

**SEMINOLE COUNTY GOVERNMENT  
AGENDA MEMORANDUM**

**SUBJECT:** Adopt Revised Seminole County Comprehensive Emergency Management Plan (CEMP)

**DEPARTMENT:** Public Safety

**DIVISION:** Administration - Public Safety

**AUTHORIZED BY:** Tad Stone

**CONTACT:** Shelly Brubaker

**EXT:** 5000

**MOTION/RECOMMENDATION:**

Adopt revised Comprehensive Emergency Management Plan (CEMP) Resolution as required by the provisions of Rule Chapters 9G-6 and 9G-7, Florida Administrative Code (FAC).

County-wide

Tad Stone

**BACKGROUND:**

The Seminole County Comprehensive Emergency Management Plan (CEMP) has recently been reviewed by the Florida Division of Emergency Management. On June 9, 2009, the Plan was found to meet the compliance criteria, as set forth in accordance with the provisions of Rule Chapters 9G-6 and 9G-7, Florida Administrative Code (FAC). Rule 9G-6 requires that once the Plan has been found to be in compliance, the revised CEMP be adopted by Resolution by the Board of County Commissioners.

The last major revision to our CEMP was in 2005. Since that time, Seminole County has experienced continual growth in population, infrastructure, and economic development. Additionally, Seminole County has endured repeated natural and man-made emergencies, specifically the recent floods, wildfires, Swine Flu (H1N1 virus), and tropical events. The Seminole County EOC was activated numerous times in the last four years, in preparation and response for tropical events, airplane incidents, and the H1N1 virus. The CEMP has been revised to include the tenants of the National Incident Management System and Incident Command System, pursuant to Presidential Directive 5 and 8. This revised CEMP accurately describes the actions Seminole County takes to prepare, respond, recover, and mitigate from any crisis.

**STAFF RECOMMENDATION:**

Staff recommends the Board adopt the revised Comprehensive Emergency Management Plan (CEMP) Resolution as required by the provisions of Rule Chapters 9G-6 and 9G-7, Florida Administrative Code (FAC).

**ATTACHMENTS:**

1. CEMP Basic Plan
2. Recovery 10-31-09
3. Letter for Promulgation
4. Mitigation
5. Resolution

<p><b>Additionally Reviewed By:</b> No additional reviews</p>
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# BASIC PLAN

## I. INTRODUCTION

Chapter 252 of the Florida State Statute requires the preparation of this document. This Plan enables Seminole County Government to prevent or mitigate the impact of, prepare for, respond to, and recover from a variety of disasters that may affect the citizens of Seminole County. The CEMP provides a framework that is consistent with the National Incident Management System (NIMS) and utilizes the Incident Command System, (ICS) through which Seminole County and its municipalities may prevent, prepare for, respond to, recover from and mitigate the impact of various disasters. Responsibilities for the County, municipalities, divisions, and departments through an Emergency Support Function (ESF) approach to planning and operations are clearly defined in this Plan. Each Emergency Support Function has a standard operating guideline which incorporates the NIMS and ICS structure.

In February, 2003 Homeland Security Presidential Directive 5 (HSPD-5), Management of Domestic Incidents was issued. In that directive, the President directed the Secretary of Homeland Security to develop, submit for review to the Homeland Security Council and administer a National Incident Management System (NIMS). In March 2004, the Secretary of Homeland Security released the National Incident Management System (NIMS). Homeland Security Presidential Directive 5 (HSPD-5), Management of Domestic Incidents, requires all Federal, State, Local and Tribal agencies to adopt and implement the NIMS and requires these entities to implement the NIMS to receive Federal preparedness funding. On September 27, 2005 the Seminole County Board of County Commissioners adopted the NIMS. All municipalities within Seminole County adopted NIMS prior to the October 1, 2005 deadline.

The CEMP is operations oriented and addresses coordinated County evacuation, shelter, post-disaster response and recovery, rapid deployment and pre-deployment of resources, communications and warning systems, and annual exercises to determine the ability of local governments to respond to emergencies.

The CEMP describes the basic strategies, assumptions and mechanisms through which the County will mobilize resources and conduct activities to guide and support local emergency management efforts through preparedness, prevention, response, recovery and mitigation. To facilitate effective inter-governmental operations, the CEMP adopts a functional approach that groups the type of assistance to be provided under Emergency Support Functions (ESFs). Each ESF is headed by a lead agency, which has been selected based on its expertise, authorities, resources and capabilities in the functional area.

### A. Purpose

The purpose of the Comprehensive Emergency Management Plan is to establish uniform policies and procedures for effective coordination of response to a wide

variety of natural and technological disasters using an all hazard approach. These emergencies may differ in size and severity and affect the health, safety and general welfare of the citizens of Seminole County.

To this end, Seminole County has incorporated the concepts and principles of the NIMS including Incident Command System (ICS) characteristics such as common terminology, modular organization, management by objectives, incident action planning, manageable span of control, pre-designated incident facilities, comprehensive resource management, integrated communications, transfer of command, unity of control, unified command, personnel and resource accountability and information and intelligence management.

Inclusion of the NIMS and ICS structure in the CEMP provides for the following:

- Ensures common and proven incident management doctrine, practices, and principles are used to plan for, protect against, respond to, and recover from emergency incidents and preplanned events;
- Maintains a response operation capable of expanding to meet an escalating situation and the ability to integrate resources and equipment from intrastate and interstate mutual aid agreements, State-provided assistance, and Federal government response;
- Enables ordering and tracking of response assets using common resource typing and definitions and draw on mutual aid agreements for additional assistance;
- Establishes staging and allocation plans for the re-distribution of equipment, supplies and aid coming into the area from other localities, States, or the Federal government through mutual aid agreements;
- Provides the ability to conduct situational assessments and establish the appropriate ICS organizational structure to effectively manage the incident; and
- Establishes communication processes, procedures and protocols that will ensure effective interoperable communications among emergency responders and multi-agency coordination systems – Emergency Operations Center.

The CEMP is designed to accomplish the following specific purposes:

1. Reduce the vulnerability of people and communities of this County to damage, injury and loss of life and property resulting from natural, technological or manmade emergencies, terrorism, catastrophes, or hostile military or paramilitary action.

2. Prepare for prompt and efficient response and recovery to protect lives and property affected by emergencies.
3. Respond to emergencies using all systems, plans and resources necessary to preserve the health, safety and welfare of the citizens and visitors to Seminole County.
4. Recover from emergencies by providing for the rapid and orderly start of restoration and rehabilitation of persons and property affected by the emergencies.
5. Provide an emergency management system embodying all aspects of pre-emergency preparedness and post-emergency response, recovery and mitigation.
6. Minimize damage to property, material shortages and service system disruption, which would have an adverse impact on the residents, the economy and the well being of the County.
7. Manage emergency operations within the County by coordinating the use of resources available from municipal governments, private industry, civic and volunteer organizations and State and Federal agencies.

## **B. Scope**

The Basic Plan describes the various types of emergencies and disasters that are likely to occur in Seminole County. The plan further provides procedures for disseminating warnings; provides procedures for determining, assessing and reporting the severity and magnitude of such disasters. The Basic Plan establishes the concepts under which County, Municipal and State Governments will respond to disasters by:

1. Defining the responsibilities of County officials and other governmental officials.
2. Defining the emergency roles and functions of County and municipal departments and agencies, private industry, volunteers and civic organizations.
3. Establishing a unified framework for the expeditious and efficient deployment of County resources using the Emergency Support Function (ESF) concept.
4. Outlining the type of recovery assistance available to individuals, businesses and public entities.

## C. Methodology

Initial input was through the operationalism of the functional and systematic approach to management of emergencies used in the Seminole County Comprehensive Emergency Management Plan. Input was provided through the development of the Emergency Support Functions (ESFs) as defined in the National Response Plan and in the Florida Comprehensive Emergency Management Plan. The development of the ESFs has been an ongoing process; each ESF will incorporate NIMS and the Incident Command structure into their emergency operations plans. Many of the municipalities, County and State agencies have provided input into the plan.

All operations under this Plan will be undertaken in accordance with the Division's mission statement: *Provide a resilient emergency management structure to improve the quality of life in the community through mitigation, preparedness, response and recovery.*

Local, State, and Federal emergency plans will integrate the National Incident Management System (NIMS) in their emergency management plans and programs in order to provide effective and timely support to the citizens of Seminole County in the event of a major disaster or emergency. As such, the CEMP establishes a framework for the effective coordination of preparedness, prevention, response, recovery, and mitigation actions at all levels of government.

Recognizing that the local emergency response is primary during an emergency or disaster, the county will coordinate with local officials to augment local emergency resources as needed.

In accordance with efforts to create a county-wide Continuity of Operations (COOP) Plan, all agencies and local governments must be prepared to respond to emergencies and disasters even when government facilities, vehicles, personnel, and political/decision-making authorities are affected.

When deemed necessary, the Seminole County Emergency Management Division will initiate requests for assistance from both Federal Government, and nearby counties, through the State of Florida, Division of Emergency Management.

All activities taken under the CEMP will reflect the use of the Incident Command System (ICS) and the National Incident Management System (NIMS). The plan will be reviewed on an annual basis and changes will be incorporated into the plan on a regular basis. As the plan is improved through exercises or actual incidents, each ESF, Municipality and County Department will be issued the current update and the date and revision number will be listed.

## II. SITUATION

This section of the CEMP provides a summary of the County's population, the major hazards the County is vulnerable to, and several planning assumptions that were considered in the planning process.

A major or catastrophic emergency will overwhelm the capabilities of Seminole County and its municipalities to provide prompt and effective emergency response and emergency short-term recovery measures. Numerous separate hazardous conditions and other emergencies as a result of a major event can be anticipated. Thousands of emergency victims may be forced from their homes and a large number of injured and deceased victims could be expected.

Transportation infrastructures will be damaged and local transportation services will be disrupted. Widespread damage to commercial telecommunication facilities will be experienced and the ability of governmental response and emergency response agencies to communicate will be impaired.

Homes, public buildings and other critical facilities and equipment will be destroyed or severely damaged. Debris may make streets and highways impassable. The movement of emergency supplies and resources will be seriously impeded. Public utilities will be damaged and either fully or partially inoperable. Many County and Municipal emergency personnel will be victims of the emergency, preventing them from performing their duties. Numerous separate hazardous conditions and other emergencies, as a result of the major event, can be anticipated.

Many victims will be in life-threatening situations requiring immediate rescue and medical care. There will be a shortage of a wide variety of supplies necessary for emergency survival. Hospitals, nursing homes, pharmacies and other health and medical facilities will be severely damaged or destroyed. Medical and health care facilities that do remain in operation will be overwhelmed by the number of victims requiring medical attention. Medical supplies will be in short supply.

Damage to fixed facilities, which generate, produce, use, store or dispose of hazardous materials could result in releases of hazardous materials into the environment. Food processing and distribution capabilities will be severely damaged or destroyed. There will be near total disruption of energy sources and prolonged electrical power failure.

There are a number of Special Facilities and populations that should be considered when doing an analysis. Special Facilities are those that would be, in effect, more vulnerable to the effects of given hazards than the general inventory of facilities or the general population. This could include portable or mobile buildings, which are unable to withstand the effects of a natural disaster such as a hurricane or tornado winds, or a population that is not able to protect themselves without assistance, such as a hospital or nursing homes.

Section 6 of the Local Mitigation Strategy provides a detailed summary of the hazards and vulnerabilities for the County and Municipalities.

## **A. Hazard Analysis**

Hazard Analysis is the degree to which the County is vulnerable to disasters. Identifying the hazards is the first step in any effort to reduce community risk. Hazard analysis involves identifying all of the hazards that potentially threaten a community and analyzing them individually to determine the degree of threat that is posed by each. Hazard analysis determines:

- What hazards can occur.
- How often they are likely to occur.
- How severe the situation is likely to get.
- How these hazards are likely to affect the community.
- How vulnerable the community is to the hazard.

This information is used in the development of emergency response plans, mitigation plans, and recovery plans. It indicates which hazards merit special attention, what actions might be taken to reduce the impact of those hazards, and what resources are likely to be needed. Hazard analysis requires completion of five steps:

1. Identifying the hazard.
2. Profile each hazard.
3. Develop a community profile.
4. Compare and prioritize risk.
5. Create and apply scenarios.

The first step in hazard analysis is to put together a list of hazards that may occur in Seminole County. A community hazard analysis considers all types of hazards. Categories of hazards include natural hazards, such as tropical storms and geological events; technological hazards, such as power disruption, oil or gas pipelines and other hazardous materials facilities; and civil or political hazards such as a neighborhood that has been the scene of rioting or large demonstrations. Cascading emergencies occur when one hazard triggers others in a cascading fashion. For example, a tropical storm that ruptured natural gas pipelines could result in fires and explosions that dramatically escalate the type and magnitude of events.

Many residents and visitors of Seminole County are unaware of, or complacent about, the potential for severe disasters or accidents. All parts of Seminole County are subject to these disasters or accidents at any time, sometimes with little or no warning.

Seminole County is vulnerable to the following destructive forces:

1. Aircraft Accident
2. Civil Disorder

3. Communication Disruption
4. Critical Infrastructure Disruption
5. Disease and Pandemic
6. Droughts and Water Shortages
7. Exotic Pests and Disease
8. Extreme Heat
9. Flooding
10. Fires
11. Hazardous Materials
12. Hurricanes/Tropical Storms
13. Lightning
14. Major Transportation
15. Mass Migration
16. Nuclear
17. Radiological
18. Sinkholes
19. Special Events
20. Technological
21. Terrorism (CBRNE)
22. Tornadoes and Thunderstorms
23. Utility Interruption
24. Winter Storm

### **Aircraft Accident**

Seminole County has three (3) smaller air strips on the east side of Seminole County in Geneva, Lake Harney area, and Chuluota capable of landing a small aircraft (i.e. Cessna). In addition, many smaller planes use lakes as landing and take-off locations. The largest airport in Seminole County is an international airport inside the City of Sanford.

The Orlando Sanford International Airport (SFB) is situated on approximately 2,000 acres in the boundaries of the City of Sanford in the northwestern section of Seminole County. The Sanford Airport Authority is responsible for the operation, maintenance, and development of the SFB airstrips. In the year 2007, the SFB statistics included 294,781 landings and takeoffs; 7,496 tons of cargo; and 1,780,495 passenger arrivals and departures. A majority of the passengers arriving and departing from SFB are international travelers.

### **Civil Disorder**

Although the federal government recognizes that the United States has entered the post-cold war era, federal planning guidelines on military threats are in transition. For hazard analysis purposes, it is prudent to scale back on the magnitude of nuclear events for other more likely scenarios.

For threats of armed violence, it is very likely that joint jurisdictional management of the operations will take effect, coordinated at the County level between the Sheriff's Office, Florida Department of Law Enforcement (FDLE), and the Division of Emergency Management. For any of these scenarios, some degree of state and federal involvement is most likely to occur.

### **Critical Infrastructure Disruption**

This type of attack will be dealt with by using the Seminole County Terrorism Annex. ESF #2, *Communications*, in coordination with Information Services, will be responsible for Cyber-Terrorism. ESF #4, *Firefighting*, ESF #10, *Hazardous Materials*, and ESF #16, *Law Enforcement* will use specialized personnel and equipment to deal with hazardous incidents.

### **Communication Disruption**

Seminole County relies on communication equipment to coordinate preparedness, response and recovery efforts during times of disaster. The County maintains an 800 megahertz radio system that is interoperable with all municipal and surrounding counties that support 800 MHz systems. For those counties that do not have 800 MHz networks, Information Technology Service has been working on meshing various frequencies together to provide communication with those organizations. During times of disaster, standard phone lines may become overloaded or systems may be damaged. Satellite phones have been placed at various locations around the County to provide redundancy.

### **Disease and Pandemic Outbreaks**

The Department of Health is the lead agency if an outbreak occurs; they have been training employees on their duties if an outbreak occurs in Seminole County. The Department of Health has plans in place, including; the use of the Strategic National Stockpile, how to identify the outbreak, and how to determine the particular diseases. A Memorandum of Understanding (MOU) has been signed with Seminole County Government and the School Board on the use of the schools as Points of Distribution.

The Seminole County Division of Emergency Management and Department of Health continue to monitor pandemic and disease outbreaks for their potential to harm the citizens of Seminole County. Quarantine and isolation are both methods that may be utilized to help decrease the potential for spread of any disease.

### **Drought and Water Shortages**

In the past, most of Central Florida has suffered from droughts to the extent that unnecessary water use has been curtailed by legislation. This curtailment, imposed by local governments and the St. Johns Water Management District, was accomplished by water restriction use during designated hours and alternate days.

## **Exotic Pests and Diseases**

To date Seminole County has not experienced an outbreak of this nature. The Agriculture Extension Service maintains vigilance and keeps in contact with the surrounding counties that have had such incidents. If an outbreak occurs, they will notify the proper agency and request assistance.

## **Extreme Heat**

Heat-related deaths and illness are preventable yet annually many people succumb to extreme heat. Historically, from 1979-2003, excessive heat exposure caused 8,015 deaths in the United States. During this period, more people in this country died from extreme heat than from hurricanes, lightning, tornadoes, floods, and earthquakes combined. In 2001, 300 deaths were caused by excessive heat exposure.

People suffer heat-related illness when their bodies are unable to compensate and properly cool themselves. The body normally cools itself by sweating. But under some conditions, sweating just isn't enough. In such cases, a person's body temperature rises rapidly. Very high body temperatures may damage the brain or other vital organs.

Temperatures that hover 10 degrees or more above the average high temperature for the region and last for several weeks are defined as extreme heat. Humid or muggy conditions, which add to the discomfort of high temperatures, occur when a "dome" of high atmospheric pressure traps hazy, damp air near the ground. Excessively dry and hot conditions can provoke dust storms and low visibility. Droughts occur when a long period passes without substantial rainfall. A heat wave combined with a drought is a very dangerous situation.

## **Fires**

Seminole County is susceptible to wildfires throughout the year, particularly during the months with minimal rainfall amounts. The major cause of brush fires and forest fires is due to residents not conforming to the burning regulations in effect and not considering the conditions as they exist (dry or windy conditions). The spring is the highest period for lightning caused fires fueled by strong spring winds and lack of rainfall during the same period. In recent years, homes and businesses have been threatened by encroaching wildfires.

Due to the extremely hot and dry conditions during the summer of 1998, Central Florida became engulfed in wild fires unlike it had ever experienced before. Some of the more significant events of this wild fire summer were the cancellation of the "Pepsi 400" NASCAR race on July 4<sup>th</sup>, the total evacuation of Flagler County and a statewide burn ban and fireworks ban.

In June, 1998 Florida had been suffering through an unusually long drought caused by the “La Nina” weather pattern. Seminole County experienced severe brush fire activity. Approximately 2,000 acres burned in the Geneva area and destroyed 12 residences. There were no fatalities or injuries, but the dollar loss was approximately \$1.1million.

### **Flooding**

Since much of Seminole County is flood prone, it is greatly affected by heavy rains. The areas most affected by heavy rains are located in the northeastern and eastern parts of the County, which are sparsely populated. These residents are along the St. John’s River, Econolacahatchee River, Lake Monroe, Lake Jessup and Lake Harney. The residents primarily reside in mobile homes with scattered site built homes along these waterways.

Due to the potential danger of flooding, wind damage, power outages and road closures in the eastern and western portion of our County, residents along the St. John’s River, Wekiva River, and our lake home residents in these locations, shall be considered for recommended or mandatory evacuations in preparation for an Atlantic land-falling hurricane.

The time needed to notify these residents plus complete the evacuation process makes for critical Public Safety considerations.

The County has approximately 5,500 homeowners and 500 businesses that could be affected by flooding during a 100-year flood. These businesses and homeowners have been identified by address and GIS mapping. The County has notified all the affected residents and business owners and provided them with assistance brochures pertaining to the possible flooding and the National Flood Insurance Program (NFIP). In many flood prone areas, the terrain is heavily wooded with vast areas of marshlands, which receive the overflows from Lake Monroe, Lake Harney, Lake Jessup and the St. John’s River. Another problem area is U.S. Highway 17-92, where it runs parallel to Lake Monroe. According to the flood prone map, this main artery will be under water after 10 inches of rain.

According to a 100-year storm calculation, portions of this main artery might be under water after such a storm. Previously identified flood prone areas close to home and business owners are less of a flood threat today due to the County’s aggressive Storm Water Management efforts. When new subdivisions, commercial developments or road widening projects are undertaken, the County provides substantial allowances for storm water runoff, away from populated areas. Road and residential flooding is significantly improved throughout Seminole County.

Seminole County has several systems for notification to residents for flood threats, as well as other significant events.

