personnel must participate in realistic exercises – including multi-disciplinary, multi-jurisdictional, and multi-sector interaction – to improve integration and interoperability and optimize resource utilization during incident operations.

### Qualification and Certification

Qualification and certification activities are undertaken to identify and publish national-level standards and measure performance against these standards to ensure that incident management and emergency responder personnel are appropriately qualified and officially certified to perform NIMS-related functions.

### TRAINING

The Coordinator for Training and Exercise is responsible for emergency preparedness training. As a part of the emergency preparedness training, all agencies and personnel described within the contents of this plan must complete the NIMS baseline training which consists of four online Independent Study classes.

Intermediate and Advanced Incident Command System courses are offered by local instructors who have been trained to teach these upper level courses. Classes are scheduled throughout the year to ensure the maximum number of staff can take the required classes.

Additionally, emergency management training opportunities provided at the state and national level are monitored and communicated to appropriate groups throughout the year. A variety of national courses are available for online and self-study training. Staff members are encouraged to seek professional emergency management accreditation through the International Association of Emergency Managers (IAEM) and/or the Florida Emergency Preparedness Association (FEPA).

Training for personnel involved in EOC operations is outlined in Table 18.

*Recommended Training Courses for ICS Positions and Other Agencies*

**R = Recommended Training**

**M = Mandatory**

**O = Optional**

Courses	Incident Commander	Liaison Officer	Safety officer	PIO	Planning Section Chief	Logistics Section Chief	Finance Section Chief	Operations Section Chief	Area Commanders	Deputy Ops Human Services	Deputy Ops Infrastructure	Deputy Ops Emergency Services	Branch Directors	Division/Group Supervisors	Unit Leaders	Public Safety Dispatchers	Volunteers	Elected Officials
Shelter Management	R	O	O	O	O	O	O	R	O	M	O	R	O	O	O	O	R	

WebEOC	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M		
First Aid/CPR	R	O	R	O	R	R	R	R	R	O	O	O	O	O	O	O	O	R
ICS Position Specific Courses (Operations Chief, Planning Chief, Logistics Chief, IC)	M	M	M	M	M	M	M	M	M	O	O	O	O	O	O			
O-305: All Hazards Incident Management Team	M	M	M	M	M	M	M	M	R	R	R	R	R	R	R			
G402: ICS Overview for Executives /Senior Officials	R	R																M
IS-200.C: Introduction to ICS	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M
2019V G300: Intermediate ICS	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M
2019V G400: Advanced ICS	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M
IS-800.C: National Response Framework	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	O	M
IS-700.B: An Introductions to NIMS	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M
G191: ICS/EOC Interface	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	O
L146: HSEEP	M				R			R										
IS-120.C: An Introduction to Exercises	R				R	O		R										
G358: Evacuation and Re-entry								R				R						
G288: Local Volunteer and Donations Management					R	R		R					R	R	R		R	
G386: Mass Fatalities Incidents Response	O	R	O	O	R	O	O	R	O	O	O	O	O	O	O	O	R	O
G202: Debris Management	R	R	R	R	R	R	R	R	R		R		R	R				O
L388: Advanced PIO	R	R	R	R	O	O	O	O										
IS-230.D: Fundamentals of Emergency Management	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	R	O

G290: Basic Public Information Officer (PIO)	O	O	O	M	O	R		R	R									R
IS-235.C: Emergency Planning	O	O	O	O	R	O	O	R	O	O	O	O	O	O	O	O	O	R
<p style="text-align: center;"><i>Recommended Training Courses for ICS Positions and Other Agencies</i></p> <p style="text-align: center;"><b>R = Recommended Training</b>      <b>M = Mandatory</b>      <b>O = Optional</b></p>																		
IS-240.B: Leadership and Influence	O	O	O	O	R	O	O	R	O	O	O	O	O	O	O	O	O	R
IS-241: Decision Making/ Problem Solving	O	O	O	O	R	O	O	R	O	O	O	O	O	O	O	O	O	
IS-242: Effective Communication	O	R	O	O	R	O	O	R	O	O	O	O	O	R	O	O	R	
IS-244.B: Developing and Managing Volunteers	O	R	O	O	R	R	O	R	O	R	O	O	O	O	R	O	R	O
G557: Rapid Assessment Planning	O	R	O	O	R	O	O	R	O	R	O	O	O	R	O	O	R	O
G2300: Intermediate Emergency Operations Center Functions	O	R	O	O	R	O	O	R	O	O	O	O	O	R	O	O	R	O
IS-100.C: Orientation or Basic ICS	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M	M
IS-703.A: Resource Management	O	R	O	O	R	O	O	R	O	O	O	O	O	R	O	O	R	O
FL-789: Continuity of Operation - Government Workshop (COOP/COG)	M	O	O	O	R	R	R	R	O	O	O	O	O	O	O	O	R	R
L273: Managing Floodplain Development	O		R		R			R			R							O
IS-702: NIMS Public Information System	R	R	O	O	R	O	O	R	O	O	O	O	O	O	O	O	R	O
G393: Mitigation for Emergency Managers	O	R	O	O	R	O	O	R	O	O	O	O	O	O	O	O	R	O

Table 18

## EXERCISES

The purpose of the exercise process is to produce an opportunity for all stakeholders, public and private, within Pasco County to learn roles and responsibilities in a disaster. These inter-agency exercises may be tabletop, functional, drill, or full-scale exercises. The exercise process is designated by the FDEM.

Every EOC/Area Command branch, group/unit, lead and assisting agencies, shall participate at a minimum in the County exercise conducted by Emergency Management each year. If this is not feasible, it is highly encouraged that they coordinate with Coordinator for Training and Exercise to participate in one of the several exercises. Some of the private agencies include the American Red Cross and The Salvation Army. All county agencies that are listed in the EOC/Area Command groups/units section of this plan shall participate in exercising federal, state, and regional governmental agencies may also participate in Countywide exercises. These may include, but are not limited to the National Weather Service, Florida Division of Emergency Management, Florida Fish and Wildlife Conservation Commission, and the Tampa Bay Regional Planning Council.

Regional coordination efforts are enhanced by the presence of collaborative regional organizations that includes representation from many different jurisdictions and cross-cutting disciplines. Regional Terrorism Exercises are conducted annually through the Regional Domestic Security Task Force (RDSTF) Region IV, Pasco County Sheriff's Office (PCSO), and Emergency Management. The RDSTF, PCSO, and Emergency Management carry out tabletop, functional, and full-scale exercises with full participation of regional partners. RDSTF, PCSO, and Emergency Management exercises may be coordinated.

The annual exercise cycle usually includes county involvement in a functional exercise in the spring/summer; a full-scale exercise in the fall; RDSTF, PCSO, and EM functional or full-scale exercises; and three to four smaller, tabletop and/or functional exercises throughout the year based on need or when practicable.

The following is an example of the planning process for designing and scheduling a disaster exercise for Pasco County:

- 1<sup>st</sup> Meeting/Initial Planning Conference: Layout exercise strategy and develop exercise objectives, purpose;
- 2<sup>nd</sup> Meeting: Evaluate timeline/milestones; confirm email list for exercise briefing; follow-up on design team;
- 3<sup>rd</sup> Meeting: Discuss scenarios for the Infrastructure Branch and Logistics Section in a post-disaster environment; include variables of flooding, debris management, temporary housing, transportation needs, blackouts, downed power lines, and food/water issues.

Focus on roles of the Communications Unit, Planning Section, and Resource Unit during the exercise; and

- 4<sup>th</sup> Meeting: Confer on scenarios for the Operations Section. Focus on roles of the Communications Unit, Planning Section, and Resource Unit during the exercise. Research FEMA and other purchasing forms used for disaster requisitions; focus on EOC/Area Command Functional Groups/Units using WebEOC for resource requests to the Resource Unit; lay-out area and parameters of post-disaster damage, including number of fatalities and displaced citizens.

#### Exercise Timeline/Milestones:

- January:
  - County: Exercise briefing, including dates and times emailed to ensure adequate participation; exercise design team confirmed
- February:
  - County: Exercise messages (Resource Requests) due; scenarios developed; exercise evaluators/controllers identified; evaluation forms/package developed
  - State: Exercise briefing, including dates and times emailed to ensure adequate participation; exercise design team confirmed
- March:
  - County: Exercise messages developed; PowerPoint presentation of exercise created
  - State: Exercise messages (Resource Requests) due; Resource requests reviewed via State Exercise conference all
- April:
  - County: Run State disaster exercise; Hotwash
  - State: Scenarios developed; exercise evaluators/controllers identified; evaluation forms/package developed
- May:
  - Run State disaster exercise; Critique state exercise; Critique results available to participants

All exercises will be conducted according to the requirements of the Homeland Security Exercise Evaluation Program (HSEEP). HSEEP is a capabilities and performance-based exercise program that provides a standardized policy, methodology, and language for designing, developing, executing, and evaluating all exercises.

At the conclusion of each exercise, the EPD seeks feedback and analysis from participants. These responses are collected, analyzed, and a list of deficiencies is generated; staff then translates the deficiencies into an After-Action Report (AAR) and Improvement Plan (IP) containing measurable goals for improvement. These goals will be tracked through the AAR

Improvement Matrix as part of Pasco County's program to perform gap analysis and performance improvement functions.

Exercises may also be conducted for individual EOC/Area Command sections and branches, as needed or requested.

### **PUBLIC EDUCATION**

Public education is accomplished through speaking engagements, distribution of publications and brochures, an annual Hurricane/Disaster Exposition, news features, maintenance of the Pasco County DEM website, and radio/television Public Service Announcements (PSAs). This information is designed to instruct residents on potential hazards as well as individual responsibilities and actions which can be taken to minimize loss of life and mitigate against property damage during a disaster.

In times of disaster, information regarding recovery and mitigation opportunities is provided to the public through the Resident Information Center (RIC), press releases, door-to-door contact, bulk mailings, public briefings, and through information packets/information postings on bulletin boards within businesses. Pasco County's network of Public Information Officers (PIOs) oversees this effort as described in the Public Affairs Support Annex. Additionally, Pasco County's Floodplain Manager mails information regarding flood mitigation to property owners in Repetitive Loss Areas.

Pasco County's Evacuation Zones and Routes Map is published annually, just prior to hurricane season, in local area newspapers. This map is a key feature in the annually published Tampa Bay Region Disaster Planning Guide and is available year-round on the Pasco County DEM website. This website also provides a "look-up" feature which allows the user to input an address and view the location's Hurricane Evacuation Zone.

Pasco County DEM routinely conducts Citizen Emergency Response Team (CERT) training. This training educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. Using the training learned in the classroom and during exercises, CERT members can assist others in their neighborhood or workplace following an event when professional responders are not immediately available to help. CERT members are also encouraged to support emergency response agencies by taking a more active role in emergency preparedness projects in their community.

### **RECOVERY SECTION**



Following a disaster, once the principal threat has passed and the primary concern of protection of residents from harm has been addressed, it becomes critical to public safety to ensure the orderly recovery of the community. Recovery functions include continued, potentially long-term response operations, such as debris removal and disposal and infrastructure repair. The county will liaison with state and federal response and recovery agencies to conduct damage assessments and respond to the basic needs of residents who may have lost their homes, possessions, businesses, and/or jobs. Emergency management must be prepared to address the long-term operations needed to return the community to normalcy and a functioning post-disaster state.

The lead agency responsible for coordinating recovery operations following a natural or man-made disaster is Pasco County Department of Emergency Management. The EM Director shall serve as the initial contact with Florida DEM for the coordination of recovery efforts. The EM Director will serve as the Recovery Coordinator and the Local Disaster Recovery Manager as described in the National Disaster Recovery Framework, 2019.

Following the local establishment of a federal Long-Term Recovery Office (LTRO), the EM Director shall designate a local LTRO liaison. For certain hazards or specific incidents, the lead response agency may continue to be the county's principal coordinating representative.

Once into the recovery phase of a major disaster, the Planning Section shall assume the liaison function with the state recovery staff as well as appropriate representatives of the various county agencies involved in recovery operations.

Coordination for establishment of Disaster Recovery Centers (DRC), additional staging areas, temporary disaster housing sites, and other sites that may be needed will be the primary responsibility of the Human Services Branch, and if the EM Director identifies that the extent of the disaster requires a Recovery Branch, including its subordinate groups and requisite lead agencies, that branch may be activated during the response phase.

### **Recovery Activities**

This section identifies activities that typically occur in a major or catastrophic disaster to support the community's disaster recovery efforts.

Damage Assessment Branch: The Director of Emergency Management shall designate a Damage Assessment Officer to supervise assigned persons in a Disaster Survivor Impact Team (DSAT). This unit has four functional components:

- DSAT has responsibility for collecting information and assessing damage inflicted upon publicly owned property;

- Municipal DSAT will be established within Pasco County that will provide Damage Assessment services within incorporated areas of the county; and
- Human Needs Assessment Teams will be assigned to collect field information on the needs of the community following a disaster that has severely impacted facilities and/or other community assets that are relied upon for daily living and report this information back to the EOC/Area Command.

Impact to the local economy shall be ascertained however possible but will rely on the following organizations for preliminary information and periodically revised data:

- Value of damaged or destroyed properties established by the Property Appraiser's Office;
- Public building assessment and impact on jobs established by the Pasco County Planning & Development Department; and
- Business specific losses established by the Corporate Recovery Branch.

Damage Assessment reports will be transmitted to the Damage Assessment Unit within the Planning Section in a timely manner as established at the time of the disaster. Damage Assessment field estimates may be transmitted electronically to the EOC/Area Command from the field if facilities are available. Damage Assessment reports may also assist in the establishment of baseline human and community needs, based upon the information gained from field inspections.

They will also develop preliminary dollar estimates of potential damage based upon estimated damage percentages and appraised property value and develop reports and briefing information in accordance with state and federal requirements.

The Public Works Department will support damage assessment efforts by inspecting bridges, roads, and other infrastructure and reporting this information to the Damage Assessment Unit. Information gathered shall be monitored for inclusion in Situation Reports by the Situation Unit.

Initial damage assessments may be accomplished by participation in aerial assessments conducted by the State. Pasco County participants have been identified, and the roster of these assignees is updated prior to hurricane season. Other surveillance technologies may also be used to initially develop a needs assessment for goods and services required by the county as a result of the disaster. Human Needs Assessment data and information will be tracked by the Planning Section and distributed to the Human Service Response agencies.

### **Initial Safety and Damage Assessment**

In the immediate aftermath of the disaster, Pasco County will conduct a county-wide, local impact assessment. The EM Director, or designee, is responsible for coordinating the Preliminary Damage Assessment (PDA) and Initial Damage Assessment (IDA). The Department

of Emergency Management will coordinate the initial assessment with the State of Florida Reconnaissance Team. Additionally, all Pasco County agencies, especially PCFR, PSCO, and Pasco County Public Works Department, are responsible for reporting operational information, reports from the public, and damage to the EOC. The goal of this assessment is to determine the magnitude and severity of damage to structures and infrastructure.

All impact assessment team members must expeditiously report impact assessment results to the EOC. The Damage Assessment Unit is responsible for compiling and analyzing initial damage assessments; the results are mapped on a GIS map with color-coded categories.

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

The data collected from the initial damage assessment will be reported to the State EOC. If outside assistance is required, the initial damage assessment will be used as the basis for a local Declaration of Emergency.

#### **Preliminary Damage Assessment (PDA)**

A damage assessment is needed to quickly assess the life safety needs, magnitude of the disaster, and eligibility for state and federal aid. Damage assessment is completed in phases. A preliminary damage assessment is conducted by Pasco County to preliminarily assess the affected area(s) to determine the damage, to include critical infrastructure, and to determine immediate life safety needs.

The Damage Assessment Unit is the county's single point for receiving damage assessment reports and determining the magnitude of the disaster. The Department of Emergency Management serves as the lead agency for the Damage Assessment Unit while the Pasco County Property Appraiser's Office and Pasco County Planning and Development Department provide analytical support for damage assessment. These agencies can provide a graphic depiction of damage levels as well as monetary damage assessments. The Damage Assessment Unit produces a preliminary damage assessment for the State EOC situation report and other agencies.

The Preliminary Damage Assessment begins as soon as possible after the incident occurs. This preliminary damage assessment determines whether more detailed damage assessments are necessary and identifies those areas where further efforts should be concentrated. If possible, all field resources will provide an initial Preliminary Damage Assessment to the Pasco County EOC within twelve hours of the emergency.

If the Preliminary Damage Assessment indicates that the damage is severe and widespread, a declaration of a State of Emergency may be possible without a detailed, written damage assessment. In that case, state and federal teams may be dispatched to assist in completing the damage assessment. Based on the severity and extent of the damage, along with the geographic size of Pasco County, the EM Director may request multiple damage assessment teams comprised of representatives from FEMA, the Small Business Administration (SBA), and local government to complete the Initial Damage Assessment.

Information is collected and evaluated using state-furnished damage assessment forms and situation reports; the information is shared with state and federal officials as needed which prevents duplication of efforts and verifies otherwise incomplete information.

