

EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
MATAGORDA COUNTY, BAY CITY, AND PALACIOS

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**EMERGENCY MANAGEMENT BASIC PLAN**  
**FOR**  
**MATAGORDA COUNTY, BAY CITY, AND PALACIOS**

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**RECORD OF REVISIONS**

<b>Revision Number</b>	<b>Effective Date</b>	<b>Date Entered</b>	<b>Signature</b>
5	01-10-92		
6	03-01-93		
7	12-29-94		
8	12-19-96		
9	12-30-97		
10	02-25-99		
11	09-11-03		
12	08-31-05		
13	06-18-09		

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To All Recipients:

Transmitted herewith is the revised Matagorda County Emergency Management Basic Plan for Matagorda County and the incorporated cities of Bay City and Palacios. This plan supersedes any previous plans. It provides a framework in which officials of Matagorda County can plan and perform their respective emergency functions during a disaster or national emergency.

This plan includes and has been approved by Matagorda County and the cities of Bay City and Palacios. It will be revised and updated as required. All recipients are requested to advise the Matagorda County Office of Emergency Management on any changes which might result in its improvement or increase its usefulness. Plan changes will be transmitted to all addressees on the distribution list.

\_\_\_\_\_  
Matagorda County Judge

\_\_\_\_\_  
Mayor of Bay City

\_\_\_\_\_  
Mayor of Palacios

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**FOREWORD**

As Emergency Management Director, the Matagorda County Judge is charged with the responsibility to develop and implement an emergency management plan in Matagorda County, inclusive of incorporated and unincorporated areas. The Emergency Management Basic Plan attempts to be all inclusive in combining the four phases of management, which are 1) mitigation: those activities which eliminate or reduce the probability of disaster; 2) preparedness: those activities which governments, organizations, and individuals develop to save lives and minimize damage; 3) response: those activities that are designed to prevent loss of lives and property and provide emergency assistance; and 4) recovery: short- and long-term activities which return all systems to normal or improved standards.

The situations addressed by this plan are those in which the actions of many different agencies must be coordinated. This major coordination effort differs from those emergencies handled on a daily basis by local fire, law enforcement, and medical service personnel.

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**ANNEX W PLAN AND PROCEDURES  
VOLUMES 3 AND 4  
DISTRIBUTION LIST  
(Page 1 of 4)**

<u>Jurisdiction/Agency</u>	<u>Control Number</u>	<u>Number of Copies</u>
Amateur Radio Emergency Services	069	1
American Red Cross, Rio Colorado Chapter	691	1
Bay City		
Mayor	683	1
Police Department	644	1
Public Library Bay City	060	1
Public Works Director	696	1
OXEA	042	1
Emergency Medical Services		
Matagorda County Emergency Medical Service	698	1
Lyondell/Basell	101	1
FEMA		
Headquarters	014	1
Region VI, Denton, Texas	071	1
Independent School District ISD		
Bay City Independent School District, Central Office	701	1
Bay City Independent School District, Transportation Director	685	1
Matagorda Independent School District	686	1

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<u>Jurisdiction/Agency</u>	<u>Control Number</u>	<u>Number of Copies</u>
Independent School Districts ISD (continued)		
Palacios Independent School District	688	1
Tidehaven Independent School District	687	1
Van Vleck Independent School District	072	1
Joint Information Center – Matagorda Hotel	378	1
KKHA Radio	692	1
KMKS Radio	737	1
Matagorda County		
County Judge	682	1
Emergency Operations Center	645	1
Environmental Health	699	1
Matagorda Regional Medical Center	667	1
National Weather Service		1
Office of Emergency Management	046	1
Palacios Community Medical Center	937	1
Precinct Commissioners		
Precinct 1	066	1
Precinct 2	051	1
Precinct 3	040	1
Precinct 4	096	1

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<u>Jurisdiction/Agency</u>	<u>Control Number</u>	<u>Number of Copies</u>
Public Information Officer	106	1
Sheriff	1039	1
Palacios		
City Administrator	684	1
Police Department	647	1
Public Library	112	1
State of Texas		
Department of State Health Services	367	1
Department of Public Safety, Pierce, Texas	360	1
Governor's Division of Emergency Management, State EOC	571	1
STP Nuclear Operating Company		
Emergency Operations Facility	016	1
Emergency Response Division	205/770	2
Nuclear Support Center Library	900	1
MOF Library	999	1
Records Management Systems	FDC	1
United States Nuclear Regulatory Commission		
USNRC Public Document Desk, Washington D.C.	1078	1
USNRC, Operations Center	1079	1
USNRC, Region IV	564	1
USNRC Public Document Room, Wharton County Junior College	114	1
Volunteer Fire Departments of Matagorda County		
Bay City Volunteer Fire Department	082	1
Blessing Volunteer Fire Department	064	1

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Volunteer Fire Department of Matagorda County (continued)		
Markham Volunteer Fire Department	047	1
Matagorda Volunteer Fire Department	689	1
Midfield Volunteer Fire Department	058	1
Palacios Volunteer Fire Department	690	1
Sergeant Volunteer Fire Department	067	1
Wadsworth Volunteer Fire Department	038	1
Total		57



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**BASIC PLAN**

I. AUTHORITY AND REFERENCE

The organization and operational concepts set forth in this Plan are promulgated under one or more of the following:

A. FEDERAL

1. Federal Disaster Relief Act of 1974, Public Law 93-288  
Presidential Executive Order 11988, Floodplain Management
2. Presidential Executive Order 11990, Protection of Wet Lands
3. NUREG-0654/FEMA-REP-1, as amended, "Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants"
4. Emergency Management and Assistance, Code of Federal Regulations, Title 44
5. Robert T. Stafford Disaster Relief and Emergency Assistance Act, PL 100-707 or PL 93-288, as amended
6. Title III, of the Superfund Amendments and Reauthorization Act of 1986, (SARA), PL 99-499, as amended
7. emergency Planning & Community Right-to-Know Act, 42USC Chapter 111
8. Emergency Management & Assistance, 44 CFR
9. Hazardous Waste Operations & Emergency Response, 29 CFR 1910.120
10. National Response Plan
11. Nuclear/Radiological Incident Annex of the National Response Plan
12. Homeland Security Presidential Directive, HSPD-5, Management of Domestic Incidents
13. Homeland Security Presidential Directive, HSPD-3, Homeland Security
14. National Incident Management Response Plan
15. National Strategy for Homeland Security, July 2002

B. STATE

1. Texas Disaster Act of 1975, as amended
2. Executive Order of the Governor of Texas, Relating to Emergency Management
3. State of Texas Emergency Management Plan
4. Attorney General Opinion, MW-140
5. Hazard Communication Act, Title 83, Article 5182b
6. Texas Hazardous Substances Spill Prevention and Control Act, Chapter 26, Subcharter G, Texas Water Code
7. State Solid Waste Disposal Act, Texas Civil Statutes Article 4477-7
8. Government Code, Chapter 418, Emergency Management
9. Government Code, Chapter 433 (State of Emergency)
10. Government Code, Chapter 791 (Inter-local cooperation contracts)
11. Health & Safety Code, Chapter 778 (Emergency Management Assistance Compact)
12. Administrative Code, Title 37, Part 1, Chapter 7 (Division of Emergency Management)

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13. Government Code, Chapter 421 (Homeland Security)
14. Executive Order of the Governor Relating to the National Incident Management System
15. The Texas Homeland Security Strategic Plan, Parts I and II, December 15, 2003
16. The Texas Homeland Security Strategic Plan, Part III, February 2004

C. LOCAL

1. Matagorda County Commissioner's Court Order, dated February 8, 1999 on file in the County Clerk's Office
2. Bay City Ordinance, Number 1304, of June 12, 2003 on file in the County Clerk's Office
3. Palacios City Ordinance, Number 669, of February 3, 2003 on file in the County Clerk's Office
4. Bay City Resolution Number R-03-18, dated June 12, 2003 on file in the County Clerk's Office
5. Matagorda County and City of Bay City Joint Resolution dated June 16, 2003.
6. Matagorda County/City of Palacios Joint Resolution dated, June 16, 2003 on file in the County Clerk's Office
7. Current Letters of Agreement are maintained by the Emergency Management Coordinator and are on file in the Matagorda County Judge's Office.
8. Local National Incident Management System Resolution and Ordinance as follows:  
Matagorda County Resolution dated 27<sup>th</sup> of June 2005  
Bay City Ordinance Number 1321 dated 23<sup>rd</sup> of June 2005  
City of Palacios Ordinance Number 09-07-2005
9. Matagorda County Emergency Management Plan, Basic Plan
10. Matagorda County Emergency Management Plan, Annex W REP Plan
11. Matagorda County Emergency Management Plan, Annex W REP Procedures
12. Matagorda County Emergency Management Plan, All Hazards Annexes
13. Matagorda County Hospital District Radiological Emergency Plan

II. PURPOSE

The purpose of this plan is to provide for emergency operations in Matagorda County, including the cities of Bay City and Palacios and the unincorporated towns within the County proper.

Existing forms of local governments are utilized in the formulation and implementation of this plan.

This plan seeks to mitigate the effects of a hazard, to prepare officials for measures to be taken which will preserve life and minimize damage, to provide for response during emergencies and for necessary assistance, and to establish a recovery system in order to return the community to its normal state of affairs.

This plan defines who does what, when, where, and how, in order to mitigate, prepare for, respond to, and recover from the effects of war, natural disaster, technological accidents, and other major incidents.

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III. SITUATION AND ASSUMPTIONS

A. SITUATION

Matagorda County is exposed to many hazards, all of which have the potential for disrupting the community, causing damage, and creating casualties. Possible natural hazards include floods, tornadoes, hurricanes, fires, and winter storms. There is also the threat of a war-related incident such as a nuclear, biochemical, or conventional attack. Other disaster situations could develop from a hazardous materials accident, fixed nuclear facility accident, conflagration, major transportation accident, terrorism, or civil disorder. (More detailed information is provided in our Hazard Analysis, published separately).

Specific areas that could be threatened include the following:

1. Matagorda Peninsula Recreational Areas,
2. Habitats of rare, threatened, and endangered animal species,
3. Varied coastal sensitivity index including high, moderate, and low impact potential,
4. Wildlife Management Area (San Bernard National Wildlife Refuge).

Matagorda County, with an estimated population of 37,957 (2000 Census), is situated on the Texas Gulf Coast about midway between Houston and Corpus Christi. The county is a coastal plain with elevations running from sea level to about 70 feet above sea level.

The industries which contribute to the county's economy are nuclear power generation, petroleum operations, petrochemical production, varied manufacturing, and tourism. The primary industry is agribusiness. The County's population is distributed throughout the two cities of Bay City, the County seat with a population of 18,667 (2000 Census); Palacios, a seaside fishing and resort town with a population of 5,153 (2000 Census); and several non-incorporated townships and communities, and the County proper.

Matagorda County enjoys a varied transportation system centered around two railroads Burlington Northern (BN) & Santa Fe (SF), two general aviation airports, State Highways 35 and 60 which intersect in Bay City, State Highway 71, and numerous farm-to-market and county roadways.

The County is serviced by two general aviation airports.

1. The Palacios Municipal Airport has three 5000 foot runways laid out in a triangulated configuration, operated by the City of Palacios. The airport is unattended, but service has an authorized fueling system – pay by credit card. Aviation gasoline and jet fuel are stored onsite. An Automated Surface Observing System (ASOS) is available. The ASOS is a computerized system that reports area weather conditions minute-by-minute. The facility has jet fuel and 100 low lead aviation fuel. City Hall can be contacted for service during working hours. Emergency service can be provided off hours by Palacios Police Department.



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2. The Bay City Municipal Airport is a single paved 5120 foot runway with jet fuel and aviation gasoline stored onsite. The airport is attended seven days a week from 7:00 a.m. to 5:00 p.m., except certain holidays. Assistance is available off hours by contacting the Bay City Police Department. Some mechanical services are obtainable on site from the airport operator. Two instrument approaches are available, NDB and VOR/DME. Rental cars are accessible at the airport from Enterprise. Credit card payment for of aviation fuel is available.

The Intracoastal Waterway traverses Matagorda County paralleling the Texas Gulf Coast and providing navigable waters for barge traffic.

Bay City and Palacios have adopted a home rule charter form of government. The county is a judge-commissioner court government. Each city provides water, sewer/waste water, road maintenance, refuse disposal, and police services. Additionally, several unincorporated communities provide water and sewer services. Matagorda County furnishes road maintenance, refuse disposal, law enforcement, and health services. Bay City owns a natural gas supply system which operates within the city limits. Fire suppression and emergency rescue services are provided by volunteer fire departments.

The Matagorda County Hospital District, housed in Bay City, operates Matagorda Regional Medical Center in Bay City. The district, being a form of government, levies a tax to support its operation. The tax revenues supplement the medical service charges levied by the hospitals and convalescent home. This hospital has emergency room facilities with physician coverage available 24 hours per day, 7 days a week. The Palacios Medical Foundation operates the Palacios Community Medical Center (PCMC). PCMC has emergency room facilities with physician extenders and an on call physician available 24 hrs/day, 7 days/wk. The Matagorda Regional Medial Center and PCMC are equipped with decontamination facilities for the treatment of personnel who may be radiologically contaminated. News and communications facilities in Matagorda County are comprised of one bi-weekly newspaper and two weekly newspapers ( in Bay City & Palacios), KMKS-FM (102.5), KKHA (92.5) radio stations in Bay City and a host of south-southeast Texas radio and television stations available by cable, satellite, or by direct antenna reception. AT&T and Verizon are the primary providers of hard-wired telephone service throughout the County. A number of cellular telephone provide service in Matagorda County. There are numerous two-way radio systems throughout the County: police, city, county, Citizens Band, amateur, industry, and private. Electric utility connections in the county are provided by American Electric Power (AEP) and Jackson Electric Co-Op. The primary natural gas providers for the county are Entex and the gas companies in Bay City and Markham.

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B. ASSUMPTIONS

1. Matagorda County will continue to be exposed to the hazards noted below in III.B.7, as well as others which may develop in the future.
2. Outside assistance will be available in most emergency situations affecting this county. Although this plan defines procedures for coordinating such assistance, it is essential for the County to be prepared to carry out disaster response and short-term actions on an independent basis.
3. It is possible for a major disaster to occur at any time and at any place in Matagorda County. In some cases, dissemination of warning and increased readiness measures may be possible. However, many disasters and events can, and will, occur with little or no warning.
4. Local government officials recognize and accept their responsibilities for the safety and well-being of the public and will assume their responsibilities in the implementation of this emergency management plan.
5. Proper development and execution of a radiological protection program will significantly reduce the number of casualties which may otherwise result from a radiological emergency.
6. Proper implementation of this plan will reduce or prevent disaster related losses.
7. Because of its geographical location, topography, and industrial and transportation facilities, Matagorda County and the cities of Bay City and Palacios are subject to any of the following emergency or disaster situations:
  - a. Tornadoes
  - b. Flooding
  - c. Hurricanes
  - d. Transportation accidents - highway, railway, air, shipboard
  - e. Hazardous material spills, fires, explosions, leaks, radioactive materials accidents
  - f. Petroleum pipeline leaks, explosions, fires
  - g. Drought
  - h. Civil disturbances
  - i. Prolonged electrical outage
  - j. Radiation emissions from a Fixed Nuclear Facility (FNF)
  - k. Major fires - residential, industrial, brush, grass
  - l. Nuclear war
  - m. Winter storms
  - n. Biochemical or conventional attack
  - o. Terrorism
  - p. Earthquake
  - q. Dam Failure
  - r. Water System Failure

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**Attachment B-1**

**Hazard Summary**

	<b>Likelihood of Occurrence*</b>	<b>Estimated Impact on Public Health &amp; Safety</b>	<b>Estimated Impact on Property</b>
<b>Hazard Type:</b>	<b>(See below)</b>	<b>Limited Moderate Major</b>	<b>Limited Moderate Major</b>
<b>Natural</b>	Highly Likely	Moderate	Moderate
Drought	Highly Likely	Moderate	Moderate
Earthquake	Unlikely	Limited	Limited
Pipeline	Unlikely	Limited	Limited
Flooding (river or tidal)	Likely	Moderate	Major
Hurricane	Occasional	Moderate	Major
Subsidence	Occasional	Limited	Moderate
Tornado	Occasional	Moderate	Moderate
Wildfire	Occasional	Limited	Limited
Winter Storm	Unlikely	Moderate	Moderate
<b>Technological</b>			
Dam Failure	Unlikely	Limited	Limited
Energy/Fuel Shortage	Unlikely	Moderate	Limited
Hazmat/Oil Spill (fixed site)	Unlikely	Limited	Limited
Hazmat/Oil Spill (transport)	Occasional	Major	Major
Major Structural Fire	Unlikely	Major	Major
Nuclear Facility Incident	Unlikely	Major	Major
Water System Failure	Occasional	Moderate	Moderate
<b>Security</b>			
Civil Disorder	Unlikely	Limited	Limited
Enemy Military Attack	Unlikely	Major	Major
Terrorism	Unlikely	Major	Major
*Likelihood of Occurrence			

8. It can be assumed that in the event of a nuclear attack, Matagorda County, and the cities and communities within, may receive varied levels of radioactive fallout.
9. Matagorda County and/or Bay City or Palacios may be isolated for several weeks in the event of nuclear warfare, or for several hours or days in the event of a large scale natural disaster.

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IV. OPERATIONAL CONCEPT

A. GENERAL

It is the responsibility of government to protect life and property from the effects of hazardous events. Local government has the primary responsibility for emergency management activities. This plan is based upon the concept that the emergency functions for various agencies involved in emergency management will generally parallel day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency may be suspended for the duration of any emergency. The efforts that would normally be required for those functions will be redirected to the accomplishment of emergency tasks by the agency concerned.

A local state of disaster may be declared by the Matagorda County Judge, or the Mayors of Bay City and Palacios for their jurisdictions. The effect of the declaration is to activate the recovery and rehabilitation aspects of the plan and to authorize the furnishing of aid and assistance. When the emergency exceeds local government capability to respond, assistance will be requested from neighboring jurisdictions and/or the state government.

B. DIRECTION AND CONTROL

The County Judge and City Mayors, as chief elected officials, are responsible for development and maintenance of emergency response plans and measures within their respective jurisdictions. The basic functions of county/city officials are to coordinate activities for utmost efficiency and effectiveness and to assure that any skills not normally available in existing county/city governments are obtained from other resources, in addition, providing guidance for disaster response and recovery operations, all in compliance with the NIMS. The County will be the lead governmental entity during an emergency.

(Refer to Section IX for information regarding Lines of Succession.)

The Emergency Management Director, City Mayors, County Commissioners, Emergency Management Coordinator and the Sheriff acting as the key members of the Direction and Control Group, will exercise direction and control from the County or respective city Emergency Operations Center (EOC).

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C. EMERGENCY OPERATIONS CENTER (EOC)

Response activities will normally be coordinated from the Matagorda County Emergency Operations Center (EOC), located at the Matagorda County Sheriff's Office in Bay City, Texas. The EOC will be activated upon notification of a possible or actual emergency. EOC responsibilities and activation procedures are addressed in Annex N (EOC/Direction and Control), for hazards not related to a Fixed Nuclear Facility (FNF) accident. EOC responsibilities and activation relating to a FNF accident are addressed in Annex W. During emergency situations, certain agencies will be required to relocate to the EOC. During large scale emergencies, the EOC will become the seat of government for the duration of the crisis. In Matagorda County, the incorporated cities of Bay City and Palacios look to the County for emergency management guidance.