Some of these are as follows: National Weather Service notices, river gauges along the St. John's River, Emergency Satellite Communications link with the Florida Division of Emergency Management in Tallahassee, Dialogic Communicator notification system, Alert Seminole, the Florida Warning Information Network, Doppler radar and media releases.

There are no dams located in Seminole County

### **Hazardous Materials**

Seminole County would not be affected by a coastal oil spill, but could feel the effects from a spill during an incident affecting the Florida Power and Light facility on the St. John's River in Volusia County at Highway 17-92 near the bridge.

The movement of people and materials throughout Seminole County has greatly increased. Accompanying this increased movement of people and materials is the increased risk of a disaster involving hazardous materials, such as petroleum products, volatile and toxic chemicals, radioactive materials, and explosives. Transportation of some of these materials and people is accomplished by the use of the railway system.

The CSX Railroad has one set of tracks passing through the west central and western sections of the County in a north-south direction. These tracks, used for the movement of freight and passengers through and into the County, cross four main highways and roads; namely, Lake Mary Boulevard, SR 434, CR 427 and SR 436, all heavily used by vehicular traffic.

### **Hurricanes/Tropical Storms**

Wind damage from a storm itself is related to wind speed and the accompanying pressure that is exerted on structures. When the wind speed doubles, four times more force is exerted on a structure. Wind damage is also caused by hurricane spawned tornadoes. All of Seminole County would be vulnerable to damage from high winds. The greatest danger from winds will be to those living in structurally unsound housing and mobile homes. Seminole County is not susceptible to storm surge due to being located in the central part of the State.

In the summer of 2004, Hurricanes Charley, Frances and Jeanne impacted Seminole County. The Emergency Operations Center was fully activated and a Local State of Emergency was declared. County offices and schools were closed. Executive Orders were signed prohibiting price gouging and issuing a mandatory evacuation of mobile and manufactured homes. A mandatory curfew was issued. Public shelters and Special Needs shelters were opened and housed a total of 5,000 residents.

### **Lightning**

Central Florida also has one of the highest density lightning flashes in the world. It is only surpassed by tropical Africa. Florida has about one million cloud-to-ground lightning strikes each year. The number one area for fatalities is in open fields, followed by water related areas, under trees, and driving equipment like farm tractors. These occurred mostly in the months of June and July in the afternoon averaging at about 4:00 p.m. Being struck by lightning does not mean it is always fatal. There are many survivors of lightning strikes.

### **Major Transportation**

Seminole County is intersected by Interstate 4, and SR 417; both are high speed limited access highways. In the past we have had major incidents that have closed the highways down, completely. Seminole County responds not only Fire/Rescue, but the Special Hazards and Operations Team (SHOT). This team trains and carries equipment to handle any incident that could disrupt traffic.

### **Mass Migration**

Pockets of migrant workers in Seminole County remain very low. These workers are drawn from the local work force and migrants, if any, are transported into the area on a daily basis to work in the farmlands of Seminole County.

The Port of Sanford and Lake Monroe Marina located in Seminole County are for smaller vessels. The likelihood of persons using water borne craft to arrive in Seminole County is remote, since access to waterway would begin at the mouth of the St. Johns River in Jacksonville, Florida.

### **Nuclear**

The nearest nuclear power plant facility is in Crystal River, which is approximately 100 miles from Seminole County. It is important to note that nuclear waste from hospitals as well as commercial railways may travel through the County. This is a major concern as most railways in Seminole County travel through densely populated areas.

### **Radiological**

Currently there are 3 threat scenarios for radiological terrorism. The most probable scenario for the near future would be a radiological dispersion device. Such a weapon can be developed and used by any terrorist with conventional weapons and access to radionuclides. A terrorist attack could also be made on a nuclear power plant using a commercial jet, heavy munitions, or internal sabotage. Although this would not directly affect Seminole County, officials would still have to prepare to be a host County for those evacuating from the “hot-zone”. The worst scenario, and the least

likely, is an organization diverting an existing nuclear device or procuring enough material and expertise to manufacture a nuclear device.

Following an event with uncontrolled radioactive material, such as a dirty bomb, public health officials need to answer three questions to guide their response: what were people exposed to or contaminated with, who was exposed or contaminated, how much exposure or contamination did each person have, and did it enter the body? Contamination can be primarily internal (that is, inside the body), primarily external (outside the body), or a combination of both. Handheld radiation detectors, like Geiger counters, generally are used for assessing externally deposited contamination by certain radioactive materials and are useful for prioritizing people for external decontamination. These detectors can be used to assess internal contamination in some specific cases.

Internal contamination cannot be reliably quantified by clinical assessment of early symptoms. The decision to medically treat people will depend on our ability to rapidly and accurately identify and quantify internal contamination. To direct appropriate medical treatment to the truly affected, we need a method to rapidly and accurately assess internal contamination for a broad array of radionuclides. The new methods for measurement of radionuclides are being developed to meet this need for internal contamination and dose assessment.

### **Sinkholes**

Seminole County is susceptible to sinkhole and subsidence conditions. These conditions are monitored but, if the occurrence occurs on private property, it is the citizen's responsibility to repair the damage. If the condition exists on public property, the Public Works Department will take control of the situation. When citizens call, we request that they call E-911 to report the situation. Instructions are available on the Seminole County web site under the Emergency Management Division.

### **Special Events**

There are numerous events in Seminole County that bring over 10,000 persons together in one venue. Of these, the largest event is the annual "Red Hot and Boom" celebration in the City of Altamonte Springs. This event draws more than 150,000 people to enjoy the July 4<sup>th</sup> celebration. In addition to "Red Hot and Boom", the City of Sanford's Fort Mellon Independence Day Celebration and Winter Springs event both have significant numbers of people on July 4<sup>th</sup>.

### **Technological**

Technological disasters are those that stem from our reliance on technology, industry and machinery. They are caused by human-designed technology, though they may be exacerbated by weather and natural forces.

As technologies have been developed over the past century, so has the threat they pose to our communities. Seminole County has experienced the following:

- Spills or release of hazardous materials at the site of a manufacturer or use, or during transportation
- Structural fires and explosions
- Wide-spread power outages
- Commercial carrier transportation accidents

### **Terrorism (CBRNE)**

State and Local governments have primary responsibility in planning for and managing the consequences of a terrorist incident using available resources in the critical hours before Federal assistance can arrive. The terrorist threat may represent Chemical, Biological, Radiological, Nuclear, Explosive (CBRNE) hazards, and/or other threats or a combination of several hazards. The initial detection of a Weapons of Mass Destruction (WMD) attack will likely occur at the local level by either first responders or private entities (e.g., hospitals, corporations, etc.). The detection of a terrorist incident involving covert biological agents will most likely occur through the recognition of similar symptoms or syndromes by clinical in-hospital or clinical settings. It is incumbent upon all county and municipal responders to be as well trained as possible in WMD response. The intricacies of the effective response demand the utmost cooperation among all responders, Federal, State, County and Municipalities.

Terrorism is a serious issue in Florida. Terrorism increases the likelihood of mass casualty and mass evacuation from a target area. For threats of armed violence, it is likely that joint jurisdictional management of the operation will take effect and will be coordinated at the County level between the Sheriff, Fire/Rescue, The Department of Health and FDLE.

### **Tornadoes and Thunderstorms**

Florida is the State that experiences the most number of tornadoes per square mile. Florida had an average of 52 tornadoes per year since 1961, with an average of two fatalities per year. Florida tornadoes are generally of short duration and have a narrower path. Because of the unpredictable pattern of storms and tornadoes and the relatively high reoccurrence frequency, all of the State, including Seminole County is vulnerable to damage. As the number of structures and people increase, the potential damage and injury rates increase. Mobile and modular homes, poorly constructed and substandard housing apartment complexes, and low rent housing projects are extremely susceptible to damage and destruction.

In February, 1998 Seminole County was impacted by a band of major tornadoes crossing the state, partly due to the “El Nino” weather affect of 1997 and 1998. As a

result, weather patterns creating F2 and F3 tornadoes developed on February 22<sup>nd</sup> and 23<sup>rd</sup>. This resulted in the most devastating tornado to hit Central Florida. By the morning of February 23<sup>rd</sup>, 42 people had been killed, 259 injured, 700 structures destroyed and 3,000 structures damaged in Central Florida (Osceola, Orange, Seminole, Volusia and Brevard County). Seminole County suffered twelve fatalities and thirty-four injuries, primarily in the South Sanford area. There was damage to 321 homes, (42 destroyed, 260 had major damage and 19 had minimal damage). Eighteen commercial businesses were also destroyed. The total dollar loss was approximately \$5.355 million.

### **Utility Interruption**

There are two major power companies that service Seminole County, Progress Energy and Florida Power and Light. Major disruption to power service could be caused by severe weather or damage to the power grid. In this event, officials would have to coordinate response to critical infrastructures and persons with special needs. Shelters may be required for special needs clients during long term outages. The Seminole County Division of Emergency Management maintains a critical infrastructure list for priority power restoration.

Additional utilities in Seminole County include: water facilities, sewer/solid waste, cable providers, telephone companies and cellular phone carriers.

### **Winter Storms**

Extreme cold can immobilize an entire region. Even areas, such as Seminole County, that normally experience mild winters can be hit with a major extreme cold winter event. Winter storms can result in ice, localized flooding, closed highways, and blocked roads, downed power lines and hypothermia.

In December, 1989, a cold outbreak and hard freeze affected all 67 counties in Florida. Many daily and some monthly and all-time low temperature records were tied or broken. Low temperatures were in the teens in north and north central Florida and in the 20s the central and south central parts of the state. Snow and sleet fell as far south as a Sarasota to Melbourne line, with a maximum of two to three inches in the panhandle. Northeast Florida experienced its first white Christmas in recorded history and airports and interstates were closed. Many traffic accidents and several fatalities occurred on ice-covered roads. At least six people died of hypothermia and another four in space-heater related fires. Extensive crop damage, including a loss of about 30% of the \$1.4 billion citrus crop, left tens of thousands of migrant farm workers unemployed. Winter vegetables, berries, nursery ornamentals and fish suffered heavy losses. Power blackouts hit hundreds of thousands of residents at various times during the event.

## **B. Geographic Information**

Seminole County is situated in the East Central part of Florida. It is bounded on the North by Volusia County, on the East by Brevard and Volusia Counties, on the West by Orange and Lake Counties, and on the South by Orange County.

Due to its unique geographical setting, Seminole County is vulnerable to a wide array of hazards that threaten its communities, businesses, and environment. To determine the hazards that pose the greatest threat, a “*Hazard and Risk Assessment by Population*” and “*Hazard and Risk Assessment by Geographic Areas*” was made. (Refer to *Figures 1 and 2 respectively*).

**FIGURE 1  
SEMINOLE COUNTY HAZARD AND RISK ASSESSMENT  
By POPULATION**

<b>HAZARD and RISK ASSESSMENT MATRIX</b>							
<b>HAZARD CATEGORY</b>	<b>*SIGNIFICANCE of EVENT</b>			<b>FREQUENCY OF EVENT</b>			<b>POPULATION AFFECTED</b>
	<b>L</b>	<b>M</b>	<b>H</b>	<b>1 YR</b>	<b>5 YR</b>	<b>10 YR</b>	
AIR TRANSPORTATION			X			X	1,000
CIVIL DISORDER	X					X	200
COMMUNICATION DISRUPTION			X		X		50,000
CRITICAL INFRASTRUCTURE DISRUPTION			X		X		50,000
DISEASE AND PANDEMIC			X			X	ALL
DROUGHTS AND WATER SHORTAGE			X			X	ALL
EXOTIC PESTS AND DISEASE	X					X	200
EXTREME HEAT			X	X			ALL
FIRES			X		X		5,000
FLOOD			X		X		6,000
HAZARDOUS MATERIALS (FIXED FACILITIES)			X				1,000
HAZARDOUS MATERIALS (TRANSPORTATION)			X	X			1,500
HURRICANE/TROPICAL STORMS			X			X	15,000
LIGHTNING			X	X			20,000
MAJOR TRANSPORTATION			X		X		1,000
MASS MIGRATION	X					X	200
NUCLEAR	X					X	600
POWER FAILURE			X	X			20,000
SINKHOLES		X			X		500
SPECIAL EVENTS		X		X			50,000
TECHNOLOGICAL			X		X		15,000
TERRORISM (CBRNE)		X				X	ALL
TORNADO			X	X			15,000
UTILITY INTERRUPTION			X	X			20,000
WINTER STORM			X		X		6,000

**FIGURE 2  
SEMINOLE COUNTY HAZARD AND RISK ASSESSMENT**

**By GEOGRAPHIC AREAS**

<b>HAZARD and RISK ASSESSMENT MATRIX</b>									
<b>HAZARD CATEGORY</b>	<b>NORTH</b>	<b>NORTH EAST</b>	<b>NORTH WEST</b>	<b>SOUTH</b>	<b>SOUTH EAST</b>	<b>SOUTH WEST</b>	<b>CENTRAL</b>	<b>EAST</b>	<b>WEST</b>
AIRCRAFT ACCIDENT	X	X	X						
CIVIL DISTURBANCES									
COMMUNICATION DISRUPTION	X	X	X	X	X	X	X	X	X
CRITICAL INFRASTRUCTURE									
DISEASE AND PANDEMIC	X	X	X	X	X	X	X	X	X
DROUGHT AND WATER SHORTAGE	X	X	X	X	X	X	X	X	X
EXOTIC PESTS AND DISEASE									
EXTREME HEAT	X	X	X	X	X	X	X	X	X
FLOODING	X							X	X
FIRES								X	X
HAZARDOUS MATERIALS	X	X	X	X	X	X	X	X	X
MAJOR TRANSPORTATION	X						X		X
MASS MIGRATION									
NUCLEAR									
RADIOLOGICAL									
SINKHOLES	X	X	X	X	X	X	X	X	X
SPECIAL EVENTS									
STORM SURGE									
TECHNOLOGY									
TERRORISM (CBRNE)									
TORNADOES AND THUNDERSTORMS	X	X	X	X	X	X	X	X	X
UTILITY INTERRUPTION	X	X	X	X	X	X	X	X	X
WINTER STORM									

Seminole County has 293 square miles of land, including small lakes, and 52 square miles of water. A large portion of the water area is located in the Northern and Eastern areas of the County and is fresh water lakes, rivers and marshlands. Our three largest lakes (Harney, Jessup, and Monroe) are all connected and fed by the North flowing St. Johns River. Lake Jessup, located in the Central part of the County, covers an area of approximately 10,011 surface area acres. There are numerous lakes, ponds and streams located throughout Seminole County; a large portion of which are located in residential areas and subdivisions. The average elevation of the County is 138 feet above mean sea level, according to a cross section of the geographic formation of Seminole County.

While at the present time areas of the Northwestern and Eastern areas of Seminole County are undeveloped or used for grazing areas, the growth of other areas of the County is becoming quite dense.

Future land use provides sufficient amounts of each land use type to accommodate projected land use trends, with adequate land reserve remaining for market flexibility, contingency and a long standing commitment to preservation of conservation areas. Environmentally sensitive areas are recognized within the Seminole County development and planning codes and are regulated by the Planning and Development Department. New development in Seminole County must be reviewed and approved by the Development Review Committee and the Board of County Commissioners.

Wetland types occurring in Seminole County were identified and classified in “*A Wetlands Study of Seminole County*” prepared by the Center for Wetlands, University of Florida. Seven wetland types were identified and each was classified and assigned a numerical code. Wetlands have been determined to perform functions valuable to public interest. These include shoreline protection, storage of stormwater, water purification, groundwater recharge and habitat for wildlife. The information serves as the basis for the County’s Wetlands Management Program.

The County’s major stormwater conveyance system is comprised of a system of private, once inadequately maintained, agricultural ditches and canals connected to natural streams, which feed into the major lakes and rivers. In an effort to assess Seminole County stormwater, a study was conducted in 1987 and a comprehensive stormwater management program was undertaken. A program strategy has been developed to systematically identify and improve existing conditions. County design standards are anticipated to adequately control the impact of new growth.

Seminole County has an abundance of significant natural resource areas. Most notable are the Wekiva, St. Johns, and Econlockhatchee Rivers, which are of statewide significance. The preservation of both the quantity and quality of these resources is vital to the function of these resources, and to ensure the continued attractiveness of Seminole County. Historically, attention has focused on surface water, wetland and flood prone area protection. The County’s flood prone and wetland ordinances were a critical step in providing protection to the wetlands. The conservation element addresses the long-range implementation of

programs aimed at meeting recent environmental legislation and preserving the County's natural amenities.

There are approximately 5,500 residents in Seminole County that could be affected by a 100-year storm. These residents have been notified of the impending flooding conditions that could exist and are being advised to review their insurance issues. The decision to provide sandbags and fill dirt is the decision of the Public Works Director. The County is currently providing ongoing maintenance and structural improvements to existing drainage systems to ensure the continued proper operation of the storm water facilities (see the Comprehensive Plan, Revised in 2004, for additional information pertaining to flooding).

### C. Demographics

Seminole County has a 2006 population of 403,335 and is broken into age groups as follows:

<u>AGE</u>	<u>POPULATION</u>	<u>PERCENT</u>
0-19	106,946	26
20-64	250,507	62
65+	45,882	12
<b>TOTAL</b>	<b>403,335</b>	<b>100.0</b>

This figure includes the unincorporated areas and the seven cities within the County and the population is projected to grow at a rate of 20 people per day. These estimates and projections were made by the Comprehensive Planning Division of the Department of Planning and Development, in conjunction with the University of Florida. It is estimated that the County-wide population will reach 434,195 by the year 2011. More than 155,570 residents live in the urbanized four-city area of Altamonte Springs, Casselberry, Longwood and Winter Springs. In contrast, 105,304 live in Oviedo, Lake Mary, and Sanford, the County seat.

The school system has 67,470 students enrolled in nine high schools, eleven middle schools and thirty-eight elementary schools. Seminole Community College, in Sanford, has an enrollment of 29,788 students in degree programs and also offers many continuing education and leisure programs. Seminole County has three hospitals with a total bed capacity of 773; Central Florida Regional in Sanford has 226 beds, Florida Hospital Altamonte in Altamonte Springs has 341 beds, and Orlando Regional South Seminole Hospital in Longwood is a 206 bed facility.

Due to its unique geographical setting, Seminole County is vulnerable to a wide array of hazards that threaten its communities, businesses, and environment. To determine the hazards that pose the greatest threat, a "*Hazard and Risk Assessment by Economic Profile*" was made. (Refer to Figure 3).

**FIGURE 3  
SEMINOLE COUNTY HAZARD AND RISK ASSESSMENT  
By ECONOMIC PROFILE**

<b>HAZARD CATEGORY</b>	<b>SERVICES</b>	<b>RETAIL</b>	<b>CONSTRUCTION</b>	<b>EDUCATION</b>	<b>PROPERTY VALUE</b>	<b>INCOME</b>
AIR TRANSPORTATION	X					
CIVIL DISTURBANCES		X			X	X
COMMUNICATION DISRUPTION	X	X	X	X		X
CRITICAL INFRASTRUCTURE	X					X
DISEASE AND PANDEMIC	X					
DROUGHT AND WATER SHORTAGE	X					
EXOTIC PESTS AND DISEASE	X	X	X	X		
EXTREME HEAT					X	
FIRES	X	X		X		
FLOODING	X	X	X	X	X	X
HAZARDOUS MATERIALS (FIXED)	X					
HAZARDOUS MATERIALS (TRANSPORTATION)	X					
HURRICANE/TROPICAL STORM	X	X	X	X	X	X
LIGHTNING			X			
MAJOR TRANSPORTATION	X	X				
MASS MIGRATION						X
NUCLEAR						
POWER FAILURE						
SINKHOLES						
SPECIAL EVENTS	X	X				
TECHNOLOGICAL						
TERRORISM (CBRNE)	X	X	X	X		X
TORNADOES					X	
UTILITY INTERRUPTION	X	X	X	X		
WINTER STORM	X					

The City of Sanford is the County seat which has 43,748 residents and is located in the north central section of the County on Lake Monroe.

Altamonte Springs is located in the southwest section of the County. It is a commercial center with a resident population of 43,399. State Road, (SR) 436 divides the city into north and south areas and is heavily populated with restaurants, motels, office buildings and retail outlets. Although, Interstate-4, (I-4), runs in an east to west direction through the state, it takes a north to south direction through Seminole County, and divides the City of Altamonte Springs into east and west areas. The Intersection of I-4 and SR 436 are considered one of the busiest intersections in Central Florida, along with U. S. Highway 17-92.

Casselberry, adjacent and east of Altamonte Springs, is primarily a residential community and has 23,182 residents. SR 436 cuts across the southern boundary and is populated mainly by office buildings, restaurants and retail outlets. U.S. Highway 17-92, running north and south through the city, is a main artery for movement to and from Orange County and Orlando. The intersection of SR 436 and U.S. Highway 17-92 is the second busiest intersection in Seminole County.