The Damage Assessment Unit is the single point to consolidate and evaluate damage assessment information. This assessment is formatted using state damage assessment forms to facilitate rapid dissemination of information. The assessment should be tabulated by zip code to facilitate the federal and state review of the information for declaration purposes.

### **Infrastructure and Public Assistance**

A Public Officials Briefing will be held for affected governments and qualified not-for-profit organizations to provide information on available assistance and procedures and provide “Notice of Interest” forms to be filed with state and federal officials. Subsequent “Project Applications” shall be filed with the FDEM and FEMA for further processing and state and federal authorities will evaluate the project applications and determine justification for assistance.

Pasco County’s Accounting/Fiscal Services Department personnel shall serve as the principle representatives in the preparation of disaster application forms, monitoring of projects to completion and certification, and disbursement of relief funds. Pasco County’s Accounting/Fiscal Services Department shall also coordinate the development of the Disaster Survey Report review and represent Pasco County in negotiations for restitution of losses with federal and state officials.

Debris removal shall be coordinated and executed by the EOC/Area Command Public Works Branch. Pre-designated burn sites, if needed, shall be identified by the Public Works Branch and operated with cooperation of the Fire Branch and local environmental officials. Methods for disposal of non-mulch-able debris shall be determined by the Public Works Branch, in conjunction with local and state environmental officials. Vegetative debris will be processed at temporary debris storage and retention sites.

The Finance/Administration Section will implement procedures for financial transactions, cost accounting, grants management, document tracking, and payroll processing. Following deactivation of the EOC/Area Command, these functions shall be continued by those agencies

that staff the Finance/Administration Section. Procedures and instructions for preparing Project Worksheets (PWs) and tracking disaster costs have been developed by the Finance/Administration Section which also provides training on these procedures.

### **Public Assistance Grant Program**

The objective of the Federal Emergency Management Agency's (FEMA) Public Assistance (PA) Grant Program is to aid states, local governments, and certain non-profit organizations to alleviate suffering and hardship resulting from Presidentially declared major disasters or emergencies.

Through the PA program, FEMA provides supplemental federal disaster grant assistance for the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain private non-profit (PNP) organizations. The federal share of assistance is not less than 75% of the eligible cost for emergency protective measures and permanent restoration. The grantee (usually the state) determines how the non-federal share (up to 25%) is split with the sub-grantees (eligible applicants).

An applicant briefing will be scheduled to advise potential eligible applicants (municipalities, county government, and non-profit entities) of the availability and requirements of federal assistance. These briefings will be publicized through the media and by the EPD, in accordance with 44 CFR-206 Subpart G & H. Each potential applicant will be asked to complete and return a "Request for Public Assistance" (RPA) form. The RPA forms report damages suffered by each potential applicant and are used by the Federal Coordinating Officer (FCO) and Public Assistance Officer (PAO) to determine the number of damage survey and inspection teams needed.

A completed RPA will be transmitted to the FCO for each potential applicant. If the RPA is denied by the FCO, the PAO will notify the potential applicant in writing, explaining the specific reasons for denial and providing information on appeals procedures.

Potential applicants will also be requested to complete and return a "Designation of Sub-Grantee's Agent" form that designates the official authorized to sign the funding agreement and execute relevant public assistance documents. Before any public assistance funds are released, the state and applicant must enter into a disaster relief funding agreement.

Each potential applicant must submit, within the designated application period, a "List of Projects" to be reviewed for public assistance for the development of Project Worksheets (PW). This list will identify, for each damage site and project, the disaster assistance category; site location; description of damage; and scope of work necessary to repair, replace, or restore projects to pre-disaster conditions. Damage survey and inspection teams, comprised of city, state,

and federal engineers, planners, and architects will review each project and activity on the list of projects.

The PAO will coordinate with each applicant to arrange the survey and inspection schedule, ensure participation by appropriate local officials, and ensure necessary records and documentation are available. The inspection team will prepare PW for each project, identifying activity descriptions, scopes of work, and cost estimates. Each PW undergoes two levels of review before approval by the FCO; this approval must occur within 45-days of the date of the first inspection.

The first review performed jointly by state and federal damage survey and inspection teams is for concurrence on the Project Worksheet (PW); if state and federal officials concur, the PW goes to the Federal Coordinating Officer (FCO) for approval. If there is a disagreement on the PW, it is returned to the applicant for resolution of the discrepancy. The second review conducted by FEMA staff is done before the final approval by the FCO. If the PW is approved, it is forwarded to the FCO for approval; if there is a discrepancy, it is returned to the survey and inspection team for resolution.

The Sandy Improvement Act of 2013 provides for Public Assistance Permanent Work Alternative Procedures which allows substantially greater flexibility in the use of federal funds for Public Assistance applicants and far less administrative burden and costs for all parties if applicants accept grants based on fixed, capped estimates which may be provided by applicants' licensed engineer and validated by an independent, expert panel.

Any changes made to a PW during any stage of the review process will be returned to the applicant who will then have an opportunity to review the change(s), concur or not concur, and attach additional documentation or statements to support their decision.

Pasco County, on behalf of a sub-grantee, can petition the Governor's Authorized Representative (GAR) to appeal any FEMA determination on, or denial of, federal public assistance. This appeal must be made in writing within 60-days from the date of notification of FEMA's determination. The sub-grantee must provide enough information to allow the county to provide the GAR the facts needed to assess the validity of the appeal. The FCO will review the appeal and conduct the necessary investigation to determine the validity of the appeal. The FCO will, within 90-days following receipt of the appeal, notify the GAR in writing of the disposition of the appeal or if additional information is required. If additional information is requested, the FCO shall have an additional 90-days (from receipt of the information) to review the information and notify the GAR of the disposition of the appeal.

If the FCO denies an appeal, the sub-grantee may submit a second appeal to the FEMA Regional Administrator; this appeal must be in writing and submitted through the GAR and FCO within 60-days after receipt of the denial of the first appeal. The FEMA Regional Administrator has 90-days in which to decide an appeal or request additional information. If the Regional Administrator denies the appeal, a third and final appeal may be made to the Regional Administrator within 60-days after receipt of the denial. The FEMA Regional Administrator has 90-days in which to decide on the appeal or request additional information. The Regional Administrator shall notify the GAR of the final disposition of the appeal.

When all Project Worksheets (PW) in any project application have been completed, a project summary must be submitted by the sub-grantee to the PAO and Governor's Authorized Representative (GAR). State and federal inspectors will conduct a final inspection to verify the project's completion. Final inspection documents will then be prepared and forwarded to the Federal Coordinating Officer (FCO) for the preparation of any closing documents.

Public Assistance will be handled using the Public Assistance Manual and forms from the state. Most Public Assistance (PA) grants will not be processed until insurance coordination with the appropriate carrier has been completed; the county must ensure early processing of insurance documents. The State Public Assistance Office will administer all public assistance grants, agreements, and contracts. Administrative staff will be responsible for providing technical assistance to eligible applicants and sub-grantees and for maintaining and submitting all documents and paperwork necessary to obligate and disburse Public Assistance funds; this includes establishing a system for the processing of payments to sub-grantees and establishing and maintaining records for each payment draw down by the state and each payment to the sub-grantees.

Other disaster-related grant programs that the state and Pasco County may be eligible to apply for include:

- Community Disaster Loan Program: Provides funds to any eligible jurisdiction in a designated disaster area that has suffered a substantial loss of tax or other revenue;
- Fire Mitigation Assistance Grant Program: Assistance for the mitigation, management, and control of fires on publicly or privately-owned forests or grasslands, which threaten such destruction as would constitute a major disaster;
- Hazard Mitigation Grant Program: Provides grants to states and local governments to implement long-term hazard mitigation measures after a major disaster declaration;
- Reimbursement for Firefighting on Federal Property: Provides reimbursement only for direct costs and losses over and above normal operating costs for fighting fire on property owned by the federal government; and
- Public Assistance Grant Program: Provides mitigation funding to damaged public facilities after a major disaster declaration.

### **Public Assistance County Applicants**

All departments under the Pasco County Board of County Commissioners (BCC) are required to follow the procedures outlined in this plan. Constitutional officers, municipalities, other government agencies, and private non-profits may design criteria specifically for their agency. Agencies outside the control of the BCC must designate a Public Assistance Officer (PAO) in their agency to work with Pasco County DEM in filing a claim for reimbursement or file directly with FEMA for reimbursement. The DEM maintains contact information for all eligible agencies within the Master Contact List. The following is a list of agencies which have been pre-identified as eligible applicants but is not intended to limit other non-profit agencies which have not been pre-identified:

- County:
  - Pasco County Board of County Commissioners (BCC)
  - Pasco County Property Appraiser's Office
  - Pasco County Tax Collector's Office
  - Pasco County Supervisor of Election's Office
  - Pasco County Clerk and Comptroller's Office
  - Pasco County Sheriff's Office (PCSO)
- Municipalities:
  - City of Dade City
  - City of New Port Richey
  - City of Port Richey
  - City of San Antonio
  - City of Zephyrhills
  - Town of St. Leo
- Governmental Entities:
  - Mosquito Control Board
  - Pasco County School Board
  - Southwest Florida Water Management District (SWFMD)
  - DOH – Pasco
  - Department of Juvenile Justice (DJJ)
  - Baldomero Lopez Veteran's Nursing Home
  - Pasco County Housing Authority
  - Area Agency on Aging
  - Department of Children and Families (DCF)
- Private Non-Profits:
  - Mease/Morton Plant Hospital – North Bay
  - The Harbors
  - American Red Cross
  - Salvation Army
  - United Way



- Gulf Coast Jewish Family Services, Inc.
- The Center for Independence, Inc.
- Lighthouse for the Visually Impaired and Blind, Inc.
- Youth and Family Alternatives, Inc.
- Boys & Girls Club of Pasco, Inc.
- James P. Gills YMCA
- A.F.I.R.E. of Pasco County, Inc.
- The Angelus, Inc.
- Radio Amateur Civil Emergency Services (RACES)
- Hospice
- Pasco County Food Bank
- PIIHN
- Catholic Charities
- Community Aging and Retirement Services (CARES)
- Deaf Service Center of Pasco/Hernando, Inc.
- Mid-Florida Community Services
- Migrant Self-Help Program
- World Relief

### **Debris Management**

The Public Works Branch is responsible for debris management. During recovery from a major disaster, such as a hurricane, debris removal will be divided into two separate phases:

- Phase I – Debris Clearance: Clearance of debris that hinders search and rescue operations and immediate life-saving actions, and the clearance of debris which may pose an immediate threat to public health and safety. This activity will be accomplished with local government resources, aid from neighboring counties and state assistance agencies, contracted private providers, and volunteers.
- Phase II – Debris Removal: Removal of debris that hinders the orderly recovery of the community. Due to the potential massive scope of debris removal, the County retains contractors to augment county resources in debris removal.

The Public Works Branch has the responsibility for the overall coordination of debris removal efforts to include securing all required state and federal agency environmental permits. Emergency debris removal efforts will focus on clearing major transportation routes to allow the movement of emergency vehicles, supplies, resources, and traffic. After the restoration of the major transportation routes has been completed, debris will then be removed from collector roadways, residential and local roadways, and public parks. The Florida Department of Transportation (FDOT) is responsible for clearing debris from state and federal road in major arterial systems.

It is anticipated that significant numbers of personnel with engineering and construction skills, along with construction equipment and materials, will be needed from state and federal agencies and from sources located outside of the affected area(s). The acquisition and deployment of these resources will be coordinated among the Logistics Section and Public Works Group. It is a Public Works Group-required contingency to have county contracts for support of debris management activities.

Should the disaster exceed the capability of the county to manage debris and recovery operations, the Sandy Recovery Improvement Act of 2013 provides for Public Assistance Alternative Procedures for Debris Removal and provides an update to the alternative procedures authorized under the law pertaining to debris removal, emergency work, repair, restoration, and replacement of disaster damaged public and private non-profit facilities and permanent work.

The Logistics Section is responsible for other emergency period contracts and the Public Works Branch is responsible for developing sample debris removal contracts. This function is addressed in detail in the Debris Management ICP.

### **INDIVIDUAL ASSISTANCE OVERVIEW**

Following a disaster of a magnitude that exceed the county's and the state's ability to meet the needs of the community and results in the requesting and granting of a Presidential Disaster Declaration, the emergency management organization (EOC/Area Command) shall, as previously described, at the request of FEMA or Florida DEM, establish Disaster Recovery Centers (DRCs) for individuals seeking recovery assistance. The Director of Emergency Management, or designee, will coordinate with the state, pre-event and post-event, regarding the need and location of a DRC. The county, state, and FEMA staffs jointly share the responsibility of choosing a location for the DRC. Joint state and FEMA managers provide overall management of the DRC. These sites shall be established at geographically strategic sites to provide all affected citizens with access to available programs and shall provide representatives from numerous federal, state, local, and private relief agencies. Locations of the centers, as well as information on FEMA's tele-registration program, shall be made known via the PIO and all other available information outlets. Refer to the PIO Section of the EOC Management, Incident Command ICP.

Telephone and on-line registration are the planned primary mechanisms for the registration of affected persons impacted by a disaster to receive information and assistance. Applicants may call 1-800-621-FEMA (3362) [hearing and speech – impaired ONLY – Call TTY: 1-800-462-7585] to apply for assistance. Applicants may also apply in person at a DRC for emergency assistance or apply online through [www.disasterassistance.gov](http://www.disasterassistance.gov) or by mail.

Some of the services that a DRC may provide include:

- Answers to questions, resolutions to problems, and referrals to other public and private non-profit agencies for further assistance;
- Guidance regarding disaster recovery;
- Clarification of written correspondence received;
- Housing assistance and rental resource information;
- Status of applications being processed by FEMA; and
- SBA program information (if there is an SBA representative at the DRC site).

The following federal grant programs may be available to individuals pursuant to a Presidential Disaster Declaration:

- Disaster Assistance: Disaster assistance is money or direct assistance to individuals, families, or businesses in an area whose property has been damaged or destroyed and whose losses are not covered by insurance. It is meant to help survivors with critical expenses that cannot be covered in other ways; this assistance is not intended to restore damaged property to its condition before the disaster.
- Crisis Counseling: Provides supplemental funding to states for short-term crisis counseling services to affected people in Presidential Declared Disasters.
- Disaster Legal Services: When the President declares a disaster, FEMA through an agreement with the Young Lawyers Division of the American Bar Association, provides free legal assistance to disaster survivors. This may include assistance with insurance claims, landlord-tenant problems, consumer protection, and the replacement of wills and other documents.
- Disaster Unemployment Assistance (DAU): The Disaster Unemployment Assistance (DUA) program provides unemployment benefits and re-employment services to individuals who have become unemployed because of major disasters. Benefits begin with the date the individual was unemployed due to the disaster and can extend up to 26-weeks after the date of the Presidential Disaster Declaration.
- Small Business Administration Disaster Loans: The U.S. Small Business Administration (SBA) can make federally subsidized loans to repair or replace homes, personal property, or businesses that sustained damages not covered by insurance.

## COMMUNITY RELATIONS

Pasco County's Human Resources Department is the lead agency for the Volunteer Reception Center and therefore, will act as Pasco County's Community Relations Coordinator; trained volunteers will assist the Community Relations Coordinator in this capacity and this team will function as the liaison with the FEMA/State team. The Community Relations Team, in conjunction with the Damage Assessment Team, will determine the most critically damaged or impacted areas in which the FEMA/State Team should focus. Various municipalities, ministerial

alliances, or other civic organization will be contacted to assist in assessing community needs. The roles and responsibilities of the Community Relations Team include:

- Sole contact/liaison with the State Community Relations Coordinator in Tallahassee or the Long-Term Recovery Officer (LTRO);
- Responsibility for maintaining the Community Relations County Roster database provided by the State FDEM Recovery Section;
- Responsibility for recruiting participants within the Pasco County area to be part of the FEMA/State/Local Community Relations Team during a Presidential Declared Disaster in Pasco County;
- Responsibility for dissemination to and collecting of information vital to the disaster survivors for them to recover from the declared disaster. Flyers and applicant guides will be provided to the disaster survivors for them to tele-register on the 1-800-621-FEMA line for disaster assistance;
- Responsibility for reporting any disaster survivors' unmet needs to the Human Services Branch of the EOC;
- Responsibility for providing a disaster survivor with an opportunity to report information a response Community Relations Team member; and
- Responsibility for maintaining on-going communications with community leaders, organizations, and local government officials regarding disaster issues and the disaster applicant process.

### **Unmet Needs Coordination**

Unmet needs are any disaster-related losses experienced by the survivor that cannot be provided for by the programs available from local, state, or federal government agencies due to the survivor's ineligibility for such services or the unavailability of the goods or services. During the recovery phase, a collaborative effort is established between government and private, non-profit organizations.

During the long-term recovery phase all unmet needs will be forwarded to the Deputy Operations Section Chief – Human Services. Human Needs Assessment Teams (HNAT), the county's local officials, will meet to help identify unmet needs. With assistance from the Volunteer Organizations Active in Disaster (VOAD), the Deputy Operations Section Chief – Human Services will utilize existing lists of community service providers, the faith-based community, community outreach programs, and municipalities to fulfill all requests for unmet needs.