1. The primary Matagorda County EOC is located in the Matagorda County Sheriff's Office (MCSO) in Bay City.
2. The Emergency Management Director has the authority to activate the respective EOC as deemed appropriate to respond to actual or threatened emergencies. Persons having emergency EOC assignments will proceed to their respective EOC when it is activated. The EOC's may also be partially activated. In these situations, the Emergency Management Director will determine which agencies should respond to the EOC to coordinate activities. The EOC's are:

	<u>Primary</u>	<u>Alternate</u>
<b>Matagorda County</b>	MCSO	County Courthouse
<b>Bay City</b>	ECC	MCSO
<b>Palacios</b>	City Hall	MCSO

3. The Matagorda County Emergency Management Coordinator will prepare and maintain the Emergency Operations Center (EOC), Standing Operating Procedures (SOPs) and EOC staff rosters for EOC operations.

D. ORGANIZATION FOR EMERGENCIES

1. The emergency organization parallels the normal day-to-day organization. Illustrations of the emergency organizations are contained in Attachments 11, 13, and 15.
2. Each emergency organization shall prepare, through planning and call-out lists, the capability to perform emergency functions over an extended period of days or weeks, 24-hours per day. The use of trained volunteer support groups is encouraged when appropriate.

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3. Copies of the legal basis for Emergency Management are contained in Section I, "Authority and Reference."

E. PHASES OF MANAGEMENT

The basic plan follows an all hazard approach and acknowledges that most responsibilities and functions performed during an emergency are not hazard specific. Likewise, this plan accounts for activities before and after, as well as during emergency operations; consequently, all phases of emergency management are addressed, as shown below.

1. Mitigation

Mitigation activities are those which eliminate or reduce the probability of a disaster occurring. Also included are those long-term activities which lessen the effects of unavoidable hazards. Mitigation activities will be conducted as an integral part of our emergency management program. Mitigation is intended to eliminate hazards, reduce the probability of hazards causing an emergency situation, or lessen the consequences of unavoidable hazards. Mitigation should be a pre-disaster activity, although mitigation may also occur in the aftermath of an emergency situation with the intent of avoiding repetition of the situation. The county mitigation program is outlined in Annex P, Mitigation.

2. Preparedness

Preparedness activities serve to develop the response capabilities needed in the event an emergency should arise. Planning and training are among the activities conducted under this phase. Preparedness activities will be conducted to develop the response capabilities needed in the event of an emergency. Among the preparedness activities included in our emergency management program are:

- a) Providing emergency equipment and facilities.
- b) Emergency planning, including maintaining this plan, its annexes, and appropriate SOPS.
- c) Conducting or arranging appropriate training for emergency responders, emergency management personnel, other local officials, and volunteer groups who assist us during emergencies.
- d) Conducting periodic drills and exercises to test our plans and training.

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3. Response

Response is the actual provision of emergency services during a crisis. These activities help to reduce casualties and damage, and speed recovery. Response activities include warning, evacuation, rescue, and other similar operations. Emergency situations will be responded to effectively and efficiently. The focus of most of this plan and its annexes is on planning for the response to emergencies. Response operations are intended to resolve an emergency situation while minimizing casualties and property damage. Response activities include warning, emergency medical services, firefighting, law enforcement operations, evacuation, shelter and mass care, emergency public information, search and rescue, as well as other associated functions.

4. Recovery

Recovery is both a short-term and long-term process. Short-term operations seek to restore vital services to the community and provide for the basic needs of the public. Long-term recovery focuses on restoring the community to its normal, or improved, state of affairs. The recovery period is also an opportune time to institute mitigation measures, particularly those related to the recent emergency. Examples of recovery actions are temporary housing and food, restoration of non-vital government services, and reconstruction of damaged areas. If a disaster occurs, a recovery program will be carried out that involves both short-term and long-term efforts. Short-term operations seek to restore vital services to the community and provide for the basic needs of the public. Long-term recovery focuses on restoring the community to its normal state. The federal government pursuant to the Stafford Act, provides the vast majority of disaster recovery assistance. The recovery process includes assistance to individuals, businesses, and to government and other public institutions. Examples of recovery programs include temporary housing, restoration of government services, debris removal, restoration of utilities, disaster mental health services, and reconstruction of damaged roads and bridges. Our recovery program is outlined in Annex J, Recovery.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

In addition to the responsibilities and tasks assigned below, each department head is responsible for developing appropriate emergency procedures and training programs to provide for extended 24 hour operation, which may be several days or weeks. The use of trained volunteers to supplement staff personnel is acceptable.

The Matagorda County and city governments are responsible to their respective citizens to do everything possible to save lives, minimize damage, alleviate suffering, and help to restore and rehabilitate property and society in the event of a natural disaster, manmade incident, or national emergency, including nuclear attack, accidental missile launch, or threat thereof.

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A. EXECUTIVE GROUP

1. County Judge, Mayors, and County Commissioners

The Executive Group is referred to in this plan as a single body. This group has several components with representation from each local political jurisdiction within the emergency management program, which include Matagorda County, and the cities of Bay City and Palacios. Each group is responsible for the activities conducted within the respective jurisdictions.

The members of the Group include both elected and appointed officials with certain legal responsibilities and are identified in Section IX, "Continuity of Government".

The responsibilities of the Executive Group are to:

- a. Act as Emergency Management Director for the respective jurisdiction.
- b. Direct county and city departments and volunteers in all types of planning and emergency actions.
- c. Inform citizens of the situation, and of the actions required of the public, including ordering evacuations, if appropriate to the emergency situation.
- d. Declare a state of emergency or disaster and make emergency policy decisions governing the direction of disaster operations within their respective jurisdictions.
- e. Request aid from State and Federal government including military support, if required.
- f. Supervise and direct activities of outside assistance operating within the county and cities.
- g. Establish policy and regulations necessary to provide for:
  - 1) Wage, price, and rent controls and other economic stabilization methods in the event of a disaster;
  - 2) Curfews, blockades, and limitations on utility usage.
  - 3) Rules governing egress and ingress to affected areas, and other security measures.
  - 4) Cooperative assistance agreements with other political jurisdictions, industries, and emergency response groups, and approve same.



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2. Emergency Management Coordinator

The responsibilities of the Emergency Management Coordinator are to:

- a. Assist the chief executive in all phases of the emergency preparedness effort as a staff advisor, including implementation of Increased Readiness Conditions and Recovery.
- b. Manage the EOC during emergencies, as operations supervisor.
- c. Serve as liaison between the executive group and other emergency forces.
- d. Coordinate with and receive assistance from county/city departments, schools, American Red Cross, hospitals, private utilities, industry, civic groups, and religious organizations, in the development of the Emergency Management Basic plan.
- e. Establish a program to prepare, review, revise, distribute, and maintain the Matagorda County Emergency Management Basic Plan and revisions to the county or city departments/agencies, private emergency response groups, and other organizations. Revised pages will be dated and marked to indicate where changes were made.
- f. Coordinate other agencies' emergency plans, i.e., schools, American Red Cross, hospitals, private utilities, industries, civic groups, and religious organizations.
- g. Arrange for disaster preparedness and response training classes to meet the needs of county/city departments and the general public, including drills and exercises.
- h. Prepare and/or ensure preparation of Direction and Control, Annex N, and other applicable procedures, charts, rosters, and maps for operation of the EOC to include:
  - 1) EOC staff rosters
  - 2) EOC organization
  - 3) Resource management
  - 4) Requests for assistance
  - 5) Reports
  - 6) County/city maps
- i. Maintain liaison with nearby communities, industry, state and federal emergency management agencies.

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- j. Coordinate emergency and recovery actions for the chief executives.
- k. Ensure logistics such as food and supplies are available to the EOC staff.
- l. Prepare and maintain a resource inventory.
- m. Ensure the operational capability of the EOC.
- n. Activate the EOC.
- o. Keep the County Judge and Mayors apprised of the county and the cities preparedness status and anticipated needs.
- p. Advise the State Disaster District, DPS, Pierce, concerning the county/city situation during emergency situations.
- q. Serve as day-to-day liaison between the county and the state emergency management organizations.
- r. Maintain liaison with organized emergency volunteer groups and private agencies.
- s. Develop applicable agreements with area broadcasters for activation and use of the Emergency Alert System (EAS).
- t. Initiate and monitor the increased readiness actions among the county and the cities services when disaster threatens (Refer to Section VI, Increased Readiness Procedures).

B. DEPARTMENT AND AGENCY FUNCTIONS

FUNCTIONS

RESPONSIBLE DEPARTMENT/AGENCY HEAD

1. WARNING (Annex A):

Matagorda County	-	County Sheriff
Bay City	-	Police Chief
Palacios	-	Police Chief

Warning includes receiving and disseminating warning information to the general public and key county and city officials, and includes the following actions.

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- a. Receive all types of warning, i.e., nuclear attack, weather, flood, offsite releases from the South Texas Project Electric Generating Station (STPEGS), and other warning messages, and disseminate these warning messages throughout the respective jurisdictions as required.
- b. Ensure a 24-hour per day capability exists to receive and disseminate emergency notification/warning information.
- c. Prepare procedures for alerting county/city officials, department heads, schools, hospitals, special populations, other agencies, and the general public.
- d. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- e. Prepare and maintain Annex A and applicable procedures to accomplish the above functions.

2. COMMUNICATIONS (Annex B):

Matagorda County	-	County Sheriff
Bay City	-	Police Chief
Palacios	-	Police Chief

Communications involve establishing and maintaining an emergency communications system; coordinating the use of public and private communications systems during emergencies; and for managing and coordinating all communications operations within the respective Emergency Operations Center (EOC). Communications includes the following functions:

- a. Oversee communications services which will provide voice links between EOC, county/city service departments, shelters, operating teams or agencies, other cities, counties, State Disaster District and federal agencies on a continuous 24-hour per day status for emergency response and recovery.
- b. Secure additional land line communications, if necessary.
- c. Compile and maintain a list of repair services to be called upon during emergencies to repair defective equipment.
- d. Position emergency radio communication equipment in the EOC when it is activated.

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- e. Coordinate the use of volunteer communication systems (amateur, citizen, industry, etc.).
- f. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- g. Prepare and maintain Annex B and applicable procedures to accomplish the above functions.

3. SHELTER/MASS CARE (Annex C):  
American Red Cross

Shelter involves providing citizens with protective shelter from the direct effects of hazards when exposure could cause injury or death, and evacuation is not a viable option. Examples include tornadoes, hazardous materials spills, and radioactive fallout as a result of nuclear attack, or a radiological event at a nuclear power plant. Sheltering responsibility entails identifying appropriate shelters and supervising the shelter management program for natural or manmade disaster and nuclear attack, and includes the following actions:

- a. Provide up to date information to the State concerning the Community Shelter Plan (CSP), as necessary.
- b. Plan for and direct shelter occupancy, including preparation of shelters for natural or nuclear disasters, and providing appropriate living space (e.g., 40 square foot/person) for each relocated person.
- c. Coordinate to provide organized shelter leadership, and selection and training of shelter staffs.
- d. Coordinate with schools, churches, building owners, civic organizations and others for use of their personnel and/or facilities.
- e. Direct filling of shelters, overloading if required, movement between shelters, evacuation of persons from endangered shelters and final closure of shelters.
- f. Coordinate communications requirements between shelters and the EOC.
- g. Assist Environmental Health Department in establishing a Reception Center.
- h. Establish shelter reporting procedures, natural, fixed nuclear facility, and war-related.

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- i. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
  - j. Prepare and maintain Annex C and applicable procedures to accomplish the above functions.
4. RADIOLOGICAL PROTECTION (Annex D): Environmental Health Director or designee

Radiological protection includes developing and maintaining capabilities and procedures for radiation detection, monitoring of persons or equipment, including radioactive materials transportation and handling incidents, and nuclear attack.

The Environmental Health Director or designee is responsible for radiological services within the county/city, which include the following actions:

- a. Advise the executive group regarding maximum dosage and movement during radioactive fallout conditions.
- b. Develop and train assistant Radiological Officers (ROs).
- c. Coordinate radiological training and exercises for emergency response personnel.
- d. Obtain, maintain and distribute personal dosimetry and monitoring equipment to emergency workers during a radiological incident at the South Texas Project Electric Generating Station (STPEGS) or a nuclear attack.
- e. Assist the American Red Cross in establishing Reception Centers that double as decontamination facilities.
- f. Ensure assignment of Radiological Monitors to shelters under radioactive fallout conditions.
- g. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- h. Prepare and maintain Annex D and applicable procedures to perform the above functions.

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5. EVACUATION (Annex E):

- Matagorda County - EMD (County Judge, Mayor, Emergency Commissioner)
- EMC
- Sheriff
- Bay City - Police Chief
- Palacios - Police Chief

Evacuation relocates people to safe areas when emergencies or threats necessitate such action. The decision to evacuate would normally be made by the chief executive of the affected political jurisdiction, upon the advice of the Emergency Management Coordinator, or for wartime threats upon the recommendation of the Governor. The Emergency Management Coordinator is responsible for establishing clear and detailed procedures for carrying out complete or partial evacuation of citizens.

The senior elected official in the city or the county has the authority, by Texas law, to order an evacuation and to carry out the following actions:

- a. Define responsibilities of county and city departments and private sector groups.
- b. Identify high hazard areas and the number of potential evacuees.
- c. Coordinate evacuation planning to include:
  - 1) Movement control,
  - 2) Health and medical requirements,
  - 3) Transportation needs,
  - 4) Emergency Public Information materials, and
  - 5) Procedures for accountability of people in an evacuation area and evacuation of special facilities.
- d. The Matagorda County Sheriff and Bay City and Palacios Police Chiefs have the responsibility to coordinate and direct evacuation of emergency areas if directed by the Emergency Management Director.
- e. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- f. Prepare and maintain Annex E and applicable procedures to accomplish the above functions.

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6. FIRE AND RESCUE (Annex F):  
Emergency Medical Services  
Matagorda County Volunteer Fire Department (VFD) Chiefs

Bay City	Palacios
Blessing	Sargent
Markham	Selkirk
Matagorda	Wadsworth
Midfield	

Fire chiefs are responsible for fire control in their respective fire districts. The Bay City fire chief serves as the Fire Services Coordinator and as a member of the EOC. General responsibilities are to limit loss of life and property from fires and other damage, provide leadership and training in fire prevention and suppression, and coordinate search and rescue activities.

Ambulance service in Matagorda County is provided by Matagorda County Emergency Medical Service (MCEMS), is privately owned and provides basic life support, mobile medical aid, and ambulance transport. Matagorda, Midfield, Sargent and Selkirk operate volunteer ambulance services.

Fire Chiefs will:

- a. Notify, mobilize, and use fire department personnel, volunteers, and equipment for control and suppression of all types of fires, including fire protection at public shelters.
- b. Implement fire prevention measures to reduce vulnerability of buildings and areas to fire.
- c. Conduct rescue operations for entrapped persons and provide emergency first aid to the injured.
- d. Assist Sheriff and Police Chiefs in dissemination of warning to the general public, in all disaster conditions.
- e. Assist in severe weather watch.
- f. Determine and identify hazardous chemicals and materials and provide advice to the Emergency Management Director.

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- g. Coordinate requests for chemical and explosive accident assistance with the Matagorda County Sheriff's Department.
- h. Ensure that fire department personnel are trained and equipped for radiological monitoring.
- i. Perform radiological monitoring as required.
- j. Bay City VFD provides landing zone coordination for air ambulance services.
- k. Assist in traffic and access control.
- l. Initiate Incident Command System.
- m. Terrorist Incident Response
- n. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- o. Prepare and maintain Annex F and applicable procedures to accomplish the above functions.

7. LAW ENFORCEMENT (Annex G):

Matagorda County	- Sheriff
Bay City	- Chief of Police
Palacios	- Chief of Police
Texas Park and Wildlife	- Fish and Game

Law enforcement includes maintaining law and order through traffic and crowd control, security functions, preventing crime against people and property, coordinating evacuation movement, isolation of damage areas, and providing security for vital facilities and supplies.

Law Enforcement will:

- a. Maintain law and order, and protect life and property.
- b. Enforce existing laws, ordinances, court orders, and the Emergency Management Basic Plan.
- c. Establish traffic access and/or crowd control, as needed for roadways, waterways, rail and airspace.
- d. Control access to emergency scenes and vacated areas, and prevent looting.
- e. Perform weather-watch service.



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- f. Ensure law enforcement personnel are trained in and equipped for radiological monitoring and perform monitoring as required by the situation at hand.
- g. Coordinate related activities with other law enforcement agencies.
- h. Assist in rescue operations.
- i. Assist in gathering damage assessment information.
- j. Protect vital installations.
- k. Dispatch ambulance, Justice of the Peace, and wreckers as required.
- l. Coordinate and direct evacuation of emergency areas if recommended by the Emergency Management Director.
- m. Participate in the Incident Command System, as appropriate
- n. Terrorist Incident Response
- o. Refer to Annex W, Fixed Nuclear Facilities Response for specific responsibilities in response to an incident at STPEGS.
- p. Prepare and maintain Annex G and applicable procedures to accomplish the above functions.

8. HEALTH AND MEDICAL (Annex H):

County Health Officer  
Environmental Health Director or designee  
Hospital Administrators

Public health responsibilities include the safeguarding of public health, minimizing the incidence of communicable disease, establishing environmental controls, and coordinating burial.

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Emergency medical responsibilities include providing emergency medical care and treatment for the ill and injured, coordinating patient loads of medical facilities during emergencies, coordinating evacuation and relocation of health care patients, and managing medical resources, such as personnel, equipment, and supplies.

- a. The County Health Official will:
- 1) Advise officials on health and medical problems.
  - 2) Ensure emergency medical support is provided to sheltered populations.
  - 3) Ensure emergency medical care, immunization, and treatment centers are established.
  - 4) Monitor treatment standards and identify medical resupply needs, and communicate to the Hospital Administrators, as appropriate.
  - 5) Coordinate with the Hospital Administrators and others, as necessary, available health and medical resources, including location and procedure to obtain nearest Packaged Disaster Hospital.
  - 6) Coordinate emergency assignments of medical personnel and use of medical facilities with the Hospital Administrators.
  - 7) Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
  - 8) Prepare and maintain Annex H and applicable procedures to accomplish the above functions.
- b. The Environmental Health Director or designee will:
- 1) Advise officials on health problems.
  - 2) Institute environmental sanitation measures.
  - 3) Provide inspection and analysis of water supplies and food stocks.
  - 4) Act as County Radiological Officer.
  - 5) Assign Radiological Monitors to shelters under radiological fallout conditions.
  - 6) Coordinate with local mortuaries and establish an emergency morgue, if necessary.