Longwood, adjacent and north of Altamonte Springs, has 14,368 residents and is mainly a residential community. There are a moderate number of industrial parks and office complexes which are mainly located on SR 434, which runs east and west through the city on its southern boundary, and CR 427, which runs north and south through the central part of the city, divides it into east and west areas.

Oviedo, located in the south central section of Seminole County, has 30,345 residents and is a residential community. SR 434 traverses the city in a north south direction with CR 419 in the east west direction. On the west side of the city the boundary is Winter Springs with Seminole County unincorporated areas on the east, north, and south boundaries.

Winter Springs, adjacent and north of Casselberry, has 34,621 residents and is a residential community. SR 434 traverses through the city in an east to west direction. SR 419 runs through the southern section and SR 417 on the eastern boundary.

Lake Mary, located in the west central section of Seminole County, has become an upscale community of 13,211 residents. It has two large industrial plants in the western portion of the City and its three main traffic arteries are I-4 on the west side, U.S. Highway 17-92 on the east side, and Lake Mary Boulevard, which runs east and west and connects I-4 with U.S. Highway 17-92.

The daily capacity of inmates in the John Polk Correctional Facility is 1,046.

There are 39 hotels and 3 bed and breakfast inns in Seminole County, having a total of 4,400 rooms with the capability of housing 11,000 individuals. These hotels are mainly along I-4, SR 436, and U.S. Highway 17-92. Due to Seminole County's proximity to major tourist attractions in Central Florida, these facilities, during the tourist season, are occupied to approximately 65%, or 7,150 individuals. A vast majority of these tourists arrive in privately

owned vehicles. Those arriving by air at Orlando International Airport, which is 18 miles to the south, and the Orlando-Sanford International Airport located in Sanford arrive in rented vehicles. These figures do not reflect those tourists arriving by air, rail, or commercial transport, who are picked up and reside with relatives or friends during these seasons.

Throughout Seminole County, there are approximately 23 mobile home parks, trailer parks and mobile home areas, containing approximately 10,000 mobile homes, 2,429 of which pay property taxes; the remainder pay a tax similar to an auto tag, having an estimated population of 20,000 residents. There are numerous individual trailers scattered throughout the north and east areas of the County, off SR 436. These areas are inaccessible after heavy rains due to the lack of paved roads and the marshy composition of the land.

The elderly population is evenly distributed throughout Seminole County, with those living in mobile homes, residing mainly in mobile home parks. Many of the elderly living in mobile homes believe that their homes are as sturdy as conventional housing. This sentiment is expected to create complications when an evacuation order is given for all mobile home residents.

The farming areas are located mainly in the northern and eastern areas of the County. Workers for these farms are drawn from the local work force and migrants, if any, are transported into the area on a daily basis. Seminole County has approximately 40 known migrant workers in the County. Small citrus groves are scattered throughout the County and the workers employed during harvest time are also drawn from the local work force and/or transported into the area daily.

Approximately 11% of the County's population is non-English speaking.

There are 58 nursing homes and/or retirement homes in Seminole County, having a total bed capacity of 3,414.

At present, there are approximately 600 citizens on the Special Needs Registry that would require assistance leaving their homes during a disaster. This figure includes those persons with hearing or sight impairment that have registered with the County.

The transient population is considered for planning purposes to be a part of the tourist population.

While it is unlikely that all of the county's residents will be affected by any one event, the possibility does exist that any of the county's residents could be affected by one or more hazards.

## **D. Economic Profiles**

With a business climate that fosters growth and quality development, Seminole County is one of Florida's fastest growing communities. With a relatively small geographic area and large population, the County is becoming increasingly urban in character.

The Wadley Donovan Group, Inc., found Seminole County to have considerable depth in its labor supply and the highest concentration of white collar and executive/professional skills in the region. The study also found the Seminole County workforce to be the best educated in the region and unsurpassed in local concentration of management skills.

During the past decade, from 1990 to 2008, Seminole County has continued its transition from a suburban setting to a more urban environment. Seminole County is the second most densely populated county in Florida. The County continues to be a major regional job center for technology based companies. By 2011, jobs in Seminole County will grow from the current 224,459 to 246,389, a 9.8% growth rate. Professional and technical occupations are currently at 70%, retail is 29%, with construction, education, health and public administration growing and outpacing all other sectors.

In order to accommodate this continued growth, the County must continue to ensure an adequate balance between commercial and residential land use. Office square footage in Seminole County is projected to grow from 14.5 M in 2000, to 24.3 M by 2020, an increase of 9.8 M square feet. In 2002 total assessed office space values in Seminole County broke the billion dollar mark, by far the highest percentage growth of any county in the Metro Orlando area.

Seminole County continues to concentrate on a superior quality of life, which in turn attracts both people and businesses. Creating a balance between the two is the challenge which requires good forecasting and planning on the part of the County.

Because of our abundant labor supply, more and more companies are moving to Seminole County. We have the highest concentration of corporation headquarters and high tech firms in the region.

Unemployment is at 2.8%. A strong labor supply means salary and wage requirements are reasonable. The supply of labor is plentiful in Seminole County with skilled and unskilled labor available and affordable. Resident employment has been growing by an average of nearly 8,600 jobs per year for the past 10 years.

In Seminole County there are over 169,989 pieces of taxable property with the average value being \$119,900.

Seminole County registered as one of the highest median household and family incomes in the entire State of Florida. The 2006 Seminole County had a median household income of \$56,072. Seminole County's 2006 per capita income is \$27,648. Seminole County's strong income level is largely due to its attractive residential developments and quality of life; the

increase in average wages in the services and finance/insurance/real estate sectors; and availability of land in close proximity to major residential areas and metropolitan roadways. As income levels rise, the demand for larger, more expensive housing will increase. These high-income levels are also expected to continue to attract retail and service businesses to the area. The prime locations designated High Intensity Planned Development along I-4 will continue to attract major employers.

## **E. Assumptions**

In the event of a major disaster or emergency, a large number of fatalities and injuries may result. Many people will be displaced and incapable of providing food, clothing, and shelter for themselves and their families. Jobs will be lost with reduced prospect for future employment in the area. The economic viability of the affected communities may be jeopardized.

Many private homes, businesses and major industries will be damaged or destroyed. The structural integrity of many public buildings, bridges, roadways, and facilities will be compromised. Water and utility infrastructures will be severely affected. Emergency response personnel will be hampered in the response efforts due to transportation problems, the lack of electrical power, debris, and damaged, destroyed or inaccessible local structures. Timely deployment of resources from unaffected areas of the County will be needed to ensure an effective and efficient response.

## **F. Emergency Management Critical Facilities**

Seminole County and the municipalities have identified critical facilities required for immediate emergency response following a disaster incident. This information is maintained by the Emergency Management Division and is updated annually.

Several categories of critical facilities include health care facilities, public and private utility systems, emergency service facilities, nursing homes and adult living facilities, public school shelters and the airport.

Seminole County Emergency Management has identified suitable locations throughout the County for use as staging areas. These sites are readily accessible to rail, roadway and air transportation for personnel, supplies and equipment assembly prior to deployment to an affected area. The locations of these sites are Orlando-Sanford International Airport, Seminole Towne Center, Interstate Mall and several others. The coordinates have been transmitted to the appropriate agencies.

Landing zones have been identified and coordinated with the Florida National Guard. The primary zone is located at the Orlando-Sanford International Airport, with additional zones being located at the Seminole County Five-Points Complex on U.S. Highway 17-92 and Bush Boulevard, Sanford.

### III. CONCEPT OF OPERATIONS

#### A. General

##### 1. Local Government Resources

Local governments shall use their own resources first in an emergency or disaster situation. Local governments may call for assistance from the county during events that overwhelm or threaten to overwhelm their own response and recovery resources.

##### 2. NIMS/Incident Command System

Seminole County Emergency Operations shall use the NIMS model layered over the Emergency Support Function format. All operations in the Seminole County EOC will also be conducted using NIMS.

##### 3. Levels of Operation

Emergencies or disasters that can potentially affect the County are divided into three levels based upon severity of the initiating event or its potential to intensify in severity, and anticipated local, county, state and Federal assistance required as a result. Corresponding to each of the three levels of emergencies or disasters are Seminole County's levels of operation. The first level of operation is Level III, which is normal day-to-day operation, while Level I corresponds to an emergency event involving all county, state and Federal resources.

- a. Local **Level III** emergencies are frequent, limited in scope, and require local response resources only. SCEOC and ESF's are neither placed on standby nor activated at this level.
- b. Local **Level II** emergencies are incidents of a magnitude that may require some form of County assistance.

The County will activate the EOC on a limited basis Level II, notifying or activating needed ESF primary agencies and placing support agencies on standby, if needed. The County typically notifies the State Warning Point of the Level II activations.

- c. Local **Level I** emergencies or disasters are of a magnitude that local governments and affected communities will require the assistance of volunteer organizations and County agencies to effectively respond to and recover from the incident.

At the County Operational Level I, the County initiates a full EOC activation that may include a Declaration of a State of Emergency. State Emergency

Response Teams (SERT) may be activated. Federal disaster relief assistance will likely be required at this level.

Local governments and communities affected by Level I will require major assistance from both the County and the State Government.

A full activation of the EOC will be needed. State Emergency Response Teams (SERT) will be dispatched to affected communities. Military assistance may be provided at this level.

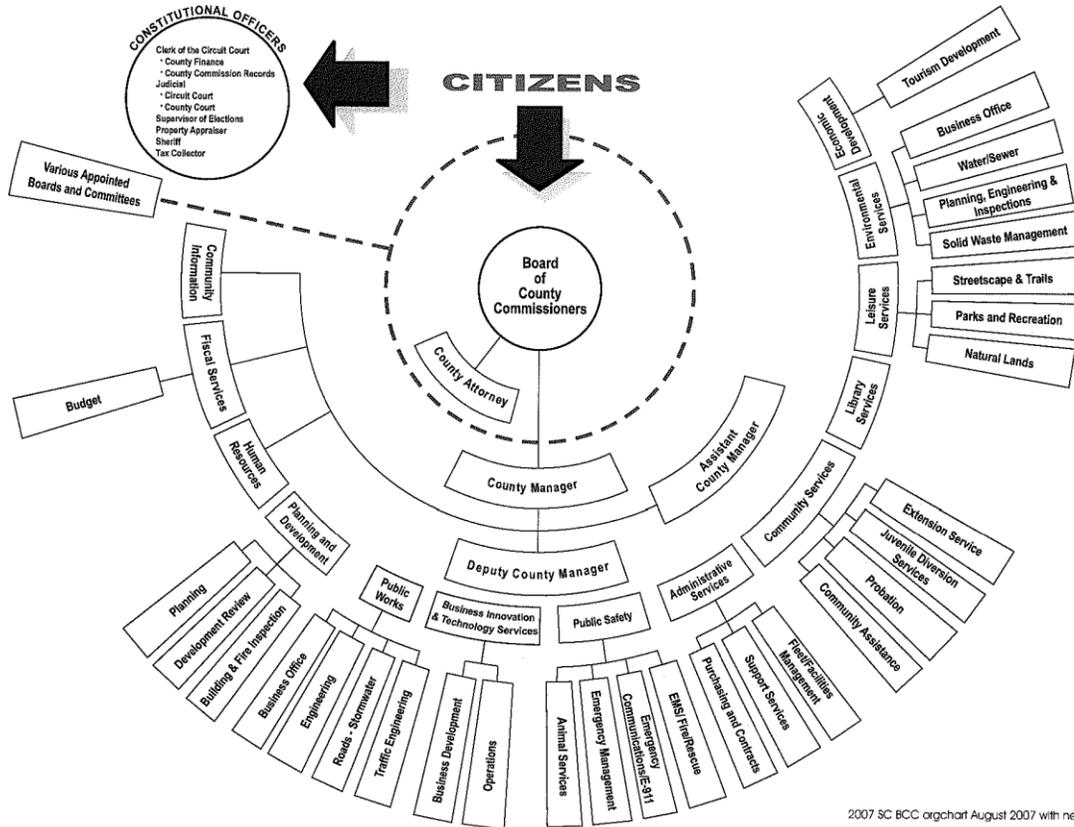
- d. As immediate threats to life and property subside and the need for sustained ESF operations diminishes, the debriefing of responsible individuals and the documentation of “*lessons learned*” will begin. Resulting information will be consolidated and reviewed by Seminole County Emergency Management personnel and a written report prepared.
- e. Recovery assistance efforts will continue even after the EOC returns to normal operations.

## B. Organization

Seminole County Emergency Management is organized along the lines of Charter County Government, with the Board of County Commissioners as the legislative branch. The functions of the legislative group are the adoption of special ordinances to assist with mitigation and recovery efforts before, during and after a County-wide declared disaster, to include, but not limited to, waiver of building permits and fees during recovery. (Refer to *Organizational Chart*).



# ORGANIZATIONAL CHART



2007 SC BCC orgchart August 2007 with new layout.cdr

## C. Direction and Control for Local Government

1. A local official, typically a police officer, firefighter, or Emergency Medical Services (EMS) personnel, will become the Incident Commander in an emergency or disaster situation. Responsibility for coordination of local emergency activities rests with local elected officials.
2. In accordance with local emergency plans, local authorities shall direct evacuations, open shelters, request County assistance, and activate mutual aid agreements with neighboring cities.
3. Local governments will inform Seminole County when requesting mutual aid from neighboring cities and coordinate with Seminole County when mobilizing and deploying mutual aid resources.

## D. Direction and Control for County Government

1. The Emergency Management Director has the authority to make decisions and commit assets at the County level. The Director may issue mission assignments to the SCESF primary agencies.
2. Primary agencies, in turn, have authority to sub-task missions or mission components to support agencies as needed in order to carry out an assignment. Primary agencies will coordinate with other SCESF primary agencies to carry out assignments requiring the resources of more than one SCESF. Seminole County staff shall track mission assignments.
3. The County Manager shall be the Chief Executive Officer of the County and all executive responsibilities and power shall be assigned to and vested in the County Manager. The Director of Public Safety serves as the Director of Emergency Management. The Director of Emergency Management, Emergency Management Manager or County Manager will activate the plan and direct preparedness, response, recovery and mitigation operations.

#### E. Notification

1. Seminole County may receive initial warning of an emergency or pending disaster from a number of sources, including the National Weather Service (NWS), State Warning Point, local governments, or the media.
2. When County resources will be required, Seminole County will notify representatives from the primary agency or agencies of each ESF. The representatives will be responsible for notifying appropriate personnel in the respective organizations. Seminole County will activate at one of the three levels described the Levels of Activation.

#### F. Response Actions

1. A State of Local Emergency shall be declared by Executive Order when a promulgating authority finds, pursuant to Section 252.38 (3) (a) 5, Florida Statutes, that a local emergency has occurred or that the threat thereof is imminent. Upon the declaration of a Local State of Emergency, by the Chairman of the Board of County Commissioners, the Director of Emergency Management/Public Safety has the power and authority to direct and compel the evacuation of all or part of the population from the stricken or threatened area within the County. This action will occur if the Director deems it necessary for the preservation of life or other emergency mitigation, response or recovery.
2. The County Manager, or the Director of Emergency Management, will consult with the Seminole County Superintendent of Schools, the President of Seminole Community College and other persons or agencies determined necessary to affect an orderly closing of schools. Major industries, hospitals,

etc., will be notified via media outlining the emergency declaration and the procedures being placed in effect. The *Emergency Alert System* (EAS), Alert Seminole and *Dialogic Communication System* (DCC) will also be activated.

3. Upon issuance of a Local State of Emergency, the Director of Emergency Management will request State assistance or invoke mutual aid assistance in response to the emergency event. The request for State support will be coordinated through the State Director of Emergency Management. This request will normally include a situation report and the request will be presented over a conference call so the maximum number of participants can be notified at one time. The request will be followed up, in writing, through the Director of Emergency Management to the State EOC.
4. In a catastrophic event, which requires emergency workers to be tasked with prolonged work hours, Seminole County will provide sheltering for the dependents of those employees. The shelter is located at Seminole Community College and is currently planned to be located in the Fine Arts building, identified as *Building G*. Any employee wishing information regarding the dependent shelter may receive an information packet from the Emergency Management Division.
5. The Emergency Management Manager, or designated representative, is responsible for establishing liaison with the State response and recovery agencies and teams. ESFs will interface with State SERT teams to assist in impact assessment and rescue/recovery operations.

#### G. Recovery Actions

1. The necessary planning should provide for an immediate response and recovery capability to alleviate human suffering, prevent loss of life, protect property, and return the disaster area to normal, as soon as possible. Operational plans have been developed to accomplish various program goals and objectives designed to effectively reduce hazards and bring long-range recovery to distressed areas.
2. Depending upon potential hazards and emergency situations, numbers and types of operational plans may vary and considerations of geography, population, urbanization, economic development and the possibility of estimated risk must be included. Post-disaster hazard mitigation planning efforts are required as a condition for receiving Federal loans and grants under a Presidential Disaster Declaration. Planning efforts should include increased, on-going hazard mitigation programs. Such programs are those that reduce or prevent the increasing potential for an emergency or disaster. Programs that promote present and future preparedness and response capabilities to respond to disaster situations should also be included.

## H. Responsibilities

Responsibility for undertaking preventive measures, emergency actions and the direction and control of emergency operations rests with the governing body and Emergency Management staff of the jurisdiction affected. Full cooperation and unified participation by government and volunteer organizations, at all levels is required for an effective response capability. All County departments, constitutional officers, municipalities and volunteer agencies are responsible for the following general items:

1. Developing the necessary Standard Operating Procedures (SOP's) and checklists for effective, efficient organization and performance of functions required to respond to and recover from an emergency or disaster event. They will also provide staff in support of emergency response.
2. Designating and training essential personnel for specific assignments in the conduct of emergency operations. Provide instruction to other personnel regarding the staffing policy during a disaster.
3. Protecting and securing facilities, property and equipment under their control. Maintaining accurate records of emergency related expenditures, such as personnel, supplies and equipment costs.
4. Preserving records in order to provide normal government operations following an emergency or disaster. Essential records must be protected and include vital statistics, deeds, corporation papers, operational plans, resource data, authorities, personnel and payroll records, succession lists, supplies and equipment lists, charters and financial records. The Seminole County Clerk of the Circuit Court is responsible for insuring the preservation of all County records deemed essential for the continuation of County government. The County Manager or Director of Emergency Management is responsible for conducting post-disaster operations.
5. Providing staff, supplies and equipment, as required and available, in support of emergency response and recovery activities.
6. Expediting required activities for return to normal conditions, as soon as possible.
7. ESF primary and support agencies will prepare any and all necessary revisions to their portion of this plan. (Refer to *ESF Matrix*) Distribution of changes incorporated into the plan is the responsibility of the Emergency Management Division.