Specific community/human needs assessment procedures and responsibilities can be found in the Post-Incident Community Needs and Rapid Impact Assessment Plan. Refer to the Human Needs Assessment Teams (HNAT) ICP for more information.

### **National Flood Insurance Program**

Pasco County participates in the National Flood Insurance Program (NFIP). Many geographic areas in the county are in a special hazard flood zone and residents cannot buy flood insurance if their local, jurisdictional government does not participate in the program. The Urban Service Districts also participate in the Community Rating System (CRS), which allows communities to have a discount on annual insurance premiums paid for flood insurance coverage. Communities are classified as Class 1 (most premium reduction allowed) through Class 10 (no reduction allowed); communities not participating are classified as Class 10. As of 2019, Pasco County currently has a CRS rating of 6. The county's Floodplain Manager is responsible for the CRS plan development and the development of the permit issuance process.

### **Emergency Housing**

The Temporary Housing Branch is responsible for coordinating the effective planning for temporary housing for the residents of Pasco County displaced by a disaster. The Temporary Housing Branch will work closely with state, federal, and local agencies under the auspices of the National Disaster Housing Framework to expedite any necessary processes to establish alternative, long-term housing options for displaced residents.

The Community Development Department will coordinate emergency, temporary housing; the Housing Coordinator will work with other agencies with normal housing responsibilities including the Pasco County Housing Authority. Initial efforts will be made to encourage as many displaced individuals as possible to seek shelter with friends and relatives; that effort will be followed by establishing temporary housing on owner-occupied land, using hotels/rental units, establishing temporary housing on government-owned land, commercial land, or private land with the least desirable option establishing out-of-county temporary housing.

Any temporary housing established should be kept small and be as close as possible to the impacted community. Community Development will coordinate with Volunteers and Donations to assist individuals with housing repairs to allow people to move back into their homes.

The county will work with the American Red Cross and the School District to identify temporary shelters to accommodate newly homeless residents. The timeline may range from a few weeks up to 30-days post-disaster in order to allow residents to identify their own solutions for housing needs. The American Red Cross maintains a list of facilities/churches and the subsequent relationship with those facilities that have been identified for host sheltering.

The county has identified geographical areas for potential, emergency housing sites and mobile home sites. Three potential areas are in the western part of the county, three in the center of the county, and three in the eastern part of the county. If deemed necessary, the Community Development working in conjunction with the Planning & Growth Management Department, GIS, FEMA, and partner agencies will implement searches for additional sites and resources.

### **Transition from Response to Recovery**

As recognized in local ordinances, the declaration of a Local State of Emergency (LSE) and the Response Phase is a temporary reorganization of government to address disaster caused issues. These issues generally fall into the broad categories of meeting survivor needs, enhancing public safety service delivery, and repairing or restoring infrastructure functionality. The command and control, coordination, and resources to serve disaster survivors transitions from an emergent need to a more deliberate process of service delivery as program and activities transition from the Response Phase to the Recovery Phase. County recovery activities, coordination with the federal and state governments, and the process for obtaining and administering state and federal assistance are described later in this section.

## **MUTUAL AID**

### **Statewide Mutual Aid Agreement**

In accordance with Section 252.40, Florida Statutes, participating parties are authorized to engage in cooperative relationships (the Statewide Mutual Aid Agreement) to accept services, equipment, supplies, materials, or funds for emergency management efforts. All special districts, educational districts, and other local and regional governments can participate in the agreement. Any participating party may request assistance (oral or written) during an emergency or disaster.

The Statewide Mutual Aid Agreement (SMAA) supersedes other inter-local agreements during “major or catastrophic disasters” (usually evidenced by the governor’s proclamation of a state of emergency, activation of the State EOC and the State Emergency Plan, and/or by Federal Declarations of Fire, Emergency, or Disaster). The SMAA may also be applicable between participating parties in absence of an inter-local agreement during minor disasters.

### **Emergency Management Assistance Compact (EMAC)**

In accordance with Chapter 252, Part III, Florida Statutes, the state adopted the Emergency Management Assistance Compact (EMAC) which provides for the mutual assistance between states during any emergency or disaster when the state has depleted its resources, supplies, or equipment. In the event a request for disaster assistance comes from another state, the governor may order the mobilization of state resources under the EMAC to be deployed to the impacted state. The management and coordination of these resources will be administered through the Operations Section of the SERT under the direction of the Operations Section Chief. This process is highlighted in the State Logistics Plan Annex: Mutual Aid Branch Section.

### **Mutual Aid Requests**

Mutual aid will only be requested if the Director of Pasco County DEM deems that local resources are inadequate. The authorized representative, or EM Director, shall transmit mutual

aid requests through the Logistics Section in coordination with the Planning Section/Resources Unit. The Logistics Section shall serve as the contact and coordination point for all mutual aid requests. The Resources Unit will coordinate and track all mutual aid requests.

The following steps will be followed in making requests for resources from other government organizations that have entered into the afore mentioned agreement:

- County Administration declares a Local State of Emergency (LSE) because a disaster has occurred. A copy of the declaration is sent to the Florida Division of Emergency Management (FDEM) in Tallahassee.
- The authorized representative will make direct contact with the State Watch Office (SWO) at the FDEM and provide the information listed below. The Planning Section/Resources Unit will follow-up with written confirmation using WebEOC:
  - A description of the damage sustained or threatened;
  - An identification of the specific ICS Section/Branch/Unit/Group (Emergency Support Function [ESF] for the State) or activity;
  - A description of the types of personnel, equipment, services, and supplies needed for specific type of assistance;
  - A description of any public infrastructure for which assistance will be needed;
  - A description of any sites or structures outside the territorial jurisdiction of the requesting party needed as centers to stage incoming personnel, equipment, supplies, services, and other resources;
  - The place, date, and time for personnel of the requesting party to meet and receive the personnel and equipment of the assisting party; and
  - A technical description of any communications or telecommunications equipment needed to ensure timely communications between the requesting party and any assisting parties.

### **Responding to a Mutual Aid Request**

When a request is received from FDEM or a requesting party to aid, Pasco County DEM will immediately contact the appropriate agency head to determine if resources are available. The following steps will be adhered to in processing the request:

- Convey to the agency head the information received from FDEM or requesting party; this information will be provided verbally, then entered in WebEOC;
- Advise the appropriate agency head that the SMAA stipulates that “assisting parties shall render assistance to the extent personnel, equipment, and resources are available”. Also, advise “participating governments agree to render assistance to the fullest extent possible”. The agency head should be informed that the requesting party is responsible for costs incurred, unless there is an agreement between the parties that all or a portion of the costs will be provided without reimbursement;
- Agency head determines if the requested resources can be provided;
- After the determination has been made, the tracking system form will be completed and forwarded to the Pasco County DEM;
- Pasco County DEM will provide a copy to the requesting party immediately;



- The requesting party/FDEM shall respond by executing and returning a copy to the assisting party as soon as possible. The Pasco County DEM will notify the agency head and provide a copy of the executed documentation;
- If the request was not routed through FDEM, Pasco County DEM will contact the State Watch Office (SWO) and advise it of the request and the response to the request as soon as possible, subsequently keeping them informed if the requesting party made the request directly to the assisting party; and
- A copy of the tracking system form with information received will be maintained by the Resources Unit.

### **FINANCIAL MANAGEMENT**

The Finance/Administration Section shall provide fiscal and managerial support as required. The Director of Pasco County Office of Management & Budget (OMB) has the task and responsibility of financial recovery for any disaster event that may occur in Pasco County. Pasco County DEM, Pasco County Purchasing Department, Pasco County Accounting/Fiscal Services Department, and the Pasco Clerk of the Circuit Court share supporting responsibilities for fiscal management.

When Pasco County uses other jurisdictions' resources under mutual aid, documentation outlining the following shall be collected to ensure the maximum financial recovery:

- Daily activity reports/daily logs (ICS Form 214);
- Damage Assessment Reports;
- Invoices, canceled checks, and delivery tickets;
- Force Account Work documentation is required; and/or
- Supporting documentation (pictures of damage).

It is important to document who assigned this assistance, what they did, and how it was controlled. In addition, provide an invoice showing the date, amount paid, and check number is required showing that the county payment was made to the other jurisdiction. Direct mutual aid requires the same documentation for both the sending and receiving parties.

The assisting party shall bill the requesting party with an itemized invoice as soon as practicable; but no later than 60-days following the period of assistance. The requesting party shall pay bills or advise of disputed items not later than 60-days after the billing date. Modifications can be made through mutual agreement by both parties to extend the ending payment time.

The Public Assistance (PA) program provides reimbursement to state and local governments for the repair or reconstruction of public facilities which are owned and operated by a government, debris removal, and protective measures. FDEM administers the PA program as the grantee for all federal funds related to the program, Pasco County is a sub-grantee to the program.

### **Interagency Agreements**

Emergency utilization of resources and capabilities of organizations not part of Pasco County government will be pre-arranged under agreements or understandings to the maximum extent feasible. Agreements and understandings will be created and adopted by duly authorized officials and will be formalized in writing whenever possible.

Agreements and understandings between elements of Pasco County will be included as a part of the County plans. Details of such agreements and understandings will be set forth in supporting operations procedures, instructions, and other directives of the units of government concerned; agreements remain in effect until rescinded or modified. Agreements must state the procedure for payment or reimbursement for personnel services rendered, equipment costs, and expenditure of material; a clear statement of agreement on this matter is mandatory.

### **Financial Authorities**

Authority to expend funds in emergency management operations is contained in Florida Statute 252 and in county ordinances. In general, emergency operations are funded by the budget allocations of each agency involved. A presidential disaster or emergency declaration will permit funding under the Robert T. Stafford Disaster Relief and Emergency Assistance Act P.L. 100-707 in addition to the financial resources initiated at the state and local levels. Federal disaster assistance is generally provided at the 75% level with state and local governments sharing the remaining 25%. There is precedent for the federal government to assume a larger share than 75% under unusual circumstances.

### **Federal Funding Sources**

Many funding sources provide financial assistance to support preparedness, response, recovery, and mitigation activities. Table 19 provides a current (as of February 2018) overview of those federal funding sources which may be available to local government, non-profit organizations, business owners, and individuals. Local government's role in obtaining funding from these sources involves maintaining awareness of the availability of funds, communicating to eligible applicants the availability and processes related to obtaining funds, assisting eligible applicants with applying for funds, assisting fund awardees with project management and financial management, where appropriate, and taking action to leverage funds where appropriate to strengthen and sustain the local community. In this regard, local government must maintain awareness of and adhere to the processes and procedures set forth by state government to access funds. Local government commonly becomes a contractual sub-grantee to the state.

*Funding Agreements and Sources*

<b>Financial Program</b>	<b>Authority</b>	<b>Purpose</b>	<b>Eligible Applicants</b>
<b>National Preparedness</b>			
Emergency Management Performance Grant (EMPG)	CFDA Number 97.042	Provides assistance for the development, maintenance, and improvement of state and local emergency management capabilities	SAA
Homeland Security Grant Program (HSGP), State Homeland Security Grant Program, Urban Area Security Initiative, Operation Stonegarden (local government), Metropolitan Medical Response System, Citizen Corps Program	CFDA Number 97.067	Enhances the capacity of state and local emergency responders to prevent, respond to, and recover from a weapons of mass destruction terrorism incident involving chemical, biological, radiological, nuclear, and explosive devices and cyber attacks	SAA, except Operation Stonegarden which allows local units of government to apply directly
<b>Non-Disaster Programs</b>			
Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA)	CFDA Number 97.02, 97.021	Supports programs designed to improve capabilities associated with oil and hazardous materials emergency planning and exercising	State & local government
Cooperating Technical Partners	CFDA Number 97.045	Provides technical assistance, training, and/or data to support flood hazard data development activities	State and local government
Emergency Food and Shelter Program	CFDA Number 97.024	Supplements the work of local social service organizations within the United States, both private and governmental, to help people in need of emergency assistance	Private-nonprofit community and government organizations

<b>Financial Program</b>	<b>Authority</b>	<b>Purpose</b>	<b>Eligible Applicants</b>
Map Modernization Management Support	CFDA Number 97.070	Provides funding to supplement, not supplant, ongoing flood hazard mapping management efforts by local, regional, or state agencies	State and local government
Superfund Amendments and Reauthorization Act		Provides funding for training in emergency planning, preparedness, mitigation, response, and recovery capabilities associated with hazardous chemicals	Public officials, fire and police personnel, medical personnel, first responders, and planning personnel
<b>Grants and Assistance Programs for Emergency Personnel</b>			
Assistance to Firefighters Grant Program (AFGP), Fire Prevention and Safety Grants, Staffing for Adequate Fire and Emergency Response (SAFER) Grants	CFDA Number 97.044	Provides assistance to local fire departments to protect citizens and firefighters against the effects of fire and fire-related incidents	Fire department and other local first responders
Emergency Management Institute	CFDA Numbers 97.026, 97.027, 97.28	Provides training and education to the fire service, its allied professions, emergency management officials, and the general public	Fire departments, other first responders, emergency management officials and individuals
National Fire Academy Education & Training	CFDA Numbers 97.018, 97.029	Provides training to increase the professional level of the fire service and others responsible for fire prevention and control	Fire departments and firefighting personnel

<b>Financial Program</b>	<b>Authority</b>	<b>Purpose</b>	<b>Eligible Applicants</b>
National Urban Search and Rescue (US&R) Response System	CFDA Number 97.025	Provides funding for the acquisition, maintenance, and storage of equipment, training, exercises, and training facilities to meet task force position criteria, and conduct and participate in meetings with the National US&R Response System	US&R Task Forces
<b>Disaster Specific Assistance Programs</b>			
Fire Management Assistance Grant Program	CFDA Number 97.046	Assistance for the mitigation, management, and control of fires on publicly or privately-owned forests or grasslands, which threaten such destruction as would constitute a major disaster	State and local government
Community Disaster Loan Program		To provide funds to any eligible jurisdiction in a designated disaster area that has suffered a substantial loss of tax and other revenue	Local government through the Governor's Authorized Representative
Hazard Mitigation Grant Program	CFDA Number 97.039	Provides grants to states and local governments to implement long-term hazard mitigation measures after a major disaster declaration	State and local government; certain non-profit organizations or institutions
Public Assistance Grant Program	CFDA Number 97.036	Provides assistance to alleviate suffering and hardship resulting from major disasters or emergencies declared by the President	State and local government; private-nonprofit organizations via states
Reimbursement for Firefighting on Federal Property	CFDA Number 97.016	Provides reimbursement only for direct costs and losses over and above normal operating costs	State and local governments and fire departments

*Table 19*

<b>Hazards-Related Grants and Assistance Programs</b>			
Community Assistance Program, State Support Services Element (CAP-SSSE)	CFDA Number 97.023	Provides funding to states to provide technical assistance to communities in the NFIP and to evaluate community performance in implementing NFIP floodplain management activities	State government
Flood Mitigation Assistance Program	CFDA Number 97.029	Provides funding to assist states and communities in implementing measures to reduce or eliminate the long-term risk of flood damage to buildings, manufactured homes, and other structures insurable under the NFIP	State and local governments
National Dam Safety Program	CFDA Number 97.041	Provides financial assistance to the states for strengthening their dam safety programs	State government
Pre-disaster Mitigation Program	CFDA Number 97.047	Provides funds for hazard mitigation planning and the implementation of mitigation projects prior to a disaster event	State and local government
<b>Grants and Assistance Programs for Individuals</b>			
Disaster Assistance	CFDA Numbers 97.048, 97.049, 97.05	Provides money or direct assistance to individuals, families and businesses in an area whose property has been damaged or destroyed and whose losses are not covered by insurance	Uninsured individuals, families, and businesses
Crisis Counseling	CFDA Number 97.032	Provides supplemental funding to states for short-term crisis counseling services to people affected in Presidentially declared disasters	State and local government; individuals

Disaster Legal Services	CFDA Number 97.033	Provides free legal assistance to disaster victims	Individuals
Disaster Unemployment Assistance Program	CFDA Number 97.034	Provides unemployment benefits and re-employment services to individuals who have become unemployed because of major disasters	Individuals
Small Business Administration Loan		Federally subsidized loans to repair or replace home, personal property or businesses that sustained damage not covered by insurance	Individuals, businesses, and agricultural cooperatives
<b>Additional FEMA Grants and Assistance Programs</b>			
Emergency Operations Center (EOC) Grant Program		To improve emergency management preparedness capabilities by supporting flexible, sustainable, secure and interoperable EOCs with a focus on addressing identified deficiencies and needs	SAA
Commercial Equipment Direct Assistance Program (CEDAP)		To enhance regional response capabilities, mutual aid, and interoperable communications by providing technology and equipment, along with the training required to operate that equipment to law enforcement and emergency responder agencies in smaller jurisdictions and certain metropolitan areas.	Law enforcement agencies and other emergency responder agencies who have not received technology funding under the UASI Grant Program or the Assistance to Firefighters Grant since 2006

Buffer Zone Protection Program (BZPP)		Provides funding to increase the preparedness capabilities of jurisdictions responsible for the safety and security of communities surrounding high-priority pre-designated Tier 1 and Tier 2 Critical Infrastructure and Key Resource (CIKR) assets	SAA
Interoperable Emergency Communications Grant Program (IECGP)		Provides funding to carry out initiatives to improve interoperable emergency communications, including communications in collective response to natural disasters, acts of terrorism and other man-made disasters.	State government

### Local and State Funding Sources

State and local governments also provide financial assistance to support preparedness, response, recovery, and mitigation activities.