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- 7) Initiate and coordinate contamination control measures with appropriate local and county officials.
  - 8) Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
  - 9) Prepare and maintain Annex H and applicable procedures to accomplish the above functions.
- c. The Hospital Administrators will:
- 1) Advise officials on health and medical problems.
  - 2) Provide for the emergency medical care and treatment of the ill and injured.
  - 3) Assist the Environmental Health Director or designee and County Health Officer in minimizing the incidence of disease in the course of a disaster.
  - 4) Coordinate the efforts of Matagorda General Hospital, Palacios Community Medical Center, Military Medical Assistance, and Mobile Army Surgical Team (MAST) operations.
  - 5) Coordinate and supervise the receipt, setup, and operation of the Packaged Disaster Hospital, if requested by the County Health Officer.
  - 6) Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
  - 7) Prepare and maintain Annex H and applicable procedures to accomplish the above functions.
9. PUBLIC INFORMATION (Annex I): Matagorda County Public Information Officers

The Public Information Officer (PIO) is responsible for keeping the public advised as to the emergency situation. The PIO plays an important role through coordination with the news media in advising the public of proper action to take. The establishment of rumor control procedures and disaster information centers is also an important function, as is the ongoing requirement for emergency preparedness education efforts. All public information will be coordinated through the EOC where the PIO will function as a member of the EOC staff.

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During emergencies involving the STPEGS, the PIO will remain a part of the EOC staff, but will report to the Joint Information Center (JIC) upon activation of the JIC.

The PIO will:

- a. Establish and maintain a program to provide public education on disaster preparedness, warning signals, and the planned public response to the warning signals.
- b. Maintain a program of organizational publicity designed to inform the public of actions being taken by their governing officials in the emergency preparedness (management) program area.
- c. Monitor the news media, broadcast and print, and be alert to rumors. Provide a method to deal with rumors and correct the information to the extent possible.
- d. Under emergency conditions, disseminate verified and authoritative information to the general public through the news media in an effort to advise, educate and reassure those citizens affected.
- e. Prepare daily status report for the Direction and Control group.
- f. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- g. Prepare and maintain Annex I and applicable procedures to accomplish the above functions.

10. DAMAGE ASSESSMENT (Annex J):

Matagorda County	-	County Judge, Precinct Commissioners, Chief Appraiser Tax Assessor/Collector
Bay City	-	Public Works Director
Palacios	-	Public Works Director
County Agents	-	Trained Volunteers
FSA (Farm Service Agency)		

Damage Assessment is handled by the affected jurisdiction's County Judge, Precinct Commissioner, Tax Assessor/Collector, County Agents, and FSA who are responsible for ensuring that personnel and procedures are available to provide preliminary estimates and descriptions of the extent of damage resulting from large scale disasters. This responsibility includes evaluation of the effects on the economic index, tax base, bond ratings, and insurance ratings for use in long-range recovery planning.

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The County Judge, Precinct Commissioners, Chief Appraiser, Tax Assessor/Collector, County Agents, FSA and Public Works Directors will:

- a. Gather damage information from department heads and other sources so the executive group can make decisions regarding requests for disaster assistance.
- b. Compile reports of damage estimates on public and private property, and injuries and deaths for transmission to the State Disaster District, DPS, Pierce.
- c. Assure revision of property tax records to reflect changes in property value from loss or restoration.
- d. Secure photographic documentation of disaster areas and disaster damage, and provide to Damage Assessment.
- e. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- f. Prepare and maintain Annex J and applicable procedures to accomplish the above functions.

11. PUBLIC WORKS/ENGINEERING (Annex K):

PUBLIC WORKS:

Matagorda County	-	Precinct Commissioners
Bay City	-	Public Works Director
Palacios	-	Public Works Director

The Public Works area involves providing a flexible response capability in the area of engineering, construction, and the repair and restoration of public facilities. Responsibilities include developing the capability and procedures for debris removal, condemnation of unsafe structures, post disaster safety inspections, assessment of damage to streets, bridges, traffic control devices, wastewater treatment plants, and other public works facilities.

The Precinct Commissioners/Public Works Director will:

- a. Maintain and restore streets, roads and bridges.
- b. Remove debris.
- c. Assist law enforcement officials with barricading disaster areas.

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- d. Assist in decontaminating roads or streets and adjacent grounds.
- e. Provide sanitation services such as garbage collection and disposal.
- f. Conduct insect spraying (Vector control).
- g. Identify source, location and availability of resources to support emergency response, such as: earth moving equipment, dump trucks, road graders, fuel, etc.
- h. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- i. Prepare and maintain Annex K, in conjunction with Engineering, and applicable procedures to accomplish the above functions.

ENGINEERING:

Matagorda County	-	Precinct Commissioners
Bay City	-	Building Inspector
Palacios	-	Public Works Director

Engineering will:

- a. Inspect, condemn, post, and if necessary, demolish unsafe buildings, bridges and structures.
- b. Compile a list of engineering companies who could assist during an emergency.
- c. Assist State and Federal engineers with damage surveys during restoration of damaged areas.
- d. Report extent of damages to the EOC.
- e. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- f. Prepare and maintain Annex K, in conjunction with Public Works, and applicable procedures to accomplish the above functions.

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12. UTILITIES (Annex L):

a. PUBLIC UTILITIES:

Matagorda County - Precinct Commissioners  
Bay City - Public Works Director  
Palacios - Public Works Director

The utilities functional area involves providing a flexible response capability for provision of telephones, natural gas, and electrical power sources as required. Responsibility includes coordination with private utility companies for priority restoration of service to vital facilities, providing emergency power sources as required, and damage assessment and identification of recovery times for affected utility systems.

1) Public Utilities will:

- a) Coordinate, maintain and restore water, sewer systems, and facilities.
- b) Prepare for and prevent water contamination.
- c) Report damage of water and/or sewer systems to the EOC.
- d) Coordinate with private utilities for assistance, as required.
- e) Provide restoration of public utilities on a priority basis as established by the Emergency Management Director.
- f) Bay City Only - Maintain the natural gas systems, restoring service in the priority order established by the Emergency Management Director.
- g) Initiate curtailment procedures for shortages or overload conditions, as directed by the Emergency Management Director.
- h) Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- i) Prepare and maintain Annex L and applicable procedures to accomplish the above functions.

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b. PRIVATE UTILITIES:

Matagorda County	-	Precinct Commissioners
Bay City	-	Building Inspector
Palacios	-	Public Works Director

1) Private Utilities liaison will:

- a) Ensure that all private utility companies' emergency plans support this Emergency Management Basic Plan.
- b) Coordinate priority restoration of private utilities.
- c) If shortages or overload conditions appear imminent, initiate curtailment procedures as directed by the Emergency Management Director.
- d) Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- e) Prepare and maintain Annex L and applicable procedures to accomplish the above functions.

13. RESOURCE MANAGEMENT (Annex M):

Matagorda County	-	County Judge/Precinct Commissioners/County Auditor
Bay City	-	Mayor/City Manager
Palacios	-	Mayor/City Manager

Resource Management involves the responsibility for coordination and effective utilization of personnel, equipment, supplies, facilities, and services during emergency situations. It includes establishing procedures for employing temporary personnel for disaster operations; for establishing and maintaining a manpower reserve; for establishing marshalling areas; and coordinating the use of unsolicited personnel and equipment.

This responsibility also includes establishing emergency purchasing procedures (or a disaster contingency fund) and maintaining records of emergency related expenditures for goods, services, and personnel.



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The Judge and Mayor, or designee, for the respective jurisdictions, will

- a. Determine temporary transfer of county/city employees to disaster duty.
- b. Hire additional staff or recruit volunteers during emergencies, if requested by a county/city department or agency.
- c. Issue identification to county/city employees, residents, or other qualified individuals to permit reaching disaster assignments or homes.
- d. Endeavor to keep a current list of individuals who specialize in the knowledge of various types of chemicals, conditions of safety, etc.
- e. Establish a personnel and equipment pool, and a standby area for resources not being used.
- f. Make and/or authorize emergency purchases during emergency situations.
- g. Develop procedures concerning acquisition and disbursement of emergency funds.
- h. Maintain records of all emergency purchases and use of private equipment or supplies for possible reimbursement.
- i. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- j. Prepare and maintain Annex M and applicable procedures to accomplish the above functions.

14. DIRECTION AND CONTROL/EOC (Annex N):

County Judge  
Mayor of Bay City  
Mayor of Palacios  
Emergency Management Coordinator for the County and Cities  
County Precinct Commissioners  
Sheriff or designee

Direction and Control is fulfilled by the executive officers of the county and cities utilizing the expertise of Emergency Operations Center staff. In general, direction and control responsibilities will include the assigning of tasks, directing planning efforts, monitoring the environment, and informing the public. To provide for centralized and coordinated management, these activities will be conducted from the Emergency Operations Center (EOC).

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In situations involving only the County or both the county and the cities, the County Judge will assume direction and control of the EOC. The Emergency Commissioner will serve as the alternate or relief if shifts are established.

If only the Cities of Bay City or Palacios are directly involved, the Mayor of the respective city will assume direction and control of the EOC, with the Mayor Pro-Tem serving as alternate or relief if shifts are established.

Briefly stated, the line of succession for the direction and control within the respective EOC is as follows:

<u>Matagorda County</u>	<u>Bay City</u>	<u>Palacios</u>
County Judge	Mayor	Mayor
Emergency Commissioner	Mayor Pro-Tem	Mayor Pro-Tem

For guidance on Direction and Control during a Fixed Nuclear Facilities event, refer to Annex W.

15. HUMAN SERVICES (Annex O):  
American Red Cross

The Human Services function involves assisting disaster victims with special needs such as food, clothing, housing, medical, and crisis counseling when shelters are not established. Human Services also involves coordinating volunteers and disaster relief agencies (American Red Cross, Salvation Army, etc.), and staffing Disaster Assistance Centers when such centers are established.

The American Red Cross will:

- a. Coordinate relief agencies such as American Red Cross, Salvation Army, religious organizations, service clubs and other welfare organizations.
- b. Coordinate emergency clothing, feeding, housing, registration and rehabilitation services.
- c. Coordinate and assign families and individuals to State and Federally supplied temporary housing facilities.
- d. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- e. Prepare and maintain Annex O and applicable procedures to accomplish the above functions.

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16. HAZARD MITIGATION (Annex P):

Matagorda/Bay City/Palacios - Hazard Mitigation Officer/Public Works Directors

Mitigation actions are long-term, continuing processes which require multiple skills and expertise. This Annex provides a means for mitigation actions to be accomplished both as an ongoing process and as a response to a disaster. The Flood Plain Manager and/or cities Public Works Directors will assume the position of Hazard Mitigation Officer, with the Volunteer Fire Chiefs providing necessary support as required. A Hazard Mitigation Officer is not a position usually found on a county or city government staff. The selection of a Hazard Mitigation Officer must be based on ability to accomplish the responsibilities associated with this activity.

The Hazard Mitigation Officer will:

- a. Survey potential hazardous situations within the county and cities.
- b. Develop specific plans to lessen the hazardous effects.
- c. Coordinate removal of the hazard to a safe location or situation.
- d. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- e. Prepare and maintain Annex P and applicable procedures to accomplish the above functions.

17. HAZARDOUS MATERIALS RESPONSE (Annex Q):

Volunteer Fire Chiefs

Hazardous Materials Response personnel communicate with the nearest local government, providing information concerning the hazardous material, as well as, handling containment and removal of the threat.

The Fire Department Personnel will:

- a. Determine hazard potential,
- b. Initiate public protective actions as directed by the EOC,
- c. Contain and control the area,
- d. Inform public about the hazard,
- e. Monitor and survey area,

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- f. Arrange removal of contaminants,
- g. Document event,
- h. Assist Environmental Health Director with Radiological Protection, and
- i. Assist county commissioners and cities Public Works Directors with hazard mitigation.
- j. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- k. Prepare and maintain Annex Q and applicable procedures to accomplish the above functions.

18. SEARCH AND RESCUE (Annex R)

Chief Rescue Officer

The Chief Rescue Officer has the primary responsibility for SAR for Matagorda County, as well as, the Cities of Bay City and Palacios. For the most part, SAR will be handled by the SAR team, with assistance from one or two other emergency agencies working under Incident Command.

The Chief Rescue Officer will:

- a. Coordinate and conduct search activities.
- b. Identify requirements for specialized resources to support rescue operations.
- c. Prepare and execute inter-local agreements to support SAR.
- d. Prepare and maintain Annex R and applicable procedures to accomplish the above functions.

19. TRANSPORTATION (Annex S): Transportation Officer

Transportation entails identifying local transportation resources and arranging for their use during emergencies; coordinating deployment of transportation equipment to county and city services requiring augmentation; establishing priorities for use of transportation where conflicts or shortages occur, and for maintaining records on use of privately owned transportation equipment for purposes of possible reimbursement.

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The Transportation Officer will:

- a. Coordinate and maintain appropriate records for all private and public transportation resources in emergencies.
- b. Compile a list of vehicles and operators that can be made available during emergencies, and ensure that all operators are properly certified and trained.
- c. Assist law enforcement officials in planning and executing movement of vehicular and pedestrian traffic in emergencies, including movement to shelters.
- d. Support the EOC with emergency standby vehicles.
- e. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- f. Prepare and maintain Annex S and applicable procedures to accomplish the above functions.

20. DONATIONS MANAGEMENT: (Annex T)

Donations Coordinator

The Donations Coordinator has the responsibility for coordinating the efforts of volunteer groups and local government to manage the donation of goods in the aftermath of an emergency.

- a. Compile resource requirements identified by the Resource Management staff.
- b. Solicit donations to meet needs.
- c. Establish and implement procedures to receive, accept, or turn down offers of donated goods, and provide instructions to donors of needed goods.
- d. In coordination with Resource Management, establish a facility to receive sort, and distribute donated goods.
- e. Prepare and maintain Annex T and applicable procedures to accomplish the above functions.

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21. LEGAL (Annex U):

Matagorda County	-	County Attorney
Bay City	-	City Attorney
Palacios	-	City Attorney

The legal service is responsible for advising county and city officials concerning the emergency power of local governments and necessary procedures to invoke the following measures: Implementing wage, price, and rent controls; rationing of critical resources; establishing curfews; restricting or denying access; specifying routes of egress; limiting use of water or other utilities; use of publicly or privately owned resources with or without payment to the owner; and debris removal from publicly or privately owned property.

The legal service is also responsible for advising county and city officials on possible liabilities arising from disaster operations; preparing and recommending legislation to implement emergency powers which may be required during a crisis, and advising local officials and department heads on record keeping requirements and other documentation necessary for the exercising of emergency powers.

Legal Services will:

- a. Provide county/city officials with legal advice for contingency planning in areas of government liability and authority during emergency situations, including resource management.
- b. Refer to Annex W, Fixed Nuclear Facility Response, for specific responsibilities in response to an incident at STPEGS.
- c. Prepare and maintain Annex U and applicable procedures to accomplish the above functions.

22. TERRORIST INCIDENT RESONSE (Annex V)

Matagorda County	-	Sheriff
Bay City	-	Chief of Police
Palacios	-	Chief of Police

The county/cities are vulnerable to terrorist incidents. A significant terrorist attack is considered unlikely. However, the consequences of a major terrorist incident could be catastrophic; hence, mitigating against, preparing for, and responding to such incidents and recovering from them is an important function of government.

Local resources for combating terrorist attacks are very limited. In the event of a significant terrorist threat or incident, it is anticipated that state and federal resources will be requested in order to supplement local capabilities.

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Terrorist attacks may be directed at government facilities, public and private institutions, business or industry, transportation, and individuals or groups. Such acts may involve: arson; shootings; bombings; including use of weapons of mass destruction (nuclear, chemical, or biological weapons); kidnapping or hostage taking; and other activities.

23. FIXED NUCLEAR FACILITY RESPONSE (Annex W):

Emergency Management Coordinator  
STPEGS Emergency Response Organization

Annex W establishes the assignments, systems, and procedures necessary for the governments of Matagorda County to respond to an emergency at the South Texas Project Electric Generating Station (STPEGS). This is accomplished by providing for: Coordination of law enforcement activities to ensure the safety of life and property; a fire fighting plan to respond to the demands of an emergency; coordinating public health and medical services to reduce death and injury; assessing and reporting of damage; public works service plans for emergencies when extra measures must be taken to protect lives and property; a utilities service plan for emergencies when extra measures must be taken to protect lives and property; and a plan for effective use of human and material resources needed to deal with an emergency.

The Emergency Management Coordinator will:

- a. Coordinate this plan with the Emergency Plan for the STPEGS.
- b. Coordinate this plan with State response plans for STPEGS.
- c. Refer to Annex W, Fixed Nuclear Facilities Response, for specific responsibilities in response to an incident at STPEGS.
- d. Prepare and maintain Annex W and applicable procedures to accomplish the above functions.

24. OTHER DEPARTMENTS - Department Heads

Other departments or agencies not assigned a responsibility under this plan will make their personnel and facilities available to perform emergency duties or support other departments as directed by the chief executive or his designated representative.

For guidance on response during a Fixed Nuclear Facility event, departments should refer to Annex W.

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25. VOLUNTEER & OTHER SERVICES

- a. Volunteer Groups – The following are local volunteer agencies that can provide disaster relief services and traditionally have coordinated their efforts with our local government.
1. **Rio Colorado Chapter, American Red Cross** provides shelter management, feeding at fixed facilities and through mobile units, first aid, replacement of eyeglasses and medications, provision of basic clothing, and limited financial assistance to those affected by emergency situations. The Red Cross also provides feeding for emergency workers.
  2. **The Salvation Army** provides emergency assistance to include mass and mobile feeding, temporary shelter, counseling, missing person services, medical assistance, and the warehousing and distribution of donated goods including food, clothing, and household items. It also provides referrals to government and private agencies for special services.
  3. **Southern Baptist Convention Disaster Relief** provides mobile feeding units staffed by volunteers. Active in providing disaster childcare, the agency has several mobile childcare units. Can also assist with clean-up activities, temporary repairs, reconstruction, counseling, and bilingual services.
  4. **RACES (Radio Amateur Civil Emergency Service)** provides amateur radio support for emergency operations, including communications support in the EOC.

b. Business Support

The following business have agreed to provide support for emergency operations as indicated:

1. Ministerial Alliance
2. Interagency Council



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VI. INCREASED READINESS PROCEDURES

A. GENERAL

Most emergencies follow some recognizable build-up period during which actions can be taken to achieve a state of maximum readiness. General departmental actions are outlined in the appropriate annex while specific actions are detailed in Standard Operating Procedures (SOPs).

B. SOUTH TEXAS PROJECT ELECTRIC GENERATING STATION EMERGENCY CLASSIFICATION LEVELS

The four Emergency Classification Level (ECL) Guidelines for the South Texas Project Electric Generating Station listed below are outlined in Annex W, and explained in NUREG-0654. Due to the technical aspects involved in emergency preparedness for this facility the nomenclature differs from readiness conditions for other hazards. (See Annex W examples for Initiating Emergency Action Levels).

1. UNUSUAL EVENT (UE):

Indicates the unusual events are in process or occurred which indicate a potential degradation of the level of safety of the station or indicate a security threat to facility protection has been initiated. No release of radioactive material requiring offsite response or monitoring are expected unless further degradation of safety systems occurs.

2. ALERT:

Indicates events are in process or have occurred which involve an actual or potential substantial degradation of the level of safety of the station or a security event that involves probable life threatening risk to site personnel or damage to site equipment because of HOSTILE ACTION. Any releases are expected to be limited to small fractions of the Environmental Protection Agency (EPA) Protective Action Guideline (PAG) exposure levels.