FIGURE 6  
ESF MATRIX

ESF MATRIX – PRIMARY & SUPPORT AGENCIES																		
County/Local Agency & Other Organizations	ESF #1	ESF #2	ESF #3	ESF #4	ESF #5	ESF #6	ESF #7	ESF #8	ESF #9	ESF #10	ESF #11	ESF #12	ESF #13	ESF #14	ESF #15	ESF #16	ESF #17	ESF #18
American Red Cross				S	S	P		S		S	S				S			
ARES/RACES		S				S												
Baptist Disaster Organization						S												
Bell South												S						
FDLE																S		
Florida Dept. of Agricultural & Consumer Services								S										
Florida Dept. of Business & Professional Regulation								S										
Florida Dept. of Environmental Protection								S		S								
Florida Division of Forestry				S					S									
Florida Fire Chief's Association										S								
Florida Power & Light												S						
Florida Public Utilities												S						
Florida State Highway Patrol																S		
Local Veterinarian Associations																		S
Lynx	S									S								
Mears Motor Coaches	S																	
Medical & Equipment Suppliers								S										
Medical Examiner								S								S		
Municipal & Private Water & Wastewater Utilities								S										
Municipal Communications E-911		S																
Municipal EMS Providers								S										
Municipal Fire Departments				S					S	S								
Municipal Law Enforcement										S						S		S
Municipal Public Works			S							S								
Municipal Water & Sewer Depts.								S				S						
National Guard				S					S				P			S		
Private Contractors			S															
Progress Energy												S						
RSVP															S			
Salvation Army				S		S				S	P				S			
Seminole County School Board Lunch Program						S		S			S							
Seminole County Solid Waste Division										S								
Seminole Heart						S									S			
Society for the Prevention of Cruelty to Animals																	S	
United Way														S				



ESF MATRIX – PRIMARY & SUPPORT AGENCIES (cont'd)																		
County/Local Agency & Other Organizations	ESF #1	ESF #2	ESF #3	ESF #4	ESF #5	ESF #6	ESF #7	ESF #8	ESF #9	ESF #10	ESF #11	ESF #12	ESF #13	ESF #14	ESF #15	ESF #16	ESF #17	ESF #18
Christian Sharing															S			
Citizen Corp															S			
Harvest International															S			
Sanford Orlando Kennel Club																		
Seminole Community Volunteer Program					S	S									P			
Seminole County Administrative Services Dept.							S											
Seminole County Animal Services						S											P	
Seminole County Chamber of Commerce																		S
Seminole County Community Information				S	S									P		S		
Seminole County Dept. of Community Services								S										
Seminole County Dept. of Public Safety							S											
Seminole County Dept. of Public Safety PIO														S				
Seminole County Economic Development																		P
Seminole County Emergency Communications E-911		S																
Seminole County Emergency Management					S	S			S	S								
Seminole County EMS/Fire/Rescue				P					P	P								
Seminole County Environmental Services Dept.			S					S					P					
Seminole County Fiscal Services Dept.							P											
Seminole County Health Dept.						S		P		S	S							
Seminole County Information Technologies		P																
Seminole County Library & Leisure Services							S											
Seminole County Planning & Development					P													
Seminole County Public Works			P				S	S		S								
Seminole County School Board Safety & Security Officer	S							S										
Seminole County School Board Transportation	P							S										
Seminole County Sheriff's Office		S				S			S	S						P	S	
Seminole County Sheriff's Office PIO														S		S		
Seminole County Special Hazards & Operations Team										P								
Seminole County Traffic Engineering										S								
Seminole Hotel Association																		S
Small Business Development Center																		S
VOAD						S					S				S			

8. Local emergencies and minor disasters will be handled initially under the Incident Command System until such time that the Incident Commander determines the situation exceeds the capabilities of responding agencies. The Incident Commander will then contact the Communications Center and request the incident to be upgraded, with appropriate activation of this plan. The Manager of Emergency Management will then assess the situation and recommend to the Director of Emergency Management to initiate a partial or full activation of the EOC and ESFs. The County Manager will be notified if evacuations will be required.

Major and/or catastrophic disasters require the activation of the EOC and full ESF capabilities. These incidents are normally multi-jurisdictional in nature, require multi-agency response, or require State or inter-county assistance. The centralized direction and control of response and recovery efforts necessitates the activation of the EOC and this plan.

**Disaster Situations**

**Incident Command Assignments**

Aircraft Accident	Emergency Management Airport Authority Fire Rescue Law Enforcement
Civil Disturbance	Law Enforcement
Communication Disruption	Information Technology
Critical Infrastructure Disruption	All
Disease and Pandemic	Health Department
Droughts and Water Shortages	Emergency Management Health Department
Exotic Pests and Disease	Health Department
Extreme Heat	Emergency Management
Flooding	Public Works
Fires	Fire Rescue Law Enforcement
Hazardous Materials	SHOT Team
Hurricanes/Tropical Storms	All
Lightning	Emergency Management
Major Transportation	Fire Rescue/Law Enforcement
Mass Migration	Law Enforcement
Nuclear	Health Department
Radiological	Health Department Fire Rescue Law Enforcement
Severe Thunderstorms	Emergency Management Fire Rescue Law Enforcement
Sinkholes	Public Works/Fire Rescue
Special Events	Fire Rescue/Law Enforcement

Technological	Emergency Management Information Technologies
Terrorism (CBRNE)	All
Tornadoes and Thunderstorms	Emergency Management
Utility Interruption	Emergency Management Environmental Services
Winter Storm	Emergency Management

## 9. Mitigation

Mitigation is any action taken to permanently reduce or eliminate long-term risk to people and their property from the effects of hazards. Some examples of hazard mitigation include land use planning techniques that limit infrastructure in high hazard areas and programs for retro-fitting existing structures to meet new building codes and standards. Ideally, a community can minimize the effects of future hazards through a mix of code enforcement, planning, and responsible development. Every community is exposed to some level of risk from hazards. Hurricanes, tornadoes, floods, hazardous materials, spills, fires, and sinkholes are some of the hazards experienced by Florida communities. Hazards cannot be eliminated, but it is possible to determine what the hazard areas are, where the hazards are most severe, and identify local actions that can be taken to reduce the severity of the hazard.

A record of over 40 years since Hurricane Donna hit in 1960 was broken in the summer of 2004. Hurricanes Charley, Frances and Jeanne caused considerable damage to Seminole County, all within 6 weeks of each other.

Overflow from Lake Harney and Lake Monroe caused substantial flooding in areas not previously considered. (*See Mitigation Section*)

10. The Seminole County Emergency Operations Center, after the response management is completed, will begin recovery operations. At this time the EOC will be manned by representatives from each ESF and other agencies involved in the recovery process. The transition to recovery will be the direct responsibility of the Emergency Management Manager. The phasing into recovery is critical during the response phase. Emphasis will be given to continuity of response operations until all efforts have been initiated to reduce loss of life and protection of property.

It is critical that the State EOC and Disaster Field Office (DFO), once established, be totally involved in the coordination of the recovery operations. If necessary, a Command Post will be placed in the field at the site of the disaster. Emergency Management will conduct daily briefings at the EOC and provide situation reports to the DFO and State EOC, as required. The EOC will operate until such time it is determined it will be more efficient and effective to resume operations from the respective government centers.

## **LEVELS OF DISASTERS**

**Minor Disaster** - Any disaster that is likely to be within the response capabilities of local government and results in minimal need for State or Federal assistance. Operationally, this definition translates into a Level III activation of the Emergency Operations Center.

**Major Disaster** – Any disaster that is likely to be within the response capabilities of local government and requires a broad range of State and Federal assistance. Operationally, this translates to Level II or III activation. FEMA will be notified and potential Federal assistance will be predominantly recovery oriented.

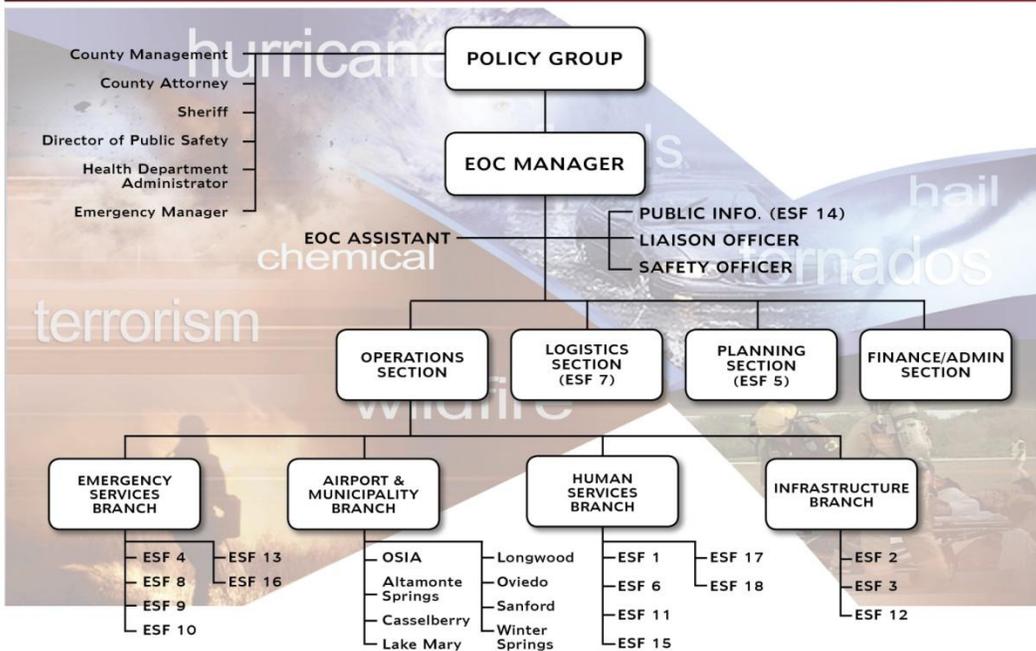
**Catastrophic Disaster** – Any disaster that will require massive amounts of State and Federal assistance, including immediate military involvement. Operationally, this definition translates into a Level I State and County activation. FEMA will be notified and pre-deployed to the State EOC. Potential Federal assistance will involve response, as well as recovery.

The Program Manager, or designated representative is responsible for maintaining the operational readiness of the EOC at all times and will be supported by the Director of Emergency Management for resources and staffing.

Seminole County Emergency Management uses NIMS criteria in the Emergency Operations Center along with the Emergency Support Function operational system. This concept is used as a functional area of response activities established to facilitate the delivery of assistance required during the immediate response phase of a disaster to save lives, protect property and public health and maintain public safety.

The Emergency Support Function (ESF) operational system will be utilized in the EOC within the National Incident Management System. During emergency operations, representatives from each ESF and municipality will be present in the EOC and will be in contact with their counterparts during such operations. See EOC/ICS interface structure organization chart.

**SEMINOLE COUNTY**  
Emergency Operations Center (EOC) Structure



**HUMAN SERVICES BRANCH (Administration)**

a. **ESF #1 Transportation** –

Primary emergency transportation needs will be met by the Seminole County School Board Safety and Security Office who will provide use of school buses. During emergency operations, the School Board will maintain communication with the EOC and will move buses from one area to another, as the need arises. Seminole County school buses are wheelchair accessible. These buses will be used to transport the special needs citizens. The School Board will assign priority to Seminole County for use of buses for emergency transportation.

Staging areas are as follows:

- Geneva Elementary School, Geneva*
- Sanford Middle School, Sanford*
- Lake Brantley High School, Altamonte Springs*
- School Board Transportation Facilities, Winter Springs*

Drivers will be assigned their routes and designated areas from their supervisors. All drivers will be contacted by their supervisor and instructed where to report and designated pickup points will be determined. The PIO will inform the media

for dissemination to the public. The School Board maintains a list of volunteer drivers during emergencies.

Support emergency transportation needs will be met by Seminole County School Board Transportation, Tri-County Transit, Grey Lines, Lynx and Mears Motor Coach. Agreements will have to be developed with these private agencies.

The Florida Department of Transportation (DOT) has primary responsibility for State emergency transportation assistance. The DOT will establish agreements for provisions of emergency transportation services by municipal and private carrier companies and will coordinate use of all State transportation resources during an emergency.

**b. ESF #6 *Mass Care* –**

ESF #6 is responsible for coordinating efforts to provide sheltering, feeding and emergency relief, along with coordinating the bulk distribution of supplies to disaster victims and disaster welfare information. In some instances, service may also be provided to disaster workers. The primary agency is the American Red Cross. Support agencies are the Radio Amateur Civil Emergency Services (RACES), Salvation Army, the Seminole County School Board Lunch Program, Seminole County Animal Services, Emergency Management, Seminole County Health Department, Sheriff's Office, Voluntary Organizations Active in Disasters, (VOAD), and the Seminole Community Volunteer Program, (SCVP).

ESF #6 will be organized in a manner that assures rapid response to mass care needs of people affected by a disaster. Each agency assigned to this ESF should have thorough and up-to-date disaster plans that have been coordinated through the primary agencies. Primary and support agencies will have and maintain appropriate listings of agency staff to call for performing response activities.

**c. ESF #11 *Food & Water* -**

The primary agency for food and water is the Salvation Army, with support from the American Red Cross. It is the responsibility of Seminole County Government, aided by ESF #11 agencies, to supply welfare services either in a localized or widespread disaster. In a localized disaster, it is assumed that local resources will be adequate to augment those with the necessary supplies, needs and services the disaster victims require. Support will be provided by the American Red Cross, Meals on Wheels, Seminole County School Board Lunch Program, Seminole County Health Department and VOAD representatives.

**d. ESF #15 *Volunteers and Donations* –**

The lead agency for this ESF will be the Seminole Community Volunteer Program with support from RSVP, VOAD, Citizen Corp, the Salvation Army and

the American Red Cross, who will have a liaison in the EOC during emergency events.

In addition to those individuals volunteering their time and services, there is an extensive network of volunteer agencies and organizations that provide humanitarian relief services to disaster victims. This network, the Volunteer Organizations Active in Disaster (VOAD), is an affiliation of organizations involved in providing resources and services to disaster victims and communities affected by the disaster. The Red Cross has national agreements with most VOAD organizations. ESF #15 will coordinate the activities of volunteer agencies and organizations.

**e. ESF #17 *Animal Services* –**

ESF #17 is responsible for the coordination of local resources in response to pets, farm, and wild animal care needs before, during and after a significant emergency. Seminole County Animal Services has primary responsibility for animal protection throughout the County. ESF #17 will provide animal assistance and resources via coordination with other ESFs. Support agencies include, Society for the Prevention of Cruelty to Animals (SPCA) of Central Florida, the Humane Society and local veterinarian associations.

**f. ESF #18 *Business and Industry*-**

ESF#18 is tasked to assist in providing critical information to neighborhood businesses and various industries throughout the community during emergency events. ESF 18 will be responsible for the outreach to local business owners prior to and after an event or incident.

**INFRASTRUCTURE BRANCH – (Logistics)**

**a. ESF #2 *Communications* –**

The Seminole County Department of Public Safety, Emergency Communications/E-911 Division provides emergency communications. The Telecommunications Division of the Information Technologies Department provides hardware and logistical support for the County. Seminole County support agencies are the Seminole County Sheriff's Office Communications, individual city communications, Radio Amateur Civil Emergency Services (RACES), and Seminole County Information Technology Department.

The Emergency Communications Center operates from the EOC on a 24 hour day; 7 days a week schedule and is part of the County-wide emergency telephone system. During periods of declared emergencies, it is of primary importance that a communications net be established and maintained between all political

subdivisions of Seminole County and the EOC. All of the seven cities within Seminole County have communications capability with the EOC on a County-wide 800 MHz system. During emergencies, this channel will be used for aid between County and municipal governments. The secondary path of communications with the EOC is through the Seminole County Sheriff's Office Communications Center.

**b. ESF #3 *Public Works* –**

The Seminole County Department of Public Works is the primary agency for ESF #3. Support agencies include municipal public works departments and private contractors.

On a priority basis, debris will first be removed from main roads and arteries to facilitate the movement of emergency transportation units and repair equipment for utilities. The clearing of private land and property has a low priority, unless it is a public health or safety issue. Equipment will be strategically placed throughout the County for use after the incident for debris clearing and removal. Arrangements have been pre-designated for 24-hour staffing by employees of the Public Works Department, Roads Division.

**c. ESF #12 *Utility Service/Energy* –**

ESF #12 is responsible for the coordination, prioritization, and restoration of public utilities and services to include emergency power and gas. The primary agency is Seminole County Environmental Services, with support from Progress Energy, Florida Power and Light, Florida Public Utilities Company, BellSouth, Sprint, and municipal water and sewer departments. Following the elimination of any potentially hazardous situation, the highest priorities are those that affect the health, safety and welfare of the affected community.

Service will be restored by initial clearing of main transmission lines that carry the bulk of the electrical power from generating stations to neighborhood substations; following that, service will then be restored to large numbers of customers who only require completion of minor repairs and then the remaining power lines will be completed.

In a localized disaster, debris removal will be the responsibility of the local government having jurisdiction in the disaster area, with mutual aid for additional equipment and/or personnel requested from Seminole County Government and other jurisdictions, if needed. In a County-wide disaster, debris removal will be the responsibility of the Director of Environmental Services/Solid Waste Division. The Director of Environmental Services and the staff will coordinate debris removal operations using county and city equipment and personnel. When debris removal is beyond the capabilities of Seminole County, officials will

contact the Florida Division of Emergency Management (DEM) through the Area Coordinator and request assistance.

## **RESOURCE SUPPORT BRANCH – (Planning)**

### **a. ESF #5 *Information and Planning* –**

The Seminole County Planning and Development Department (Disaster Area Response Team – D.A.R.T.) is the primary agency for this function. This ESF is responsible for collecting, processing and disseminating information to facilitate emergency response efforts and the preparation of special operations plans. The D.A.R.T. team will go out to the disaster areas as soon as it is safe to do so and do a preliminary damage assessment report. This report is an important part of their responsibilities, as the amount of damages incurred will be the factor in obtaining a Presidential Disaster Declaration for our County. Support agencies include the Emergency Management Division, ESF#12, Seminole Community Volunteer Program, Seminole County Community Information Director, and the American Red Cross.

The Seminole County Department of Public Safety, Emergency Management Division, will coordinate response and recovery for Seminole County during County-wide disasters. Upon request of individual municipalities, the Division will coordinate and respond to municipalities and provide assistance during these operations.

Information and Planning, in addition to collecting vital information from the ESFs and the impacted cities, provides technical and essential background information. Information and Planning will coordinate with the Florida DEM to obtain and share all available information on the disaster and State activity, as it relates to the disaster. ESF #5 is also responsible for providing damage assessment figures and issuing emergency permits.

### **b. ESF #7 *Resource Support* –**

ESF# 7 is responsible for providing logistical management and resource support to all emergency support functions in response and recovery efforts, to include:

- Emergency relief supplies
- Facilities
- Equipment
- Fuel
- Office supplies
- Contracting services
- all other resources which may be required

The Seminole County Department of Fiscal Services is the primary agency for recording all financial purchases for FEMA reimbursement tracking. Support agencies include the Seminole County Department of Public Safety, Public Works, Library & Leisure Services, Human Resources, and Administrative Services.

**c. ESF #14 *Public Information* –**

The Seminole County Community Information Director is the primary Public Information Officer for Seminole County. Support is provided by the Department of Public Safety and Sheriff's Office PIOs, and Emergency Management. All media releases or public information statements will be authorized before being released. The local radio and television stations will disseminate disaster information and the Seminole County Citizens Information Line (CIL) will be activated during significant events, with the number being published through the media.

**EMERGENCY SERVICES BRANCH – (Operations)**

**a. ESF #4 & 9 – *EMS/Fire Rescue and Urban Search and Rescue***

Seminole County Department of Public Safety, EMS/Fire/Rescue Division is the primary agency for ESFs 4 & 9. Municipal fire departments, the Florida Division of Forestry, National Guard, Salvation Army, Seminole County Medical Examiner, Seminole County Community Information Director, Seminole County Emergency Management and the Seminole County Sheriff's Office are support agencies. The primary and support agencies all use the Incident Command System (ICS) for incident management.

Land search and rescue operations will differ depending on the area. In the rural areas of the County, search operations will be accomplished by flyovers using the Sheriff's helicopter and the Civil Air Patrol aircraft. Rescue operations will be conducted by using four-wheel drive units from the various agencies.

Water search operations will be conducted by boats from the Sheriff's Office, EMS/Fire/Rescue Division and volunteers. Rescue operations will be conducted by the EMS/Fire/Rescue Division's Dive Team and Water Rescue Team. In the event search and rescue operations exceed the capabilities and resources of Seminole County and its seven cities, mutual aid will be requested from other counties.

In the event of a widespread disaster or emergency where multiple fire departments are required, the Chief Fire Administrator of Seminole County EMS/Fire/Rescue Division will be the coordinator of the activities for fire/rescue.

Requests for State assistance will be made by the Director of Emergency Management or the Manager of Emergency Management. This request will be made to DEM through the Region Coordinator.

**b. ESF #8 *Health Services* –**

The Seminole County Health Department is responsible for public health. Any major disaster, from any cause, creates medical and, usually, health problems of varying degrees. Procedures must be undertaken for the prevention and control of the spread of disease, to assure sanitation of water and foodstuffs, and to control vermin or other pests. The Environmental Services Department will maintain a constant check through the testing of water supply sources, both public and private. Support agencies include the American Red Cross, Department of Agriculture & Consumer Services, Florida Department of Environmental Protection, Florida Department of Business and Professional Regulation, medical and equipment suppliers, municipal water and wastewater utilities, municipal EMS providers, municipal water and sewer departments, Seminole County Medical Examiner, Seminole County Department of Community Services, Special Needs Task Force, Seminole County Environmental Services and the Seminole County Public Works Department.

**c. ESF #9 *Urban Search and Rescue (See ESF #4)***

**d. ESF #10 *Hazardous Materials* –**

The Seminole County Special Hazards and Operations Team (S.H.O.T.) is the lead agency in responding to all hazardous materials incidents. This Team assumes responsibility over the local agency(s) that may be involved in the response and recovery of the incident. All team members are OSHA certified hazmat technicians. Effective and efficient response to a hazardous materials discharge will be accomplished by the on-duty shift. Personnel are on duty 24 hours a day, 7 days a week and are specifically assigned to the S.H.O.T. Team.