*State and Local Funding*

Financial Program	Authority	Purpose	Eligible Applicants
Emergency Management Preparedness and Assistance (EMPA) Trust Fund	F.S. 252.373	To implement and administer state and local emergency management programs, including administration, training, and operations	State, regional, and local governments; private organizations
Pasco County Incident Support Unit	Pasco County General Fund Reserves	To fund response and cleanup costs for the handling of hazardous materials incidents.	Pasco County Department of Emergency Management
Pasco County Storm Fund	Pasco County Codes of Ordinance 2-107 and 30-32	To fund response and recovery from major incidents affecting Pasco County	Board of County Commission

*Table 20*



## REFERENCES AND AUTHORITIES

### State of Florida

Section 252.38, Florida Statutes, directs each county to establish an Emergency Management Agency and appoint a Director to carry out the provisions of Section 252.31 – 252.60. The Director of Emergency Management in Pasco County is the Emergency Manager for Pasco County. In this capacity, the Director is directly and solely responsible for:

- Maintaining a comprehensive emergency management program that encompasses all governmental, private, and volunteer organizations with a role in emergency management;
- Preparing a comprehensive emergency management plan that is all-inclusive (i.e., evacuation activities) in preparation for any level of emergencies and catastrophic events;
- Maintaining an emergency management program that is designed to mitigate, prepare for, respond to, and recover from a disaster by the enforcement of policies and regulations;
- Coordinating mutual aid agreements inter-locally and among their surrounding jurisdictions;
- Implementing inter-state mutual aid agreements for assistance and reciprocal emergency aid in the event the situation is beyond a county's capability;
- Executing educational public awareness programs that are designed for all citizens including those whom are hearing-impaired and non-English speaking;
- Maintaining an accurate account of the financial expenditures that are associated with disasters (including mobilized resources per mutual aid agreements);
- Organizing public information throughout an emergency;
- Developing procedures to receive and shelter citizens whom reside within your jurisdiction and outside the designated area with assistance from the state; and
- Operating and maintaining a 24-hour communication warning point.

### Pasco County and Its Six Jurisdictions

Florida Statute 252.38(2) authorizes and encourages municipalities to create municipal emergency management programs. Municipalities without programs are served by the county agency. Municipalities who chose to establish an emergency management program “must comply with all laws, rules, and requirements applicable to county emergency management agencies.” Additionally, “each municipal emergency management plan must be consistent with and subject to the applicable county emergency management plan.” If a municipality chooses to develop an emergency management plan under F.S. 252.38(2), the municipality must establish a full-time director and develop a complete comprehensive emergency management plan. However, if a municipality is unable to make the financial commitment to a full-time emergency management position, it is appropriate for the municipality to coordinate through the county emergency management agency and CEMP. No municipality in Pasco County has chosen to

create a full-time emergency management program at this time, and the Pasco County DEM supports all municipalities.

## **Ordinance Code Chapter 30, Civil Emergencies**

### **Ordinances**

- Pasco County Resolution No. 83-110, May 31, 1983
- Pasco County Code of Ordinances, Section 2-107, Emergency Purchases (provides fiscal authorities)
- Pasco County Code of Ordinances, Section 18-23, Emergencies: Inspection and Measures to Secure or Protect Structures
- Pasco County Code of Ordinances, Sections 30-26 through 30-33, Disaster and Emergency Management (provides fiscal authorities)
- Pasco County Land Development Code, Section 700, Standards for Site with Special Characteristics
- Dade City Code of Ordinances, Section 30-31 through 30-38, Emergency Preparedness
- Dade City Code of Ordinances, Section 2-520. Emergency Purchases (provides fiscal authorities)
- New Port Richey Code of Ordinances, Section 2.14., and Emergency Ordinances (provides fiscal authorities)
- Port Richey Code of Ordinances, Section 2-79, Emergency Meetings
- Port Richey Code of Ordinances, Section 12-46 through 12-49, Emergency Management (provides fiscal authorities)
- Port Richey Code of Ordinances, Section 8-1 through 8-10, Flood Damage Prevention
- St. Leo Code of Ordinances, Section 3.13, Emergency Ordinances (provides fiscal authorities)

### **Hazard Specific Coordinating Procedures**

- Cold weather
- Flooding
- Hazardous materials
- Severe weather/tornado
- Subsidence/depression
- Hurricane
- Mass casualty

### **Standard Operating Procedures**

- Emergency Operations Area (EOA)
- Emergency Operations Center (EOC)

- Family Assistance Center
- Mutual Aid
- Disaster Survivor Impact Team (DSAT)
- Rapid Response Team
- Public Assistance

### **Other Supporting Documents**

- Debris Management Plan
- Local Mitigation Strategy (LMS)
- Continuity of Operations Plan(s) (COOP)
- Asset Inventory (CI/KR)
- Tampa Bay Hurricane Evacuation Study
- Position Specific Guides (PSG)

## **STATE OF FLORIDA**

### **Statutes**

- Florida Constitution, Article VII, Section 1(d) (provides fiscal authorities)
- Florida Statute, Chapter 23, Part 1, The Florida Mutual Aid Act
- Florida Statutes, Chapter 110, State Government Part IV, Volunteers
- Florida Statutes, Chapter 125, County Government, Part VI, Volunteers
- Chapter 154, Florida Statutes, Public Health Facilities
- Florida Statutes, Chapter 161, Beach and Shore Preservation, Part III, Coastal Zone Protection
- Florida Statutes, Chapter 163, Intergovernmental Programs, Part II, County and Municipal Planning and Land Development Regulation
- Chapter 166, Florida Statutes, Municipalities (provides fiscal authorities)
- Florida Statutes, Chapter 215.555, Florida Hurricane Catastrophe Fund (provides fiscal authorities)
- Chapter 235, Florida Statutes, Educational Facilities
- Chapter 245, Florida Statutes, Disposition of Dead Bodies
- Chapter 250, Florida Statutes, Military Affairs
- Florida Statutes, Chapter 252, Emergency Management, Part I - General Provisions
- Florida Statutes, Chapter 252, Emergency Management, Part II - Florida Emergency Planning and Community Right to Know Act (provides fiscal authorities)
- Florida Statutes, Chapter 252, Emergency Management, Part III – Emergency Management Assistance Compact
- Florida Statutes, Chapter 252, Emergency Management, Part IV – Accidental Release Prevention and Risk Management Planning (provides fiscal authorities)

- Chapter 287, Florida Statutes, Procurement of Personal Property and Services (provides fiscal authorities)
- Florida Statutes, Chapter 376, Pollutant Discharge and Prevention and Removal
- Chapter 377, Florida Statutes, Energy Resources
- Florida Statutes, Chapter 380, Land and Water Management
- Chapter 388, Florida Statutes, Public Health
- Florida Statutes, Chapter 501.160, Rental or Sale of Essential Commodities During a Declared State of Emergency (provides fiscal authorities)
- Florida Statutes, Chapter 768.13, Good Samaritan Act
- Florida Statutes, Chapter 943.0312, Regional Domestic Security Task Forces

### **Executive Orders**

- Executive Order No. 80-29, (Disaster Preparedness), dated April 14, 1980
- Executive Order No. 01-262, (Emergency Management), dated September 11, 2001
- Executive Order 01-300 (Domestic Security), dated October 11, 2001

### **Florida Administrative Code**

- Rule 9G-2, State of Florida Comprehensive Emergency Management Plan Criteria
- Rule 9G-5, Local Disaster Preparedness Agencies Approval of Local Director
- Rule 9G-6, Review of Local Emergency Management Plans
- Rule 9G-7, Local Emergency Management Plans
- Rule 9G-11, Funding Formula for Emergency Management Assistance Funds (provides fiscal authorities)
- State of Florida Rule 9G-12, Contract Procedures for Funding of Radiological Emergency Response Plans (provides fiscal authorities)
- Rule 9G-13, Post-Disaster Redevelopment Rule
- Rule 9G-14, Hazardous Materials
- Rule 9G-17, Funding of County Hazardous Materials Emergency Plans (provides fiscal authorities)
- Rule 9G-18, Emergency Management Competitive Grant and Loan Program Rule (provides fiscal authorities)
- Rule 9G-19, Base Funding for County Emergency Management Agencies (CEMA), Emergency Management Competitive Grant Program and Municipal Competitive Grant Program Rule (provides fiscal authorities)
- Rule 9G-20, Residential Facility Plan Review Fees (provides fiscal authorities)
- Rule 9G-21, Hazardous Materials Risk Management Planning Fee Schedule (provides fiscal authorities)
- Rule 9G-22, Hazard Mitigation Grant Program (provides fiscal authorities)
- Rule 9J-2, Development of Regional Impact

- Rule 9J-5, Minimum Criteria for Review of Local Government Comprehensive Plans and Determination of Compliance
- Rule 25-4, Telephone Companies
- Rule 25-6, Electric Service by Electric Public Utilities
- Rule 25-7, Gas Service by Gas Public Utilities
- Rule 25-10, Water and Sewer Systems
- Rule 25-24, Telephone Companies
- Rule 25-30, Water and Wastewater Utility Rules
- Rule 40E-62, Works and Lands of the District Management Plans

### **Plans & Procedures**

- Florida National Guard, Operation Plan for Military Support to Civil Authorities (FLNG-MSCA) State of Florida Rapid Response Team Standard Operating Procedure
- State of Florida Emergency Response Team SOP
- State of Florida Regional Evacuation SOP
- State of Florida Resource and Financial Management Policies and Procedures for Emergency Management
- State of Florida Comprehensive Emergency Management Plan
- State of Florida Hazard Mitigation Plan
- Statewide Emergency Shelter Plan
- State of Florida Mass Migration Plan
- State of Florida Radiological Emergency Plan
- State of Florida Recovery Plan
- State of Florida Unified Logistics Plan
- State Emergency Response Plan (FFCA)

## **FEDERAL**

### **Code of Federal Regulations**

- 44 CFR (Code of Federal Regulations) Emergency Management and Assistance
- 50 CFR, Title 10 of the Code of Federal Regulations

### **Public Law/Public Acts**

- Public Law 84-99, Flood Emergencies
- Public Law 85-256, Price-Anderson Act
- Public Law 89-665, National Historic Preservation Act
- Public Law 91-671, Food Stamp Act of 1964, in conjunction with Section 412 of the Stafford Act
- Public Law 93-234, The Flood Disaster Protection Act of 1973

- Public Law 93-288, The Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (provides fiscal authorities)
- Public Law 95-510, the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA),
- Public Law 99-499, Superfund Amendments and Re-authorization Act of 1986, Part III, the Emergency Planning and Community Right-to-Know Act of 1986
- Public Law 104-321, Emergency Management Assistance Compact
- Public Law 106-390, Disaster Mitigation Act of 2000
- Public Law 109-59, The Safe, Accountable, Flexible, Efficient Transportation Equity Act
- National Flood Insurance Act of 1968, as amended by the National Flood Insurance Reform Act of 1994
- Posse Comitatus Act, 18 U.S.C. § 1385
- Stewart B. McKinney Homeless Assistance Act (provides fiscal authorities)

#### **Presidential Directives**

- Homeland Security Presidential Directive 3, Homeland Security Advisory System
- Homeland Security Presidential Directive 5, Management of Domestic Incidents
- Homeland Security Presidential Directive 7, Critical Infrastructure Identification, Prioritization, and Protection
- Homeland Security Presidential Directive 8, National Preparedness

#### **Department of Defense Directives**

- DoD Directive 3025.12, Military Assistance for Civil Disturbances
- DoD Directive 3025.15, Military Assistance to Civil Authorities

#### **Plans**

- The National Response Framework
- The National Disaster Recovery Framework
- The National Infrastructure Protection Plan
- USCG, Marine Safety Office, Tampa Area Contingency Plan for Oil and Hazardous Pollution Response

## Terms and Definitions

Advisory: A National Weather Service (NWS) message giving storm location, intensity, movement, and precautions to be taken

Agency: A division of government with a specific function offering a kind of assistance. In the Incident Command System (ICS), agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance). Governmental organizations are most often in charge of an incident, though in certain circumstances private-sector organization may be included. Additionally, non-governmental organizations may be included to provide support.

Agency Representative: A person assigned by a primary, assisting, or cooperating federal, state, tribal, or local government agency or private organization that has been delegated authority to make decisions affecting that agency's or organization's participating in incident management activities following appropriate consultation with the leadership of that agency.

All-Hazards: Describing an incident, natural or manmade, that warrants action to protect life, property, environment, and public health or safety, and to minimize disruptions of government, social, or economic activities.

Acquisition Procedures: A process used to obtain resources to support operational requirements.

Area Command: An organization established to oversee the management of multiple incidents that are each being handled by a separate Incident Command System organization or to oversee the management of a very large or evolving incident that has multiple incident management teams engaged. An agency administrator/executive or other public official with jurisdictional responsibility for the incident usually make the decision to establish an Area Command. An Area Command is activated only if necessary, depending on the complexity of the incident and incident management span-of-control considerations.

Assessment: The evaluation and interpretation of measurements and other information to provide a basis for decision-making.

Assignment: A task given to a resource to perform within a given operational period.

Assisting Agency: An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also Supporting Agency.

Authority Having Jurisdiction (AHJ): Organization or agency with legal authority over a given type of incident (e.g., fire, EMS, Search & Rescue, HazMat); may change or overlap as incident changes, as where fire becomes arson investigation once danger is over, or Motor Vehicle Accident (MVA) becomes police business after vehicle extrication, fire, and HazMat issues are complete.

Base/Camp: Is the designated location under local or state control within the disaster area which is equipped to provide sleeping facilities, food, water, and sanitary facilities to response personnel.

Branch: The organizational level having functional or geographic responsibility for major aspects of incident operations. A branch is organizationally situated between the Situation Chief and the Division or Group in the Operations Section and between the Sections and Units in the Logistics Section. Branches are identified using Roman numerals or by functional area.

Building Codes: Regulations adopted by local government that establish standards for construction, modification, and repair of buildings and other structures.

Burn Sites: Areas identified for the collection and burning of disaster-caused debris.

Cache: A predetermined complement of tools, equipment and/or supplies stored in a designated location, available for use.

Catastrophic Incident: Any natural or manmade incident, including terrorism, which results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions.

Chain of Command: A series of command, control, executive, or management positions in hierarchical order of authority.

Chief: The Incident Command System (ICS) title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence/Investigations (if established as a separate Section).

Chief Elected Official: A Mayor, Chairperson of the Board of County Commissioners, or a Constitutionally Elected Officer.

Clearance Time: Is based on the number of people required to evacuate, the number of vehicles which may be used, the suitability of the roads (capacity, elevation, location, etc.) and any special evacuation considerations such as medical facilities and people with special needs.



Coastal High Hazard Area (CHHA): Evacuation zone for a Category 1 hurricane as determined by the Sea, Lake, and Overland Surge from Hurricanes (SLOSH) model and established in the Tampa Bay Regional Planning Council's Hurricane Evacuation Study.

Comfort Stations: Are managed under Health & Medical Branch to provide basic emergency services such as food and water, health and first aid treatment, relief supplies, information, and temporary refuge to victims of a disaster.

Command: The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

Command Staff: Those Incident Command positions with Public Information, Safety, and Liaison responsibilities.

Common Operating Picture: A continuously updated overview of an incident compiled throughout an incident's life cycle from data shared between integrated systems for communication, information management, and intelligence and information sharing. The common operating picture allows incident managers at all levels to make effective, consistent, and timely decisions. The common operating picture also helps ensure consistency at all levels of incident management across all jurisdictions, as well as between various governmental jurisdictions and private-sector and nongovernmental entities that are engaged.

Community Development Block Grants (CDBG): The objective of the CDBG program is the development of viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate income. Funds must be used so as to give maximum feasible priority to activities which will carry out one of three broad national objectives of benefit to low and moderate income families; or aid in the prevention or elimination of slums or blight; or activities designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs.

Community Rating System (CRS): An initiative of the Federal Insurance Administration to encourage increased efforts in the reduction of flood losses, facilitate accurate insurance ratings, and promote the awareness of flood insurance.

Comprehensive Emergency Management Plan (CEMP): The CEMP describes the concept of operations for integrating and synchronizing personnel, organizational structures, leadership, or management processes, facilities, and equipment to conduct emergency operations.

Cooperating Agency: An agency supplying assistance other than director operational or support functions or resources to the incident management effort.

Coordinate: To advance systematically an analysis and exchange of information among principals who have or may have a need to know certain information to carry out specific incident management responsibilities.

Coordinating Procedures: Supplements to the Basic Emergency Operating Plan (BEOP) which summarize concepts and provide quick reference guides tailored to the needs of different operations (i.e., hurricanes and hazardous materials).

Corrective Actions: Implementing procedures that are based on lessons learned from actual incidents or from training and exercises.

County Warning Point: The location that the state will contact in case of an emergency.