3. SITE AREA EMERGENCY (SAE):

Indicates events are in process or have occurred which involve an actual or likely major failure of station functions needed for protection of the public or HOSTILE ACTION that results in intentional damage or malicious acts; (1) toward site personnel or equipment that could lead to the likely failure of or; (2) that prevent effective access to equipment needed for the protection of the public. Any releases are not expected to result in exposure levels which exceed Environmental Protection Agency (EPA) Protective Action Guidelines (PAG) exposure levels beyond the site boundary.

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4. GENERAL EMERGENCY (GE):

Indicates events are in process or have occurred which involve actual or imminent substantial core degradation or melting with potential for loss of containment integrity or HOSTILE ACTION that results in an actual loss of physical control of the facility. Releases can be reasonably expected to exceed Environmental Protection Agency (EPA) Protective Action Guidelines (PAG) exposure levels offsite for more than the immediate site area.

C. The following READINESS LEVELS will be used as a means of increasing the alert posture for Matagorda County and the incorporated cities of Bay City and Palacios for other manmade and natural disasters. The county and cities use a four-tier system. Readiness levels will be determined by the County Judge/Mayors, or under certain circumstances by the Emergency Management Coordinator.

1. **Level 4: Normal Conditions**

- a. Emergency incidents occur and local officials are notified. One or more departments or agencies respond to handle the incident; an incident command post may be established. Limited assistance may be requested from other jurisdictions pursuant to established inter-local agreements.
- b. The normal operations of government are not affected.

2. **Level 3: Increased Readiness**

- a. Increased Readiness refers to a situation that presents a greater potential threat than “Level 4”, but poses no immediate threat to life and/or property. Increased readiness actions may be appropriate when the situations similar to the following occur:
  - 1) Tropical Weather Threat - A tropical weather system has developed that has the potential to impact the local area. Readiness actions may include regular situation monitoring, a review of plans and resource status, determining staff availability and placing personnel on-call.
  - 2) Tornado Watch – Indicates possibility of tornado development. Readiness actions may include increased situation monitoring and placing selected staff on alert.
  - 3) Flash Flood Watch – Indicates flash flooding is possible due to heavy rains occurring or expected to occur. Readiness actions may include increased situation monitoring, reconnaissance of known trouble spots, deploying warning signs.

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- 4) Wildfire Threat – During periods of extreme wildfire threat, readiness actions may include deploying additional resources to areas most at risk, arranging for standby commercial water tanker support, conducting daily aerial reconnaissance, or initiating burn bans.
  - 5) Mass Gathering – For mass gatherings with previous history of problems, readiness actions may include reviewing security, traffic control, fire protection, and first aid planning with organizers and determining additional requirements.
- b. Declaration of “Level 3” will generally require the initiation of the “Increased Readiness” activities identified in each annex to this plan.
3. **Level 2: High Readiness**
- a. High Readiness refers to a situation with a significant potential and probability of causing loss of life and/or property. This condition will normally require some degree of warning to the public. Actions would be triggered by severe weather warning information issued by the National Weather Service such as:
    - 1) Tropical Weather Treat – A tropical weather system may impact the local area within 72 hours. Readiness actions may include continuous storm monitoring, identifying worst-case decision points, increasing preparedness of personnel and equipment, updating evacuation checklists, verifying evacuation route status, and providing the public information for techniques to protect homes and businesses on the evacuation routes.
    - 2) Tornado Warning – Issued when a tornado has actually been sighted in the vicinity or indicted by radio, and may strike in the local area. Readiness actions may include activating the EOC, continuous situation monitoring, and notifying the public about the warning.
    - 3) Flash Flood Warning – Issued to alert persons that flash flooding is imminent or occurring on certain streams or designated areas, and immediate action should be taken. Readiness actions may include notifying the public about the warning, evacuating low-lying areas, open shelters to house evacuees, and continuous situation monitoring.
    - 4) Winter Storm Warning – Issued when heavy snow, sleet, or freezing rain are forecast to occur separately or in a combination. Readiness actions may include preparing for possible power outages, putting road crews on stand-by to clear and/or sand the roads, and continuous situation monitoring.

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- 5) Mass Gathering – Civil disorder with relatively large-scale localized violence is imminent. Readiness actions may include increased law enforcement presence, putting hospitals and fire departments on alert and continuous situation monitoring.
  - b. Declaration of a “Level 2” will generally require the initiation of the “High Readiness” activities identified in each annex to this plan.
  - c. A “Level 2” also exists when a Site Area Emergency is declared at STPEGS.
4. **Level 1: Maximum Readiness**
- a. Maximum readiness refers to situation that hazardous conditions are imminent. This condition denotes a greater sense of danger and urgency than associated with a “Level 2” event. Actions could also be generated by severe weather warning information issued by the National Weather Service combined with factors making the event more imminent.
    - 1) Tropical Weather Threat – The evacuation decision period is nearing for an approaching tropical weather system that may impact the local area. Readiness actions may include continuous situation monitoring, cull activation of the EOC, recommending precautionary actions for special facilities, placing emergency personnel and equipment into position for emergency operations, and preparing public transportation resources for evacuation support.
    - 2) Tornado Warning – Tornado has been sited especially close to a populated area or moving towards a populated area. Readiness actions may include taking immediate shelter and put damage assessment teams on stand-by.
    - 3) Flash Flood Warning – Flooding is imminent or occurring at specific locations. Readiness actions may include evacuations, rescue teams on alert, sheltering evacuees and/or others displaced by the flooding, and continuous monitoring of the situation.
    - 4) Mass Gathering – Civil disorder is about to erupt into large-scale and widespread violence. Readiness actions may include having all EMS units on stand-by, all law enforcement present for duty, notify the DDC that assistance may be needed and keep them apprised of the situation, and continuous situation monitoring is required.

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- b. Declaration of “Level 1” will generally require the initiation of the “Maximum Readiness” activities identified in each annex to this plan.
- c. A “Level 1” also exists when a General Emergency is declared at STPEGS.

1. RECOVERY ACTIONS

The Matagorda County Judge, or his designee, shall provide overall direction for recovery actions, and will:

- a. Check and/or re-establish communications.
- b. Maintain law and order.
- c. Perform fire protection and rescue operations.
- d. Set up triage stations if necessary and re-establish safe health conditions.
- e. Assess extent of damage.
- f. Perform emergency cleanup and debris removal.
- g. Request outside assistance as required.
- h. Establish controls on critical resources and direct their distribution.
- i. Designate restricted areas as necessary.
- j. Furnish regular status reports to the Department of Public Safety Disaster District Committee Headquarters, Pierce.
- k. Keep the public informed of the situation through the news media.
- l. Ensure orderly operations of shelters, provide welfare necessities to the extent possible, and determine when conditions will allow shelter emergency.
- m. Under conditions of nuclear warfare, conduct radiological monitoring of fallout during all stages of operations.
- n. Secure the disaster area for life safety hazards which include Private Utilities.
- o. Perform an inventory of personnel and equipment in all departments and ensure agencies available for disaster recovery efforts.
- p. Refer to Annex W, Fixed Nuclear Facilities Response, for recovery actions resulting from an incident at STPEGS.

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VII. ADMINISTRATION AND SUPPORT

A. ADMINISTRATION

1. Reports and Records

Required reports will be submitted to the appropriate authorities in accordance with individual annexes.

- a) Hazardous Material Spill Reporting – If a release of hazardous materials occurs of a type or quantity that must be reported to state and federal agencies, the department or agency responsible for the spill shall make the required report. See Annex Q, Hazardous Materials and Oil Spill Response, for more information. If the party responsible for a reportable spill cannot be located, the Incident Commander shall ensure that the required report(s) are made.
- b) Initial Emergency Report – This short report should be prepared and transmitted by the EOC when an on-going emergency incident appears likely to worsen and we may need assistance from other local governments or the State. See Annex N, Direction and Control for the format and instructions for this report.
- c) Situation Report – A daily situation report should be prepared and distributed by the EOC during major emergencies or disasters. See Annex N, Direction and Control, for the format of and instructions for this report.
- d) Other Reports – Several other reports covering specific functions are described in the annexes to this plan.

2. Relief Assistance

All individual relief assistance will be provided in accordance with the policies set forth in local, state, and federal provisions.

3. Consumer Protection

Consumer complaints pertaining to alleged unfair or illegal business practices will be referred to the State Attorney Generals' Consumer Protection Division.

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B. SUPPORT

1. Requests for State or Federal assistance, including activities of the Texas National Guard or other military assistance, will be made by calling the State Disaster District Committee Headquarters in Pierce. The Disaster District staff will forward requests for assistance that cannot be satisfied by state resources within the district to the State Operations Center in Austin for action. In the event the State Disaster District Committee Headquarters cannot be reached, the request for assistance shall be made by contacting the local DPS trooper.
2. Military assistance will complement and not be a substitute for participation in emergency operations by local government. Military forces, if made available, will remain at all times under military command, but will support and assist local forces and may receive from the County Judge/Mayor mission-type requests to include objectives, priorities, and other information to accomplish those missions.
3. Requests for state or federal assistance will be placed with the State Disaster District Committee Headquarters in Pierce by the Emergency Management Director or in his name by other officials specifically authorized by him. When a need for assistance is identified by any of the emergency management organization response groups, that information is to be forwarded to the Emergency Management Director.
4. Should local resources prove to be inadequate during an emergency, requests will be made for assistance from other local jurisdictions and other agencies, in accordance with existing or emergency negotiated mutual-aid agreements and understandings. Such assistance may take the form of equipment, supplies, personnel, or other available capabilities. All agreements will be entered into by duly authorized officials and will be formalized in writing, whenever possible. Agreements and contracts should identify the local officials authorized to request assistance pursuant to those documents.
5. In an effort to facilitate assistance pursuant to mutual aid agreements, our available resources are identified and will become a part of the Texas Regional Response Network (TRRN).
6. The agreements and contracts pertinent to emergency management that the county and cities are a party to are summarized in Attachment 25.

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C. RECORDS

1. Record Keeping for Emergency Operations

The county/cities are responsible for establishing the administrative controls necessary to manage the expenditure of funds and to provide reasonable accountability and justification for expenditures made to support emergency operations. This shall be done in accordance with the established local fiscal policies and standard cost accounting procedures.

- a. Activity Logs. The Incident Command Post and the EOC shall maintain accurate logs recording key response activities, including:
  - 1) Activation or deactivation of emergency facilities
  - 2) Emergency notifications to other local governments and to state and federal agencies
  - 3) Significant changes in the emergency facilities
  - 4) Major commitments of resources or requests for additional resources from external sources
  - 5) Issuance of protective action recommendations to the public
  - 6) Evacuations
  - 7) Casualties
  - 8) Containment or termination of the incident
- b. Incident Costs. All departments and agencies shall maintain records summarizing the use of personnel, equipment, and supplies during the response to day-to-day incidents to obtain a estimate of annual emergency response costs than can be used as in preparing future department of agency budgets.
- c. Emergency or Disaster Costs. For major emergencies or disasters, all departments and agencies participating in the emergency response shall maintain detailed of costs for emergency operations to include:
  - 1) Personnel costs, especially overtime costs
  - 2) Equipment operations costs
  - 3) Costs for leased or rented equipment
  - 4) Costs for contract services to support emergency operations



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5) Costs of specialized supplies expended for emergency operations

These records may be used to recover costs from the responsible party or insurers or as a basis for requesting financial assistance for certain allowable response and recovery costs from the state and/or federal government.

2. Preservation of Records

- a. In order to continue normal government operations following an emergency situation disaster, vital records must be protected. These include legal documents as well as property and tax records. The principal cause of damage to records are fire and water; therefore, essential records should be protected accordingly. Each agency responsible for preparation of annexes to this plan will include protection of vital records in its SOPs.
- b. If records are damaged during an emergency situation, we will seek professional assistance to preserve and restore them.

D. TRAINING

It will be the responsibility of each agency direction to ensure that agency personnel, in accordance with the National Incident Management System (NIMS), possess the level of training, experience, credentialing, currency, physical and medical fitness, or capability for any positions they are tasked to fill.

E. CONSUMER PROTECTION

Consumer complaints regarding alleged unfair or illegal business practices often occur in the aftermath of a disaster. Such complaints will be referred to the county/city Attorney, who will pass such complaints to the Consumer Protection Division of the Office of the Attorney General.

F. POST-INCIDENT AND EXERCISE REVIEW

The County Judge, Mayors, and/or EMC are responsible for organizing and conducting a critique following the conclusion of a significant emergency event/incident or exercise. The after action report will entail both written and verbal input from all appropriate participants. Where deficiencies are identified, an individual, department, or agency will be assigned responsibility for correcting the deficiency and a due date shall be established for that action.

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VIII. RESOURCE CONTROL

Rationing, curfews, price freezing, designation of restricted areas, or other resource controls may be imposed at the direction of the County Judge/Mayor or Commissioners/Council members as deemed necessary during the emergency or as the situation warrants. All resources within the limits of the county and cities, both publicly and privately owned, will be used where deemed necessary by local government officials, and upon orders from the County Judge/Mayor or Commissioners/Council members. Matagorda County and the cities of Bay City and Palacios will assume no financial liability for the use of privately owned equipment or personnel; however, accurate records of such use will be kept for the purpose of possible reimbursement.

IX. INCIDENT COMMAND SYSTEM (ICS)/NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)

A. Overview of Incident Command

1. ICS will be employed, an integral part of NIMS, in managing emergencies. ICS is both a strategy and a set of organizational arrangements for directing and controlling field operations. It is designed to effectively integrate resources from different agencies into a temporary emergency organization at an incident site that can expand and contract with the magnitude of the incident and resources on hand.
2. The incident commander is responsible for carrying out the ICS function of command – managing the incident. The four other major management activities that form the basis of ICS are operations, planning, logistics, and finance/administration. For small-scale incidents, the incident commander and one or two individuals may perform all of these functions. For larger incidents, a number of individuals from different departments or agencies may be assigned to separate staff sections charged with those functions. A copy of an organizational chart is included as Attachment 26.
3. An incident commander using response resources from one or two departments or agencies can handle the majority of emergency situations. Departments or agencies participating in this type of incident response will normally obtain support through their own department or agency.
4. In emergency situations where other jurisdictions or the state or federal government is providing significant response resources or technical assistance, it is generally desirable to transition from the normal ICS structure to a Unified Command structure. This arrangement helps to ensure that all participating agencies are involved in developing objectives and strategies to deal with the emergency. Attachment 27 provides additional information on Unified and Area Commands.
5. An incident command post or command posts will be established in the vicinity of the incident site(s) as required to mitigate the emergency situation.

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B. Incident Command System – EOC Interface

1. For major emergencies and disasters, the Emergency Operations Center (EOC) will be activated. When the EOC is activated, it is essential to establish a division of responsibilities between the incident command post and the EOC. A general division of responsibilities is outlined below. It is essential that a precise division of responsibilities be determined for specific emergency operations.
2. The incident commander is generally responsible for field operations, including:
  - a. Isolating the scene
  - b. Directing and controlling the on-scene response to the emergency situation and managing the emergency resources committed there.
  - c. Warning the population in the area of the incident and providing emergency instructions to them.
  - d. Determining and implementing protective measures (evacuation or in-place sheltering) for the population in the immediate area of the incident and for emergency responders at the scene.
  - e. Implementing traffic control arrangements in and around the incident scene.
  - f. Requesting additional resources from the EOC.
3. The EOC is generally responsible for:
  - a. Providing resource support for the incident command operations
  - b. Issuing community-wide warning
  - c. Issuing instructions and providing information the general public
  - d. Organizing and implementing large-scale evacuation
  - e. Organizing and implementing shelter and mass arrangements for evacuees
  - f. Coordinating traffic control for large-scale evacuations
  - g. Requesting assistance from the State and other external sources
4. In some large-scale emergencies or disasters, emergency operations with different objectives may be conducted at geographically separated scenes. In such situations, more than one incident command operation may be established. If this situation occurs, a transition to an Area Command or a Unified Area Command is desirable, and that the allocation of resources to specific field operations be coordinated through the EOC.

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C. National Incident Management System (NIMS)

1. Matagorda County has adopted the National Incident Management System (NIMS) in accordance with the President's Homeland Security Directive (HSPD)-5. Our adoption of NIMS will provide a consistent approach to the effective management of situations involving natural or man-made disasters, or terrorism. NIMS allows us to integrate our response activities using a set of standardized organizational structures designed to improve interoperability between all levels of government, private sector, and nongovernmental organizations.
2. This plan, in accordance with the National Response Plan (NRP), is an integral part of the national effort to prevent and reduce America's vulnerability to terrorism, major disasters, and other emergencies, minimize the damage and recover from attacks, major disasters, and other emergencies that occur. In the event of an Incident of National Significance, as defined in HSPD-5, we will integrate all operations with all levels of government, private sector, and nongovernmental organizations through the use of NRP coordinating structures, processes, and protocols. Matagorda County will employ the six components of the NIMS in all operations, which will provide a standardized framework that facilitates our operations in all phases of emergency management. Attachment 27 provides further details on the NIMS.

X. CONTINUITY OF GOVERNMENT

A. Lines of Succession

1. The Line of succession within the county for decisions concerning county jurisdictional areas is from the Judge to the Emergency Commissioner as appointed by the Commissioners Court.
2. The Line of Succession to the Mayor(s) is the Mayor Pro-Tem followed by the City Council members according to established SOPs.
3. The Line of Succession to the Emergency Management Coordinator is the County Sheriff.
4. The Lines of Succession to each department head are according to the SOPs established by each department.

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B. Preservation of Records

1. In order to continue normal government operations following an emergency situation disaster, vital records must be protected. These include legal documents as well as property and tax records. The principal causes of damage to records are fire and water; therefore, essential records should be protected accordingly. Each agency responsible for preparation of annexes to this plan will include protection of vital records in its SOPS.
2. If records are damaged during an emergency situation, we will seek professional assistance to preserve and restore them.
3. Essential records are protected in a vault at the County Courthouse under control of the County Clerk. Protection of departmental essential records is the responsibility of each department.

XI. PLAN DEVELOPMENT, MAINTENANCE, AND IMPLEMENTATION

- A. If a plan is to be effective, its contents must be known and understood by those who are responsible for its implementation. The Emergency Management Coordinator will brief the appropriate public/private officials concerning their role in emergency management and ensure proper distribution of the plan and changes thereto.
- B. All agencies will be responsible for the development and maintenance of their respective annexes and SOPs identified in SECTION V, Organization and Assignment of Responsibilities.
- C. The basic and annexes plan will be reviewed annually and updated as necessary and revised at least every five years, based upon deficiencies identified by drills and exercises, changes in local government structure, technological changes, etc. The Emergency Management Coordinator will incorporate approved changes to the plan and will forward changes to all organizations and individuals identified as having responsibility for implementation. Revised pages will be marked to show where changes have been made. The plan will be activated at least biennially to provide practical experience to those having EOC responsibilities. This plan will be recertified biennially by the chief elected official.
- D. §418.043(4) of the Government Code provides that DEM shall review local emergency management plans. The process for submitting new or updated planning documents to DEM is described in Chapter 6 of the DEM-10. The [County Judge/Mayor/EMC] is responsible for submitting copies of planning documents to our DEM Regional Liaison Officer for review.
- E. This plan supersedes and rescinds all previous editions of the Matagorda County Emergency Management Basic plan and is effective upon signing by the County Judge and the Mayors of Bay City and Palacios.

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If any portion of this plan is held invalid by judicial or administrative ruling, such ruling shall not affect the validity of the remaining portions of the plan.