Support agencies to include:

- American Red Cross
- Emergency Management
- Environmental Services
- US Department of Homeland Security
- US Environmental Protection Agency
- Florida Fire Chief's Association
- Florida Department of Law Enforcement
- Florida Environmental Protection Agency
- Florida Fusion Center
- Florida National Guard
- Health Department

- Petroleum Storage/Tanks
- Public Works
- Salvation Army
- Sheriff's Office
- Municipal fire departments
- Municipal public works departments
- Municipal law enforcement

**e. ESF #13 *Military Support* –**

ESF #13 will be responsible for the coordination of State and Federal military support to local governments. Primary responsibility for ESF #13 lies with the National Guard. Military support will include, but not be limited to, ground support for *State Emergency Response Teams (SERT)* and processing mission requests for military assistance from emergency support functions. Military assistance will also participate in manning of comfort stations, mass feeding, and distribution centers and may be used for transportation.

**g. ESF #16 *Law Enforcement* –**

The Seminole County Sheriff's Office, as the primary agency, and the Sheriff, who is the senior law enforcement officer in the County, will act as liaison between local and State law enforcement agencies during disasters and emergencies, if assistance is needed and requested. In the event of a localized emergency or disaster, the law enforcement agency having jurisdiction in the affected area will be responsible for these additional activities.

Support agencies to include:

- Federal Bureau of Investigation (FBI)
- Florida Department of Law Enforcement (FDLE)
- Florida Highway Patrol (FHP)
- Florida National Guard (FNG)
- Municipal Law Enforcement Agencies
- Regional Domestic Security Task Force (RDSTF)
- Urban Area Security Initiative (UASI)
- Volusia/Seminole Medical Examiner

If additional assistance is needed in the form of personnel or resources, this assistance can be requested through mutual aid agreements and/or from the Seminole County Sheriff's Office.

Protection of the public requires the timely and coordinated efforts of all levels of law enforcement. Impending or existing natural disasters further complicate the task. If additional equipment or personnel are required, it may be beyond the

resources of Seminole County. In a local emergency, outside assistance may be required.

All County departments, constitutional officers, municipalities and volunteer agencies are responsible for the following:

- Developing the necessary functional annexes, standard operating procedure and checklists for organization and performance of the functions required to respond to and recover from disasters.
- Design and train personnel. Provide instruction to personnel regarding staffing policies during activation.
- Maintain records and expenditures, personnel and equipment costs.
- Provide staff, supplies and equipment in support of the emergency.
- Expedite required activities for return to normal conditions as soon as possible.

***g. Damage Assessment-***

After a disaster has occurred and the danger has abated, Disaster Area Response Teams (D.A.R.T.), will conduct a windshield survey, or fly over, of the affected areas involved and place an estimated value on the damage. These reports will be received by the Director of Emergency Management who will, combined with other information received from private and public sources, decide if the combined resources of the County and municipalities are adequate. If additional resources are needed, aid will be requested from the Florida Division of Emergency Management. This request will be made through the Regional Coordinator of the Central Florida Area, or to the appropriate State ESFs.

An evaluation of the situation will be made by the Florida Division of Emergency Management based on County reports and reports of State Damage Assessment Teams. The Governor of the State of Florida may direct State resources into the affected area(s) and/or declare a State of Disaster Emergency to exist in the area. State resources will be made available for local assistance, as requested, by the Florida Division of Emergency Management.

***h. Community Relations -***

The primary function of the team will be to identify and report unmet human needs and to inform disaster victims of disaster assistance programs and registration process. A team will encompass persons from ESF #15, *Volunteers and Donations*, Seminole HEART and other volunteer agencies. Seminole

HEART will serve as the County's Long Term Recovery Committee with representatives from County, State, Federal, non-profit and faith based organizations.

***i. Disaster Recovery Centers-***

Centers are set up in a disaster area to provide information on the complete range of disaster assistance available. The responsibility for managing these centers is jointly shared by Local government, Federal, and Florida Division of Emergency Management.

***j. Infrastructure/Public Assistance-***

The State Public Assistance Officer will administer all public assistance grants, agreements and contracts. Applicants and sub-grantees will maintain and submit all documents necessary to obligate and disburse public assistance funds; this includes establishing a system for processing of payments to sub-grantees and FEMA, and establishing and maintaining accounting records for each payment draw down by the State and each payment to sub-grantees.

***k. Unmet Needs-***

A committee that helps to identify unmet needs and possible assistance. Such committees are comprised of ESF #6, ESF #11, and ESF #15, plus private sector and governmental agencies.

***l. Emergency Housing-***

Temporary living sites will be identified by contacting local realtors, who will provide a listing of available homes, apartments, and their associated costs. ESF #6 and ESF #11 will be involved in the process.

***m. Debris Management-***

ESF #3, *Public Works*, and ESF # 12, *Environmental Services*, have primary responsibility for the overall coordination of debris removal efforts on unincorporated public property, including the securing of all permits required.

Emergency debris removal efforts will be focused on clearing major transportation arteries, in an effort to allow the movement of emergency vehicles, supplies, resources, and traffic.

***n. Disaster Field Office-***

The primary field location for the coordination of Local, Federal, and State short and long-term recovery operations. The Federal and State Coordinating Officers will coordinate in the Disaster Field Office as well as other Local, Federal and State essential personnel. Recovery and mitigation operations, logistics, information and planning, financial management and general administration are coordinated at the DFO.

***o. Mitigation Assistance-***

Seminole County has a Local Mitigation Strategy (LMS) in conjunction with municipal and State governments. The LMS is to integrate mitigation initiatives established through various regulations, programs and policies into a single document. The mitigation strategy serves as a link between the Comprehensive Management Plan, local Comprehensive Growth Managing Plan, building codes, land development regulations and flood plain management ordinances. The main goals of the LMS are to tie the results of all local governments, private industry and non-profit planning efforts into one identifiable document. Hazard vulnerabilities and required mitigative actions will be clearly spelled out in the LMS.

**The levels of activation will be as follows:**

**TROPICAL CYCLONE SCENARIO**

**LEVEL III: Operating under normal conditions, however monitoring the situation**

Notification shall be made to the appropriate local agencies, municipalities and Emergency Support Functions (ESF's) who would need to take action as part of their everyday responsibilities. Upon notification all participants shall keep up to date on the progress of the storm and make an initial assessment of readiness in their particular areas of responsibility. Level III activation will be initiated when a tropical cyclone poses a threat to Seminole County. Initiation will be tied to the need for a preliminary assessment of resources and the need for initial preparedness actions to be taken.

This is a "**Monitoring Phase**".

**Recommendations Actions:**

- Review emergency procedures and your emergency checklist
- Alert ESF's, individuals and departments on emergency call-out roster, of emergency condition
- Notify respective personnel of conditions
- Test communications equipment (i.e., verify emergency numbers, fax, radios, etc.)
- Identify your hazard vulnerability

**LEVEL II: Partial Activation – Operating under standby conditions preparing for conditions of possible danger within 36-72 hours.**

The EOC will be staffed by Public Safety personnel and specific ESF's and Municipalities, as requested. Level II activation will be initiated when a tropical cyclone poses a threat to Seminole County or a HURRICANE WATCH / Tropical STORM WARNING is issued for the east coast of Florida anywhere between Indian River and Flagler County or the west coast anywhere between Manatee County and Levy County. All operating ESF's are notified. Seminole County is operating under standby conditions of possible danger within 36-72 hours. The following recommended actions are in addition to those in Level III.

This is a “**Limited Activation**”.

**Recommendation Actions:**

- Increase EOC staffing with emergency support functions and municipalities, as necessary.
- Suspend some non-essential services, (i.e. normal preventative maintenance, visitation and tours, training and exercises, etc.)
- Notification/warning of potential evacuation to manufactured home residents, flood prone areas, and persons with special needs.
- Consider requests for State and Federal assistance.
- Secure financial account lines for expenditures. Secure memorandum of understanding and verify private contactor agreements.

**LEVEL I: Full Activation – Operating under standby procedures preparing for conditions of probable danger within 24-36 hours.**

This is a “Full Activation” of the Emergency Operations Center, with 24-hour per day staffing, including around the clock staffing of appropriate Emergency Support Functions (ESF's). Seminole County is preparing for conditions of probable danger within 24-36 hours. A Level I activation will be initiated when a tropical cyclone poses an imminent threat to Seminole County or a **HURRICANE WARNING** is issued for the east coast of Florida anywhere, between Indian River County and Flagler County, or for the west coast, anywhere between Manatee County and Levy County. Notification shall be made to the appropriate local agencies, municipalities and Emergency Support Functions.

**Recommendations Actions:**

- EOC is fully staffed by all operating departments ESFs
- All communications systems and networks operational and staffed
- Continuous monitoring of all circuits for outages and malfunctions
- Open shelters

- Evacuate mobile homes
- Evacuate flood prone areas
- Evacuate persons with Special Needs
- Open employee dependent shelter
- Prepare to increase emergency conditions
- Continue/increase Public Announcements
- Assess the need to terminate alarm response until adverse conditions subside
- Activate special ordinances-declaration of local state of emergency
- Review recovery operations
- Prepare to activate recovery operations

## **NO-NOTICE EMERGENCIES**

### **LEVEL II Partial Activation**

Incidents other than storms, i.e., airplane down, major accident with multiple injuries, etc. These incidents will require limited response to Emergency Operations Center or Incident Command Post.

This will be a “**Limited Agency Activation**”. This level will be determined by the County emergency manager or designee. All primary or lead ESF’s will be notified, but may not be required to occupy their ESF station. The EOC will be staffed by representatives of affected emergency support functions and municipalities.

### **LEVEL I Full Activation**

These incidents are deemed catastrophic or accidents other than storms that require Emergency Operations Center activation.

This will be a “**Full Activation**” of the EOC and ESFs. This activation will be determined by the Director of Emergency Management or the Manager of the Division of Emergency Management.

## **Preparedness Activities**

### **1. General Issues**

- a. The Emergency Manager and/or the Senior Planner will be responsible for the development and maintenance of the CEMP.
- b. Preserving records in order to provide normal government operation following an emergency or disaster. Essential records must be protected and include vital statistics, deeds, corporation papers, operational plans, resource data, authorities, personnel and payroll records, succession lists, supply and equipment lists, charters and financial records. The Clerk of the Circuit Court is responsible for

the preservation of all vital records/documents of all County records deemed essential for Seminole County to function during post-disaster operations.

- c. Seminole County Emergency Management Division maintains a special needs registry. Citizens are notified of the program each year by the electric utility companies. They insert flyers annually in their customers' electric statements pertaining to the program. The Home Health Care agencies request information packets and registration forms for their patients. The forms are then mailed by Seminole County to, either the patient or the Health Care professional. The Home Health Care Companies will maintain a surplus of forms for new clients. Doctors and hospitals are aware of the program and can request information for their patients. Any citizen can request the packet. They then return the forms to our office requesting to be added to the roster.

All forms are reviewed for completeness by the Division of Emergency Management. EMS Quality Assurance will review and triage the client to verify he/she is a candidate for a special needs shelter.

## **2. Public Awareness and Education**

- a. Public service announcements have been developed by the Seminole County Public Information Officer and Joint Information Center personnel. Announcements pertaining to the new disaster information line will also be distributed to the public via website, Citizens Information Line (3-1-1) and media releases. The information line will assist in giving access to preparedness information year round. During emergency activations, the Public Safety PIO and the Director of the Community Information Department will work, in conjunction with the State's ESF #14, at releasing media releases that concern both agencies.
- b. The purpose of the Public Awareness Program is to provide guidelines for establishing and maintaining a Public Awareness Program in support of emergency management operations prior to, during and following an emergency disaster. The mission of the Public Awareness Program is to collect, analyze and release information and instructions to the public. This information will aid in survival and recovery actions, as well as provide the locations of Disaster Recovery Centers, Recovery Information Centers, and Disaster Legal Assistance and minimize public confusion, due to lack of guidance. The periodic release of authoritative information and instruction to the public will tend to have a calming effect and

aid in rumor control and increased organization. The public is made aware of Emergency Management activities and programs through pre-disaster informational programs. These serve to educate the public on ways to protect life and property, how to prepare themselves prior to a disaster and the availability of assistance and further information.

- c. Seminole County is not considered as an evacuation county. If a recommendation for an evacuation is advised, it will be areas that are flood prone along lakes and rivers (Refer to Exhibit D, *Flood Plains Map*). Major evacuation routes in Seminole County are SR 436, SR 434, SR 417, U.S. Highway 17-92 and I-4.
- d. A media briefing room is available in close proximity to the EOC on the third floor of the Public Safety Complex. The room will be manned by ESF #14, *Public Information*, and the local media. ESF #14, *Public Information*, provides personnel to provide a continuous information flow to the media.
- e. The local radio and television stations will disseminate disaster information through Brighthouse as indicated in ESF #14, *Public Information*.

All emergency alert systems will be activated. The Emergency Alert System (EAS) will allow emergency messages to both hearing and visually impaired. Seminole County has a TTY (Text Telephone/Typewriter) and a TDD (Telecommunications Device for the Deaf) in the Communications Center. A Spanish speaking radio station is included in the EAS system. The Dialogic Communication call down system will be used also along with Seminole Government Television (SGTV). If time permits, fire and police units could drive into neighborhoods and make announcements over the PA systems of an impending event or evacuation.

The Public Safety Citizen's Information Line is a 24-hour telephone number and answered by volunteers from Seminole County personnel. The designated phone number for citizen information during times of emergency is 3-1-1 or 407-665-0311. This number will be published to the media during an incident.

Emergency and disaster related information is available to all seasonal and transient populations through the media using EAS.

Specific vulnerable areas by hazard are discussed in the hazard analysis section of this plan. The frequency of occurrence and intensity are also discussed. The County is vulnerable to a wide variety of hazards that

include tornadoes, hurricanes, power outages, freezes, brushfires and flooding. There is a possibility of flooding along the rivers and lakes that dot the landscape.

*ESF #5, Information and Planning, and ESF #14, Public Information, will prepare periodic newsletters, including bi-lingual, to advise the public of the status of the emergency recovery efforts, to pass along emergency instructions and to advise the public of services and assistance available. Additionally, Seminole County will be using informational electronic signage. Emergency Management will work with ESF #6, Mass Care, ESF #11, Food & Water, to ensure the distribution of the newsletters at all mass care facilities and to the outreach teams in the field. (Refer to CEMP Operations Annex - Shelter Operations Plan).*

### **3. Exercises**

- a. All governmental agencies tasked with emergency management response and recovery activities and responsibilities under this plan should participate in the annual exercise. Non-governmental, not-for-profit and other outside agencies will be invited to attend and participate in each exercise. Exercises will be conducted in accordance with guidelines established in the Homeland Security Exercise and Evaluation Program (HSEEP).
- b. Seminole County will cooperate and utilize outside agencies to meet training goals and needs; i.e., Federally sponsored Emergency Management Institute, (EMI), the State of Florida Division of Emergency Management, (DEM), the Federal Emergency Management Agency (FEMA), the U.S. Office of Domestic Preparedness, training courses, and other symposiums and conferences; i.e., American Red Cross, Salvation Army, Seminole Volunteers, CERT, and RACES.

Seminole County will continue to investigate the use of programs designed to enhance the capabilities of government in responding to emergency and disaster events.

- c. Training and scheduling of training for Emergency Management purposes will be coordinated through the Emergency Management Division. It is the intent of this office to continuously review and test portions of the plan through exercises to determine the needs of the group for training. The State DEM and EMI have identified annual training schedules that are distributed to the agencies. Seminole County will conduct an annual exercise, which will be either tabletop or full-scale, and will also provide annual training on the computer program for messaging operations in the EOC.

- d. An after action briefing is held after each exercise which includes a survey form to be completed by the exercise and training course participants. The survey will request input in such areas as effectiveness, improvement and future training needs. This information will be used in the development of future training and exercise activities. All exercise After Action Reports will be prepared in accordance with guidelines set forth by the Homeland Security Exercise and Evaluation Program.

#### **4. Training**

- a. Coordinated, systematic and comprehensive training and education programs are essential for the development and maintenance of this plan. Organizations and personnel assigned emergency response and recovery activities must be capable of fulfilling their responsibilities during emergency and disaster events. Furthermore, it is imperative the public fully understands the overall concept of emergency management and their individual responsibilities before, during and after an emergency or disastrous event. Exercise drills (full-scale, functional, and tabletop) will be conducted periodically to evaluate the adequacy of the CEMP and the skills of emergency response personnel. Results of exercises and drills provide a basis for changes and for future scheduling of training for the emergency response personnel. Exercises will be scheduled, in coordination with the appropriate agencies, on at least an annual basis, unless actual occurrences satisfy exercise requirements. Exercise objectives and the scenarios for the exercise will be developed and prepared by an exercise team, which will have representatives from each major participant.

The Emergency Management Program Manager will assume the role of the training program coordinator. Community Emergency Response Team (CERT) training is a Seminole County community based training and is arranged through the Emergency Management Specialist or Program Manager. Public awareness of All Risk Hazards training is a major concern and repeated presentations are given throughout the year.

Currently all Emergency Management staff has been trained on NIMS and Incident Command System. The Division of Emergency Management offers NIMS and ICS training on an ongoing basis to assure all county employees who have disaster response related positions are properly trained on the structure of the EOC. All ESF's have also been trained on NIMS and ICS.

All fire departments and law enforcement agencies within the County have training programs and designated training officers. Other city and county agencies will identify emergency training requirements of assigned personnel, conduct or arrange for required training programs and request

assistance from the Emergency Management Division of Seminole County, if necessary.

- b. Training programs consist of three dimensions:
  - 1. Program courses available through FEMA, the State and other governmental and volunteer agencies
  - 2. Local departmental emergency response training
  - 3. Community based awareness, self-help population protection procedures and public awareness training for the general population

In addition to the normal training programs, Seminole County will provide training in the use of E Team, EOC operations and ESF functions.

Training through FEMA and the State will be announced through circulars, and information will be disseminated through the Seminole County Emergency Management Division. Most courses will be based on a needs assessment. A request for training should be forwarded to the State Training Officer. Emphasis will be placed on those areas that are considered weak and where additional training is needed. The Emergency Manager or designee of each municipality is responsible for the training of personnel under the jurisdiction of that office.

Those agencies or departments having primary or support emergency functions will establish training programs covering their respective responsibilities, in accordance with approved ESF annexes and standard operating procedures. This training is outlined in each annex, as appropriate.

Volunteer organizations, such as Seminole Community Volunteer Program (SCVP), CERT, and RACES which provide a service to the citizens of Seminole County, will receive multi-hazard, weather related training. Training in the collection and disbursing of goods and services will be provided through the Division of Emergency Management to organizations such as the Seminole Community Volunteer Program.

- c. Local personnel wishing to provide a service to the citizens through the use of the Federal programs, i.e., preparedness, response, recovery, and mitigation programs would be encouraged to take classes on-line, or attend classes at the Emergency Management Institute (EMI).
- d. Personnel involved in mitigation activities will receive on-going training according to their individual needs. Seminole County will work with all

mitigation assessment team members to ensure that all training needs are met. The primary source of mitigation training is the Florida Division of Emergency Management.

- e. All fire departments and law enforcement agencies within the County have training programs (including emergency response and recovery) and designated training officers. Other city and county agencies will identify emergency training requirements of assigned personnel, conduct or arrange for required training programs and request assistance from the Emergency Management Division. Those agencies having primary or support emergency functions will establish training programs covering their respective responsibilities in accordance with approved ESF annexes and standard operating procedures.

Volunteer organizations, such as Seminole HEART, RSVP, VISTA, CERT, RACES that provide a service to the citizens will receive multi-hazard, weather related training, collection and distribution of goods and services, and human needs. These programs will be provided by the Seminole Community Volunteer Program and Emergency Management.

## **5. Mutual Aid and Memorandum of Understanding (MOU's)**

The principal of this Plan is that local government is initially responsible for disaster response, recovery and relief.

Each department of County government will accomplish the functions for which it is responsible.

- a. In a localized disaster, each individual municipality will respond to and manage emergencies until their resources are exhausted. When Seminole County has declared a county-wide disaster, and the resources of the municipalities have been exhausted and assistance is requested by the municipalities of Seminole County, the Director of Seminole County Emergency Management will establish a unified command. Seminole County will serve as the coordination and control point for State and Federal resource requests. Each level of government will request aid from the next highest level of government only when resources at that level are clearly inadequate to deal with the problem or its aftermath. It follows, therefore, that local municipalities will request assistance from Seminole County under the established mutual aid agreements and authorities of Seminole County will request assistance, if needed.
- b. Upon request either by the State or Local government, Seminole County will respond to requests for mutual aid with rescue teams, law enforcement and other emergency workers, and provide such assistance

with or without compensation, in accordance with the Statewide Mutual Aid Agreement, and the Florida State Fire Chief's Mutual Aid Agreement.