Credentialing: The authentication and verification of the certification and identity of designated incident managers and emergency responders.

Critical Infrastructure/Key Resources (CI/KR): Systems, assets, and networks, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, economic security, public health or safety, or any combination of those matters.

Critical Facility: A “structure” from which essential services and functions for victim survival, continuation of public safety actions, and/or disaster recovery are performed or provided.

Damage Assessment Officer (DAO): The position responsible for consolidating all public and private damage assessments to determine the impact of the disaster and the need for state and/or federal assistance and disaster declarations.

Damage Survey Report (DSR): A form completed by state and federal teams to document eligible public assistance responses.

Debris Clearance Priority Road Assignments: The listing of roads scheduled for priority one, two, and three debris clearance and the agency assigned with the debris clearance responsibility for the road segment.

Defense Coordinating Officer (DCO): Individual who serves as the Department of Defense (DOD)’s single point of contact at the Joint Field Office (JFO) for requesting assistance from

DOD. With few exceptions, requests for Defense Support of Civil Authorities originating at the JFO are coordinated with and processed through the DCO. The DCO may have a Defense Coordinating Element consisting of staff and military liaison officers to facilitate coordination and support to activated Emergency Support Functions.

Defense Support of Civil Authorities (DSCA): Support provided by U.S. military forces (Regular, Reserve, and National Guard), DOD civilians, DOD contract personnel, and DOD agency and component assets, in response to requests for assistance from civilian, federal, state, local, and tribal authorities for domestic emergencies, designated law enforcement support, and other domestic activities.

Demobilization: The orderly, safe, and efficient return of a resource to its original location and status.

Development: The carrying out of any building activity or mining operation, the making of any material change in the use or appearance of any structure or land, or the dividing of land into three or more parcels.

DHS: Department of Homeland Security

Disaster: Any natural, technological, or man-made emergency that causes damage of enough severity and magnitude to result in a declaration of a state of emergency by a county, the Governor, or the President of the United States.

Disaster Field Office (DFO): Is established in or near the designated area to support state and federal response and recovery operations. The DFO houses the Federal Coordinating Officer (FCO) and the Emergency Response Team (ERT), and where possible, the State Coordinating Officer (SCO) and support staff.

Disaster Medical Assistance Teams (DMAT): A group of professional and para-professional medical personnel (supported by a cadre of logistical and administrative staff) designed to provide medical care during a disaster or other event.

Disaster Recovery Center (DRC): A facility established in a centralized location within or near the disaster area at which disaster victims (individuals, families, or businesses) apply for disaster aid.

Division: The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief.

DOD: Department of Defense

Drainage: Surface water runoff or the removal of surface water or groundwater from land by drains, grading, or other means.

Emergency: Any incident, whether natural or manmade, that requires responsive action to protect life or property. Under the Robert T. Stafford Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

Emergency Alert System (EAS): A national relay and notification system for delivering emergency information to residents through broadcast media.

Emergency Management: The coordination and integration of all activities necessary to build, sustain, and improve the capability to prepare for, protect against, responds to, recover from, or mitigate against threatened or actual natural disasters, acts of terrorism, or other manmade disasters.

Emergency Management Assistance Compact (EMAC): A congressionally ratified organization that provides form and structure to interstate mutual aid. Through EMAC, a disaster-affected state can request and receive assistance from other member states quickly and efficiently, resolving two-key issues up front: liability and reimbursement.

Emergency Manager: The person who has the day-to-day responsibility for emergency management programs and activities. The role is one of coordinating all aspects of a jurisdiction's mitigation, preparedness, response, and recovery capabilities.

Emergency Operations Areas (EOA): Geographical areas delineated for response and recovery efforts which may be aligned with pre-existing local service areas to assist in managing search and rescue, debris clearance, military assistance, pre-staging of equipment, and resource support, etc.

Emergency Operations Center (EOC): The physical location at which the coordination of information and resources to support incident management (on-scene operations) activities normally takes place. An EOC may be a temporary facility or may be in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical

services), by jurisdiction (e.g., functional, state, regional, tribal, city, county), or some combination thereof.

Enhanced Fujita Scale (EF Scale): U.S. scale which estimates the strength of tornadoes based on damages. The scale ranges from zero (no damage) to five (severe damage).

Emergency Planning and Right-to-Know Act (EPCRA): A United States Federal law passed by the 99<sup>th</sup> United States Congress located at Title 42, Chapter 116 of the U.S. Code, concerned with emergency response preparedness.

External Affairs: Organizational element that provides accurate, coordinated, and timely information to targeted audiences, including governments, media, the private sector, and the local populace.

Evacuation: Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

Evacuation Routes: Routes designated by Pasco County Department of Emergency Management and/or the Tampa Bay Regional Planning Council for the movement of persons to safety.

Evacuation Zones: Areas pre-designated by local emergency management officials as requiring evacuation for hazard vulnerability.

Event: See Planned Event

Federal Coordinating Officer (FCO): The official appointed by the President to execute Stafford Act authorities, including the commitment of Federal Emergency Management Agency (FEMA) resources and mission assignment of other federal departments or agencies. In all cases, the FCO represents the FEMA Administrator in the field to discharge all FEMA responsibilities for the response and recovery efforts underway. For Stafford Act events, the FCO is the primary federal representative with whom the State Coordinating Officer (SCO) and other state, tribal, and local response officials interface to determine the most urgent needs and set objectives for an effective response in collaboration with the Unified Coordination Group.

FEMA: Federal Emergency Management Agency

Field Hospitals/Emergency Clinics: Those sites where DMATS or local hospitals/physicians may set-up temporary emergency clinics to provide emergency medical care in the disaster area to supplement or replace the pre-existing medical network.

First Responders: Those individuals who, in the early stages of an incident, are responsible for the protection and preservation of life, property, evidence, and the environment, including emergency response providers as defined in Section 2 of the Homeland Security Act of 2002 (6 U.S.C. 101), as well as emergency management, public health, clinical care, public works, and other skilled support personnel (such as equipment operators) that provide immediate support services during prevention, response, and recovery operations.

Finance/Administration Section: (1) Incident Command: Section responsible for all administrative and financial considerations surrounding an incident; (2) Joint Field Office (JFO): Section responsible for the financial management, monitoring, and tracking of all federal costs relating to the incident and the functioning of the JFO while adhering to all federal laws and regulations.

Flood Insurance Rate Map (FIRM): The official map of a community on which FEMA has delineated both the special hazard areas and the risk premium zones applicable to the community.

Floodplain Management Plan: The operation of a program of corrective and preventative measures for reducing flood damage, including but not limited to, flood control projects, floodplain land use regulations, flood proofing of buildings, and emergency preparedness plans.

Floodprone Areas: Areas inundated during heavy rainfall, as a result of inadequate drainage or areas identified by the National Flood Insurance Program on Flood Insurance Rate Maps or Flood Hazard Boundary Maps.

Force Account: County or city labor resources

Fusion Center: Facility that brings together into one central location law enforcement, intelligence, emergency management, public health, and other agencies, as well as private-sector and nongovernmental organizations when appropriate, and that has the capabilities to evaluate and act appropriately on all available information.

Gale Force Winds: U.S. Government's National Weather Service (NWS) defines a gale as 34 to 47 knots (63 – 87 km/h or 17.5 – 24.2 m/s or 39 – 54 miles/hour) of sustained surface winds.

General Staff: A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief. An Intelligence/Investigations Chief may be established, if required, to meet incident management needs.

Governor's Authorized Representative (GAR): An individual empowered by a Governor to: (1) execute all necessary documents for disaster assistance on behalf of the state, including certification of applications for public assistance; (2) represent the Governor on behalf of the impacted state in the Unified Coordination Group when required; (3) coordinate and supervise the state disaster assistance program to include serving as its grant administrator; and (4) identify, in coordination with the State Coordinating Officer, the state's critical information needs for incorporation into a list of Essential Elements of Information.

Group: Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function not necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section. See Division.

Hazard: Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

Hazard Mitigation: The process of potential improvements that would reduce or remove the hazard vulnerability.

Hazard Mitigation Grant Program (HMGP): This post-disaster grant program, authorized under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, is designed to implement immediate and long-term hazard mitigation measures.

Hazardous Material: Any substance or material in a quantity or form which may be harmful to humans, animals, crops, water systems, or other elements of the environment if accidentally released. Hazardous materials include explosives, gases (compressed, liquefied, or dissolved), flammable and combustible liquids, flammable solids or substances, oxidizing substances, poisonous and infectious substances, radioactive materials, and corrosives.

Historic Resources: All areas, districts, or sites containing properties on the Florida Master Site File, the National Register of Historic Places, or designated by a local government as historically, architecturally, or archaeologically significant.

Homeland Security Exercise and Evaluation Program (HSEEP): A capabilities and performance-based exercise program that provides a standardized methodology and terminology for exercise design, development, conduct, evaluation, and improvement planning.

HSPD-5: Homeland Security Presidential Directive 5, "Management of Domestic Incidents"

HSPD-7: Homeland Security Presidential Directive 7, “Critical Infrastructure, Identification, Prioritization, and Protection”

HSPD-8: Homeland Security Presidential Directive 8, “National Preparedness”

Hurricane: A tropical weather system characterized by pronounced rotary circulation with a constant, minimum wind speed of 74 miles per hour (64 knots) that is usually accompanied by rain, thunder, lightning, and storm surge. Hurricanes often spawn tornadoes.

Hurricane Eye: The roughly circular area of comparatively light winds and fair weather at the center of a hurricane. The area around the eye is called the wall cloud.

Hurricane Landfall: The point and time during which the eye of the hurricane passes over the shoreline. After passage of the calm eye, hurricane winds begin again with the same intensity as before but from the opposite direction.

Hurricane Season: The six-month period from June 1<sup>st</sup> through November 30<sup>th</sup> is considered to be the hurricane season.

Hurricane Shelter: A structure which meets the shelter selection guidelines, designated by local officials to be pre-identified for sheltering residents during a hurricane.

Hurricane Warning: Issued by the National Hurricane Center about 36-hours before hurricane conditions (winds greater than 74 mph) are expected. If the hurricane path changes quickly, the warning may be issued 10 to 18 hours or less, before the storm makes landfall. A warning will also identify where dangerously high water and waves are forecast even though winds may be less than hurricane force.

Hurricane Watch: Issued by the National Hurricane Center when a hurricane threatens, the watch covers a specified area and time period. A hurricane watch indicates hurricane conditions are possible, usually within 48 hours.

Incident: An occurrence, natural, technological, or manmade, that requires a response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wildland and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.



Incident Action Plan (IAP): An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

Incident Annexes: Describe the concept of operations to address specific contingency or hazard situations or an element of an incident requiring specialized application of the CEMP.

Incident Command: Entity responsible for overall management of the incident. Consists of the Incident Commander, either single or unified command, and any assigned supporting staff.

Incident Command Post (ICP): The field location where the primary functions are performed. The ICP may be co-located with the incident base or other incident facilities.

Incident Command System (ICS): A standardized, on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is a management system designed to enable effective incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

Incident Commander: The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and release of resources. The Incident Commander has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

Incident Management: Refers to how incidents are managed across all homeland security activities, including prevention, protection, response, and recovery.

Incident Management Assistance Team (IMAT): An interagency national- or regional-based team composed of subject-matter experts and incident management professionals from multiple federal departments and agencies.

Incident Management Team (IMT): An incident command organization made up of the Command and General Staff members and appropriate functional units of an Incident Command System organization. The level of training and experience of the IMT members, coupled with the

identified formal response requirements and responsibilities of the IMT, are factors in determining the “type” or level of IMT. IMTs are generally grouped in five types: Types I and II are national teams, Type IIIs are state or regional, Type IVs are discipline- or large jurisdiction-specific, and Type Vs are ad hoc incident command organizations typically used by smaller jurisdictions.

Incident Objectives: Statements of guidance and direction needed to select appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow strategic and tactical alternatives.

Individual Assistance: Is provided to individuals and private businesses in the form of grants and low interest loans by the federal government.

Infrastructure Liaison: Individual assigned by the Department of Homeland Security Office of Infrastructure Protection who advised the Unified Coordination Group on regionally or nationally significant infrastructure and key resources issues.

Ingestion Pathway Zone: For planning purposes, the area surrounding a site – within approximately a 50-mile radius – where the principal source of exposure from an accident would be the ingestion of contaminated food or water.

Intelligence/Investigations: Different from operational and situational intelligence gathered and reported by the Planning Section. Intelligence/Investigations gathered within the Intelligence/Investigations function is information that either leads to the detection, prevention, apprehension, and prosecution of criminal activities (or the individual(s) involved), including terrorist incidents, or information that leads to determination of the cause of a given incident (regardless of the source) such as public health events or fires with unknown origins.

Interoperability: The ability of emergency management/response personnel to interact and work well together. In the context of technology, interoperability also refers to having an emergency communications system that is the same or is linked to the same system that a jurisdiction uses for nonemergency procedures, and that effectively interfaces with national standards as they are developed. The system should allow the sharing of data with other jurisdictions and levels of government during planning and deployment.

Interoperable Communications: The ability of emergency response providers and relevant federal, state, and local government agencies to communicate with each as necessary through a dedicated public safety network utilizing information technology systems and radio

communications systems, and to exchange voice, data, or video with one another on demand, in real time as necessary.

Job Aid: A checklist or other visual aid intended to ensure that specific steps for completing a task or assignment are accomplished.

Joint Field Office (JFO): The primary federal incident management field structure. The JFO is a temporary federal facility that provides a central local for the coordination of federal, state, tribal, and local governments, private-sector, and nongovernmental organizations with primary responsibility for response and recovery. The JFO structure is organized, staffed, and managed in a manner consistent with *National Incident Management System* principles and is led by the Unified Coordination Group. Although the JFO uses an Incident Command System structure, the JFO does not manage on-scene operations. Instead, the JFO focuses on providing support to on-scene efforts and conducting broader support operations that may extend beyond the incident site.

Joint Information Center (JIC): An interagency entity established to coordinate and disseminate information for the public and media concerning an incident. JICs may be established locally, regionally, or nationally depending on the size and magnitude of the incident.

Joint Information System (JIS): Mechanism that integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, accurate, accessible, timely, and complete information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the Incident Commander; advising the Incident Commander concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

Joint Operations Center (JOC): An interagency command post established by the Federal Bureau of Investigation to manage terrorist threats or incidents and investigative and intelligence activities. The JOC coordinates the necessary local, state, and federal assets required to support the investigation, and to prepare for, respond to, and resolve the threat or incident.

Joint Task Force (JTF): Based on the complexity and type of incident and the anticipated level of Department of Defense (DOD) resource involvement, DOD may elect to designate a JTF to command federal (Title 10) military activities in support of the incident objectives. If a JTF is established consistent with operational requirements, its command and control element will be co-located with the senior on-scene leadership at the Joint Field Office (JFO) to ensure coordination and unity of effort. The co-locations of the JTF command and control element does

not replace the requirement for a Defense Coordinating Office (DCO)/Defense Coordinating Element as part of the JFO Unified Coordination Staff. The DCO remains the DOD single point of contact in the JFO for requesting assistance from the DOD.

Jurisdiction: A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., federal, state, tribal, and local boundary lines) or functional (e.g., law enforcement, public health).

Jurisdictional Agency: The agency having jurisdiction and responsibility for a specific geographical area, or a mandated function.

Key Resources: Any publicly or privately controlled resources essential to the minimal operations of the economy and government.

Liaison Officer: A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies or organizations.

Local Government: A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under state law), regional or interstate government entity, or agency or instrumentality of a local government.

Local Mitigation Strategy (LMS): Plan developed to minimize negative impacts (potential loss of life or property damage) from a natural or technological disaster.

Local State of Emergency (LSE): A governmental declaration that may suspend certain normal functions of government, alert citizens to alter their normal behaviors, or order government agencies to implement emergency preparedness plans. It can also be used as a rationale for suspending civil liberties. Such declarations usually come during a time of natural disaster, during periods of civil disorder, or following a declaration of war (in democratic countries, may call this martial law, most with non-criminal intent).

Logistics Section: (1) Incident Command: Section responsible for providing facilities, services, and material support for the incident. (2) Joint Field Office (JFO): Section that coordinates logistics support to include control of and accountability for federal supplies and equipment; resource ordering; delivery of equipment, supplies, and services to the JFO and other field locations; facility location, setup, space management, building services, and general facility operations; transportation coordination and fleet management services; information and

technology systems services; administrative services such as mail management and reproduction; and customer assistance.

Logistical Staging Area (LSA): An area established to receive, classify, and account for emergency relief and sustained supplies and goods solicited.

Long-Term Temporary Housing: Tents, mobile homes, suitable rental housing, or other readily fabricated dwellings set up for residents to live in before they can return to their own homes or find a new home. Utilization of this type of housing can last up to two weeks or longer.

Long-Term Recovery: A process of recovery that may continue for several months or years, depending on the severity and extent of the damage sustained. For example, long-term recovery may include the complete redevelopment of damaged areas.