All existing annexes and procedures remain in effect to the extent that they are not in conflict with this Plan.

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County Judge, Matagorda County

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Mayor, Bay City

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Mayor, Palacios

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**ATTACHMENT 1  
REFERENCES**

Federal Emergency Management Agency (FEMA), 1980. Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants, NUREG-0654.

Federal Emergency Management Agency (FEMA), 1984. Federal Assistance Handbook: Emergency Management, Direction and Control Programs, CPG 1-3.

FEMA, 1984. Objectives for Local Emergency Management, CPG 1-5.

FEMA, 1981. Disaster Operations, CPG 1-6.

FEMA, 1981. Guide for Increasing Local Government Civil Defense Readiness During Periods of International Crisis, CPG 1-7.

FEMA, 1985. Guide for Development of State and Local Emergency Operations Plans.

FEMA - REP - 14, September 1991. Radiological Emergency Preparedness Exercise Manual.

Texas Department of Public Safety, Division of Emergency Management, 1990. Local Emergency Management Basic Plan Development Handbook, DEM-10.

Governor's Division of Emergency Management. State of Texas Emergency Management Basic Plan.

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**ATTACHMENT 2**

**STATE AND LOCAL LEGAL DOCUMENTS**

- Attachment 2 - State and Local Legal Documents
- Attachment 3 - Executive Order, RP-01
- Attachment 4 - Government Code, Chapter 418, Emergency Management
- Attachment 5 - Matagorda County Commissioners Court Order
- Attachment 6 - City of Bay City Ordinance #1304
- Attachment 7 - City of Palacios Ordinance #669
- Attachment 8 - Bay City Resolution #R-03-18
- Attachment 9 - Matagorda County/City of Palacios Joint Resolution



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**Attachment 3**

**Executive Order RP01 - April 3, 2002**

by the  
**GOVERNOR OF THE STATE OF TEXAS**  
**Executive Department**  
**Austin, Texas**  
**April 3, 2002**

**WHEREAS**, the Legislature of the State of Texas has enacted the Texas Disaster Act (the "Act") of 1975, Chapter 418 of the Texas Government Code to:

- Reduce the vulnerability of people and communities of this state to damage, injury, and loss of life and property resulting from natural or man-made catastrophes, riots, or hostile military or paramilitary actions;
- Prepare for prompt and efficient rescue, care, and treatment of persons victimized or threatened by disaster;
- Provide a setting conducive to the rapid and orderly restoration and rehabilitation of persons and property affected by disasters;
- Clarify and strengthen the roles of the Governor, state agencies, and local governments in the mitigation of, preparation for, response to, and recovery from disasters;
- Authorize and provide for cooperation and coordination of activities relating to mitigation, preparedness, response, and recovery by agencies and officers of this state, and similar state-local, interstate, federal-state, and foreign activities in which the state and its political subdivisions may participate;
- Provide a comprehensive emergency management system for Texas that is coordinated to make the best possible use of existing organizations and resources within government and industry, and which includes provisions for actions to be taken at all levels of government before, during, and after the onset of an emergency situation;
- Assist in the mitigation of disasters caused or aggravated by inadequate planning for and regulation of public and private facilities and land use; and
- Provide the authority and mechanism to respond to an energy emergency; and;

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**WHEREAS**, the Governor is expressly authorized under Section 418.013 of the Act to establish by executive order an Emergency Management Council comprised of the heads of state agencies, boards, and commissions and representatives of organized volunteer groups to advise and assist the Governor in all matters relating to mitigation, preparedness, response, and recovery; and,

**WHEREAS**, a Division of Emergency Management is established in the Office of the Governor under Section 418.041 of the Act, and the Director of the Division of Emergency Management is to be appointed by and serve at the pleasure of the Governor; and,

**WHEREAS**, with the aid and assistance of the Emergency Management Council and Division of Emergency Management, the Governor may recommend that cities, counties, and other political subdivisions of the state undertake appropriate emergency management programs and assist and cooperate with those developed at the state level;

**NOW, THEREFORE, I**, Rick Perry, Governor of Texas, by virtue of the power and authority vested in me by the Constitution and laws of the State of Texas, do hereby order the following:

The Emergency Management Council (the "Council") shall be created and maintained. The Council shall be comprised of the heads of the following state agencies, boards, commissions, and organized volunteer groups or any successors to each of these entities:

- Adjutant General's Department
- American Red Cross
- Department of Information Resources
- General Land Office \*
- Governor's Division of Emergency Management \*
- Office of Rural Community Affairs
- Public Utility Commission of Texas
- Railroad Commission of Texas \*
- Salvation Army, The
- State Aircraft Pooling Board
- State Auditor's Office
- State Comptroller of Public Accounts
- Texas Animal Health Commission
- Texas Attorney General's Office
- Texas Building and Procurement Commission
- Texas Commission on Fire Protection \*
- Texas Department of Agriculture \*
- Texas Department of Criminal Justice
- Texas Department of Economic Development
- Texas Department of State Health Services\*
- Texas Department of Housing and Community Affairs
- Texas Department of Insurance

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- Texas Department of Mental Health and Mental Retardation
- Texas Department of Public Safety \*
- Texas Department of Transportation \*
- Texas Education Agency
- Texas Engineering Extension Service \*
- Texas Forest Service
- Texas Commission of Environmental Quality \*
- Texas Parks and Wildlife Department \*
- Texas Rehabilitation Commission
- Texas Workforce Commission
- \* (member of the State Emergency Response Commission)

The specific duties and responsibilities of each member of this group shall be as designated in the State Emergency Management Plan and Annexes thereto. Each member of the group may designate a staff member representative to the Council.

The Director of the Texas Department of Public Safety shall be designated to serve as Chair of the Council and as Director of the Division of Emergency Management (the "Director").

The Division of Emergency Management shall be designated as the agency to exercise the powers granted to me under the Act in the administration and supervision of the Act, including, but not limited to, the power to accept from the federal government, or any public or private agency or individual, any offer of services, equipment, supplies, materials, or funds as gifts, grants, or loans for the purposes of emergency services or disaster recovery, and may dispense such gifts, grants, or loans for the purposes for which they are made without further authorization other than as contained herein.

The Director shall establish emergency operation areas to be known as Disaster Districts which shall correspond to the boundaries of the Texas Highway Patrol Districts and Sub-Districts and shall establish in each a Disaster District Committee comprised of representatives of the state agencies, boards, commissions, and organized volunteer groups having membership on the Council. The Highway Patrol Commanding Officer of each Highway Patrol District or Sub-District shall serve as Chair of the Disaster District Committee and report to the Director on matters relating to disasters and emergencies. The Disaster District Committee Chair shall be assisted by the Council representatives assigned to that district, who shall provide guidance, counsel, and administrative support as required.

The Council is authorized to issue such directives as may be necessary to effectuate the purpose of the Act, and is further authorized and empowered to exercise the specific powers enumerated in the Act.

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- The State Emergency Response Commission shall be a standing element of the Council in order to carry out certain state emergency planning, community right-to-know, and response functions relating to hazardous materials. The Commission shall be comprised of representatives named by the heads of the agencies and commissions marked with an asterisk (\*) in the listing of the Council above. The State Coordinator, as appointed by the Director under Section 418.041 of the Act, shall chair the State Emergency Response Commission or designate a chair.
- The mayor of each municipal corporation and the county judge of each county in the state shall be designated as the Emergency Management Director for each such political subdivision in accordance with Sections 418.102, 418.103, and 418.105 of the Act, and published rules of the Division of Emergency Management. These mayors and county judges shall serve as the Governor's designated agents in the administration and supervision of the Act, and may exercise the powers, on an appropriate local scale, granted the Governor therein. Each mayor and county judge may designate an Emergency Management Coordinator who shall serve as assistant to the presiding officer of the political subdivision for emergency management purposes when so designated.

Each political subdivision of the state, pursuant to Section 418.104, of the Act, is authorized to establish in the county in which they are sited, inter-jurisdictional agencies by intergovernmental agreement, supported as needed by local city ordinance or commissioner's court order, in cooperation and coordination with the Division of Emergency Management of the Governor's Office. In compliance with Section 418.101 of the Act, the presiding officer of each political subdivision shall promptly notify the Division of Emergency Management of the manner in which it is providing or securing an emergency management program and the person designated to head that program.

This executive order supersedes all previous executive orders on emergency management including Executive Order RP-01, and shall remain in effect until modified, amended, rescinded, or superseded by me or by a succeeding Governor.

Given under my hand this the 3rd day of April, 2002.

RICK PERRY (signature)  
Governor

GWYNN SHEA (signature)  
Secretary of State

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ATTACHMENT 4

*Government Code*  
**Chapter 418**

**EMERGENCY  
MANAGEMENT**

Prepared by

Division of Emergency Management  
Texas Department of Public Safety

P.O. BOX 4087  
Austin, TX. 78773-0001  
512-424-2138

(DEM-88)  
December 1995

Rev. 13  
June 18, 2009

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**CHAPTER 418. EMERGENCY MANAGEMENT**

**SUBCHAPTER A. GENERAL PROVISIONS**

**Section**

- 418.001. Short Title.
- 418.002. Purposes.
- 418.003. Limitations.
- 418.004. Definitions.

[Sections 418.005 to 418.010 reserved for expansion]

**SUBCHAPTER B. POWERS AND DUTIES OF GOVERNOR**

- 418.011. Responsibility of Governor.
- 418.012. Executive Orders.
- 418.013. Emergency Management Council.
- 418.014. Declaration of State of Disaster.
- 418.015. Effect of Disaster Declaration.
- 418.016. Suspension of Procedural Laws and Rules.
- 418.017. Use of Public and Private Resources.
- 418.018. Movement of People.
- 418.019. Restricted Sale and Transportation of Materials.
- 418.020. Temporary Housing.
- 418.021. Federal Aid for Local Government.
- 418.022. Aid for Individuals.
- 418.023. Clearance of Debris.
- 418.024. Rules.

[Sections 418.025 to 418.040 reserved for expansion]

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**SUBCHAPTER C. DIVISION OF EMERGENCY MANAGEMENT**

- 418.041. Organization.
- 418.042. State Emergency Management Plan.
- 418.043. Other Powers and Duties.
- 418.044. Assistance in Development of Plans.
- 418.045. Temporary Personnel.
- 418.046. Assistance to Aviators.
- 418.0461. Assistance to Civil Air Patrol.
- 418.047. Communications.
- 418.048. Monitoring Weather; Suspension of Weather Modification.

[Sections 418.049 to 418.070 reserved for expansion]

**SUBCHAPTER D. FINANCE**

**Section**

- 418.071. State Policy.
- 418-072. Disaster Emergency Funding Board.
- 418.073. Disaster Contingency Fund.
- 418.074. Acceptance and Allocation of Gifts and Grants.

[Sections 418.075 to 418.100 reserved for expansion]

**SUBCHAPTER E. LOCAL AND INTERJURISDICTIONAL  
EMERGENCY MANAGEMENT**

- 418.101. All Political Subdivisions Served.
- 418.102. County Programs.
- 418.103. Municipal Programs.
- 418.104. Interjurisdictional Programs.
- 418.105. Liaison Officers.
- 418.106. Local and Interjurisdictional Emergency Management Plans.
- 418.107. Local Finance.
- 418.108. Declaration of Local Disaster.
- 418.109. Mutual Aid.

[Sections 418.110 to 418.120 reserved for expansion]

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**SUBCHAPTER F. DISASTER PREVENTION**

- 418.121. Duty of Governor.
- 418.122. State Study of Land Use and Construction Standards.
- 418.123. Recommendations for Changes in Land Use or Construction Standards.
- 418.124. Suspension of Land Use or Construction Standards.

[Sections 418.125 to 418.150 reserved for expansion]

**SUBCHAPTER G. CITIZEN DUTIES AND CLAIMS FOR COMPENSATION**

- 418.151. Citizen Duties.
- 418.152. Compensation for Services and Property.
- 418.153. Compensation Claims.
- 418.154. Certain Claims Excluded.

[Sections 418.155 to 418.170 reserved for expansion]

**SUBCHAPTER H. MISCELLANEOUS PROVISIONS**

**Section**

- 418.171. Qualifications for Rendering Aid.
- 418.172. Insurance Coverage.
- 418.173. Penalty for Violation of Emergency Management Plan.
- 418.174. Personal Liability Exemption of Member of Emergency Planning Council or Local Emergency Planning Committee.

**WESTLAW Electronic Research**

See WESTLAW Electronic Research Guide following the Preface.



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**SUBCHAPTER A. GENERAL PROVISIONS**

**§ 418.001. Short Title**

This chapter may be cited as the Texas Disaster Act of 1975.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.002. Purposes**

The purposes of this chapter are to:

- (1) reduce vulnerability of people and communities of this state to damage, injury, and loss of life and property resulting from natural or man-made catastrophes, riots, or hostile military or paramilitary action;
- (2) prepare for prompt and efficient rescue, care, and treatment of persons victimized or threatened by disaster;
- (3) provide a setting conducive to the rapid and orderly restoration and rehabilitation of persons and property affected by disasters;
- (4) clarify and strengthen the roles of the governor, state agencies, and local governments in prevention of, preparation for, response to, and recovery from disasters;
- (5) authorize and provide for cooperation in disaster mitigation, preparedness, response, and recovery;
- (6) authorize and provide for coordination of activities relating to disaster mitigation, preparedness, response, and recovery by agencies and officers of this state, and similar state-local, interstate, federal-state, and foreign activities in which the state and its political subdivisions may participate;
- (7) provide an emergency management system embodying all aspects of predisaster preparedness and post disaster response;
- (8) assist in mitigation of disasters caused or aggravated by inadequate planning for and regulation of public and private facilities and land use; and
- (9) provide the authority and mechanism to respond to an energy emergency.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 1, eff. Sept. 1, 1997.

**§ 418.003. Limitations**

This chapter does not:

- (1) limit the governor's authority to apply for, administer, or expend any grant, gift, or payment in aid of disaster mitigation, preparedness, response, or recovery;
- (2) interfere with the course or conduct of a labor dispute, except that actions otherwise authorized by this chapter or other laws may be taken when necessary to forestall or mitigate imminent or existing danger to public health or safety;

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- (3) interfere with dissemination of news or comment on public affairs, but any communications facility or organization, including radio and television stations, wire services, and newspapers, may be required to transmit or print public service messages furnishing information or instructions in connection with a disaster or potential disaster;
- (4) affect the jurisdiction or responsibilities of police forces, fire-fighting forces, units of the armed forces of the United States, or of any of their personnel when on active duty, but state, local, and interjurisdictional emergency management plans shall place reliance on the forces available for performance of functions related to disasters; or
- (5) limit, modify, or abridge the authority of the governor to proclaim martial law or exercise any other powers vested in the governor under the constitution or laws of this state independent of or in conjunction with any provisions of this chapter.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 1, eff. Sept. 1, 1997.

**§ 418.004. Definitions**

In this chapter:

- (1) "Disaster" means the occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from any natural or man-made cause, including fire, flood, earthquake, wind, storm, wave action, oil spill or other water contamination, volcanic activity, epidemic, air contamination, blight, drought, infestation, explosion, riot, hostile military or paramilitary action, other public calamity requiring emergency action, or energy emergency.
- (2) "Division" means the division of emergency management in the office of the governor.
- (3) "Energy emergency" means a temporary statewide, regional, or local shortage of petroleum or liquid fuels energy supplies that makes emergency measures necessary to reduce demand or allocate supply.
- (4) "Interjurisdictional agency" means a disaster agency maintained by and serving more than one political subdivision.
- (5) "Organized volunteer group" means an organization such as the American National Red Cross, the Salvation Army, the Civil Air Patrol, the Radio Amateur Civil Emergency Services, a volunteer fire department, a volunteer rescue squad, or other similar organization recognized by federal or state statute, regulation, or memorandum.
- (6) "Political subdivision" means a county or incorporated city.
- (7) "Temporary housing" has the meaning assigned by the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Pub. L. No. 93-288, as amended.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1995, 74th Leg., ch. 497, § 1, eff. June 12, 1995; Acts 1997, 75th Leg., ch. 992, § 2, eff. Sept. 1, 1997.

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**SUBCHAPTER B. POWERS AND DUTIES OF GOVERNOR**

**§ 418.011. Responsibility of Governor**

The governor is responsible for meeting:

- (1) the dangers to the state and people presented by disasters; and
- (2) disruptions to the state and people caused by energy emergencies.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.012. Executive Orders**

Under this chapter, the governor may issue executive orders, proclamations, and regulations and amend or rescind them. Executive orders, proclamations, and regulations have the force and effect of law.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.013. Emergency Management Council**

- (a) The governor by executive order may establish an emergency management council to advise and assist the governor in all matters relating to disaster mitigation, preparedness, response, and recovery.
- (b) The emergency management council is composed of the heads of state agencies, boards, and commissions and representatives of organized volunteer groups.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 3, eff. Sept. 1, 1997.

**§ 418.014. Declaration of State of Disaster**

- (a) The governor by executive order or proclamation may declare a state of disaster if the governor finds a disaster has occurred or that the occurrence or threat of disaster is imminent.
- (b) Except as provided by Subsection (c), the state of disaster continues until the governor:
  - (1) finds that:
    - (A) the threat or danger has passed; or
    - (B) the disaster has been dealt with to the extent that emergency conditions no longer exist; and
  - (2) terminates the state of disaster by executive order.
- (c) A state of disaster may not continue for more than 30 days unless renewed by the governor. The legislature by law may terminate a state of disaster at any time. On termination by the legislature, the governor shall issue an executive order ending the state of disaster.

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- (d) An executive order or proclamation issued under this section must include:
  - (1) a description of the nature of the disaster;
  - (2) a designation of the area threatened; and
  - (3) a description of the conditions that have brought the state of disaster about or made possible the termination of the state of disaster.
- (e) An executive order or proclamation shall be disseminated promptly by means intended to bring its contents to the attention of the general public. An order or proclamation shall be filed promptly with the division of emergency management, the secretary of state, and the county clerk or city secretary in each area to which it applies unless the circumstances attendant on the disaster prevent or impede the filing.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.015. Effect of Disaster Declaration**

- (a) An executive order or proclamation declaring a state of disaster:
  - (1) activates the disaster recovery and rehabilitation aspects of the state emergency management plan applicable to the area subject to the declaration; and
  - (2) authorizes the deployment and use of any forces to which the plan applies and the use or distribution of any supplies, equipment, and materials or facilities assembled, stockpiled, or arranged to be made available under this chapter or other law relating to disasters.
- (b) The preparedness and response aspects of the state emergency management plan are activated as provided by that plan.
- (c) During a state of disaster and the following recovery period, the governor is the commander in chief of state agencies, boards, and commissions having emergency responsibilities. To the greatest extent possible, the governor shall delegate or assign command authority by prior arrangement embodied in appropriate executive orders or plans, but this chapter does not restrict the governor's authority to do so by orders issued at the time of the disaster.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.016. Suspension of Procedural Laws and Rules**

The governor may suspend the provisions of any regulatory statute prescribing the procedures for conduct of state business or the orders or rules of a state agency if strict compliance with the provisions, orders, or rules would in any way prevent, hinder, or delay necessary action in coping with a disaster.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

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**§ 418.017. Use of Public and Private Resources**

- (a) The governor may use all available resources of state government and of political subdivisions that are reasonably necessary to cope with a disaster.
- (b) The governor may temporarily reassign resources, personnel, or functions of state executive departments and agencies or their units for the purpose of performing or facilitating emergency services.
- (c) The governor may commandeer or use any private property if the governor finds it necessary to cope with a disaster, subject to the compensation requirements of this chapter.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.018. Movement of People**

- (a) The governor may recommend the evacuation of all or part of the population from a stricken or threatened area in the state if the governor considers the action necessary for the preservation of life or other disaster mitigation, response, or recovery.
- (b) The governor may prescribe routes, modes of transportation, and destinations in connection with an evacuation.
- (c) The governor may control ingress and egress to and from a disaster area and the movement of persons and the occupancy of premises in the area.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.019. Restricted Sale and Transportation of Materials**

The governor may suspend or limit the sale, dispensing, or transportation of alcoholic beverages, firearms, explosives, and combustibles.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.020. Temporary Housing**

- (a) The governor may enter into purchase, lease, or other arrangements with an agency of the United States for temporary housing units to be occupied by disaster victims and may make units available to any political subdivision.
- (b) The governor may assist a political subdivision that is the locus of temporary housing for disaster victims to acquire sites necessary for temporary housing and to do all things required to prepare the sites to receive and use temporary housing units by:
  - (1) advancing or lending funds available to the governor from any appropriation made by the legislature or from any other source;
  - (2) allocating funds made available by a public or private agency; or
  - (3) becoming a copartner with the political subdivision for the execution and performance of any temporary housing project for disaster victims.