All municipalities within the County have entered into the Statewide Mutual Aid Agreement. All Memorandums of Understanding and agreements required by the Emergency Support Functions are the responsibility of the primary coordinator of each ESF. A copy of the MOU or agreement will be maintained by Emergency Management.

#### **IV. FINANCIAL MANAGEMENT**

##### **A. Assumptions:**

1. Due to the nature of emergency situations, financial operations will often be carried out under short time restraints that cannot be accommodated using routine accounting procedures. Note that this in no way lessens the requirement for sound financial management and accountability.
2. A Presidential disaster or emergency declaration will open the way for funding the costs of uses of resources initiated at the state and local levels.
3. The Federal Office of Management and Budget (OMB) and Congress will give rapid approval to a FEMA-prepared emergency budget at a level sufficient to sustain a response operation for at least three weeks with the opportunity to extend the budget if the situation warrants.
4. The Governor's Proclamation of a State of Emergency can temporarily set aside normal state budgetary restrictions in order to finance emergency response and recovery activities.
5. It is the intent of these guidelines to provide guidance for basic financial management to all departments and agencies responding under the provisions of the plan, to ensure that funds are provided expeditiously and that financial operations are conducted in accordance with appropriate policies, regulations and standards.
6. All records relating to the allocation and disbursement of funds pertaining to activities and elements covered in this plan must be maintained, as applicable, in compliance with Chapter 252, Florida Statutes, relating specifically to emergency management powers and the responsibilities of local government.

##### **B. Expenditure of Funds:**

Each agency and/or municipality is responsible for establishing effective administrative control of funds and segregation of duties for proper internal controls and to ensure that actions taken and costs incurred are consistent with the missions identified in this plan.

1. All Seminole County Departments will coordinate funds and expenditures through ESF# 7, *Resource Support*, under the direction of the Department of Fiscal Services. Seminole County agencies and personnel will complete all reporting and tasks to meet the deadlines, as established by the Department of Fiscal Services for data submission.
2. The Seminole County Emergency Management Division has hosted and will continue to host workshops on Disaster Assistance. All municipalities and local agencies should participate in these workshops.
3. The Handbook for Disaster Assistance, Department of Community Affairs, Division of Emergency Management, has been prepared to provide basic information and instruction. This will be used as a training guide. The training will be provided as necessary.
  - a. This Handbook can be obtained from the Florida Division of Emergency Management or Seminole County Emergency Management Division.
  - b. Extreme care and attention to detail must be taken throughout the emergency response and recovery period to maintain logs, formal records and files, copies of all expenditures (including personnel time sheets), in order to provide clear and reasonable accountability and justification for future reimbursement requests. All records relating to the allocation and disbursement of funds pertaining to activities and elements covered in this plan must be maintained, as applicable, in compliance with Chapter 252, Florida Statutes, relating specifically to emergency management powers and responsibilities of local government.
4. When the County responds to assist another agency, Seminole County will bill that agency according to established guidelines and attach copies of payroll and invoices. The agency will reimburse the County when they receive payment from the State or FEMA.
  - a. When another agency is assisting the County, that agency will bill Seminole County and attach proof of invoice, i.e., payroll sheets, invoices, etc. When Seminole County is reimbursed from the State or FEMA, they will then reimburse the mutual aid agency.
  - b. Invoicing another mutual aid agency will only be done when the invoice agency is being reimbursed.
5. **The Emergency Management Preparedness and Assistance Trust Fund Base Grant Program** (EMPA) supports EOC upgrades, purchases, personnel, and the Community Emergency Response Team (CERT) training. The **Hazard Mitigation Grant Program** (HMGP), funds the wind protection for primary shelters; i.e., protection of school windows. The **State Homeland Security Grant** program

(SHSGP) funds planning, training, equipment, and EOC enhancements relating to terrorism/homeland security.

6. A Presidential Disaster Declaration will permit funding from the Federal Disaster Relief Fund, under the provisions of the Stafford Act, in addition to the financial resources initiated at the local and state levels.

- a. **Public Law 93-288** explains two types of grants available:

A Large project grant is approved when the total project cost to repair or replace eligible public damage. The grant must be used to restore public or private non-profit facilities to their pre-disaster condition.

A small project grant is approved when the total project cost repairs or replaces eligible damage less than that of large projects.

- b. Other agencies that will assist in relief funding would be U.S. Farm Home Administration, U.S. Small Business Administration, American Red Cross, Salvation Army, and Community Development Block Grant Program, CDBG funding provided to the County by the Federal Government.

7. *ESF #7, Resource Support*, will have the responsibility for financial management. See Response Section and *ESF #7, Resource Support* responsibilities.

8. Timely financial support of any extensive response activity could be crucial to saving lives and property. While innovative and expeditious means of procurement are called for during times of emergencies, it is still mandatory that good accounting principles and practices be employed in order to safeguard the use of public funds from the potential of fraud, waste and abuse. Extreme care and attention to detail must be taken throughout the emergency response and recovery period to maintain logs, formal records and file copies of all expenditures (including personnel time sheets), in order to provide clear and reasonable accountability and justification for future reimbursement requests. Reimbursement is not an automatic “given” so as much deliberative prudence as time and circumstances allow, should be used.

## V. References and Authorities

The authority for local governments to respond to situations and take actions necessary to safeguard the life and property of its citizens is set forth in the following regulations.

### 1. Seminole County

- a. **Seminole County Resolution Number 93-R-242**, September 14, 1993, Emergency Management.

- b. **Seminole County Emergency Ordinance 95-13**, October 10, 1995, establishing guidelines for Chain of Command during emergency situations.
- c. **Seminole County Comprehensive Plan Ordinance No. 91-13**, September 11, 1991.
- d. **Chapter 125**, Florida Statutes, County Government.
- e. **Chapter 162**, Florida Statutes, County or Municipal Code Enforcement.
- f. FLNG-MSCA, ESF, SOP's, Department of Public Safety Emergency Event Guidelines, ESATCOM Standard Operating Procedures, Wetlands Field Guide Appendix 5, Natural Resources Planning Standard Part 16, Land Development Code, Comprehensive Plan Land Use Map as indicated in GIS, Seminole County Web Site.
- g. Seminole County Sheriff's Office Unusual Occurrences Manual, Public Works Storm Procedures Manual, Environmental Services Disaster Plan, Seminole County Planning & Development Department, Disaster Assessment Response Team (D.A.R.T.) Procedures
- h. Statewide Mutual Aid Agreement with all municipalities, Memorandum of Understanding with Seminole County School Board for Special Needs Shelters.
- i. Distribution Points for the Strategic National Stockpile (SNS). Memorandum Understanding with Seminole Community College for Dependent Care Shelter, and MOU with Seminole Community Volunteer Program.

## 2. State

- a. **Chapter 252** of the Florida Statutes (State Emergency Management Act, as amended).
- b. **Governor's Executive Order 80-29**.
- c. **The State of Florida Comprehensive Emergency Management Plan**.
- d. **Rules 9G-6, 9G-11, 9G-14, 9G-19 and 9G-20**, Florida Administrative Code.
- e. **State of Florida Department of Community Affairs Resource and Finance Management Policies and Procedures for Emergency Management**.
- f. **State of Florida 2000 Statewide Mutual Aid Agreement**.

## 3. Federal

- a. **Public Law 103-337**, which re-enacted the Federal Civil Defense Act of 1950 into the Stafford Act.
- b. The **Robert T. Stafford Disaster Relief and Emergency Assistance Act** (PL 100-707 which amended PL 93-288).
- c. **Public Law 106-390**, Disaster Mitigation Act of 2000.
- d. **FEMA Public Assistance Guide** (FEMA 322).
- e. **Homeland Security Presidential Directive 5, Management to Domestic Incidents.**

## A. Executive Orders

### 1. State

- a. **Executive Order 80-29** (Disaster Preparedness), dated April 14, 1980.
- b. **Executive Order 87-57** (State Emergency Response Commission), dated April 17, 1987; as updated by Executive Order 98-153 and 98-155.
- c. **Executive Orders 98-153 and 98-155.**
- d. **Statewide Mutual Aid Agreement** (July 31, 2000 as Amended by Modification #1, October, 1994).

### 2. Federal

- a. **Florida and Federal Emergency Management Agency Region IV**, 1993.
- b. **Executive Order 11795, dated July 11, 1974**, as amended by Executive Order 11910, dated April 13, 1976.
- c. **Executive Order, 11988**, Flood Plain Management.
- d. **Executive Order, 11990**, Protection of Wetlands.
- e. **Executive Order, 12656**, Assignment of Emergency Preparedness Responsibilities.
- f. **Presidential Decision Directive – 39**, United States Policy on Counter Terrorism.
- g. **Homeland Security Presidential Directive 5 – Management of Domestic Incidents – Adoption and Implementation of NIMS.**

- h. Public Law 93-288**, as amended, which provides authority for response assistance under the Federal Response Plan and which empowers the President to direct any Federal agency to use its authority and resources in support of state and local assistance efforts.
- i. Public Law 81-920**, the Federal Civil Defense Act of 1950, as amended, provides a system for joint building of capability at the Federal, state, and local levels to deal with all hazards.
- j. Public Law 93-234**, Flood Disaster Protection Act of 1973, as amended, provides insurance coverage for all types of buildings.
- k. Public Law 99-499**, Superfund Amendments and Reauthorization Act of 1986, which governs hazardous materials planning and right-to-know.
- l. Public Law 101-615**, Hazardous Materials Transportation Uniform Safety Act (HMTUSA), which provides funding to improve capability to respond to hazardous materials incidents.
- m. Memorandum of Understanding**, with Seminole County and the American Red Cross (ARC).

This MOU provides for cooperation and coordination between the American Red Cross and state *“agencies, authorities, counties, and municipalities in carrying out assigned responsibilities in the event of a “disaster”*.

APPROVED:

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Brenda Carey, Chairman  
Board of County Commissioners

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Cindy Coto, County Manager

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Maryanne Morse  
Clerk of the Circuit Court

# **RECOVERY**

## **I. INTRODUCTION**

The recovery section of the CEMP establishes a detailed framework of Federal and State government support for local government efforts to restore essential public and social services following a disaster; much of this support involves the coordination and administration of Federal disaster assistance.

When a Presidential Disaster Declaration is issued in response to an incident, key Federal and State recovery officials will establish and co-locate at a Joint Field Office (JFO). The JFO serves as the central point for associated recovery issues. Disaster recovery operations highlight the importance of the recovery period and need to anticipate the demands the recovery will create. The local liaison to the Joint Field Office (JFO), if one is established, will be the Liaison Officer assigned to the Emergency Operations Center.

Recovery is the phase of Emergency Management that continues until all systems return to normal, or as close to normal as possible. Recovery efforts will begin during or shortly after response efforts begin. Therefore, the chain of command/organizational structure will remain the same as stated in the Basic Plan in order to ensure continuity in operations. The Seminole County Emergency Management Manager will address any transitional issues arising from the response to the recovery phase. All recovery activities are coordinated through the Seminole County Emergency Management Office.

Recovery activities that may be initiated after the damage assessment, if necessary, to ensure a successful recovery effort are as follows:

- ✓ Damage Assessment Function
- ✓ Disaster Recovery Center (DRC) locations & maintenance
- ✓ Infrastructure/Public Assistance
- ✓ Debris Management
- ✓ Community Relations
- ✓ Unmet Needs Coordination
- ✓ Emergency Housing

## **II. GENERAL**

- A. The Seminole County Emergency Management Division is the primary agency that will be responsible for coordinating recovery activities for the County.
- B. Disaster recovery is a coordinated effort in Seminole County and involves each of the 18 Emergency Support Functions, along with the seven municipalities and various public, private and faith based agencies.

- C.
1. The coordination of recovery activities within the county is the responsibility of the Director of Public Safety.
  2. The responsibility for the activation and management of the Emergency Operations Center for the purposes of recovery is the Emergency Management Manager.
  3. A Liaison Officer is part of the Command and General Staff in the EOC and will coordinate activities with the Joint Field Office and State Recovery Office.
  4. Coordination of recovery activities with the municipalities is the responsibility of the Emergency Management Manager.
- D. When the Seminole Emergency Operations Center is activated to respond to an emergency/disaster, the components of the Seminole County Local CEMP are placed into operation, as needed. The purpose of this is to initiate a host of activities necessary to ensure a successful recovery effort; i.e. condition monitoring, situation evaluation, identification of recovery center sites, damage assessment, deployment of damage assessment teams, assessment of human services needs, and debris management.

The Emergency Management Manager will monitor the incident and will coordinate and administer all recovery activities, as are appropriate.

- E. Lead and Support ESFs will provide a liaison to the EOC to coordinate their activities. The ESF #5 Planning and Development Damage Assessment Response Team (DART), under direction from the Emergency Management Manager, will perform Initial and Preliminary Damage Assessment and assist in Damage Assessment with the State and FEMA.

The roles, duties and responsibilities of the lead and support agencies are as follow:

- *ESF 1 - Seminole County School Board* - assist in Transportation issues and shelters. *Florida Department of Transportation* - liaison in EOC to report road closures or damages to State roadways within the County and support assessment and additional resources
- *ESF 2 – Seminole County Information Technologies* – provide and support all communications needs. *AREA/RACES* support communications in all shelters and provide a liaison in the EOC.
- *ESF 3 Seminole County Public Works* - support in Preliminary & Damage Assessment of Public Infrastructure; Damage Assessment with State & FEMA; Debris removal from county roadways; support in reporting of Public Assistance Programs
- *ESF 4/9/10 -Public Safety, Fire/Rescue* - HAZMAT; fire & medical emergency response issues; support in damage assessment while in the field; support Unmet needs and Community Relations, as needed

- *ESF 5 – Seminole County Planning and Development* - support in Initial, and Preliminary Damage Assessment and Damage Assessment with State & FEMA; Planning, Community Relations & Unmet Needs liaison in DRC if needed. *Property Appraiser's Office* - support in Preliminary & Damage Assessment.
- *ESF 6 - American Red Cross* - support DRC with liaison; support all Unmet Needs and Community Relations; assist in emergency or temporary housing issues
- *ESF 7 – Seminole County Administrative Services/Facilities Maintenance* - support in Preliminary & Damage Assessment of County Parks and Buildings; support Debris Removal; Resource Support to the EOC. *Administrative Services Purchasing and Contracts Division* - administer all emergency purchasing and contracts pertaining to disaster relief. *Seminole County Fiscal Services, Seminole County Sheriff's Office Finance Department and Municipal Finance Departments* - compilation of disaster related expenses and payroll in accordance with FEMA criteria
- *ESF 8 -Seminole County Health Department* - liaison in EOC to address issues related to Public Health; Public Announcement updates; liaison in DRC; support of Unmet Needs, Special Needs Citizens and Community Relations.
- *ESF 11 – Seminole County Leisure Services – liaison in the EOC for food and water resources*
- *ESF - 12 - Seminole County Environmental Services* - support in debris removal, working with Contract Agency (currently Grubb's)
- *ESF 13 - Florida Army National Guard* - provide liaison to the EOC; provide military support to civil authorities on a mission request basis (traffic control, security, transportation, communications, etc).
- *ESF 14 – Seminole County Community Information* - Public Information announcements, Planning and Resource Support
- *ESF 15 –Volunteers and Donations* - support DRC with liaison; address all Unmet Needs and Community Relations issues
- *ESF 16 - Seminole County Sheriff's Office* - security; search & rescue requirements; support in damage assessment while in the field; EOC liaison to support planning issues
- *ESF 17 – Seminole County Animal Services - County Extension Agent* - liaison for the agricultural community in reporting specific problems and damages
- *ESF 18 – Business and Industry – Economic Development* will assist businesses in their recovery efforts by providing resources necessary.
- *Municipalities* - Preliminary & Damage Assessment of Public Infrastructure; Damage Assessment with State & FEMA; Debris removal within the city limits; Disaster Recovery Center liaison

F. The County will coordinate its recovery activities with its municipalities and the State by the following methods:

- The municipalities will have representatives acting as liaisons at the EOC, during or after the disaster, to coordinate the cities' efforts with the County. If the city cannot provide a representative to be present in the EOC, activities may be coordinated by radio contact (from the EOC), E-Team, telephone or cell phone (if services are available). The city will perform damage assessments and report to the County, as quickly as possible either by E-Team, restored communication lines, radio or reporting to the EOC in person.
- The State will have a representative at the EOC, before, during or after the disaster, in order that they may assist in coordination. If the State cannot provide a representative, then communication methods will be used such as EM Constellation, SATCOM, Internet, email, and telephone or cell phone. The County will use the ongoing Situation Reports (SITREPS), Incident Action Plans (IAP's) and will transmit using SATCOM, Internet, email or EM Constellation.

G. The transition process from the Response phase to the Recovery phase will begin early in the Response phase.

1. Once information is gathered and reviewed to start the identification of areas that should receive priority for Damage Assessment and Human Needs Assessment, the transition from Response to Recovery takes place; but only as soon as can be initiated in a safe manner. The ESF staff will transition into a Recovery support mode.
2. The Emergency Management Manager will coordinate all efforts involved with the Joint Field Office (JFO) operation. The JFO is the primary field location for the coordination of Federal and State short and long-term recovery operations. The Federal Coordinating Officer and the State Coordinating Officer will co-locate in the JFO, as well as other Federal and State essential personnel. Recovery and mitigation operations, logistics, information and planning, financial management and general administration are coordinated at the JFO. The Forward-State Emergency Response Team operational control will transition to the JFO at a time determined by the State Coordinating Officer.
3. If preliminary damage assessment warrants a declaration, the County will then perform Damage Assessment. Reports will be generated for Public Assistance, Debris Clearance, Emergency Protective measures, Individual Assistance, and local Business damages. During this time, the State may coordinate an applicant's briefing, followed by a kick-off meeting. The local jurisdiction will then be required to complete project work sheets, which will be subject to State and FEMA review. If the project worksheets are acceptable, the local jurisdiction will initiate the work and submit progress reports to the State for payment of funds. The type of reports and the payment schedule will depend on the project size.

Informing and publicizing the FEMA registration number and the location of the DRC (Disaster Recovery Center) site(s) will initialize Individual Assistance.

4. In comparison to declared disaster activities as previously described, an undeclared disaster would still warrant a transition from Response to Recovery mode, and would still utilize a Preliminary Damage Assessment process. Certain lead and support agencies would still be utilized, depending on the type of disaster and the amount of devastation. The reporting process would cease with the local jurisdiction administrative offices for Public Infrastructure to be processed by insurance or by Board approved expenditures. Resources would be sought to relieve, individuals from disaster related hardships.

When a Presidential Disaster Declaration is issued in response to an incident, key Federal and State recovery officials will establish and co-locate at a Disaster Field Office (JFO). The JFO serves as the central point for associated recovery issues. Disaster recovery operations highlight the importance of the recovery period and need to anticipate the demands the recovery will create. The County Liaison Officer will be in constant touch with the JFO.

### **III. A. DAMAGE ASSESSMENT FUNCTIONS**

1. The Planning and Development Department (ESF 5), is responsible for Safety and Preliminary Damage Assessment. The individual responsibility would fall to the Building Official, under the authority of the Emergency Management Manager.
2. The Seminole County Sheriff's Office, Seminole County Fire/Rescue, Public Health Unit, municipalities and the Florida Department of Transportation will be used as support for initial damage assessment, if manpower allows. If necessary, damage assessment teams will be utilized from the Building Department and as noted below, the Property Appraiser's Office will also assist. The cities of Altamonte Springs, Casselberry, Lake Mary, Longwood, Oviedo, Sanford, and Winter Springs will conduct much of their assessments, especially those involving the public infrastructure. All agencies listed above will play vital roles in the recovery process.
3. The agencies involved in Initial Damage Assessment and their roles are as follow:
  - a. Seminole County Emergency Management is responsible for coordination of all initial damage assessment and verification and will collect and compile all losses and expenses for submission to DEM.
  - b. Damage Assessment Teams will perform the damage assessments on residences and public infrastructure and will report the percentage or the degree of damages for compilation.