Major Disaster: Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, any natural catastrophe (including any hurricane, tornado, storm, high-water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or regardless of cause, any fire, flood, or explosion in any part of the United States that, in the determination of the President, causes damage of sufficient severity and magnitude to warrant major disaster assistance under the Stafford Act to supplement the efforts and available resources of states, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Mandatory Evacuation: Will be issued when there is a definite threat to life safety. Failure to comply with a mandatory evacuation order is a misdemeanor under Florida Statute 252.50.

Manmade Emergency: An emergency caused by an action against persons or society, including, but not limited to, enemy attack, sabotage, civil unrest, or other action impairing the orderly administration of government.

Mass Feeding Sites: Temporary locations strategically placed near the disaster area where residents can go for a meal. Food may also be distributed to take home from these locations.

Minor Disaster: A disaster that is likely to be within the response capabilities of local government and to result in only a minimal need for state or federal assistance.

Mission Assignment: The mechanism used to support state or federal operations in a disaster or emergency declaration. It orders immediate, short-term emergency response assistance when an applicable state or local government is overwhelmed by the event and lacks the capacity to perform or contract for the necessary work.

Mitigation: Activities providing a critical foundation in the effort to reduce the loss of life and property from natural and/or manmade disasters by avoiding or lessening the impact of a disaster and providing value to the public by creating safer communities. Mitigation seeks to fix the cycle of disaster damage, reconstruction, and repeated damage. These activities or actions, in most cases, will have a long-term sustained effect.

Mobile Emergency Response Support (MERS): Response capability whose primary function is to provide mobile telecommunications capabilities and life, logistics, operational and power generation support required for the on-site management of disaster response activities. MERS falls into three broad categories: 1) operational support elements; 2) communications equipment and operators; and 3) logistics support.

Mobile Home: Residential structure that is transportable in one or more sections, which structure is 8 body feet (2.4 meters) or more in width, over 35 feet in length with the hitch, built on an integral chassis, and designed to be used as a dwelling when connected to the required utilities, and it includes the plumbing, heating, air-conditioning, and electrical systems contained in the structure.

Mobile Home Park: Place set aside and offered by a person, for either direct or indirect remuneration of the owner, lessor, or operator of such place, for the parking, accommodation, or rental of five or more mobile homes.

Mobile Home Space: A plot of land for placement of a single mobile home within a mobile home park.

Mobilization: The processes and procedures used by all organizations – federal, state, tribal, and local – for activating, assembling, and transporting all resources that have been requested to support or respond to an incident.

Multi-Agency Coordination (MAC) Group: Typically, administrators/executives or their appointed representatives who are authorized to commit agency resources and funds who are brought together and form MAC Groups. MAC Groups may also be known as multiagency committees, emergency management committees, or as otherwise defined by the system. A MAC Group can provide coordinated decision-making and resource allocation among cooperating agencies and may establish the priorities among incidents, harmonize agency policies, and provide strategic guidance and direction to support incident management activities.

Multi-Agency Coordination System(s) (MACs): Multiagency coordination systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The elements of multiagency

coordination systems include facilities, equipment, personnel, procedures, and communications. Two of the most commonly used elements are emergency operations centers and MAC Groups. These systems assist agencies and organizations responding to an incident.

Multijurisdictional Incident: An incident requiring action from multiple agencies where each have jurisdiction to manage certain aspects of the incident. In the Incident Command System, these incidents will be managed under Unified Command.

Mutual Aid Agreement: Written or oral agreement between and among agencies/organizations and/or jurisdictions that provides a mechanism to quickly obtain emergency assistance in the form of personnel, equipment, materials, and other associated services. The primary objective is to facilitate rapid, short-term deployment of emergency support prior to, during, and/or after an incident.

National Disaster Medical System (NDMS): A federally coordinated system that augments the nation's medical response capability. The overall purpose of the NDMS is to establish a single, integrated national medical response capability for assisting state and local authorities in dealing with the medical impacts of major peacetime disasters. NDMS, under Emergency Support Function 8 – Public Health and Medical Services, supports federal agencies in the management and coordination of the federal medical response to major emergencies and federally declared disasters.

National Exercise Program: A Department of Homeland Security-coordinated exercise program based upon the National Planning Scenarios contained which are the *National Preparedness Guidelines*. This program coordinates, and where appropriate, integrates a 5-year homeland security exercise schedule across federal agencies and incorporates exercises at the state and local levels.

National Flood Insurance Program (NFIP): A federal program which authorizes the sale of federally subsidized flood insurance in communities that agrees to adopt and implement flood mitigation strategies and regulations.

National Incident Management System (NIMS): System that provides a proactive approach guiding government agencies at all levels, the private sector, and nongovernmental organizations to work seamlessly to prepare for, prevent, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life or property and harm to the environment.

National Infrastructure Coordinating Center (NICC): As part of the National Operations Center, monitors the nation's critical infrastructure and key resources on an ongoing basis. During an

incident, the NICC provides a coordinating forum to share information across infrastructure and key resources sectors through appropriate information-sharing entities.

National Infrastructure Protection Plan (NIPP): Plan that provides a coordinated approach to critical infrastructure and key resources protection roles and responsibilities for federal, state, tribal, local, and private-sector security partners. The NIPP sets national priorities, goals, and requirements for effective distribution of funding and resources that will help ensure that our government, economy, and public services continue in the event of a terrorist attack or other disaster.

National Joint Terrorism Task Force (NJTTF): Entity responsible for enhancing communications, coordination, and cooperation among federal, state, tribal, and local agencies representing the intelligence, law enforcement, defense, diplomatic, public safety, and homeland security communities by providing a point of fusion for terrorism intelligence and by supporting Joint Terrorism Task Forces throughout the United States.

National Military Command Center (NMCC): Facility that serves as the nation's focal point for continuous monitoring and coordination of world military operations. It directly supports combatant commanders, the Chairman of the Joint Chiefs of Staff, the Secretary of Defense, and the President in the command of U.S. Armed Forces in peacetime contingencies and war. Structured to support the President and Secretary of Defense effectively and efficiently, the NMCC participates in a wide variety of activities ranging from missile warning and attack assessment to management of peacetime contingencies such as Defense Support of Civil Authorities activities. In conjunction with monitoring the current worldwide situation, the Center alerts the Joint Staff and other national agencies to developing crises and will initially coordinate any military response required.

National Operations Center (NOC): Serves as the primary national hub for situational awareness and operations coordination across the federal government for incident management. The NOC provides the Secretary of Homeland Security and other principals with information necessary to make critical national-level incident management decisions.

National Planning Scenarios: Planning tools that represent a minimum number of credible scenarios depicting the range of potential terrorist attacks and natural disasters and related impacts facing our nation. They form a basis for coordinated federal planning, training, and exercises.

National Preparedness Guidelines: Guidance that establishes a vision for national preparedness and provides a systematic approach for prioritizing preparedness efforts across the nation. These *Guidelines* focus on policy, planning, and investments at all levels of government and the private



sector. The *Guidelines* replace the Interim National Preparedness Goal and integrate recent lessons learned.

National Response Coordination Center (NRCC): As a component of the National Operations Center, serves as the Department of Homeland Security/Federal Emergency Management Agency primary operations center responsible for national incident response and recovery as well as national resource coordination. As a 24/7 operations center, the NRCC monitors potential or developing incidents and supports the efforts of regional and field components.

National Response Framework (NRF): Guides how the nation conducts all-hazard response. The *Framework* documents the key response principles, roles, and structures that organize national response. It describes how communities, states, the federal government, and private-sector, and nongovernmental partners apply these principles for a coordinated, effective national response. It also describes special circumstances where the federal government exercises a larger role, including incidents where federal interests are involved along with catastrophic incidents where a state would require significant support. It allows first responders, decision-makers, and supporting entities to provide a unified national response.

National Voluntary Organizations Active in Disaster (National VOAD): A consortium of more than 30 recognized national organizations active in disaster relief. Their organizations provide capabilities to incident management and response efforts at all levels. During major incidents, National VOAD typically sends representatives to the National Response Coordination Center to represent the voluntary organizations and assist in response coordination.

Natural Emergency: An emergency caused by a natural event, including but not limited to, a hurricane, storm, flood, severe wave action, drought, or earthquake.

NFIP Flood Zones: Areas designated by the National Flood Insurance Program (NFIP) as being vulnerable to velocity and/or freshwater flooding based on the 100- and 500-year storms.

Non-Governmental Organization (NGO): An entity with an association that is based on the interests of its members, individuals, or institutions. It is not created by a government, but it may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross. NGOs, including voluntary and faith-based groups, provide relief services to sustain life, reduce physical and emotional distress, and promote the recovery of disaster victims. Often these groups provide specialized services that help individuals with disabilities. NGOs and voluntary organizations play a major role in assisting emergency managers before, during, and after an emergency.

Officer: The ICS title for the personnel responsible for the Command Staff positions of Safety, Liaison, and Public Information.

Operations Section: (1) Incident Command: Responsible for all tactical incident operations and implementation of the Incident Action Plan (IAP). In the Incident Command System, it normally includes subordinate branches, divisions, and/or groups. (2) Joint Field Office: Coordinates operational support with on-scene incident management efforts. Branches, divisions, and groups may be added or deleted as required, depending on the nature of the incident. The Operations Section is also responsible for coordinating with other federal facilities that may be established to support incident management activities.

Planned Event: A planned, non-emergency activity (e.g., sporting event, concert, parade, etc.)

Planning Section: (1) Incident Command: Section responsible for the collection, evaluation, and dissemination of operational information related to the incident and for the preparation and documentation of the Incident Action Plan (IAP). This Section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident. (2) Joint Field Office: Section that collects, evaluates, disseminates, and uses information regarding the threat or incident and the status of federal resources. The Planning Section prepares and documents federal support actions and develops unified action, contingency, long-term, and other plans.

Points of Distribution (POD): Locations where food, water, and other supplies will be given directly to residents. Distribution Points may be in parking lots or open fields in the disaster area, as close to victims as possible.

Post-Disaster Recovery: Long-term activity designed to return life to normal or improved levels following a disaster.

Post-Impact Response Phase: Begins once the disaster occurs and may continue for up to a month. This phase includes the following activities: communications, public information, hazard abatement, Search & Rescue (SAR), emergency medical service delivery, temporary shelter, impact/needs assessment, security, re-entry, traffic control, debris clearance, resource distribution, and volunteer management.

Pre-Impact Response Phase: Is the monitoring and preparedness phase before disaster strikes. This phase may begin up to 48-hours before an incident (hurricane) and continues until the disaster occurs. This phase includes hazard monitoring/tracking, incident notification, Emergency Operations Center (EOC) activation, public information and warning, evacuation, sheltering (in-place and relocation), and communications and coordination activities.

Preliminary Damage Assessment (PDA): Begins immediately after disaster impact, determines whether more detailed damage assessments are necessary, and identifies those areas where further efforts should be concentrated.

Preparedness: Actions that involve a combination of planning, resources, training, exercising, and organizing to build, sustain, and improve operational capabilities. Preparedness is the process of identifying the personnel, training, and equipment needed for a wide range of potential incidents and developing jurisdiction-specific plans for delivering capabilities when needed for an incident.

Pre-Positioned Resources: Resources moved to an area near the expected incident site in response to anticipated resource needs.

Prevention: Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Principal Federal Official (PFO): May be appointed to serve as the Secretary of Homeland Security's primary representative to ensure consistency of federal support as well as the overall effectiveness of the federal incident management for catastrophic or unusually complex incident that require extraordinary coordination.

Private Sector: Organizations and entities that are not part of any governmental structure. The private sector includes for-profit and not-for-profit organizations, formal, and informal structures, commerce, and industry.

Protocol: A set of established guidelines for actions (which may be designated by individuals, teams, functions, or capabilities) under various specified conditions.

Public Assistance: The reimbursement and emergency assistance provided to state and local governments and private non-profit entities from the federal government.

Public Facilities: Transportation systems or facilities, sewer systems or facilities, solid waste systems or facilities, drainage systems or facilities, potable water systems or facilities,

educational systems or facilities, parks and recreation systems or facilities, and public health systems or facilities.

Public Information: Processes, procedures, and systems for communicating timely, accurate, accessible information on an incident's cause, size, and current situation; resources committed; and other matters of general interest to the public, responders, and additional stakeholders (both directly and indirectly affected).

Public Information Officer (PIO): A member of the Command Staff responsible for interfacing with the public and media and/or with other agencies with incident-related information requirements.

Radio Amateur Civil Emergency Services (RACES): A volunteer group of amateur radio operators who may be activated by the Department of Emergency Management to provide communications support in times of emergency.

Rapid Impact Assessment Team (RIAT): Deployed to assess immediate human needs and the operational status of vital community infrastructure.

Recommended Evacuation: Issued when it is determined that the hazard may cause discomfort to residents and minimal damage to property but is not expected to threaten life safety.

Recovery: The development, coordination, and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private-sector, nongovernmental, and public assistance programs to provide housing and promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.

Recreational Vehicle (RV): Vehicle-type unit primarily designed as temporary living quarters for recreational, camping, or travel use which either has its own motive power or is mounted on or drawn by another vehicle.

Recreational Vehicle Park: Place set aside and offered by a person, for either direct or indirect remuneration of the owner, lessor, or operator of such place, for the parking, accommodation, or rental of five or more recreational vehicles or tents; and the group camping and similar recreational facilities.

Red Cross Service Centers: Provide direct services to victims needing long-term recovery assistance, primarily using vouchers for food, clothing, personal items, furnishings, and rental assistance.

Regional Response Coordination Centers (RRCCs): Located in each Federal Emergency Management Agency (FEMA) region, these multi-agency coordination centers are staffed by Emergency Support Functions in anticipation of a serious incident in the region or immediately following an incident. Operating under the direction of the FEMA Regional Administrator, the RRCCs coordinate federal regional response efforts and maintain connectivity with state emergency operations centers, state fusion centers, federal executive boards, and other federal and state operations and coordination centers that have potential to contribute to development of situational awareness.

Resource Management: A system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management includes mutual aid and assistance agreements, the use of special federal, state, tribal, and local teams and resource mobilization protocols.

Resources: Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Under the *National Incident Management System (NIMS)*, resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an emergency operations center.

Response: Immediate action to save lives, protect property and the environment, and meet basic human needs. Response also includes the execution of emergency plans and actions to support short-term recovery.

Retrofit: Corrective measures taken on an existing structure to minimize damage caused by water, wind, and fire.

Saffir/Simpson Hurricane Scale: Used by the National Hurricane Center to provide a continuing assessment of the potential for wind and storm surge damage.

Satellite Communications System (SATCOM): The 24-hour, dedicated satellite communications link between the State EOC (SEOC) and the 67 counties, 6 local weather forecast offices, and 14 key, local media outlets.

Secretary of Defense: Responsible for homeland defense and may also authorize Defense Support of Civil Authorities for domestic incidents as directed by the President or when

consistent with military readiness operations and appropriate under the circumstances and the law. When Department of Defense (DOD) military forces are authorized to support the needs of civil authorities, command of those forces remains with the Secretary of Defense.

Secretary of Homeland Security: Serves as the principal federal official for domestic incident management, which includes coordinating both federal operations within the United States and federal resources used in response to or recovery from terrorist attacks, major disasters, or other emergencies. The Secretary of Homeland Security is by Presidential directive and statutory authority also responsible for coordination of federal resources utilized in the prevention of, preparation for, response to, or recovery from terrorist attacks, major disasters, or other emergencies, excluding law enforcement responsibilities otherwise reserved to the Attorney General.

Secretary of State: Responsible for managing international preparedness, response, and recovery activities relating to domestic incidents and the protection of U.S. citizens and U.S. interests overseas.

Section: The organizational level having responsibility for a major functional area of incident management (e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence/Investigations (if established)).

Security Checkpoints: Those locations where all traffic will be stopped to check for identification in order to determine access to the disaster area.

Senior Federal Law Enforcement Official (SFLEO): An official appointed by the Attorney General during an incident requiring a coordinated federal response to coordinate all law enforcement, public safety, and security operations with intelligence or investigative law enforcement operations directly related to the incident. The SFLEO is a member of the Unified Coordination Group and, as such, is responsible to ensure that allocation of law enforcement requirements and resource allocations are coordinated as appropriate with all other members of the Group. In the event of a terrorist incident, the SFLEO will normally be a senior Federal Bureau of Investigation (FBI) official who has coordinating authority over all law enforcement activities related to the incident, both those falling within the Attorney General's explicit authority as recognized in Homeland Security Presidential Directive 5 and those otherwise directly related to the incident itself.

SERT Liaison Officer (SERT-LO): Provides the communication and coordination link between the SERT in the State Emergency Operations Center (SEOC) and the County EOC.

Shelter In-Place: Means that residents will be advised to remain in their homes with the windows closed and all open-air circulation systems turned off.

Shelters: Temporary, emergency refuge activated prior to a disaster impact, operated during the disaster, and closed as soon as residents can be returned to their homes or relocated to long-term or temporary housing areas.

Short-Term Recovery: A process of recovery that is immediate and overlaps with response. It includes such actions as providing essential public health and safety services, restoring interrupted utility and other essential services, re-establishing transportation routes, and providing food and shelter for those displaced by a disaster. Although called “short-term,” some of these activities may last for weeks.

Situation Report: Document that contains confirmed or verified information and explicit details (who, what, where, and how) relating to an incident.