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- (c) Under regulations prescribed by the governor, the governor may temporarily suspend or modify for a period of not more than 60 days any public health, safety, zoning, intrastate transportation, or other law or regulation if by proclamation the governor considers the suspension or modification essential to provide temporary housing for disaster victims.
- (d) Any political subdivision may temporarily or permanently acquire by lease, purchase, or other means sites required for installation of temporary housing units for disaster victims and may enter into arrangements necessary to prepare or equip the sites to use the housing units, including arrangements for the purchase of temporary housing units and the payment of transportation charges.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.021. Federal Aid for Local Government**

- (a) On the governor's determination that a local government of the state has suffered or will suffer a substantial loss of tax and other revenue from a major disaster and has demonstrated a need for financial assistance to perform its governmental functions, the governor may apply to the federal government on behalf of the local government for a loan and may receive and disburse the proceeds of an approved loan to the local government.
- (b) The governor may determine the amount needed by a local government to restore or resume its governmental functions and certify that amount to the federal government. The amount sought for the local government may not exceed 25 percent of the annual operating budget of the local government for the fiscal year in which the major disaster occurs.
- (c) The governor may recommend to the federal government, based on the governor's review, the cancellation of all or part of repayment if in the first three full fiscal years following the major disaster the revenues of the local government are insufficient to meet its operating expenses, including additional disaster-related expenses of a municipal operation character.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.022. Aid for Individuals**

- (a) On the governor's determination that financial assistance is essential to meet disaster-related necessary expenses or serious needs of individuals or families adversely affected by a major disaster that cannot be otherwise adequately met from other means of assistance, the governor may accept a grant by the federal government to fund the financial assistance, subject to the terms and conditions imposed on the grant. The governor may agree with the federal government or any officer or agency of the United States pledging the state to participate in funding not more than 25 percent of the financial assistance.
- (b) The governor may make financial grants to meet disaster-related necessary expenses or serious needs of individuals or families adversely affected by a major disaster that cannot otherwise adequately be met from other means of assistance. The grants may not exceed an aggregate amount in excess of that established by federal statute for an individual or family in any single major disaster declared by the president of the United States.

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- (c) The governor may designate in the state emergency management plan the Department of Human Services or another state agency to carry out the functions of providing financial aid to individuals or families qualified for disaster relief. The designated agency may employ temporary personnel for those functions to be paid from funds appropriated to the agency, from federal funds, or from the disaster contingency fund. The merit system does not apply to the temporary positions. The governor may allocate funds appropriated under this chapter to implement the purposes of this chapter.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.023. Clearance of Debris**

- (a) Through the use of any state agency or instrumentality, the governor, acting through members of the Emergency Management Council, may clear or remove debris or wreckage from public or private land or water if it threatens public health or safety or public or private property in a state of disaster declared by the governor or major disaster declared by the president of the United States.
- (b) The governor may accept funds from the federal government and use the funds to make grants to a local government for the purpose of removing debris or wreckage from public or private land or water.
- (c) Debris or wreckage may not be removed from public or private property until the affected local government, corporation, organization, or individual presents to the governor or member of the Emergency Management Council an unconditional authorization for removal. Debris or wreckage may not be removed from private property until the state is indemnified against any claim arising from removal. In instances where it is not practical and further delay would create a greater risk to public health or safety, the governor, acting through the Emergency Management Council, may remove debris or wreckage from public or private property without an unconditional authorization or indemnification.
- (d) If the governor provides for clearance of debris or wreckage under this chapter, state employees or other individuals acting by authority of the governor may enter on private land or water to perform tasks necessary to the removal or clearance operation. Except in cases of willful misconduct, gross negligence, or bad faith, a state employee or agent performing his duties while complying with orders of the governor issued under this chapter is not liable for the death of or injury to a person or for damage to property.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 4, eff. Sept. 1, 1997.

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**§ 418.024. Rules**

The governor may adopt rules necessary for carrying out the purposes of this chapter, including rules on:

- (1) standards of eligibility for persons applying for benefits;
- (2) procedures for applying for benefits;
- (3) procedures for the administration, investigation, filing, and approval of applications for benefits;
- (4) procedures for the formation of local or statewide boards to pass on applications for benefits; and
- (5) procedures for appeals of decisions relating to applications for benefits.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**SUBCHAPTER C. DIVISION OF EMERGENCY MANAGEMENT**

**§ 418.041. Organization**

- (a) The division of emergency management is a division of the office of the governor.
- (b) The division is managed by a director appointed by the governor. The director serves at the pleasure of the governor.
- (c) The director shall appoint a state coordinator.
- (d) The division shall employ other coordinating and planning officers and other professional, technical, secretarial, and clerical personnel necessary to the performance of its functions.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.042. State Emergency Management Plan**

- (a) The division shall prepare and keep current a comprehensive state emergency management plan. The plan may include:
  - (1) provisions for prevention and minimization of injury and damage caused by disaster;
  - (2) provisions for prompt and effective response to disaster;
  - (3) provisions for emergency relief;
  - (4) provisions for energy emergencies;
  - (5) identification of areas particularly vulnerable to disasters;
  - (6) recommendations for zoning, building restrictions, and other land-use controls, safety measures for securing mobile homes or other nonpermanent or semi permanent structures, and other preventive and preparedness measures designed to eliminate or reduce disasters or their impact;
  - (7) provisions for assistance to local officials in designing local emergency management plans;
  - (8) authorization and procedures for the erection or other construction of temporary works designed to protect against or mitigate danger, damage, or loss from flood, fire, or other disaster;
  - (9) preparation and distribution to the appropriate state and local officials of state catalogs of federal, state, and private assistance programs;



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- (10) organization of manpower and channels of assistance;
  - (11) coordination of federal, state, and local emergency management activities;
  - (12) coordination of the state emergency management plan with the emergency management plans of the federal government;
  - (13) coordination of federal and state energy emergency plans; and
  - (14) other necessary matters relating to disasters.
- (b) In preparing and revising the state emergency management plan, the division shall seek the advice and assistance of local government, business, labor, industry, agriculture, civic organizations, volunteer organizations, and community leaders.
- (c) All or part of the state emergency management plan may be incorporated into regulations of the division or executive orders that have the force and effect of law.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.043. Other Powers and Duties**

The division shall:

- (1) determine requirements of the state and its political subdivisions for food, clothing, and other necessities in event of a disaster;
- (2) procure and position supplies, medicines, materials, and equipment;
- (3) adopt standards and requirements for local and interjurisdictional emergency management plans;
- (4) periodically review local and interjurisdictional emergency management plans;
- (5) coordinate deployment of mobile support units;
- (6) establish and operate training programs and programs of public information or assist political subdivisions and emergency management agencies to establish and operate the programs;
- (7) make surveys of public and private industries, resources, and facilities in the state that are necessary to carry out the purposes of this chapter;
- (8) plan and make arrangements for the availability and use of any private facilities, services, and property and provide for payment for use under terms and conditions agreed on if the facilities are used and payment is necessary;
- (9) establish a register of persons with types of training and skills important in disaster mitigation, preparedness, response, and recovery;
- (10) establish a register of mobile and construction equipment and temporary housing available for use in a disaster;
- (11) prepare, for issuance by the governor, executive orders and regulations necessary or appropriate in coping with disasters;
- (12) cooperate with the federal government and any public or private agency or entity in achieving any purpose of this chapter and in implementing programs for disaster mitigation, preparation, response, and recovery; and
- (13) do other things necessary, incidental, or appropriate for the implementation of this chapter.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 5, eff. Sept. 1, 1997.

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**§ 418.044. Assistance in Development of Local Plans**

- (a) The division shall take an integral part in the development and revision of local and interjurisdictional emergency management plans. For that purpose, the division shall employ or otherwise secure the services of professional and technical personnel capable of providing expert assistance to political subdivisions and emergency management agencies. Those personnel shall consult with the subdivisions and agencies on a regularly scheduled basis and shall make field reviews of the areas, circumstances, and conditions to which particular local and interjurisdictional emergency management plans apply and may suggest revisions.
- (b) The division shall encourage local and interjurisdictional agencies to seek advice from local government, business, labor, industry, agriculture, civic organizations, volunteer organizations, and community leaders.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 6, eff. Sept. 1, 1997.

**§ 418.045. Temporary Personnel**

The division may employ or contract with temporary personnel from funds appropriated to the division, from federal funds, or from the disaster contingency fund. The merit system does not apply to the temporary or contract positions.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 7, eff. Sept. 1, 1997.

**§ 418.046. Assistance to Aviators**

- (a) The division may provide assistance to private aviators, including partial reimbursement for funds expended, to meet the actual costs of aircraft operation in performing search, rescue, or disaster-related functions requested by the governor or the governor's designee.
- (b) Any reimbursement must be limited to the actual cost of aircraft operation not reimbursable from other sources.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.0461. Assistance to Civil Air Patrol**

The division may provide financial assistance to the Civil Air Patrol, Texas Wing, to support the wing's disaster-related activities that assist the state and state agencies and the wing's training and exercises associated with those activities.

Added by Acts 1995, 74th Leg., ch. 889, § 1, eff. Aug. 28, 1995.

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**§ 418.047. Communications**

- (a) In cooperation with other state agencies, the division shall ascertain what means exist for rapid and efficient communication in times of disaster.
- (b) The division shall consider the desirability of supplementing the communication resources or integrating them into a state or state-federal telecommunication or other communication system or network.
- (c) In studying the character and feasibility of any system or its parts, the division shall evaluate the possibility of its multipurpose use for general state and local governmental purposes.
- (d) The division shall make recommendations to the governor as appropriate.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.048. Monitoring Weather; Suspension of Weather Modification**

- (a) The division shall keep continuously apprised of weather conditions that present danger of climatic activity, such as precipitation, severe enough to constitute a disaster.
- (b) If the division determines that precipitation that may result from weather modification operations, either by itself or in conjunction with other precipitation or climatic conditions or activity, would create or contribute to the severity of a disaster, it shall request in the name of the governor that the officer or agency empowered to issue permits for weather modification operations suspend the issuance of permits. On the governor's request, no permits may be issued until the division informs the officer or agency that the danger has passed.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**SUBCHAPTER D. FINANCE**

**§ 418.071. State Policy**

It is the intent of the legislature and the policy of the state that funds to meet disaster emergencies always be available.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.072. Disaster Emergency Funding Board**

The disaster emergency funding board is composed of:

- (1) the governor;
- (2) the lieutenant governor;
- (3) the commissioner of insurance;
- (4) the commissioner of the Department of Human Services; and
- (5) the director of the division.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 8, eff. Sept. 1, 1997.

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**§ 418.073. Disaster Contingency Fund**

- (a) The disaster contingency fund consists of money appropriated to the fund.
- (b) If the governor finds that the demands placed on funds regularly appropriated to state and local agencies are unreasonably great for coping with a particular disaster, the governor with the concurrence of the disaster emergency funding board may make funds available from the disaster contingency fund. It is the intent of the legislature that first recourse be to the funds regularly appropriated to state and local agencies.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.074. Acceptance and Allocation of Gifts and Grants**

- (a) If the federal government, another public or private agency, or an individual offers to the state or through the state to a political subdivision services, equipment, supplies, materials, or funds as a gift, grant, or loan for purposes of emergency services or disaster recovery, the governor (if required by the donor) or the presiding officer of the governing body of the political subdivision may accept the offer on behalf of the state or political subdivision, as applicable.
- (b) If a gift, grant, or loan is accepted by the state, the governor, or the emergency management council or state coordinator if designated by the governor, may dispense the gift, grant, or loan directly to accomplish the purpose for which it was made or may allocate and transfer to a political subdivision services, equipment, supplies, materials, or funds in the amount the governor or the governor's designee may determine.
- (c) Funds received by the state shall be placed in one or more special funds and shall be disbursed by warrants issued by the comptroller on order of the governor or the governor's designee. The governor shall name the designee in a written agreement accepting the funds or in a written authorization filed with the secretary of state. On receipt of an order for disbursement, the comptroller shall issue a warrant without delay.
- (d) If the funds are to be used for purchase of equipment, supplies, or commodities of any kind, it is not necessary that bids be obtained or that the purchases be approved by any other agency.
- (e) A political subdivision may accept and use all services, equipment, supplies, materials, and funds to the full extent authorized by the agreement under which they are received by the state or political subdivision.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

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**SUBCHAPTER E. LOCAL AND INTERJURISDICTIONAL EMERGENCY MANAGEMENT**

**§ 418.101. All Political Subdivisions Served**

- (a) Each political subdivision is within the jurisdiction of and served by the division and by a local or interjurisdictional agency responsible for disaster preparedness and coordination of response.
- (b) The presiding officer of the governing body of each political subdivision shall notify the division of the manner in which the political subdivision is providing or securing an emergency management program, identify the person who heads the agency responsible for the program, and furnish additional pertinent information that the division requires. The person so designated shall accomplish training prescribed by the division.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 9, eff. Sept. 1, 1997.

**§ 418.102. County Programs**

- (a) Each county shall maintain an emergency management program or participate in a local or interjurisdictional emergency management program that, except as otherwise provided by this chapter, has jurisdiction over and serves the entire county or interjurisdictional area.
- (b) The county program is the first channel through which a municipal corporation shall request assistance when its resources are exceeded. Requests that exceed the county capability shall be forwarded to the state as prescribed in the state emergency management plan.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 10, eff. Sept. 1, 1997.

**§ 418.103. Municipal Programs**

- (a) The governor shall determine which municipal corporations need emergency management programs of their own and shall recommend that they be established and maintained. The governor shall make the determinations on the basis of the municipality's disaster vulnerability and capability of response related to population size and concentration.
- (b) The emergency management program of a county must be coordinated with the emergency management programs of municipalities situated in the county but does not apply in a municipality having its own emergency management program.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

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**§ 418.104. Interjurisdictional Programs**

The governor may recommend that a political subdivision establish and maintain a program and form an interjurisdictional agency jointly with one or more other political subdivisions if the governor finds that the establishment and maintenance of a joint program or participation in it is made necessary by circumstances or conditions that make it unusually difficult to provide disaster mitigation, preparedness, response, or recovery services under other provisions of this chapter.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 10, eff. Sept. 1, 1997.

**§ 418.105. Liaison Officers**

- (a) Each city that does not have a program and has not made arrangements to secure or participate in the services of an existing program shall designate a liaison officer to facilitate the cooperation and protection of the city in the work of disaster mitigation, preparedness, response, and recovery.
- (b) Each county shall provide an office and a liaison officer to coordinate with state and federal emergency management personnel concerning disaster mitigation, preparedness, response, and recovery activities under other provisions of this chapter.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 10, eff. Sept. 1, 1997.

**§ 418.106. Local and Interjurisdictional Emergency Management Plans**

- (a) Each local and interjurisdictional agency shall prepare and keep current an emergency management plan for its area providing for disaster mitigation, preparedness, response, and recovery.
- (b) The plan must provide for:
  - (1) wage, price, and rent controls and other economic stabilization methods in the event of a disaster; and
  - (2) curfews, blockades, and limitations on utility use in an area affected by a disaster, rules governing entrance to and exit from the affected area, and other security measures.
- (c) The local or interjurisdictional emergency management agency shall prepare in written form and distribute to all appropriate officials a clear and complete statement of the disaster responsibilities of all local agencies and officials and of the disaster channels of assistance.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 11, eff. Sept. 1, 1997.

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**§ 418.107. Local Finance**

- (a) A political subdivision may make appropriations for emergency management services as provided by law for making appropriations for ordinary expenses.
- (b) Political subdivisions may make agreements for the purpose of organizing emergency management service divisions and provide for a mutual method of financing the organization of units on a basis satisfactory to the subdivisions. The functioning of the units shall be coordinated by the emergency management council.
- (c) A political subdivision may render aid to other subdivisions under mutual aid agreements.
- (d) A political subdivision may issue time warrants for the payment of the cost of any equipment, construction, acquisition, or any improvements for carrying out this chapter. The warrants shall be issued in accordance with Chapter 252, Local Government Code, in the case of a municipality, or Subchapter C, Chapter 262, Local Government Code, in the case of a county. Time warrants issued for financing permanent construction or improvement for emergency management purposes are subject to the right of the voters to require a referendum vote under Section 252.045 or 262.029, Local Government Code, as applicable.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

Amended by Acts 1999, 76th Leg., ch. 1064, § 30, eff. Sept. 1, 1999.

**§ 418.108. Declaration of Local Disaster**

- (a) The presiding officer of the governing body of a political subdivision may declare a local state of disaster.
- (b) A declaration of local disaster may not be continued or renewed for a period of more than seven days except with the consent of the governing body of the political subdivision.
- (c) An order or proclamation declaring, continuing, or terminating a local state of disaster shall be given prompt and general publicity and shall be filed promptly with the city secretary or county clerk, as applicable.
- (d) A declaration of local disaster activates the recovery and rehabilitation aspects of all applicable local or interjurisdictional emergency management plans and authorizes the furnishing of aid and assistance under the declaration. The preparedness and response aspects of the plans are activated as provided in the plans.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.109. Mutual Aid**

- (a) The division shall encourage and assist political subdivisions not participating in interjurisdictional arrangements under this chapter to make suitable arrangements for furnishing mutual aid in coping with disasters. The arrangements must include provision of aid by public employees and agencies.
- (b) In reviewing local emergency management plans, the division shall consider whether a plan contains adequate provisions for the rendering and receipt of mutual aid.

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- (c) In reviewing local and interjurisdictional emergency management plans, the division may require mutual aid agreements between political subdivisions if it determines that the political subdivisions have available equipment, supplies, and forces necessary to provide mutual aid on a regional basis and that the political subdivisions have not already made adequate provisions for mutual aid.
- (d) A municipality, county, rural fire prevention district, emergency services district, fire protection agency, organized volunteer group, or other emergency services entity may provide mutual aid assistance on request from another municipality, county, rural fire prevention district, emergency services district, fire protection agency, organized volunteer group, or other emergency services entity. The chief or highest ranking officer of the entity from which assistance is requested, with the approval and consent of the presiding officer of the governing body of that entity, may provide that assistance while acting in accordance with the policies, ordinances, and procedures established by the governing body of that entity and consistent with any mutual aid plans developed by the emergency management council.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1995, 74th Leg., ch. 497, § 2, eff. June 12, 1995.