- c. Seminole County Property Appraiser's Office will provide an estimated property cost for losses of residences, businesses and public buildings.
  - d. Seminole County Public Works Department will perform Public Damage Assessment of County roadways, right-of ways and bridges and will attach an estimated cost for losses and for emergency protective measures.
  - e. The Seminole County Landfill and the Debris Management Contractor will assess preliminary debris removal and extraordinary Landfill expenses and emergency protective measures involved.
  - f. The Facilities Maintenance Manager will perform damage assessment of County Parks and Facilities.
  - g. ESF #18, Business and Industry will be responsible for damage and damage assessment for local businesses and will report the percentage or the degree of damages. ESF 18 will be a liaison with the business community for individual assistance and economic disaster redevelopment.
  - h. All public utilities will assess and report the amount of their damage and loss.
  - i. The County Extension Office will gather information from the agricultural industry and report damage estimates to the Damage Assessment Teams and Seminole Heart for long term recovery efforts.
4. Most of the data collection will be on standardized forms similar to the forms used in Damage Assessment. The utility companies, the municipalities and subcontractors will be provided with a listing of the required information and a time frame for reporting to the Emergency Management Division. The information will be faxed or e-mailed or transmitted on a Situation Report to the FDEM. (We will use whatever method is most appropriate and acceptable by FEMA at the time.)
5. Local coordination with the Joint local, Federal and State PDA operations will take place in the Emergency Operations Center. The local Damage Assessment Team will meet with FEMA and State representatives. A member of the D.A.R.T. will accompany the State and Federal representatives out in the field to assist with the PDA process. Maps of all the damaged areas will be provided by GIS. The D.A.R.T. is composed of local individuals from the Building division as well as the Planning and Development Director. A representative from the Sheriff's Office will provide transportation needed as well accompany the teams into the field.

6. The Damage Assessment Team will also be responsible for damage assessment on local businesses and will report any damage information to the EM Manager, including the percentage or the degree of damages. Depending on the intensity of the disaster, there are several methods of assessing economic injury. One method is to provide the Chamber of Commerce or the Economic Development Department, ESF #18 with a preliminary assessment of local businesses. They may be able to compile an overall total of business losses based on their knowledge of the company and their history. The economic impact can also be obtained directly from the business owner. After the business losses are assessed, the property appraiser can provide the building or property losses in order to achieve a total economic injury picture.
7. The municipalities are provided with Damage Assessment training by county staff and are asked to provide a damage assessment member to work with the County damage assessment response team. Prior to a disaster the cities will be notified of EOC activation and city liaison will be requested at the EOC. At this point, city personnel will be notified of their Damage Assessment contact, and where Damage Assessment teams will be based. The city will report to the County EOC with their assessments for Initial and Preliminary Damage Assessment.
8. Planning assumptions considered in the development of the Damage Assessment Process:
  - a. Contracts for Debris Management are in place
  - b. Mutual Aid agreements are in place
  - c. Contracts and/or memorandums of understanding with supply vendors are in place
  - d. All recovery personnel have been provided training and are aware of their role in recovery
  - e. Seminole County may have limited resources to handle recovery following a large disaster or catastrophic event
  - f. Seminole County may need mutual aid assistance from outside resources to handle the recovery process
9. The County Building Official or designee (Building Inspectors or Code Enforcement) will be responsible for designating homes that are unfit for habitation based on the damage assessment reports.

## **STANDARD OPERATING PROCEDURES**

-Refer to the Planning and Development Department Damage Assessment Team (DART) SOP.

## **B. DISASTER RECOVERY CENTER (DRC)**

### **GENERAL**

Following a Presidential Declaration of a major disaster, the Federal Emergency Management Agency (FEMA) may establish Disaster Recovery Centers (DRCs). Each center will provide a location where disaster victims may apply for various types of assistance available to individuals and private businesses. Tele-registration is the planned primary mechanism for the registration of affected citizens and persons impacted by a disaster.

1. The Logistics Section Chief will have lead responsibility to ensure the selected facilities, or locations, are capable of supporting DRC operations for extended periods of time and for coordination with the State.
2. The EOC Liaison Office will have a support role in Disaster Recovery Center operations.
3. The Logistics Chief will coordinate closely with the State to ensure the selected Facilities or locations are capable of supporting DRC operations for extended periods of time. A formal request for opening a DRC will be made through EM Constellation by the Logistics Chief. The concept is to have only one center in each geographical area of the County. The Logistics Chief will provide the State and Federal Individual Assistance Officers with a list of locations identified in the pre-event planning stage and that have been inspected by preliminary damage assessment teams and found to be safe.
4. Additional agencies and staff may be located at the DRC as needed:
  - *Seminole County Extension Agent* - assistance with agricultural community
  - *Seminole 3County Health Department* - assist with health and safety issues
  - *Florida Department of Labor & Employment Security* - assistance and information to disaster victims about unemployment compensation and disaster unemployment assistance.
  - *U.S. Farmers Home Administration and Florida Department of Agriculture and Consumer Services* - assistance and information to disaster victims about low interest disaster loans that cover agricultural and farm losses.
  - *U.S. Small Business Administration* - assistance and information to disaster victims about low interest disaster loans for homeowners and business owners.
  - *American Red Cross* - assistance and information about available resources available through the American Red Cross.

- *Crisis Counselors* - professional counseling services to help relieve mental health problems caused or aggravated by the disaster event.
- *Florida Department of Insurance* - assistance and information about resolving insurance claims and problems.
- *Florida Department of Children & Families* - assistance and information on the availability of regular and emergency food stamps and individual/family grants.
- *National Flood Insurance Program* - assists in determining whether damaged properties are located within designated flood plains.
- *Internal Revenue Services* - assistance and information about how the disaster will affect their taxes.

## **STANDARD OPERATING PROCEDURES**

**See Operational Annex RECV 002-DRC**

### **C. INFRASTRUCTURE/PUBLIC ASSISTANCE**

Federal public assistance is that part of emergency or major disaster relief through which the federal government supplements the efforts of state and local governments to return the disaster area to normal conditions, including repair and restoration of public facilities or services which have been damaged or destroyed. Two types of assistance are authorized, emergency and permanent. Emergency work includes efforts to save lives, protect property and maintain operation of essential facilities until permanent restoration can be made. Permanent work involves actions necessary to repair, restore, reconstruct or replace public and certain private non-profit facilities damaged or destroyed by the disaster.

Project applications for federal public assistance may be approved to fund a variety of projects, including the following:

- ✓ Emergency Protective Measures for the preservation of life and property
- ✓ Clearance of debris on public or private lands and waters
- ✓ Repair or replacement of water control facilities
- ✓ Repair or replacement of public utilities
- ✓ Repair or restoration to pre-disaster condition of public facilities including facilities damaged while under construction
- ✓ Repair or restoration of recreational facilities and parks
- ✓ Repair or replacement of private non-profit educational, utility, emergency medical and custodial care facilities

All repair or restoration must meet current health and safety codes and standards; or, if no such codes are in existence or are inadequate to insure a safe and usable facility, the Federal Emergency Management Agency (FEMA) Administrator may set minimum standards.

1. The Fiscal Services Department is responsible for coordinating state and federal disaster assistance claims. All County agencies and municipalities are responsible for participating in Public Assistance Program activities as needed.

2. The agencies that have support roles to the Public Assistance Program are the following:

State of Florida, Division of Emergency Management  
Seminole County Administrative Services  
Seminole County Public Works  
Seminole County Environmental Services  
Municipalities  
Local Mitigation Strategy Committee  
County Engineer

3. The roles and responsibilities of the primary and support agencies involved in Public Assistance are as follows:

a. State of Florida, Division of Emergency Management is responsible for:

- All joint activities among FEMA, state agencies and local governments
- Will assist local governments, other state agencies and private non-profit organizations in identifying potential projects
- Organize and coordinate Project Worksheets (PW)
- Advise and assist local governments and state agencies in completing project applications, including scheduling the Applicant's briefing
- Review all County project applications, assure that all requirements for federal assistance have been satisfied according to the Eligibility Handbook, recommend approval or disapproval and forward to FEMA
- Notify appropriate agencies when interim and final inspections are needed
- Review Final Inspection Reports for completeness and provide copies to FEMA
- Review and analyze Summaries of Documentation against approved Project Applications and Final Inspection reports and submit them with recommendations to the Auditor General. After the audit, review all records and audit reports and forward them to FEMA with state vouchers and voucher analysis.

b. Seminole County Fiscal Services Department is responsible for:

- Coordinate state and federal disaster assistance claims for the County

- Provide notice of Applicant's Briefing to other applicants/agencies
  - Submit "Notice of Interest" forms, Project Applications, Project Worksheets, Quarterly Reports, and Final Inspection Requests to DEM, in compliance with the Handbook for Applicants
  - Train personnel in appropriate techniques for damage surveys and record maintenance, including Project Worksheet information prior to any disturbance
  - Request advance funding or partial payment through the DEM, if needed
  - Complete the Summary of Documentation and Blanket Certification to request final payments
  - Maintain a system of complete documentation for all activities and expenditures so that each can be identified by date and by exact facility/site.
  - Provide all documentation for state and federal audits when requested.
  - Manage grants related to disaster relief
- c. Seminole County Fiscal Services Director, or his/her designee, shall be the local public official who attends the applicant/kick-off briefing and signs the "Notice of Interest" for the County.
- d. Seminole County Fiscal Services Department will:
- Provide personnel to collect information to prepare the project worksheets and work with FEMA and state representatives for completion of such worksheets
  - Provide completed summary documentation for each project
  - Verify that all repairs and restoration are completed in a timely manner
  - Budget all disaster related expenses
  - Track all disaster related reimbursements
  - Provide documentation for all State and Federal audits as required
  - Will act as the county representative at the Applicant Briefing and Kickoff meetings.
- e. Municipalities will:
- Provide a representative to attend the applicant/kick-off briefing and sign the "Notice of Interest" for the city
  - Work with FEMA and DEM to complete the application, project worksheets, and Final Inspection Request, for all city related projects
- f. Local Mitigation Strategy Committee will:
- Review Damage Assessments and make recommendations for mitigation projects

- g. County Engineer will:
  - Assist in determining project costs
  - Assist in LMS review
- h. Seminole County School Board will:
  - Provide a representative to attend the applicant/kick-off briefing and sign the "Notice of Interest" for the School Board
  - Work with FEMA and DEM to complete the application, project worksheets, and Final Inspection Request for all School District related projects.

4. Concept of Operations

Seminole County will have limited resources to handle recovery activities following a large disaster or catastrophic event.

Disaster Assistance will require a local match. Each agency will budget for the match.

The county agencies and municipalities will participate in the Disaster Assistance Program and will appoint a Public Assistance Coordinator.

a. Administrative procedures are as follows:

- i. Financial transactions, accurate accounting, grants management and payroll for all obligations related to a disaster or emergency will be the responsibility of Fiscal Services/Finance Department.
- ii. Support Staff will be utilized to maintain files and prepare correspondence.
- iii. Hiring of temporary staff for disasters will be coordinated through the Human Resources Department.

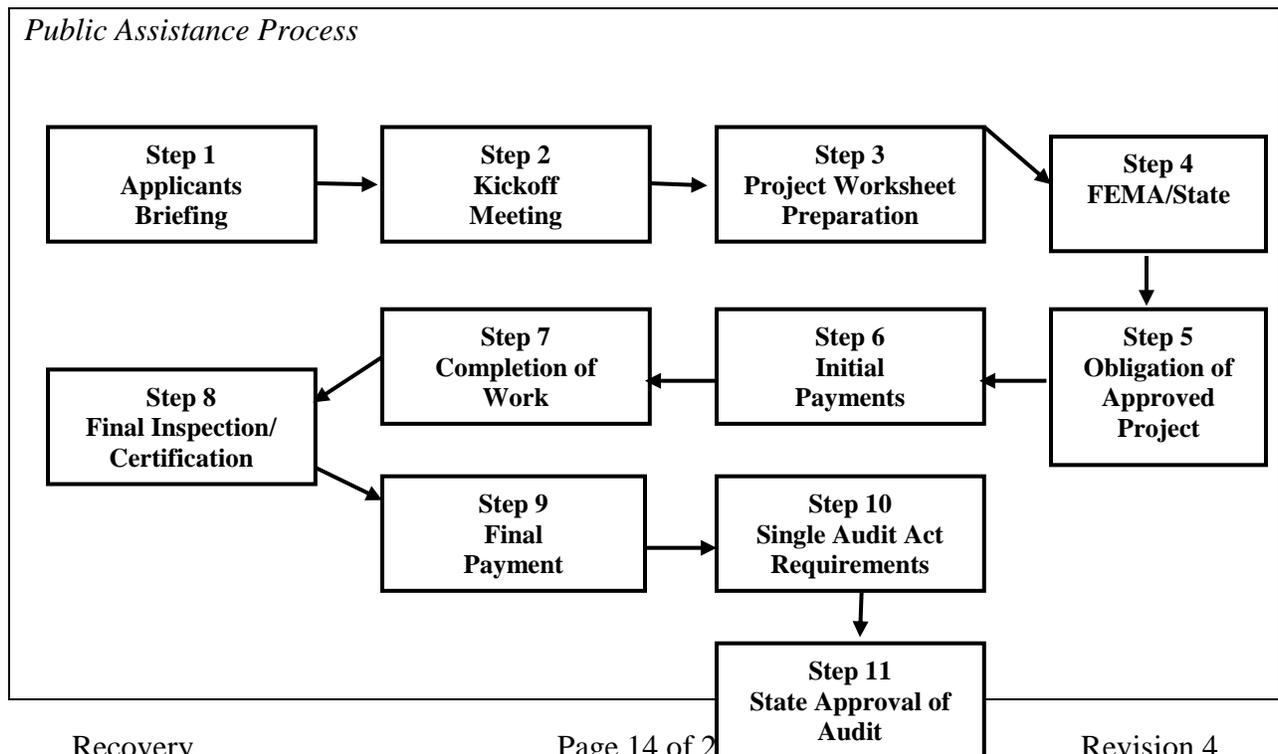
5. The Fiscal Services Director will act as Public Assistance Coordinator. Implementation of the public assistance process for quarterly reporting, Final Inspection Requests and various correspondence and documentation, as well as grant reporting, will fall to the Fiscal Services Director. Project Management will be the responsibility of the Public Works Department. Financial management is the responsibility of the Fiscal Services Department.

6. The Facilities Maintenance Division, Landfill and Utilities Division will support the Public Works Department in the assessment and restoration of their respected facilities relative to the Public Assistance process.

7. Potential Applicants such as private and non-profit agencies, as well as County and municipal departments will be notified of the Public Assistance Program via email and telephone calls as necessary. Pre-identification of applicants will be performed by the Emergency Management Office along with the Fiscal Services Director. Applicants should include municipal departments, county departments, School Board, volunteers and other non-profits who are eligible for assistance. Steps used in identifying and funding public assistance projects and potential applicants are described in detail in the Public Assistance Handbook.
8. The "kick-off" meeting will be attended by the Fiscal Services Director and the staff members who will assist in the project worksheet formulation. All other agencies that have submitted a request for Public Assistance and such application has been approved by the State and FEMA will have individual kick-off meetings. These agencies include municipalities, School Board, not for profits, etc. The Fiscal Services Director will serve as the County representative at both the Applicant's Briefing and the Kick Off meeting.
9. The principal steps in identifying and funding public assistance projects are as follows:
  - a. Identification of damaged areas is obtained from the Damage Assessment Team. FEMA and State coordinators make the determination as to what projects are eligible for public assistance.
  - b. Currently, there are two types of grants (funding methods) available based on the cost of the project: Public Assistance and Hazard Mitigation Programs.
  - c. Pre-identified public assistance projects are listed in the Local Mitigation Strategy (LMS). A copy of the LMS is located in the Emergency Management Office.
10. Each type of assessment is designed to quantify the eligible damages an individual or community incurred. Listed below are the eligible types of assistance:
  - Public Assistance
    - Category A - Debris Clearance  
Includes all storm-induced debris on non-federal public roads (including the right-of-ways), non-federal public waterways, and other public and private property when local government forces legally undertake removal. It can also cover the cost of demolition of public structures, if those structures were made unsafe by the disaster.
    - Category B - Emergency Protective Measures

Addresses the provision of appropriate emergency measures designed to protect life, safety, property and health (i.e. barricades, sand bags and safety personnel).

- Category C - Road System  
Addresses damages to non-federal roads, bridges, streets, culverts and traffic control devices.
- Category D - Water Control Facilities  
Eligible damages include costs to repair or replace dikes, dams, drainage channels, irrigation works and levees.
- Category E - Building and Equipment  
Eligible damages include costs to repair public buildings and equipment, supplies/inventories that were damaged, and transportation systems such as public transit systems.
- Category F - Public Utility System  
Assistance is available for damaged water systems, landfills, sanitary sewerage, storm drainage systems and light/power facilities.
- Category G - Other  
The "Other" category includes parks and recreational facilities, or any other public facility damages that do not reasonably fit in one of the other six categories.





- Individual Assistance
  - Damage to Homes

A person whose primary residence has been damaged due to a disaster may qualify for various forms of disaster assistance. When damage assessors go into the field, they estimate the degree of damage to the home, evaluate the victim's insurance coverage and determine the habitability. Damage assessment team in the field use Form B to quantify the damage.
  - Damage to Businesses

Disaster damaged businesses and their employees are eligible for certain individual assistance programs. Form C is used to quantify business damage, as well as make a preliminary determination of the impact of the damage on the community. Loss of a business results in lost jobs, income, etc. to the individual owner and employees.

5. There are wide ranges of disaster Individual Assistance programs including:

- *Small Business Administration (SBA)*

Once implemented, the SBA program can offer low interest loans to individuals and businesses for refinancing, repair, rehabilitation, or replacement of damaged property (real and personal). Loans may be available to businesses, which have suffered an economic impact as a result of the disaster. A SBA declaration can be made independently or in concert with a Presidential Disaster Declaration. There must be a minimum of twenty-five homes or businesses with 40 percent or more uninsured losses and/or five businesses with substantial economic or physical losses.

- *Temporary Housing (Section 404, Public Law 93-288)*

In the event of a Presidentially declared disaster, the Federal Emergency Management Agency managed Temporary Housing Program may be authorized in order to meet the housing needs of victims. The program has several components including:

- *Mortgage and Rental Assistance Program*

Applicable for individuals or families who have received written notice of eviction or foreclosure due to financial hardship caused by a disaster.

- *Rental Assistance*  
Provided to homeowners or renters whose dwelling is determined unlivable as a direct result of a disaster.
- *Minimal Repair Program*  
Provides money for owner occupied, primary residences which may have sustained minor damage, and are unlivable as a direct result of a disaster.
- *Mobile Homes or Other Readily Fabricated Dwellings*  
When all other avenues are exhausted, Federal Emergency Management Agency may initiate the mobile home program. Such homes are moved to, or near, the disaster site and set up.

- *Individual and Family Grant Program* (Section 408, Public 93-288)

The Individual and Family Grant Program provides grants to help families meet serious needs and necessary expenses that are not covered by other government assistance programs, insurance, or other conventional forms of assistance. Grant amounts adjusted annually in accordance with the consumer price index. Financial aid can be provided under the following categories:

- *Medical expenses*
- *Transportation costs*
- *Home repairs*
- *Replacement of essential property*
- *Protective measures*
- *Funeral expenses*

Seventy five percent of the costs are funded by Federal Emergency Management Agency and 25 percent by the state and/or local government.

- *Disaster Unemployment Assistance* (Section 407, Public Law 93-288)

Individuals unemployed as a result of a major disaster, and not covered by regular state or private unemployment insurance programs, will be eligible for unemployment benefits. The weekly compensation received will not exceed the maximum amount of payment under Florida's Unemployment Compensation Program, and may be provided until an individual is re-employed or up to twenty-six weeks after the major disaster is declared (whichever is shorter).

- *Farm Service Agency (FSA)*

Low interest disaster loans are made available to farmers, ranchers and agricultural operators for physical or production losses. Loans of up to 80 percent of actual production loss or 100 percent of the actual physical loss, with a maximum indebtedness of \$500,000, may be made to either the tenant or owner of the agricultural business.

- *Income Tax Service*

The Internal Revenue Service helps victims identify ways in which the disaster affects their federal income tax. Casualty loss credit, early tax refunds and information on lost documentation are some services available to disaster victims.

- *Community Relations*

The Federal Emergency Management Agency and state officials will conduct "outreach" activities in an effort to inform disaster victims concerning what programs are available, where the Disaster Recovery Centers are located and hours of operation. This outreach will be accomplished by utilizing all media resources and by assembling and deploying outreach teams to remote areas to inform residents of assistance efforts.

- *Disaster Related Stress Management*

Professional services are provided to help relieve disaster related stress and prevent the development of more serious physical and mental health problems.

- *Florida Department of Insurance*

Assistance and information about resolving insurance claims are provided.

6. Emergency/Disaster Support Activities other than Public Assistance or Individual Assistance:

- *Small Cities Community Development Block Grant*
- *Community Services Block Grant*
- *Low-Income Home Energy Assistance Program*
- *Low-Income Emergency Home Repair Program*
- *Home Investment Partnership Program*
- *State Housing Initiative Partnership Program*

## **D. DEBRIS MANAGEMENT**

### **GENERAL**

Major natural disasters can generate enormous volumes of debris in short periods of time. Debris clearance, removal and disposal operations must be implemented quickly to expedite recovery operations and to protect public health and safety of the local population. While response activities (such as search and rescue, fire fighting and medical services for the injured) are in full operation, recovery operations begin with clearing debris from all major roads to assist emergency units in the response operations and to facilitate access to impacted areas by county and municipal Damage Assessment Teams. See Debris Management Plan.