Situational Awareness: The ability to identify, process, and comprehend the critical elements of information about an incident.

Span of Control: The number of resources for which a supervisor is responsible, usually expressed as the ratio of supervisors to individuals (Under *NIMS* an appropriate space of control is between 1:3 and 1:7 with 1:5 being optimal.)

Special Needs Assistance Population Program (SNAPP): The program through which persons who need special assistance in times of emergency are registered, evacuated, and sheltered.

Special Needs Population: The portion of the population, who during periods of evacuation, either mandatory or voluntary, will require assistance that exceeds the basic level of care provided at the general population shelter but will not require the level of skilled medical care provided at institutional facilities. Special needs include people with disabilities, minority groups, people who do not speak English, children, and the elderly. In practice, the term also includes people who live in poverty or on public assistance; people without private transportation or who rely on public transportation; and people who rely on caregivers for assistance in daily living and would need similar assistance in an emergency and who live independently or with the caregiver(s) in homes, assisted living housing, nursing homes, supervised group homes, hospitals and other healthcare facilities. These groups represent a large and complex variety of concerns and challenges.

Stafford Act: The Robert T. Stafford Disaster Relief and Emergency Assistance Act, P.L. 93-288, as amended. This Act describes the programs and processes by which the federal government provides disaster and emergency assistance to state and local governments, tribal nations, eligible private non-profit organizations, and individuals affected by a declared major

disaster or emergency. The Stafford Act covers all hazards, including natural disasters and terrorist events.

Staging Area: Any locations in which personnel, supplies, and equipment can be temporarily housed or parked while awaiting operational assignment.

Standard Operating Procedure (SOP): Complete reference document or an operations manual that provides the purpose, authorities, duration, and details for the preferred method of performing a single function or several interrelated functions in a uniform manner.

State Coordinating Officer (SCO): Individual appointed by the Governor to coordinate state disaster assistance efforts with those of the federal government. The SCO plays a critical role in managing the state response and recovery operations following Stafford Act declarations. The Governor of the affected state appoints the SCO, and lines of authority flow from the Governor to the SCO, following the state's policies and laws.

State Emergency Management Agency Director: Official responsible for ensuring that the state is prepared to deal with large-scale emergencies and for coordinating the state response in any incident. This includes supporting local governments as needed or requested and coordinating assistance with other states and/or the federal government.

State Emergency Response Team (SERT): Coordinates State of Florida response and recovery functions through seventeen Emergency Support Functions (ESFs).

State Homeland Security Advisor: Person who serves as counsel to the Governor on homeland security issues and may serve as liaison between the Governor's office, the state homeland security structure, the Department of Homeland Security, and other organizations both inside and outside of the state.

State Warning Point (SWP): 24-hour answering point in the State Emergency Operations Center (SEOC) for reports of unusual emergencies and/or requests for state assistance.

Statewide Mutual Aid Agreement (SMAA) for Disaster Response and Recovery: Chief agreement between counties and the state for providing mutual aid assistance, which details request and reimbursement procedures.

Status Report: Relays information specifically related to the status of resources (e.g., availability or assignment of resources).

Storm Surge: Offshore rise of water associated with a low pressure weather system, typically a tropical cyclone. Storm surge is caused primarily by high winds pushing on the ocean's surface. The wind causes the water to pile up higher than the ordinary sea level. Low pressure at the center of a weather system also has a small, secondary effect, as can the bathymetry of the body



of water. It is this combined effect of low pressure and persistent wind over a shallow water body which is the most common cause of storm surge flooding problems.

Storm Surge Model Data: Is based on the SLOSH (Sea Lake and Overland Surges from Hurricanes) model which shows those areas expected to be inundated with saltwater flooding during a hurricane.

Stormwater: Flow of water resulting from a rainfall event.

Strategic Information and Operations Center (SOIC): Focal point and operational control center for all federal intelligence, law enforcement, and investigative law enforcement activities related to domestic terrorist incidents or credible threats including leading attribution investigations. The SIOC serves as an information clearinghouse to help collect, process, vet, and disseminate information relevant to law enforcement and criminal investigation efforts in a timely manner.

Strategy: General plan or direction selected to accomplish incident objectives.

Support Annexes: Describe how federal departments and agencies, the private sector, volunteer organizations, and nongovernmental organizations coordinate and execute the common support processes and administrative tasks required during an incident. The actions described in the Support Annexes are not limited to particular events but are overarching in nature and applicable to nearly every type of incident.

Supporting Agency: Agency that provides support and/or resource assistance to another agency. See Assisting Agency.

Tactical Plan: Detailed development and identification of individual tasks, actions, and objectives tailored to specific situations and fact patterns at an operational level. Tactical planning is meant to support and achieve the objectives of the operations plan.

Tactics: Deploying and directing resources on an incident to accomplish the objectives designated by the strategy.

Target Capabilities List: Defines specific capabilities that all levels of government should possess in order to respond effectively to incidents.

Task Force: Combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.

Technological Emergency: Emergency caused by a technological failure or accident, including but not limited to an explosion, transportation accident, radiological accident, or chemical or other hazardous material incident.

Temporary Debris Storage and Reduction Site: A park, open area, or landfill space where debris will be stored and reduced if allowed until it can be moved to a landfill, incinerator, or other appropriate disposal location.

Temporary Housing Areas: Where tents or mobile home units may be set up for residents to live in before they are able to return to their own homes or find a new home.

Terrorism: As defined under the Homeland Security Act of 2002, any activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources is a violation of the criminal laws of the United States or of any state or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2(15), Homeland Security Act of 2002, P.L. 107-296, 116 Stat. 2135 (2002).

Threat: Indication of possible violence, harm, or danger.

Tornado: Wind funnel which may be formed by severe thunderstorms, most frequently in the spring and summer. A tornado can travel for miles along the ground, lift, and suddenly change direction and strike again.

Tornado Warning: A warning is issued when a tornado funnel is sighted or indicated by radar. You should take shelter immediately. Since tornadoes can form and move quickly, there may not be time for a warning, which is why it is important to stay alert during severe storms.

Tornado Watch: A watch is issued when weather conditions are favorable to the formation of tornadoes, for example during severe thunderstorms. During a Tornado Watch, keep an eye on the weather and be prepared to take shelter immediately if conditions worsen.

Traffic Control Points: Key intersections on the road network where staff may be needed to physically control traffic flow.

Transportation Bottlenecks: Locations identified by transportation planners where traffic back-ups during evacuation or re-entry are expected to occur.

Tropical Storm: Area of low pressure with a definite eye and counterclockwise winds of 39 – 74 mph. A tropical storm may strengthen to hurricane force in a short period of time.

Tropical Storm Warning: Issued by the National Hurricane Center when winds of 55 – 73 mph (48 – 63 knots) are expected. If a hurricane is expected to strike a coastal area, separate tropical storm warnings may precede hurricane warnings.

Unified Command (UC): Incident Command System application used when more than one agency has incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single Incident Action Plan (IAP).

Unified Coordination Group: Provides leadership within the Joint Field Office (JFO). The Unified Coordination Group is comprised of specified senior leaders representing state and federal interests, and in certain circumstances tribal governments, local jurisdictions, the private sector, or nongovernmental organizations. The Unified Coordination Group typically consists of the Principal Federal Official (if designated), Federal Coordinating Officer (FCO), State Coordinating Officer (SCO), and senior officials from other entities with primary statutory or jurisdictional responsibility and significant operational responsibility for an aspect of an incident (e.g., the Senior Health Official, DOD representative, or SFLEO if assigned). Within the Unified Coordination Group, the FCO is the primary federal official responsible for coordinating, integrating, and synchronizing federal response activities.

Unity of Command: Principle of management stating that everyone involved in incident operations will be assigned to only one supervisor.

Universal Task List: Menu of unique tasks that link strategies to prevention, protection, response, and recovery tasks for the major events represented by the National Planning Scenarios. It provides a common vocabulary of critical tasks that support development of essential capabilities among organizations at all levels. The List was used to assist in creating the Target Capabilities List.

Urban Area Security Initiative (UASI): U.S. Department of Homeland Security Grant Program to support the planning, equipment, training, and exercise needs of high-threat, high-density urban areas around the country.

Urban Search and Rescue (USAR) Task Forces: Framework for structuring local emergency services personnel into integrated disaster response task forces. The 28 national USAR Task Forces, complete with the necessary tools, equipment, skills and techniques can be deployed by FEMA to assist state and local governments in rescuing victims of structural collapse incidents or to assist in other search and rescue missions.

Volunteer: Individual accepted to perform services by the lead agency (which has authority to accept volunteer services) when the individual performs services without promise, expectation, or receipt of compensation for services performed. See 16 U.S.C. 742f(c) and 29 CFR 553.101.

Wetlands: Areas that are inundated or saturated by water or ground water at a frequency and duration sufficient to support, and under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soils.

## LIST OF ACRONYMS

AA	Agency Administrator(s)
ACA	Assistant County Administrator
ACCESS	Automated Community Connection to Economic Self-Sufficiency
AFGP	Assistance to Firefighters Grant Program
AHCA	Agency for Health Care Administration
AHJ	Agency Having Jurisdiction
ALS	Advanced Life Support
AMS	Aerial Measuring System
ANWC	Alternated National Warning Center
ARC	American Red Cross
ARG	
AVL	Automated Vehicle Locator
BCC	Board of County Commissioners
BEARS	Bay Area Amateur Radio Service
BEBR	Bureau of Economics & Business Research
BEOP	Basic Emergency Operations Plan
BZPP	Buffer Zone Protection Program
CA	County Administration
CAD	Computer Aided Dispatch
CAP	Civil Air Patrol
CARES	Community Aging and Retirement Services
CBRNE	Chemical, Biological, Radiological, Nuclear, & Explosive
CCIC	Critical Communications Information Center
CDBG	Community Development Block Grants
CDMA	Code Division Multiple Access
CEDAP	Commercial Equipment Direct Assistance Program
CEMA	Community Emergency Management Agency(ies)
CEMP	Comprehensive Emergency Management Plan
CERCLA	Comprehensive Environmental Response, Compensation & Liability Act
CFR	Code of Federal Regulations
CHD	Community Health Department
CHHA	Coastal High Hazard Area
CI/KR	Critical Infrastructure & Key Resources
CIPC	Critical Infrastructure Protection Committee
CISM	Critical Incident Stress Management
CJIS	Criminal Justice Information System
COOP	Continuity of Operations Plan
CPG	Comprehensive Preparedness Guide

CRC	Community Response Coordinator
CRT	Critical Response Team
CWP	County Warning Point
DAO	Damage Assessment Officer
DART	Disaster Animal Response Team
DAT	Damage Assessment Team
DBS	Direct Broadcast Satellite
DC	Direct Connect
DCC	Dialogic Communications Corporation
DCF	Department of Children & Families
DCO	Defense Coordinating Officer
DEA	Drug Enforcement Agency
DEP	Department of Environmental Protection
DEST	Domestic Emergency Response Team
DFO	Disaster Field Office
DHS	Department of Homeland Security
DMAT	Disaster Medical Assistance Team(s)
DME	Durable Medical Equipment
DMORT	Disaster Mortuary Operations Response Team
DMZ	Demilitarized Zone
DOD	Department of Defense
DOF	Division of Forestry
DOH	Department of Health
DOJ	Department of Justice
DRC	Disaster Recovery Center
DSCA	Defense Support of Civil Authorities
DSFM	Division of State Fire Marshal
DSN	Digital Satellite Network
DSR	Damage Survey Report
DUA	Disaster Unemployment Assistance
EAS	Emergency Alert System
ECC	Emergency Communications Center
ECOT	Emergency Communications & Outreach Team
EDACS	Enhanced Digital Access Communication System
EIR	Emergency Information & Referral
ELAMP	Environmental Lands Acquisition & Management Program
EMAC	Emergency Management Assistance Compact
EMnet	Emergency Management Network
EMPA	Emergency Management Preparedness & Assistance
EMPG	Emergency Management Performance Grant

EMS	Emergency Medical Services
EOA	Emergency Operations Area
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EPCRA	Emergency Planning & Community Right-to-Know Act
EPU	Ecological Planning Unit
ER	Emergency Response
ERT	Emergency Response Team
ESD	Emergency Services Department
ESF	Emergency Support Function
F.S.	Florida Statutes
FAA	Federal Aviation Administration
FAC	Florida Administrative Code
FAPIO	Florida Association of Public Information Officers
FBI	Federal Bureau of Investigation
FCC	Federal Communications Commission
FCO	Federal Coordinating Officer
FCT	Florida Communities Trust
FDA	Food & Drug Administration
FDCA	Florida Department of Community Affairs
FDEM	Florida Division of Emergency Management
FDLE	Florida Department of Law Enforcement
FDOF	Florida Department of Forestry
FEMA	Federal Emergency Management Agency
FEMORS	Florida Emergency Mortuary Operations Response System
FFCA	Florida Fire Chiefs Association
FFFP	Food for Florida Program
FHP	Florida Highway Patrol
FHWA	Federal Highway Administration
FIN	Florida Interoperable Network
FIRM	Flood Insurance Rate Map
FNAR	Federal National Alert Radio
FNG	Florida National Guard
FNS	Food & Nutrition Service
FPL	Florida Power & Light
FPSC	Florida Public Service Commission
FRMAC	Federal Radiological Monitoring
FTF	Flood Task Force
FTS	Federal Telephone Service
FWC	Fish & Wildlife Conservation Commission

GAR	Governor's Authorized Representative
GETS	Government Emergency Telecommunications Service
GIS	Geographic Information System
GMRS	General Mobile Radio Service
GSA	General Services Administration
HAM	Home AMateur (Radio)
HF	High Frequency
HHW	Household Hazardous Waste
HIT	Hazardous Incident Team
HLT	Hurricane Liaison Team
HMC	Hazard Mitigation Committee
HMGP	Hazard Mitigation Grant Program
HMPC	Hazard Mitigation Planning Committee
HSEEP	Homeland Security Exercise & Evaluation Program
HSGP	Homeland Security Grant Program
IAO	Individual Assistance Officer
IAP	Incident Action Plan
IC	Incident Command
ICMA	International City/County Management Association
ICP	Incident Command Post
ICS	Incident Command System
IECGP	Interoperable Emergency Communications Grant Program
IMAAC	Interagency Modeling & Atmospheric Analysis Center
IMAT	Incident Management Assessment Team
IMET	Incident Meteorologist
IMSuRT	International Medical Surge Response Team
IMT	Incident Management Team
IPZ	Ingestion Pathway Zone
IST	Incident Support Team
ITS	Intelligent Traffic System
JFO	Joint Field Office
JIC	Joint Information Center
JIS	Joint Information System
JOC	Joint Operations Center
JTF	Joint Task Force
JTTF	Joint Terrorism Task Force
LMS	Local Mitigation Strategy
LNG	Liquified Natural Gas
LSA	Logistical Staging Area
LSS	Laboratory & Scientific Services



LTR	Light Technical Rescue
MAC	Multi-Agency Coordination
MACS	Multi-Agency Coordination System
MAT	Mitigation Assessment Team
MATTS	Mobile Air Transportable Telecomm System
MCMT	Mobilization Center Management Team
MEMPHIS	Mapping for Emergency Management Parallel Hazard Information Systems
MERRT	Medical Emergency Radiological Response Team
MERS	Mobile Emergency Response Support
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MRC	Medical Reserve Corps
MRE	Meals Ready to Eat
MSCA	Military Support to Civilian Authorities
MSST	Marine Safety Security Team
NARAC	National Atmospheric Release Advisory Center
NASA	National Aeronautics & Space Administration
NAWAS	National Warning System
NCERT	National Counter-terrorism Evidence Response Team
NCS	National Communications System
NDMS	National Disaster Medical System
NEST	National Emergency Support Team
NFIP	National Flood Insurance Program
NFP	Not-for-profit
NGO	Non-governmental Organization
NGS	National Geodetic Survey
NICC	National Infrastructure Coordinating Center
NIMS	National Incident Management System
NIPP	National Infrastructure Protection Plan
NJTTF	National Joint Terrorism Task Force
NMCC	National Military Command Center
NMRT	National Medical Response Team
NOAA	National Oceanic Atmospheric Administration
NOC	National Operations Center
NRCC	National Response Coordination Center
NRF	National Response Framework
NRT	National Response Team
NS/EP	National Security & Emergency Preparedness
NWC	National Warning Center