**§ 418.110. Statewide Mutual Aid Program for Fire Emergencies**

The division, in consultation with the Texas Commission on Fire Protection, shall develop a statewide mutual aid program for fire emergencies.

Added by Acts 1997, 75th Leg., ch. 1172, § 5.01, eff. Sept. 1, 1997.

**SUBCHAPTER F. DISASTER MITIGATION**

**§ 418.121. Duty of Governor**

- (a) In addition to disaster mitigation measures included in the state, local, and interjurisdictional emergency management plans, the governor shall as a continuing duty consider steps that could be taken to mitigate the harmful consequences of disasters.
- (b) At the direction of the governor and pursuant to any other authority and competence a state agency may have, a state agency shall study matters related to disaster mitigation. This includes agencies charged with responsibility in connection with floodplain management, stream encroachment and flow regulation, weather modification, fire prevention and control, air quality, public works, land use and land use planning, and construction standards.
- (c) The governor shall from time to time make recommendations to the legislature, local governments, and other appropriate public and private entities as may facilitate measures to mitigate the harmful consequences of disasters.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1997, 75th Leg., ch. 992, § 13, eff. Sept. 1, 1997.



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**§ 418.122. State Study of Land Use and Construction Standards**

- (a) The Texas Natural Resource Conservation Commission and other state agencies, in conjunction with the division, shall keep land uses and construction of structures and other facilities under continuing study and shall identify areas that are particularly susceptible to severe land shifting, subsidence, flooding, or other catastrophes.
- (b) The studies shall concentrate on means of reducing or avoiding the dangers and consequences of a catastrophe.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987. Amended by Acts 1995, 74th Leg., ch. 76, § 11.08, eff. Sept. 1, 1995.

**§ 418.123. Recommendations for Changes in Land Use or Construction Standards**

- (a) The division shall recommend to the governor the changes it considers essential if the division believes, on the basis of the studies under Section 418.122 or other competent evidence that:
  - (1) an area is susceptible to a disaster of catastrophic proportions without adequate warning;
  - (2) existing building standards and land-use controls in that area are inadequate and could add substantially to the magnitude of the disaster; and
  - (3) changes in zoning regulations, other land-use regulations, or building requirements are essential to further the purposes of this subchapter.
- (b) The governor shall review the recommendations. If after public hearing the governor finds the changes are essential, the governor shall make appropriate recommendations to the agencies or local governments with jurisdiction over the area and subject matter.
- (c) If no action or insufficient action pursuant to the governor's recommendations is taken within the time specified by the governor, the governor shall inform the legislature and request legislative action appropriate to mitigate the impact of the disaster.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.124. Suspension of Land Use or Construction Standards**

- (a) When the governor makes recommendations under Section 418.123, the governor may suspend the standard or control found to be inadequate to protect the public safety and by rule may place a new standard or control in effect.
- (b) The new standard or control remains in effect until rejected by concurrent resolution of both houses of the legislature or amended by the governor.
- (c) During the time the new standard or control is in effect, it shall be administered and given effect by all appropriate regulatory agencies of the state and of the local governments to which it applies.
- (d) The governor's action under this section is subject to judicial review but is not subject to temporary stay pending litigation.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

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**SUBCHAPTER G. CITIZEN DUTIES AND CLAIMS FOR COMPENSATION**

**§ 418.151. Citizen Duties**

- (a) Each person in this state shall conduct himself and keep and manage his affairs and property in ways that will reasonably assist and will not unreasonably detract from the ability of the state and the public successfully to manage emergencies. This obligation includes appropriate personal service and use or restriction on the use of property in time of disaster.
- (b) This chapter neither increases nor decreases these obligations but recognizes their existence under the constitution and statutes of this state and the common law.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.152. Compensation for Services and Property**

- (a) Services or the taking or use of property shall be compensated only to the extent that:
  - (1) the obligations recognized in this chapter are exceeded in a particular case; and
  - (2) the claimant may not be considered to have volunteered services or property without compensation.
- (b) Personal services may not be compensated by the state or a subdivision or agency of the state except under statute or ordinance.
- (c) Compensation for property may be made only if the property was commandeered or otherwise used in coping with a disaster and its use or destruction was ordered by the governor or a member of the disaster forces of this state.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.153. Compensation Claims**

- (a) A person claiming compensation for the use, damage, loss, or destruction of property under this chapter shall file a claim for compensation with the division in the form and manner required by the division.
- (b) Unless the amount of compensation on account of property damage, loss, or destruction is agreed on between the claimant and the division, the amount of compensation is computed in the same manner as compensation due for taking of property under the condemnation laws of this state.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

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**§ 418.154. Certain Claims Excluded**

This subchapter does not apply to or authorize compensation for:

- (1) the destruction or damaging of standing timber or other property in order to provide a firebreak;
- (2) the release of water or breach of impoundments in order to reduce pressure or other danger from actual or threatened flood; or
- (3) contravention of Article I, Section 17, of the Texas Constitution or statutes pertaining to that section.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**SUBCHAPTER H. MISCELLANEOUS PROVISIONS**

**§ 418.171. Qualifications for Rendering Aid**

A person who holds a license, certificate, or other permit issued by a state or political subdivision of any state evidencing the meeting of qualifications for professional, mechanical, or other skills may render aid involving the skill in this state to meet an emergency or disaster. This state shall give due consideration to the license, certificate, or other permit.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.172. Insurance Coverage**

- (a) Property damage insurance covering state facilities may be purchased by agencies of the state if necessary to qualify for federal disaster assistance funds.
- (b) If sufficient funds are not available for the required insurance, an agency may petition the disaster emergency funding board to purchase the insurance on the agency's behalf. The board may spend money from that fund for that purpose.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

**§ 418.173. Penalty for Violation of Emergency Management Plan**

- (a) A state, local, or interjurisdictional emergency management plan may provide that failure to comply with the plan or with a rule, order, or ordinance adopted under the plan is an offense.
- (b) The plan may prescribe a punishment for the offense but may not prescribe a fine that exceeds \$1,000 or confinement in jail for a term that exceeds 180 days.

Acts 1987, 70th Leg., ch. 147, § 1, eff. Sept. 1, 1987.

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**§ 418.174. Personal Liability Exemption of Member of Emergency Planning Council or Local Emergency Planning Committee**

A member of the emergency management council established under Section 418.013 or of a local emergency planning committee established to develop an emergency management program in accordance with Subchapter E of this chapter<sup>1</sup> is not personally liable for civil damages for an action arising from the performance of the person's duties on the council or committee.

Added by Acts 1989, 71st Leg., ch. 851, § 1, eff. Aug. 28, 1989.

**§ 418.175. Certain Information Confidential**

- (a) Information that relates to physically or mentally disabled individuals or other medically fragile individuals and that is maintained for purposes of emergency management or disaster planning is confidential and excepted from required disclosure under Chapter 552.
- (b) This section applies to information in the possession of any person, including:
  - (1) the state, an agency of the state, a political subdivision, or an agency of a political subdivision; or
  - (2) an electric, telecommunications, gas, or water utility.

Added by Acts 1999, 76th Leg., ch. 778, § 1, eff. June 18, 1999.

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**ATTACHMENT 5**  
**MATAGORDA COUNTY COMMISSIONER'S COURT ORDER**  
**DATED FEBRUARY 8, 1999**

**THE STATE OF TEXAS**

**COUNTY OF MATAGORDA**

AN ORDER

BY THE COMMISSIONERS COURT OF MATAGORDA COUNTY, TEXAS ESTABLISHING A PROGRAM OF COMPREHENSIVE EMERGENCY MANAGEMENT WHICH INCLUDES THE MITIGATION, PREPAREDNESS, RESPONSE AND RECOVERY PHASES OF EMERGENCY MANAGEMENT; ACKNOWLEDGING THE OFFICE OF EMERGENCY MANAGEMENT DIRECTOR; AUTHORIZING THE APPOINTMENT OF AN EMERGENCY MANAGEMENT COORDINATOR; AND PROVIDING THE DUTIES AND RESPONSIBILITIES OF THOSE OFFICES; IDENTIFYING AN OPERATIONAL ORGANIZATION; GRANTING NECESSARY POWERS TO COPE WITH ALL PHASES OF EMERGENCY MANAGEMENT WHICH THREATEN LIFE AND PROPERTY IN THE COUNTY OF MATAGORDA; AUTHORIZING COOPERATIVE AND MUTUAL AID AGREEMENTS FOR RELIEF WORK BETWEEN THIS AND OTHER COUNTIES OR CITIES FOR RELATED PURPOSES; PROHIBITING UNAUTHORIZED WARNING AND ALL-CLEAR SIGNALS AND MAKING VIOLATIONS A MISDEMEANOR PUNISHABLE BY FINE NOT TO EXCEED \$200.00.

WHEREAS, the Commissioners Court of the County of Matagorda finds that the identification of potential hazards and the prevention of mitigation of their effects must be an ongoing concern of the County if the lives and property of the populace are to be protected; and

WHEREAS, the Commissioners Court hereby declared that the preparation of a plan, and the means of its implementation, for the protection of lives and property in the County of Matagorda from natural or man-caused disasters or threat thereof is immediately essential; and

WHEREAS, the Commissioners Court further finds that in times of disasters which may imperil the safety of the inhabitants of the County, or their property, it becomes necessary to effectuate and place into operation the preconceived plans and preparations with a minimum of delay; and

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WHEREAS, the Commissioners Court finds, therefore, that the preparation, adoption and implementation of such plans are now imperative, BE IT ORDERED, ADJUDGED AND DECREED BY THE COMMISSIONERS COURT OF MATAGORDA COUNTY, TEXAS:

Section 1. There exists the office of Emergency Management Director of the County of Matagorda, which shall be held by the County Judge in accordance with state law.

- (a) An Emergency Management Coordinator may be appointed by and serve at the pleasure of the Director;
- (b) The Director shall be responsible for conducting a program of comprehensive emergency management within the County and for carrying out the duties and responsibilities set forth in Section 4 of this order. He may delegate authority for execution of these duties to the Coordinator, but ultimate responsibility for such execution shall remain with the Director.

Section 2. The powers and duties of the Director shall include an ongoing survey of actual or potential major hazards which threaten life and property within the county; and an ongoing program of identifying and requiring or recommending the implementation of measures which would tend to occur. As a part of his responsibility in hazard mitigation, the Director shall supervise the development of an Emergency Management Basic plan for Matagorda County, and shall recommend that plan for adoption by the Commissioners Court along with any and all mutual aid plans and agreements which are deemed essential for implementation of such Emergency Management Basic plan. The powers of the Director shall include the authority to declare a state of disaster, but such action may be subject to confirmation by the Commissioners Court at its next meeting. The Duties of the Director shall also include the causing of a survey of the availability of existing personnel, equipment, supplies and services which could be used during a disaster, as provided for herein, as well as a continuing study of the need for amendments and improvements in the Emergency Management Basic plan.

Section 3. The County Judge is hereby authorized to join with the mayors of the cities in Matagorda County in the formation of an Emergency Management Council for the County of Matagorda and shall have the authority to cooperate in the preparation of a joint emergency management plan and in powers necessary to participate in a county-wide program of emergency management insofar as said program may effect Matagorda County.

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Section 4. The duties and responsibilities of the Emergency Management Director shall include the following:

- (a) The direction and control of the actual disaster operations of the Matagorda County Emergency Management organization as well as the training of Emergency Management personnel.
- (b) The determination of all questions of authority and responsibility that may arise within the Emergency Management organization of the county.
- (c) The maintenance of necessary liaison with other county, municipal, district, state, regional, federal or other Emergency Management organizations.
- (d) The marshaling, after declaration of a disaster as provided for above, of all necessary personnel, equipment or supplies from any department of Matagorda County to aid in the carrying out of the provisions of the Emergency Management Basic plan.
- (e) The issuance of all necessary proclamations as to the existence of a disaster and the immediate operational effectiveness of the Matagorda County Emergency Management Basic plan.
- (f) The issuance of reasonable rules, regulations or directives which are necessary for the protection of life and property in Matagorda County, to be filed with the County Clerk, and shall receive widespread publicity unless publicity would be of aid and comfort to the enemy.
- (g) The supervision of the drafting and execution of mutual aide agreements, in cooperation with the representatives of the state or other local political subdivisions of the state, and the drafting and execution, if deemed desirable, of an agreement with the cities located in Matagorda County for the county-wide coordination of Emergency Management efforts.
- (h) The supervision of and final authorization for the procurement of all necessary supplies and equipment, including acceptance of private contributions which may be offered for the purpose of improving Emergency Management within the County.
- (i) The authorizing of agreements, after approval of the County Attorney, for use of private property for public shelter and other purposes.

Section 5. The operational emergency management organization of Matagorda County shall consist of the officers and employees of the County so designated by the director in the Emergency Management Basic plan, as well as organized volunteer groups. The functions and duties of this organization shall be distributed among such officers and employees in accordance with the terms of the Emergency Management Basic plan. Such plan shall set forth the form of the organization, establish and designate officers and employees to carry out the provisions of this order. Insofar as possible, the form of organization, titles, and terminology shall conform to the recommendations of the State Division of Emergency Management of the State of Texas and of the Federal Government.

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- Section 6. Any unauthorized person who shall operate a siren or other device so as to simulate a warning signal, or the termination of a warning, shall be deemed guilty of a violation of this order and shall be subject to the penalties imposed by this order.
- Section 7. At all times when the orders, rules and regulations made and promulgated pursuant to this order shall be in effect, they shall supersede and override all existing orders, rules and regulations insofar as the latter may be inconsistent therewith.
- Section 8. This order shall not be construed so as to conflict with any state or federal statute or with any military or naval order, rule or regulation.
- Section 9. This order is an exercise by the County of its governmental functions for the protection of the public peace, health and safety and neither Matagorda County, the agents and representatives of said County, or any individual, receiver, firm, partnership, corporation, association or trustee, or any of the agents thereof, in good faith carrying out, complying with or attempting or comply with, any order, rule or regulation promulgated pursuant to the provisions of this order shall be liable for any damage sustained to persons as the result of said activity. Any person owning or controlling real estate or other premises who voluntarily and without compensation grants to the County of Matagorda a license of privilege, or otherwise permits the County to inspect, designate and use the whole or any part or parts of such real estate or premises for the purpose of sheltering persons during an actual, impending or practice enemy attack shall, together with his successors in interest, if any, not be civilly liable for the death of, or injury to, any person on or about such real estate or premises under such license, privilege or other permission or for loss of, or damage to, the property of such persons.
- Section 10. No person shall have the right to expend any public funds of the County in carrying out any Emergency Management activity authorized by this order without prior approval by the Commissioners Court, nor shall any person have any right to bind the County by contract, agreement or otherwise without prior and specific approval of the Commissioners Court.
- Section 11. It shall be unlawful for any person willfully to obstruct, hinder or delay any member of the Emergency Management organization in the enforcement of any rule or regulation issued pursuant to this order, or to do any act forbidden by any rule or regulation issued pursuant to the authority contained in this order. It shall likewise be unlawful for any person to wear, carry or display any emblem, insignia or any other means of identification as a member of the Emergency Management organization of the County of Matagorda, unless authority to do so has been granted to such person by the proper officials. Convictions for violations of the provisions of this order shall be punishable for fine not to exceed two hundred dollars (\$200.00).



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- Section 12. Each employee or any individual that is assigned a function or responsibility shall solemnly swear or affirm to support and defend the Constitution of the United States, laws of the State of Texas and the orders of the County of Matagorda.
- Section 13. If any portion of this order shall, for any reason, be declared invalid, such invalidity shall not effect the remaining provisions thereof.
- Section 14. All orders, parts of orders, or resolutions in conflict herewith are expressly repealed.

SIGNED THIS THE  8  day of  February , 1999.

/s/ Greg Westmoreland  
County of Matagorda, County Judge  
Bay City, Texas

/s/ Mike Pruett  
Commissioner

/s/ Leonard Lamar  
Commissioner

/s/ George Deshotels  
Commissioner

/s/ Percy Carroll  
Commissioner

ATTEST: /s/ Gail Denn  
County Clerk

EMERGENCY MANAGEMENT BASIC PLAN  
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**ATTACHMENT 6  
CITY OF BAY CITY ORDINANCE NO. 1304**

AN ORDINANCE ESTABLISHING A PROGRAM OF COMPREHENSIVE EMERGENCY MANAGEMENT WHICH INCLUDES THE MITIGATION, PREPAREDNESS RESPONSE AND RECOVERY PHASES OF CIVIL PREPAREDNESS: ACKNOWLEDGING THE OFFICE OF EMERGENCY MANAGEMENT DIRECTOR: AUTHORIZING THE APPOINTMENT OF AN EMERGENCY MANAGEMENT COORDINATOR: AND PROVIDING THE DUTIES AND RESPONSIBILITIES OF THOSE OFFICES: IDENTIFYING AN OPERATIONAL ORGANIZATION: GRANTING NECESSARY POWERS TO COPE WITH ALL PHASES OF EMERGENCY MANAGEMENT WHICH THREATEN LIFE AND PROPERTY IN THE CITY OF BAY CITY: AUTHORIZING COOPERATIVE AND MUTUAL AID AGREEMENTS FOR RELIEF WORK BETWEEN THIS AND OTHER CITIES AND COUNTIES AND FOR RELATED PURPOSES: PROHIBITING UNAUTHORIZED WARNING AND ALL-CLEAR SIGNALS AND MAKING VIOLATIONS A MISDEMEANOR PUNISHABLE BY FINE NOT TO EXCEED \$1,000.

WHEREAS, the City Council of the City of Bay City, Texas finds that the identification of potential hazards and the prevention or mitigation of their effects must be an on-going concern of the City of the lives and property of the populace are to be protected; and

WHEREAS, the City Council hereby declares that the preparation of a plan and the means for its implementation, for the protection of lives and property in the City of Bay City from natural or man-caused disasters or threat thereof is immediately essential; and

WHEREAS, the City Council further finds that in times of disasters which may imperil the safety of the inhabitants of the City, or their property, it becomes necessary to effectuate and place into operation the preconceived plans and preparations with a minimum of delay; and

EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
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WHEREAS, the City Council finds, therefore, that the preparation, adoption, and implementation of such plans are now imperative;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BAY CITY:

Section 1. There exists the office of Emergency Management Director of the City of Bay City, which shall be held by the Mayor in accordance with state law.

- (a) An Emergency Management Coordinator may be appointed by and serve at the pleasure of the Director.
- (b) The Director shall be responsible for conducting a program of comprehensive emergency management within the City and for carrying out the duties and responsibilities set forth in Section 4 of this ordinance. He may delegate authority for execution of these duties to the Coordinator, but ultimate responsibility for such execution shall remain with the Director.