In a catastrophic disaster, FEMA can provide direct federal assistance to support local governments in performing some of the activities related to debris clearance, removal and disposal. The response capabilities of Seminole County must be clearly exceeded before this level of assistance can be provided. The work can be performed under this authority is limited to emergency work and debris removal under Sections 402(4), 403 and 407 of the Stafford Act.

FEMA Public Assistance (PA) funds may be used for debris clearance, removal and disposal operations. Debris that may be eligible includes:

- ✓ Vegetative
- ✓ Construction and Demolition
- ✓ Hazardous Waster
- ✓ White Goods
- ✓ Soil, Mud, Sand
- ✓ Vehicles and Vessels
- ✓ Infectious Waste
- ✓ CBRNE Debris
- ✓ Garbage

The debris must be a direct result of the declared event; must occur within the designated disaster event; and must be the responsibility of the applicant at the time of the disaster. Debris removal may be eligible when it:

- ✓ Eliminates immediate threats to lives, public health and safety
- ✓ Eliminates immediate threats of significant damage to improved public property
- ✓ Ensures economic recovery of the affected areas to the benefit of the community-at-large

## CONCEPT OF OPERATIONS

1. The Environmental Services Director and the Solid Waste Manager are responsible for coordinating the Debris Management effort between the State and FEMA.
2. The agencies that have support roles to Debris Management are the following:
  - Seminole County Emergency Management
  - Seminole County Public Works Department
  - Municipalities
  - Florida Department of Transportation
  - Seminole County Administrative Services
  - Seminole County Environmental Services/Landfill
  - Debris Management Contractor
3. The roles and responsibilities of the primary and support agencies involved in Debris Management are described in the Debris Management Plan.

### **Standard Operating Procedures**

-See Debris Management Plan

## E. COMMUNITY RELATIONS

### **GENERAL**

Federal Emergency Management/State Community Relations Teams are deployed to disseminate information and collect data to assist disaster affected communities and individuals in receiving the assistance to which they are entitled. The primary functions of these teams are to identify and report unmet human needs and to inform disaster victims of the disaster assistance programs and the tele-registration process.

Community Relations Teams have a mission to go into the affected areas after a disaster and determine resource shortfalls in the area of human needs. Community Relations Teams also disseminate information and tele-registration numbers in regards to disaster assistance services to residents and businesses. All unmet resource needs are to be reported to Seminole County Emergency Management, where the information will be analyzed and forwarded to the appropriate local, State or Federal Agency.

### **CONCEPT OF OPERATIONS**

1. Seminole County EM Director will appoint a County Community Relations Coordinator (Seminole Community Volunteer Program Coordinator) who will act as the liaison with the Federal Emergency Management/State Community Relations Teams.

2. Seminole County Emergency Management staff, American Red Cross, and various volunteers will staff and serve as support agencies to the Community Relations Team. The Seminole County Public Information Officer will provide support to distribute public information to media outlets.
3. The Seminole County Community Relations Liaison (Coordinator) will be responsible for assigning and training appropriate staff on Community Relations Teams. The teams will analyze the event's affects, geographics and demographics; analyze human needs and identify any shortfalls in resources; develop pertinent local information to be distributed by teams; and devise a strategy for Community Relations.
4. Priorities in the jurisdiction will be determined by the amount of damage sustained in a community and the population affected.
5. A list of key community leaders to be contacted after an emergency regarding community needs is maintained in the Seminole County Emergency Management Contact List, which is updated no less than annually.
6. Special populations and geographic areas that may require special outreach, in addition to any other unique demographic concerns, are:
  - a. Populations of low-lying or flood prone areas
  - b. Non-English speaking population
  - c. Migrant populations
  - d. Special Needs (to include Hospitals and Nursing Homes)
  - e. Mobile Home population
  - f. Visitors in RV Parks

**F. UNMET NEEDS COORDINATION**

**GENERAL**

In the event of a major emergency or disaster declaration by the President, federal assistance will be provided to Seminole County through a wide variety of programs. It is assumed that a number of these programs and donations will be needed to fulfill all the needs of the public.

Seminole County will make an effort to provide a coordinated approach as it relates to volunteer agencies and volunteers in an unmet needs situation and to coordinate the receipt and delivery of donated goods to those still in need. This effort includes an assessment and prioritization of available resources and identified needs and securing additional resources, in cooperation with local, state and federal agencies.

**CONCEPT OF OPERATIONS**

1. Unmet needs coordination with FEMA and the State will be a function of ESF#15, *Volunteers and Donations*, Seminole County Emergency Management and Seminole Heart. The lead agency for coordinating volunteer agencies is the Seminole Community Volunteer Program (SCVP).
2. Support agencies for unmet needs coordination may include volunteer agencies, private organizations or other not-for-profit organizations that are able to provide a service to citizens. Local agencies may include the American Red Cross, Salvation Army, various local faith based organizations and civic organizations. Project Hope, Seminole Heart, Christian Sharing Center and Harvest Time International along with several of the faith based members meet regularly in the Seminole County EOC.
3. The Unmet Needs function will be used to manage shortfalls in resources identified by Community Relations Teams. Seminole Heart will provide case management and assistance to low income citizens for repairs and damage cleanup; Project Hope will provide counseling to those citizens who were affected; Harvest Time will provide building material donated by the community as well as food and clothing. The faith based organizations and churches also provide members who assist in the cleanup and repair of the property of the citizens in need and who fall into low income categories. Seminole Heart will also seek out grants to provide assistance during disasters.
4. Municipalities may designate an Unmet Needs Coordinator for their particular municipality. The designated coordinator will coordinate activities within their municipality with the County's Unmet Needs Coordinator. When municipal resources are inadequate, the municipal coordinator will contact the County Unmet Needs Coordinator for additional assistance.
5. ESF#15 will identify local groups that may be utilized to establish unmet needs committees at the time of the disaster or event.
6. A Liaison from the EOC will make weekly visits to the DRC to collect information that will be used in assessing volunteer and donation needs. The Unmet Needs Coordinator will then coordinate with local, state and federal agencies to meet these needs. Case Management will assist in finding out the local unmet needs of the community.
7. Training courses are available from the State of Florida DEM and FEMA for members of the Unmet Needs Committee and all eligible parties, for many issues regarding unmet needs. Courses may include topics such as: Donations Management, Developing Volunteer Resources, DRC Management, Critical Incident Stress Debriefing, and various grant programs for Public and Individual Assistance.

**G. EMERGENCY HOUSING**

## GENERAL

In the event of a Presidentially declared disaster in the State of Florida, the Federal Emergency Management Agency managed *Temporary Housing Program* may be authorized in order to meet the housing needs of victims.

The program has several components including:

- *Mortgage and Rental Assistance Program*  
Applicable for individuals or families who have received written notice of eviction or foreclosure due to financial hardship caused by a disaster.
- *Rental Assistance*  
Provided to homeowners or renters whose dwelling is determined unlivable as a direct result of a disaster.
- *Minimal Repair Program*  
Provides money for owner occupied, primary residences that may have sustained minor damage, and are unlivable as a direct result of a disaster.
- *Mobile Homes or Other Readily Fabricated Dwellings*  
When all other avenues are exhausted, the Federal Emergency Management Agency may initiate the mobile home program. Such homes are moved to, or near, the disaster site and set up.

Seminole County Emergency Management, in coordination with ESFs 5, 6 & 7, will provide assistance to FEMA. The Emergency Management Manager will act as the housing coordinator and liaison with the State.

## **Letter of Promulgation**

### **Seminole County Comprehensive Emergency Management Plan**

Residents of Seminole County in Florida face the threat of disasters and emergencies. Recognizing this threat, government at all levels has a continuing responsibility for the health, safety and general welfare of its citizens.

Normal day-to-day procedures usually are not sufficient for effective disaster response as extraordinary emergency measures have to be implemented quickly if loss of life and property is to be kept to a minimum. Emergency procedures and actions to cope with the possibility of a disaster occurrence are addressed in the Seminole County Comprehensive Emergency Management Plan.

Each Seminole County Department, municipalities and support agencies are to continue to be knowledgeable of its contents and be prepared to respond, or support response efforts, during times of necessity.

The Seminole County Office of Emergency Management shall be responsible for the coordination for the preparation and continuous updating of the Seminole County Comprehensive Emergency Management Plan and will ensure that this plan is consistent with federal and state plans.

This plan is effective August 11, 2009.

Director of Public Safety

Seminole County  
Board of County Commissioners

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T. E. Stone

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Bob Dallari, Chairman

## **MITIGATION**

### **I. INTRODUCTION**

The Seminole County Comprehensive Emergency Management Plan, Mitigation addresses those issues raised in the State of Florida Comprehensive Emergency Management Plan Review Criteria. To facilitate the review process, this section will follow point-for-point the criteria format.

This section is in no way intended to be a comprehensive restatement of the Seminole County Local Mitigation Strategy (LMS). Those interested in a thorough examination of the pre-incident mitigation process are referred to the Seminole County LMS.

### **II. GENERAL**

#### **A. Identification of Lead Agency for Mitigation**

The Seminole County Mitigation 20/20 Task Force (TF) is the lead agency. The TF Chair will be a representative of the Seminole County Division of Emergency Management (LMS Section Three, Page 1).

#### **B. Identification of Support Agencies**

The representative from each support agency will change from time to time. No effort will be made in this document to keep track of the individual TF representatives. Reference is given to LMS TF Minutes or correspondence.

Jurisdictions and Organizations Represented on the Task Force include:

- City of Altamonte Springs
- City of Casselberry
- City of Lake Mary
- City of Longwood
- City of Oviedo
- City of Sanford
- City of Winter Springs
- Seminole Community College
- Seminole County Emergency Management
- Seminole County Public Works
- Seminole County Fire/Rescue
- Seminole County Sheriff's Office

#### **C. Concept of Pre-and-Post Disaster TF Operations**

The LMS Section Four details the operating concept of the TF.

D. State and Local Pre-and-Post Disaster TF Coordination  
Reference is given to:

- LMS Section One, Executive Summary
- LMS Section Two, Introduction and Purpose
- LMS Section Three, The Task Force Organization
- LMS Section Four, Bylaws and Operating Procedures

E. Inter-government Agreements

The two primary documents that jurisdictions in Seminole County participate in are the:

Seminole County Mitigation 20/20 Task Force

All cities participate

Statewide Mutual Aid Agreement

All cities signatories

Community Rating System

All cities

F. Community Rating System (Year Entering the Program)

<u>City</u>	<u>Year</u>
Altamonte Springs	1980
Casselberry	1980
Lake Mary	1980
Longwood	1980
Oviedo	1979
Sanford	1980
Winter Springs	1981

G. Mitigation Assessment Team

Following the immediate impact of a weather event, terrorist attack or other incident, individuals or teams with experience in mitigation may be combined with Damage Assessment Teams in order to identify:

- + Incident created scenarios that require quick mitigation or remediation
- + Potential initiatives for inclusion in the LMS

#### H. Funding Sources and Issues

The State of Florida, Division of Emergency Management, provides counties and Local Mitigation Strategy working groups with information pertaining to funding sources, such as matching grants.

Seminole County also employs a full-time grant coordinator who seeks and applies for grants on behalf of the County.

Members of the TF are the most familiarization with the Hazard Mitigation Grant Program, although, by virtue of their organizations' varied experiences, they may also have familiarity with other programs, such as Property Acquisition Projects (buyouts).

### III. PRE-DISASTER MITIGATION ACTIVITIES

Seminole County has an approved Local Mitigation Strategy. Thus, Section III of this Annex is considered to be "sufficient and in compliance." The following paragraphs identify where to find the related information in the LMS or other documents.

- A. Seminole County, the seven cities within it, and other organizations constitute the LMS 20/20 TF. (LMS, Section One, Executive Summary).
- B. LMS, Section Six (Hazard Identification by Jurisdiction) and Section Seven (Initiatives for Assessed Facilities) and the separate sections for each jurisdiction and organization, contain the hazard evaluation tools and displays the findings of the assessments.

#### C. Program and Public Involvement

Seminole County and the cities within it participate in the National Florida Insurance Program Community Rating System (See Section II, Subsections E and F, above).

##### 1. Public Awareness and Education

- a. The TF has not directly generated articles about community hazards. However, throughout the year various articles are written about the hazards generated by such sources as the American Red Cross, area fire departments and the St. Johns River Water Management District. The TF has issued news releases relative to public input regarding the LMS.

- b. Radio spot announcements are not generated by the TF; however, the Seminole County Government Television (SGTV, Channel 9 on cable) does run numerous public service announcement and programs related to the hazards identified by the Florida Division of Emergency Management's CEMP Review Criteria. The proponent agency for this programming includes Seminole County Division of Emergency Management, Seminole County Fire/Rescue, Seminole County Environmental Services, Seminole County Planning and Development Department, the American Red Cross, and the St. Johns River Water Management District, to name a few.
  - c. The SGTV Community Bulletin Board is utilized for public outreach. Flyers and brochures are distributed through the library system, senior centers, and other community centers.
  - d. The TF has utilized limited conferences and workshops for distributing mitigation materials. Such materials are distributed by the Seminole County Division of Emergency Management to Community Emergency Response Team participants during initial training sessions and at the annual employee health fair conducted by the County.
  - e. The Seminole County Division of Emergency Management discusses mitigation as a component of all public presentations.
  - f. During the updating of the LMS, public input was solicited through newspaper advertising, direct mail of news releases to four (4) local papers, and through broadcast on SGTV.
2. Community Mitigation Activities
- a. Seminole County has a Mitigation 20/20 Task Force. (See, LMS).
  - b. Mitigation projects are organized as "initiatives" in the LMS.
3. Government/Private Sector Coordination
- a. Information Sharing

Information is shared through a number of different sources:

The Central Florida Regional Council  
Seminole County Planning and Development Department  
Florida Department of Community Affairs links and databases, and  
FEMA links and databases. The Seminole County GIS Division is also a  
source of information available to other local government entities, TF  
members, and the public at large.

b. Development Trends

Trends are identified by:

- + Seminole County Planning and Development Department
- + Florida Department of Community Affairs
- + St. Johns River Management District
- + Central Florida Regional Planning Council
- + University of Florida, Bureau of Economic and Business Research

4. Structural Hazard Mitigation Initiatives

Sections 8 and 9 of the Seminole County Local Mitigation Strategy depict the list of mitigation initiatives, as noted under Annex II, Mitigation, Section 3, and Subsection 4 of the 2001 CEMP Review Criteria. Section 8 lists “Individual Jurisdictional Mitigation Plans” and Section 9 is a “Compilation of Currently Proposed Mitigation Initiatives.”

5. Non-structural

As is the case with structural hazard mitigation initiatives, non-structural are found in the Local Mitigation Strategy, Sections 8 and 9. Section 8 identifies Jurisdictional Initiatives, while Section 9 is a compilation of initiatives throughout the County.

- D. Structures and Infrastructures that are vulnerable to the applicable hazards identified in Section II, A of the CEMP (Hazard Analysis) is located in Section 6 of the Seminole County Local Mitigation Strategy. Their estimated frequency and costs for associated damages are found in this same section, which also displays them by jurisdiction and organization.

The facilities and structures listed include, but are not limited to:

- Residential, governmental, school and commercial structures
- Critical facilities (i.e., utilities, roads, and bridges, etc.)

- E. The Seminole County Local Mitigation Strategy depicts appropriate mitigation initiatives to reduce risks and vulnerabilities. These are found in Sections:

Section 6: Summary of County-wide Hazards and Vulnerabilities

Section 7: Mitigation Goals for the Current Planning Period

Section 8: Individual Jurisdiction Mitigation Plans

## Section 9: Compilation of Currently Proposed Mitigation Initiatives

### F. Funding

While initiatives have been identified and prioritized, the Seminole County LMS does not, at this time, identify funding sources by initiatives. It is the responsibility of each organization represented in the LMS to identify funding sources for its initiatives. To assist with this, the organizations have the ability and authority to contact the Department of Community Affairs' liaison for Seminole County directly. Additionally, representatives of the organizations may attend various workshops related to mitigation and grant writing provided by the State of Florida, Division of Emergency Management, or the Florida Emergency Preparedness Association. (The County's Community Development Department) has experience working with Community Block Grant special disaster allocations and the Seminole County Building Division has experience in acquiring technical assistance from the Building Division's staff have attended related training at the Federal Emergency Management Institute in Maryland.

## IV. SPECIFIC DISASTER-SCENARIO MITIGATION FUNCTIONS

### A. Mitigation Assessment Function

1. The County Members of the Local Mitigation Task Force Working Group have primary responsibility for providing emergency mitigation. The representatives of each other organization participating on the LMS Task Force Working Group are responsible for providing emergency mitigation assessment in their respective jurisdiction or organization.
2. Representatives from one jurisdiction or organization may provide a support role for other jurisdictions or organizations. Further, County and city development and building departments may be requested to provide support.
3. The lead agency for each organization listed in the LMS is responsible for forming a team to conduct an assessment of disaster related damage and to develop mitigation initiatives that might be created to minimize or prevent a reoccurrence. Support agencies will provide staffing, data and technical expertise to the primary agencies.
4. Post disaster missions will be coordinated through the Seminole County Emergency Operations Center, or other location designed by the LMS Coordinator (who is a member of Seminole County Emergency Management).
5. Communication will take place via cellular telephones. During morning meetings, geographic assignments will be made and goals for the day established.

6. Representatives of each organization participating in the LMS Working Group is responsible for conducting and maintaining inventories for their organization (i.e.; data, personnel, equipment and vehicles).
7. Each organization's representative shall maintain in internal inventory within their own office, it should be updated annually.
8. Mitigation Assessment Teams may receive training from the FEMA Emergency Management Institute (self-study and classroom); class conducted by the Florida Division of Emergency Management or Department of Community Affairs, the Florida Emergency Preparedness Association the Governor's Hurricane Conference, and the National Hurricane Conference.

#### B. Funding Function

The Seminole County Division of Emergency Management, in conjunction with the Seminole County Fiscal Services will complete the necessary forms and submit them for state and federal disaster mitigation funding. Each city and other organization is responsible for doing the same using its own staff or contracted services.

#### C. Public Information Function

The Director of the Seminole County Department of Community Information is responsible for county-wide dissemination of disaster mitigation information. The Director will coordinate with their counter part from others organizations and may use Disaster Recovery Centers or Joint Information Centers as resources in accomplishing their mission.

### **V. POST INCIDENT LMS STANDARD OPERATING PROCEDURES (SOP)**

The Local Mitigation Task Force will be developing these procedures once the plan is updated. The plan is being updated this year for submittal and approval to the State.

RESOLUTION NO. \_\_\_\_\_

SEMINOLE COUNTY, FLORIDA

THE FOLLOWING RESOLUTION WAS ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF SEMINOLE COUNTY, FLORIDA AT THEIR REGULARLY SCHEDULED MEETING OF August 11, 2009.

WHEREAS, Chapter 252, Florida Statutes, assigns to the Board of County Commissioners responsibility for disaster preparedness, response, recovery, and mitigation; and

WHEREAS, being prepared for disasters means being ready to respond promptly as danger threatens, to save life and protect property, and to provide relief from survivors of disasters; and

WHEREAS, local government may have to operate in different ways than normal day-to-day operations to provide timely relief and minimize hardships in the event of a natural, man-made, or technological disasters in Seminole County; and

WHEREAS, many areas of the community may require evacuation, sheltering, human services, infrastructure, critical special need medical services, logistical support, disaster housing, and other essential services until the disasters ends, services are restored, and needed supplies and materials are available; and

WHEREAS, the County's Comprehensive Emergency Management Plan is intended to provide a framework for the development of detailed operating procedures for all County and support agencies charge with the responsibility of protecting the public's health and safety from natural, man-made and technological disasters; and

WHEREAS, Rule 9G-6 and 9G-7, Florida Administrative Code, requires each County to develop a Comprehensive Emergency Management Plan; and

WHEREAS; Rule 9G-6 and 9G-7, Florida Administrative Code, furthermore requires the governing body of Seminole county to adopt by Resolution the revised Seminole County Comprehensive Emergency Management Plan.

NOW THEREFORE, BE IT RESOLVED that Seminole County's revised Comprehensive Emergency Management Plan is hereby adopted and activated throughout Seminole County.

ADOPTED this 11<sup>th</sup> day of August, 2009.

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
SEMINOLE COUNTY, FLORIDA

\_\_\_\_\_  
MARYANNE MORSE  
Clerk to the Board of County Commissioners  
of Seminole County, Florida

BY: \_\_\_\_\_  
BOB DALARI  
Chairman