OCEA	Office of Enforcement Compliance & Assistance
OEM	Office of Emergency Management
OEM MC	Office of Emergency Management Mitigation Coordinator
OMB	Office of Management & Budget
PA	Public Assistance
PART	Pasco Animal Response Team
PCESD	Pasco County Emergency Services Department
PCOEM/TEP	Pasco County Department of Emergency Management Training & Exercise Plan
PCPT	Pasco County Public Transportation
PCSO	Pasco County Sheriff's Office
PCUSB	Pasco County Utility Services Branch
PDA	Preliminary Damage Assessment
PEDC	Pasco Economic Development Council
PFO	Principal Federal Official
PHPCOAD	Pinellas Hillsborough Pasco Community Organizations Active in Disaster
PHS	Public Health Service
PIO	Public Information Officer
POD	Point of Distribution
PPE	Personal Protective Equipment
PSA	Public Service Announcement
PSAP	Public Service Answering Point
PSCC	Public Safety Coordination Center
PSTN	Public Switched Telephone Network
RACES	Radio Amateur Civil Emergency Services
RAP	Radiological Assistance Program
RDSTF	Regional Domestic Security Task Force
REAC/TS	Radiation Emergency Assistance Center/Training Site
RERT	Radiological Emergency Response Team
RFA	Request for Assistance
RIAT	Rapid Impact Assessment Team
RRCC	Regional Response Coordination Center
RV	Recreational Vehicle
SAA	State Administrative Agency
SAFER	Staffing for Adequate Fire & Emergency Response
SFETEA - LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users
SAR	Search & Rescue
SARA	Superfund Amendments & Reauthorization Act
SARSAT	Search & Rescue Satellite Aided

SART	State Animal & Agricultural Response Team
SATCOM	Satellite Communications
SBA	Small Business Administration
SCO	State Coordinating Officer
SDARS	Satellite Digital Audio Radio Service
SEOC	State Emergency Operations Center
SERP	State Emergency Response Plan
SERT	State Emergency Response Team
SERT-LO	State Emergency Response Team – Liaison Officer
SFLEO	Senior Federal Law Enforcement Official
SWFMD	South Florida Water Management District
SWMAA	Statewide Mutual Aid Agreement
SWP	State Warning Point
TRT	Technical Rescue Team
UASI	Urban Area Security Initiative
UC	Unified Command/Unemployment Compensation
UCG	Unified Coordination Group
UHF	Ultra-High Frequency
US&R	Urban Search & Rescue
USACE	United States Army Corps of Engineers
USCG	United States Coast Guard
USDA	United States Department of Agriculture
VHF	Very High Frequency
VMAT	Veterinary Medical Assistance Team
VOAD	Voluntary Organizations Active in Disaster
VOIP	Voice Over Internet Protocol
VPN	Virtual Private Network
VTC	Video Tele Conference
WMD	Weapons of Mass Destruction
WPS	Wireless Priority Service

## RECORD OF REVISIONS

[illegible]

## Chapter 30 – Civil Emergencies

*Footnotes:*

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*State Law reference – Emergency management, F.S. ch. 252; civil emergencies, F.S. §870.011 et seq.*

### ARTICLE I. – IN GENERAL

**Secs. 30-1 – 30-25. – Reserved.**

### ARTICLE II. – DISASTER EMERGENCY MANAGEMENT

**Sec. 30-26. – Definitions.**

The following words, terms and phrases, when used in this article, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:

*Emergency* means any occurrence or threat thereof, whether accidental, natural or caused by man, in war or peace, which results or may result in substantial injury or harm to the population or substantial damage to or loss of property.

(Code 1970, § 11-142(a); Ord. No. 85-08, § 3, 5-7-85; Ord. No. 87-15, § 3, 5-12-87)

**Cross reference – Definitions generally, § 1-2.**

**State Law reference – Definition of emergency, F.S. § 252.34(3); local emergency management powers, F.S. § 252.38 et seq.**

**Sec. 3027. – Penalties for violation.**

- (a) Any person, firm or corporation who refuses to comply with or violates any section of this article, or the emergency measures which may be made effective pursuant to this article, upon conviction for such offense, shall be punished as provided in section 1-6. In addition, any licensee of the county found guilty of violating any section of this article or the emergency measures which may be made effective pursuant to this article may have his license suspended or revoked by the board of county commissioners.
- (b) Nothing in this section shall prevent the county from taking such other lawful action in any court of competent jurisdiction as is necessary to prevent or remedy any refusal to comply with or violation of this article or the emergency measures which may be made effective pursuant to this article. Such other lawful action shall include but shall not be limited to an equitable action for injunctive relief or an action at law for damages.

(Code 1970, § 11-146; Ord. No. 85-08, § 7, 5-7-85; Ord. No. 87-15, § 9, 5-12-87)

**Sec. 30-28.-Conflicting ordinances or laws.**

If this article or proclamations or orders made pursuant to this article, conflicts with another section of this Code or other ordinance of the county or other applicable law, unless preempted, the more restrictive shall apply.

(Code 1970, § 11-147; Ord. No. 85-08, §, 5-7-85; Ord. No. 87-15, §, 5-12-87)

**Sec. 30-29. – Designation of county official with authority to declare, extend, or terminate state of emergency when quorum of board unable to meet.**

- (a) It is the intent of the county to designate a county official to declare, extend, or terminate a local state of emergency in a natural or manmade disaster or the imminent threat thereof and to authorize certain actions relating thereto when a quorum of the board of county commissioners is unable to meet.
- (b) Pursuant to F.S. ch. 252, which authorizes the waiver of procedures and formalities otherwise required of political subdivisions to take whatever prudent action is necessary to ensure the health, safety and welfare of the community in the event of a state of emergency, when a quorum of the board of county commissioners is unable to meet, the chairman of the board of county commissioners, or the vice-chairman in his absence or unavailability, or in the event the chairman or vice-chairman are unavailable, the county administrator, is hereby designated and empowered to declare or extend a local state of emergency whenever he shall determined that a natural, manmade or technological emergency or disaster has occurred or that the occurrence or threat of one is imminent and requires immediate and expeditious action. When a quorum of the board of county commissioners is unable to meet, the chairman, or the vice-chairman in the absence or unavailability of the chairman, or the county administrator or his designee in the absence or unavailability of the chairman and vice-chairman, may also terminate a local state of emergency upon finding that the threat or danger no longer exists.

(Code 1970, § 11-141; Ord. No. 85-08, §§ 1, 2, 5-7-85; Ord. No. 87-15, §§ 1, 2, 5-12-87; Ord. No. 03-21, § 1, 8-26-03; Ord. No. 10-03, § 3, 2-24-10)

State Law reference- Local emergency actions, F.S. § 252.46.

**Sec. 30-30. – Declaration of emergency when quorum of board able to meet.**

A quorum of the board shall declare a state of emergency by proclamation signed by the chairman or the vice-chairman in his absence or by any other commissioner in the absence of the chairman or vice-chairman. The duration of the state of emergency is limited to seven days; it may be extended as necessary in seven-day increments by proclamation of the chairman or the vice-chairman in his absence or in the absence of the chairman and vice-chairman, any other county commissioner. The state of local emergency may be terminated by proclamation by a quorum of the board of county commissioners upon finding that the threat or danger no longer exists.

(Code 1970, § 11-142; Ord. No. 85-08, § 3, 5-7-85; Ord. No. 87-15, § 4, 5-12-87; Ord. No. 03-21, § 2, 8-26-03; Ord. No. 10-03, § 4, 2-24-10)

**Sec. 30-31. – Activation of disaster emergency plans.**

**A proclamation declaring a state of emergency shall activate the disaster emergency plans applicable to the county and shall be the authority for use or distribution of any supplies, equipment, materials or facilities assembled or arranged to be made available pursuant to such plans.**

**(Code 1970, § 11-143; Ord. No. 85-08, § 4, 5-7-85; Ord. No. 87-15, § 5, 5-12-87)**

**Sec. 30-32. – The role of the county administrator during state of emergency.**

- (a) Upon the declaration of a state of emergency pursuant to this article, the county administrator or his designee shall have the authority, without further board action, to take emergency measures as he may deem appropriate to protect the health, safety and welfare of the community. Appropriate measures include, but are not limited to:**
- (1) Suspend or the limit the sale, dispensing or transportation of alcoholic beverages, explosives and combustibles.**
  - (2) Establish curfews, including but not limited to the prohibition of or restriction on pedestrian and vehicular movement, standing and parking, except for the provision of designated, essential services, such as fire, police, emergency medical services and hospital services, including the transportation of patients, utility emergency repairs and emergency calls by physicians.**
  - (3) Utilize all available resources of the county government as reasonably necessary to cope with the emergency.**
  - (4) Declare certain areas off limits.**
  - (5) Make provision for availability and use of temporary emergency housing and emergency warehousing of materials.**
  - (6) Establish emergency operating centers and shelters in addition to or in place of those provided for in the county's emergency plan.**
  - (7) Declare that during an emergency it shall be unlawful and an offense against the county for any person to use fresh water supplied by the county for any purpose other than cooking, drinking or bathing.**
  - (8) Declare that during an emergency it shall be unlawful and an offense against the county for any person operating within the county to charge more than the normal average retail price for any merchandise, goods or services sold during the emergency. The average retail price, as used in this subsection, means that price at which similar merchandise, goods or services was being sold during the 90 days immediately preceding the emergency or at a markup which is a larger percentage over wholesale cost than was being added to wholesale cost prior to the emergency.**
  - (9) Acquire merchandise, equipment, vehicles or property needed to alleviate the emergency.**
  - (10) Request, through the governor, the activation of the national guard, army, coast guard or other law enforcement divisions as necessary to assist in the mitigation of the emergency or to help maintain law and order, rescue and traffic control.**
  - (11) The use or distribution of any supplies, equipment, materials, and facilities that are assembled or arranged to be made available for use pursuant to Pasco County's emergency management plan and program.**
  - (12) Directing and compelling the evacuation of all or part of the population from any stricken or threatened part of the county.**

- (a) Nothing within this section shall be construed to limit the usual or emergency powers and duties of the board of county commissioners, or of the county administrator as conferred on him by law, ordinance, or the board of county commissioners.

(Code 1970, § 11-144; Ord. No. 85-08, § 5, 5-7-85; Ord. No. 87-15, §§ 6, 7, 5-12-87; Ord. No. 10-03, § 5, 2-24-10; Ord. No. 11-12, § 8, 10-18-11)

**Sec. 30-33. -Authority of board of county commissioners.**

Nothing in this article shall be construed to limit the authority of the board of county commissioners to declare or terminate a state of emergency and take any action authorized by law when sitting in regular or special session.

(Code 1970, § 11-145; Ord. No. 85-08, § 6-5-7-85; Ord. No. 87-15, § 8, 5-12-87)

**Sec. 30-34. -The role of the county attorney during state of emergency.**

Upon the declaration of a state of emergency pursuant to this article, the county attorney shall assist the county administrator in carrying out the emergency measures set forth in section 30-32, above. Further, the county attorney may, on an as-needed basis, impart legal advice to the county's municipalities, constitutional officers, and elected officials. Nothing within this section shall be construed to limit the usual powers and duties of the county attorney as conferred on him by the board of county commissioners.

(Ord. No. 10-03, § 6, 2-24-10)

**Secs. 30-35 – 30.39. -Reserved**

**ARTICLE III. -COMPREHENSIVE EMERGENCY MANAGEMENT PLAN REVIEW, TRAINING AND EXERCISE REQUIREMENTS AND PROCEDURES SET FORTH FOR THE HEALTHCARE INDUSTRY.**

**Sec. 30-40. -Purpose.**

The purpose of this article is to address the impacts created by the rules imposed by the Florida Agency for Health Care Administration (AHCA) and the federal Centers for Medicare and Medicaid Services (CMS) for the disaster preparedness of the facilities addressed in the facilities definition below.

(Ord. No. 18-28, § 2, 7-10-2018)

**Sec. 30-41. -Definitions.**

Unless otherwise expressly stated below, for the purposes of this article, the words terms and phrases used herein shall have the same meaning as set forth in F.S. ch. 252, Rules 58A-6, 58A-5, 59A-4, 59A-5, AND 65G-6, Florida Administrative Code (FAC), and 42 Code of Federal Regulations (CFR) 403.748(d), 418.113(d) and the CMS Emergency Preparedness Rule Memorandum distributed on September 8, 2016 associated with the aforementioned 42 CFR sections, which are incorporated herein by reference.

*Division* means the Pasco County Emergency Management Division.



***Emergency planning criteria regulations*** means the federal or state regulations or law establishing the emergency planning criteria which includes a required whole community training and exercise element for which a certificate of participation must be issued by the local Emergency Management Agency, as they may be amended.

***Facilities*** means those healthcare facilities covered by this article including:

- Birth centers
- Abortion clinics
- Crisis stabilization units
- Short term residential treatment units
- Residential treatment facilities
- Residential treatment centers for children and adolescents
- Hospitals
- Ambulatory surgical centers
- Nursing homes
- Home health facilities
- Nurse registries
- Hospices
- Prescribed pediatric extended care centers
- Home medical equipment providers
- Prescribed pediatric extended care centers
- Home medical equipment providers
- Intermediate care facilities for the developmentally disabled
- Assisted living facilities
- Adult family care homes
- Adult day care centers

***Whole community*** means involvement from the following members of the community: residents, emergency management practitioners, organizational and community leaders, and government officials.

***County comprehensive emergency management plan*** means those plans developed by the division according to the provision of Chapters 9G-6 and 9G-7, FAC, under the authority provided in F.S. § 252.38.

***Comprehensive emergency management plan or plan*** means the plan that is created and submitted by the facilities as required by the emergency planning criteria regulations.

(Ord. 18-28, § 2, 7-10-2018)

Sec. 30-42. -Applicability.

- (a) This article shall apply to facilities that are subject to the emergency planning criteria regulations which include a whole community training and exercise element; and
- (b) This article shall apply to the facilities that are required to have an emergency plan review.
- (c) If additional healthcare facilities are in the future subjected to the emergency planning criteria regulations, those facilities will automatically fall into their applicable category(ies) upon notification by Florida Statutes, FAC, AHCA, and/or CMS.

(Ord. 18-28, § 2, 7-10-2018)

**Sec. 30-43. -Emergency plan review.**

- (a) *Facilities subject to plan review.* The facilities required to have their plans reviewed and approved the division as required by the emergency planning criteria regulations include:
    - (1) Residential treatment centers for children and adolescents;
    - (2) Hospitals;
    - (3) Ambulatory surgical centers
    - (4) Nursing homes;
    - (5) Intermediate care facilities for the developmentally disabled;
    - (6) Assisting living facilities;
    - (7) Adult day care centers;
  - (b) The division is the sole authority for review of a facility's plan that has emergency plan review requirements at the county level.
  - (c) The division will not write the plan for the facilities, they will only review based on criteria set forth in by emergency planning criteria regulations.
  - (d) The division will work with these facilities to accomplish an approved plan each year.
  - (e) The criteria and policy for plan reviews will be made available to facilities via the division web page.
  - (f) Pasco County based facilities shall have a "Regional Disaster Impact Annex" that will address how their facility plans to evacuate residents and personnel to an area outside of the following counties: Pasco, Hernando, Hillsborough, and Pinellas, when this entire region is threatened by a natural or manmade disaster.
  - (g) The plan review fee paid to the county shall be that set forth in Rule 27P-20.003, FAC.
- (Ord. No. 18-28, § 2, 7-10-2018)

**Sec. 30-44. -Training and exercise.**

- (a) The emergency planning criteria regulations and the CMS Emergency Preparedness Rule require facilities to participate in training and exercise by November 15<sup>th</sup> of each year.
- (b) The emergency planning criteria regulations and the CMS Emergency Preparedness Rule require facilities to participate in one community wide or whole community exercise per year.
- (c) The division will provide a minimum of six training opportunities and eight exercise opportunities for facilities to complete their training and exercise requirements each year.
- (d) The training and exercise calendar is based on the county's fiscal year (October 1 – September 30).

**Sec. 30-45. -Certification.**

- (a) The division is recognized by the State of Florida (State Operations Manual Appendix Z) as an authority for certification of a facility that participates in a whole community training or exercise event.
- (b) The division will issue facilities certificates of participation in whole community training or exercise events within five business days of completion of the training or exercise event.
- (c) Certificates will be issued to both the facility/entity and the individual(s) participating in the training or exercise event.
- (d) Certificates will be issued in accordance with requirements set forth in applicable rules, codes, and/or statutes.

**Sec. 30-46. -Fee calculation.**

**(a) Fee calculation:**

- (1) Plan review fees will be paid to the county as set forth in Rule 27P-20.003 when the plan is submitted for initial review. A fee of \$250.00 for facilities licensed for 16 beds or less or a fee of \$500.00 for facilities licensed for more than 16 beds.**
  - (2) Training and exercise fees are calculated on a per bed fee based on the facility's total number of licensed beds, or chairs (if applicable) currently \$11.71 per bed. There is no limit on the number of individuals that may attend per facility. The fee is a per facility fee. Once the fee has been paid for the fiscal year individuals from that facility may attend all other trainings and exercises offered by the division in the same fiscal year at no additional cost.**
  - (3) Facilities that require a plan review and training and exercise will pay the plan review fee and the training and exercise fee.**
  - (4) This rate may change each fiscal year and will be calculated on the loaded salary rate of the one full time county employee that administers the program and the annual budgeted program costs per fiscal year divided by the number of beds. Changes to the fee shall be approved by the board by resolution.**
- (b) The division shall post via the Pasco County Emergency Management web page the estimated cost for the next fiscal year by August 1 of each year.**
- (c) Organizations providing medical services without fixed facilities may participate in the division's training and exercise opportunities at the rate of \$250.00 per organization annually.**

**(Ord. No. 18-28, § 2, 7-10-2018)**

**Promulgation Letter**

**(Place Holder)**