Section 2. The powers and duties of the Director will include an ongoing survey of actual or potential major hazards which threaten life and property with the City, and an ongoing program of identifying and requiring or recommending the implementation of measures which would tend to prevent the occurrence or reduce the impact of such hazards if a disaster did occur. As part of his responsibility in hazard mitigation, the Director shall supervise the development of an emergency management plan for the City Council along with any and all mutual aid plans and agreements which are deemed essential for the implementation of such emergency management plans. The powers of the Director shall include the authority to declare a state of disaster, but such action may be subject to confirmation by the City Council at its next meeting. The duties of the Director shall also include the causing of a survey of the availability of existing personnel, equipment, supplies and services which could be used during a disaster, as provided for herein, as well as a continuing study of the need for amendments and improvements in the emergency management plan.

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Section 3. The Mayor is hereby authorized to join with the County Judge of the County of Matagorda and the mayors of the other cities in said county in the formation of an Emergency Management Council for the County of Matagorda and shall have the authority to cooperate in the preparations of a joint emergency management plan and in the appointment of a joint Emergency Management Coordinator, as well as all powers necessary to participate in a county-wide program of emergency management insofar as said program may affect the City of Bay City.

Section 4. The duties and responsibilities of the Emergency Management Director shall include the following:

- (a) The direction and control of the actual disaster operations of the Bay City emergency management organization as well as the training of emergency management personnel.
- (b) The determination of all questions of authority and responsibility that may arise within the emergency management organization of the City.
- (c) The maintenance of necessary liaison with other municipal, county, district, state, regional, federal, or other Emergency Management organizations.
- (d) The marshaling, after declaration of a disaster as provided for above, of all necessary personnel, equipment or supplies from any department of the City to aid in the carrying out of the provisions of the emergency management plan.
- (e) The issuance of all necessary proclamations as to the existence of a disaster and the immediate operational effectiveness of the City of Bay City emergency management plan.

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- (f) The issuance of reasonable rules, regulations or directives that is necessary for the protection of life and property in the City of Bay City. Such rules and regulations shall be filed in the office of the City Secretary and shall receive widespread publicity unless publicity would be of aid and comfort to the enemy.
- (g) The supervision of the drafting and execution of mutual aide agreements, in cooperation with the representatives of the state and of other local political subdivisions of the state, and the drafting and execution, if deemed desirable, or an agreement with the county in which said city is located and with other municipalities within the county, for the county-wide coordination of emergency management efforts.
- (h) The supervision of, and final authorization for the procurement of all necessary supplies and equipment, including acceptance of private contributions which may be offered for the purpose of improving emergency management within the City.
- (i) The authorizing of agreements, after approval by the City Attorney, for use of private property for public shelter and other purposes.

Section 5. The operational emergency management organization of the City of Bay City shall consist of the officers and employees of the City so designated by the Director in the emergency management plan, as well as all organized volunteer groups. The functions and duties of this organization shall be distributed among such officers and employees in accordance with the terms of the emergency management plan. Such plan shall set forth the form of the organization, establish and designate divisions and functions, assign tasks, duties and powers, and designate officers and employees to carry out the provisions of this ordinance. Insofar as possible, the form of organization, titles and terminology shall conform to the recommendations of the State Division of Emergency Management of the State of Texas and of the Federal Government.

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Section 6. Any unauthorized person who shall operate a siren or other device so as to simulate a warning signal, or the termination of a warning, shall be deemed guilty of a violation of this ordinance and shall be subject to the penalties imposed by this ordinance.

Section 7. At all times when the orders, rules, and regulations made promulgated pursuant to this ordinance shall be in effect, they shall supersede and override all existing ordinances, orders, rules, and regulations insofar as the latter may be inconsistent therewith.

Section 8. This ordinance shall not be construed so as to conflict with any State or Federal statute or with any military or naval order, rule, or regulation.

Section 9. This ordinance is an exercise by the City of its governmental functions for the protection of the public peace, health, and safety and neither the City of Bay City, the agents and representatives of said City, nor any individual, receiver, firm, partnership, corporation, association, or trustee, nor any of the agents thereof, in good faith carrying out, complying with or attempting to comply with, any order, rule, or regulation promulgated pursuant to the provisions of this ordinance shall be liable for any damage sustained to persons as the result of said activity. Any person owning or controlling real estate or other premises who voluntarily and without compensation grants to the City of Bay City a license of privilege, or otherwise permits the City to inspect, designate and use the whole or any part or parts of such real estate or premises for the purpose of sheltering persons during an actual, impending or practice enemy attack shall, together with his successors in interest, if any, not be civilly liable for the death or, or injury to, any person on or about such real estate or premises under such license, privilege or other permission or for loss of, or damage to, the property of such person.

Section 10. No person shall have the right to expend any public funds of the City in carrying out any emergency management activity authorized by this ordinance without prior approval by the City Council, nor shall any person have any right to bind the City by contract, agreement or otherwise without prior and specific approval of the City Council.

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Section 11. It shall be unlawful for any person willfully to obstruct, hinder, or delay any member of the emergency management organization in the enforcement of any rule or regulation issued pursuant to this ordinance, or to do any act forbidden by any rule or regulation issued pursuant to the authority contained in this ordinance. It shall likewise be unlawful for any person to wear, carry or display any emblem, insignia or any other means of identification as a member of the emergency management organization of the City of Bay City, unless authority to do so has been granted to such person by the proper officials. Convictions for violations of the provisions of this ordinance shall be punishable by fine not to exceed one thousand dollars (\$1000) and each day a violation continues shall be punishable as a separate offense.

Section 12. Each employee or any individual that is assigned a function or responsibility shall solemnly swear or affirm to support and defend the Constitution of the United States, laws of the State of Texas and the Ordinances of the City of Bay City.

Section 13. If any portion of this ordinance shall, for any reason, be declared invalid, such invalidity shall not affect the remaining provisions thereof.

Section 14. All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
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PASSED and APPROVED this 12th day of June, 2003.

CITY OF BAY CITY, TEXAS

/s/Charles Martinez, Jr. , Mayor  
Charles Martinez, Jr., Mayor

<u>Council Member</u>	<u>Voted Aye</u>	<u>Voted No</u>
Booker T. Holbert	<u>    x    </u>	
Anthony Andy Hawkins	<u>    x    </u>	
Joseph D. Enoch	<u>  Absent  </u>	
Brent Marceaux	<u>    x    </u>	
Michael Chavarria	<u>    x    </u>	

I hereby approve the above and foregoing Ordinance on this the 12th day of June, 2003.

Mayor, Charles Martinez, Jr.  
Mayor, Charles Martinez, Jr.  
City of Bay City

ATTEST:

/s/Angie Tenberg  
Angie Tenberg, City Secretary

APPROVED AS TO FORM AND SUBSTANCE:

/s/J. L. Ziegenhals  
J.L. Ziegenhals, City Attorney



EMERGENCY MANAGEMENT BASIC PLAN  
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**ATTACHMENT 7  
CITY OF PALACIOS ORDINANCE NO. 669**

AN ORDINANCE ESTABLISHING A PROGRAM OF COMPREHENSIVE EMERGENCY MANAGEMENT WHICH INCLUDES THE MITIGATION, PREPAREDNESS RESPONSE AND RECOVERY PHASES OF CIVIL PREPAREDNESS; ACKNOWLEDGING THE OFFICE OF EMERGENCY MANAGEMENT DIRECTOR; AUTHORIZING THE APPOINTMENT OF AN EMERGENCY MANAGEMENT COORDINATOR; AND PROVIDING THE DUTIES AND RESPONSIBILITIES OF THOSE OFFICES; IDENTIFYING AN OPERATIONAL ORGANIZATION; GRANTING NECESSARY POWERS TO COPE WITH ALL PHASES OF EMERGENCY MANAGEMENT WHICH THREATEN LIFE AND PROPERTY IN THE CITY OF PALACIOS; AUTHORIZING COOPERATIVE AND MUTUAL AID AGREEMENTS FOR RELIEF WORK BETWEEN THIS AND OTHER CITIES OR COUNTIES AND FOR RELATED PURPOSES; PROHIBITING UNAUTHORIZED WARNING AND ALL-CLEAR SIGNALS AND MAKING VIOLATIONS A MISDEMEANOR PUNISHABLE BY FINE NOT TO EXCEED \$200.

WHEREAS, the City Council of the City of Palacios finds that the identification of potential hazards and the prevention of mitigation of their effects must be an on-going concern of the City if the lives and property of the populace are to be protected; and

WHEREAS, the City Council hereby declares that the preparation of a plan and the means for its implementation, for the protection of lives and property in the city of Palacios from natural or man-caused disasters or threat thereof is immediately essential; and

WHEREAS, the City Council further finds that in times of disasters which may imperil the safety of the inhabitants of the City, or their property, it becomes necessary to effectuate and place into operation the preconceived plans and preparations with a minimum of delay; and

WHEREAS, the City Council finds, therefore, that the preparation, adoption, and implementation of such plans are now imperative; BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PALACIOS:

EMERGENCY MANAGEMENT BASIC PLAN  
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Section 1. There exists the office of Emergency Management Director of the City of Palacios, which shall be held by the Mayor in accordance with state law.

- (a) An Emergency Management Coordinator may be appointed by and serve at the pleasure of the Director;
- (b) The Director shall be responsible for conducting a program of comprehensive emergency management within the city and for carrying out the duties and responsibilities set forth in Section 4 of this ordinance. He may delegate authority for execution of these duties to the Coordinator, but ultimate responsibility for such execution shall remain with the Director.

Section 2. The powers and duties of the Director shall include an on-going survey of actual or potential major hazards which threaten life and property within the city; and an on-going program of identifying and requiring or recommending the implementation of measures which would tend to prevent the occurrence or reduce the impact of such hazards if a disaster did occur. As part of his responsibility in hazard mitigation, the Director shall supervise the development of an emergency management plan for the City Council along with any and all mutual aid plans and agreements which are deemed essential for the implementation of such Emergency Management Basic plan. The powers of the Director shall include the authority to declare a state of disaster, but such action may be subject to confirmation by the City Council at its next meeting. The duties of the Director shall also include the causing of a survey of the availability of existing personnel, equipment, supplies and services which could be used during a disaster, as provided for herein, as well as a continuing study of the need for amendments and improvements in the Emergency Management Basic plan.

Section 3. The Mayor is hereby authorized to join with the County Judge of the County of Matagorda and the mayors of the other cities in said county in the formation of an Emergency Management Council for the County of Matagorda and shall have the authority to cooperate in the preparations of a joint Emergency Management Basic plan and in the appointment of a joint Emergency Management Coordinator, as well as all powers necessary to participate in a county-wide program of emergency management insofar as said program may affect the City of Palacios.

Section 4. The duties and responsibilities of the Emergency Management Director shall include the following:

- (a) The direction and control of the actual disaster operations of the Palacios Emergency Management organization as well as the training of Emergency Management personnel.

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- (b) The determination of all questions of authority and responsibility that may arise within the Emergency Management organization of the City.
- (c) The maintenance of necessary liaison with other municipal, county, district, state, regional, federal, or other Emergency Management organizations.
- (d) The marshalling, after declaration of a disaster as provided for above, of all necessary personnel, equipment or supplies from any department of the City to aid in the carrying out of the provisions of the Emergency Management Basic plan.
- (e) The issuance of all necessary proclamations as to the existence of a disaster and the immediate operational effectiveness of the City of Palacios Emergency Management Basic plan.
- (f) The issuance of reasonable rules, regulations or directives which are necessary for the protection of life and property in the City of Palacios. Such rules and regulations shall be filed in the office of the City Secretary and shall receive widespread publicity unless publicity would be of aid and comfort to the enemy.
- (g) The supervision of the drafting and execution of mutual aide agreements, in cooperation with the representatives of the state and of other local political subdivisions of the state, and the drafting and execution, if deemed desirable, or an agreement with the county in which said city is located and with other municipalities within the county, for the county-wide coordination of Emergency Management efforts.
- (h) The supervision of, and final authorization for the procurement of all necessary supplies and equipment, including acceptance of private contributions which may be offered for the purpose of improving Emergency Management within the City.
- (i) The authorizing of agreements, after approval by the City Attorney, for use of private property for public shelter and other purposes.

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- Section 5. The operational Emergency Management organization of the City of Palacios shall consist of the officers and employees of the City so designated by the Director in the Emergency Management Basic plan, as well as all organized volunteer groups. The functions and duties of this organization shall be distributed among such officers and employees in accordance with the terms of the Emergency Management Basic plan. Such plan shall set forth the form of the organization, establish and designate divisions and functions, assign tasks, duties and powers, and designate officers and employees to carry out the provisions of this ordinance. Insofar as possible, the form of organization, titles and terminology shall conform to the recommendations of the State Division of Emergency Management of the State of Texas and of the Federal Government.
- Section 6. Any unauthorized person who shall operate a siren or other device so as to simulate a warning signal, or the termination of a warning, shall be deemed guilty of a violation of this ordinance and shall be subject to the penalties imposed by this ordinance.
- Section 7. At all times when the orders, rules, and regulations made promulgated pursuant to this ordinance shall be in effect, they shall supersede and override all existing ordinances, orders, rules, and regulations insofar as the latter may be inconsistent therewith.
- Section 8. This ordinance shall not be construed so as to conflict with any State or Federal statute or with any military or naval order, rule, or regulation.
- Section 9. This ordinance is an exercise by the City of its governmental functions for the protection of the public peace, health, and safety and neither the City of Palacios, the agents and representatives of said city, nor any individual, receiver, firm, partnership, corporation, association, or trustee, nor any of the agents thereof, in good faith carrying out, complying with or attempting to comply with, any order, rule, or regulation promulgated pursuant to the provisions of this ordinance shall be liable for any damage sustained to persons as the result of said activity. Any person owning or controlling real estate or other premises who voluntarily and without compensation grants to the City of Palacios a license of privilege, or otherwise permits the City to inspect, designate and use the whole or any part or parts of such real estate or premises for the purpose of sheltering persons during an actual, impending or practice enemy attack shall, together with his successors in interest, if any, not be civilly liable for the death of, or injury to, any person on or about such real estate or premises under such license, privilege or other permission or for loss of, or damage to, the property of such person.

EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
MATAGORDA COUNTY, BAY CITY, AND PALACIOS

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- Section 10. No person shall have the right to expend any public funds of the City in carrying out any Emergency Management activity authorized by this ordinance without prior approval by the City Council, nor shall any person have any right to bind the City by contract, agreement or otherwise without prior and specific approval of the City Council.
- Section 11. It shall be unlawful for any person willfully to obstruct, hinder, or delay any member of the Emergency Management organization in the enforcement of any rule or regulation issued pursuant to this ordinance, or to do any act forbidden by any rule or regulation issued pursuant to the authority contained in this ordinance. It shall likewise be unlawful for any person to wear, carry or display any emblem, insignia or any other means of identification as a member of the Emergency Management organization of the City of Palacios, unless authority to do so has been granted to such person by the proper officials. Convictions for violations of the provisions of this ordinance shall be punishable by fine not to exceed two hundred dollars (\$200) and each day a violation continues shall be punishable as a separate offense.
- Section 12. Each employee or any individual that is assigned a function or responsibility shall solemnly swear or affirm to support and defend the Constitution of the United States, laws of the State of Texas and the Ordinances of the City of Palacios.
- Section 13. If any portion of this ordinance shall, for any reason, be declared invalid, such invalidity shall not affect the remaining provisions thereof.
- Section 14. All ordinances, parts of ordinances, or resolutions in conflict herewith are expressly repealed.

READ AND APPROVED on first reading this the third day of February, 2003.

/s/ John Conner  
John Conner, Mayor  
City of Palacios, Texas

ATTEST:

/s/ Patsy E. Gibson  
Patsy E. Gibson, City Secretary

EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
MATAGORDA COUNTY, BAY CITY, AND PALACIOS

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**ATTACHMENT 8  
MATAGORDA COUNTY AND CITY OF BAY CITY  
JOINT RESOLUTION**

WHEREAS, the City Council of the City of Bay City by Ordinance No. 1304 did establish a program of comprehensive emergency management, including mitigation, preparedness, response and recovery phases of civil preparedness, including acknowledging the office of Emergency Management Director, and authorizing the appointment of an Emergency Management Coordinator. The Ordinance additionally provides for the duties and responsibilities of those offices and set forth procedures for organization and management in the event of emergencies; and

WHEREAS, Matagorda County by Commissioner's Court Order dated November 28, 1994, did establish programs of comprehensive emergency management which included the mitigation preparedness response and recovery phases of emergency management; and

WHEREAS, the City of Bay City and Matagorda County find that vulnerability to many potential hazards is shared by residents of the City of Bay City and the various and unincorporated areas of Matagorda County; and

WHEREAS, the City of Bay City and Matagorda County find that the common goal of emergency management can best be achieved through an organization which shares the combined resources; and

WHEREAS, the contemplated action for emergency management is specifically authorized by the aforementioned Ordinance of the City of Bay City and by the aforesaid Commissioners Court Order;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BAY CITY, TEXAS, AND THE MATAGORDA COUNTY COMMISSIONERS COURT that there is hereby established the Matagorda County Emergency Management Organization which shall consist of the officers and employees of the City of Bay City and Matagorda County designated in a joint emergency management basic plan together with such organized volunteer groups as the plan may specify; and

BE IT FURTHER RESOLVED that the Matagorda County judge shall appoint an emergency management coordinator to coordinate all aspects of the Matagorda County program of comprehensive emergency management, including the preparation and management of a joint emergency management basic plan for the City of Bay City and for Matagorda County, Texas, in accordance with this resolution.

RESOLVED this the 16<sup>th</sup> day of June, 2003.

ATTEST:

/s/ Charles Martinez  
Mayor Charles Martinez  
City of Bay City

/s/ Greg Westermoreland  
Judge Greg B. Westmoreland  
Matagorda County

/s/ Angie Tenberg  
Angie Tenberg, City Secretary

/s/ Gail Denn  
Gail Denn, County Clerk

EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
MATAGORDA COUNTY, BAY CITY, AND PALACIOS

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**ATTACHMENT 9  
MATAGORDA COUNTY/CITY OF PALACIOS JOINT  
RESOLUTION**

WHEREAS, the city of Palacios by City Ordinance No. 669, and Matagorda County by Commissioners Court Order dated February 8, 1999, have established similar programs of comprehensive emergency management which includes the mitigation, preparedness, response and recovery phases of emergency management; and

WHEREAS, the City and County find that vulnerability to many potential hazards is shared by residents of Palacios and the unincorporated portions of Matagorda County; and

WHEREAS, the City and County further find that the common goal of emergency management can best be achieved through an organization which shares the combined resources of the City and the County; and

WHEREAS, the contemplated action is specifically authorized by the aforementioned Ordinance and Court Order;

THEREFORE, BE IT RESOLVED that there is hereby established the Matagorda County Emergency Management organization which shall consist of the officers and employees of the City and of the County as designated in a joint Emergency Management Basic plan, together with such organized volunteer groups as that Plan may specify, and

BE IT FURTHER RESOLVED that the Matagorda County Judge shall appoint an Emergency Management Coordinator to coordinate all aspects of the Matagorda County program of comprehensive emergency management, including the preparation and maintenance of a joint Emergency Management Basic plan for Palacios and Matagorda County in accordance with this resolution.

RESOLVED this the 16th day of June, 2003.

/s/ John Conner  
Mayor  
City of Palacios

/s/ Greg Westmoreland  
County Judge, Matagorda County

ATTEST:

/s/ Patsy Gibson  
City Secretary

/s/ Gail Denn  
County Clerk

EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
MATAGORDA COUNTY, BAY CITY, AND PALACIOS

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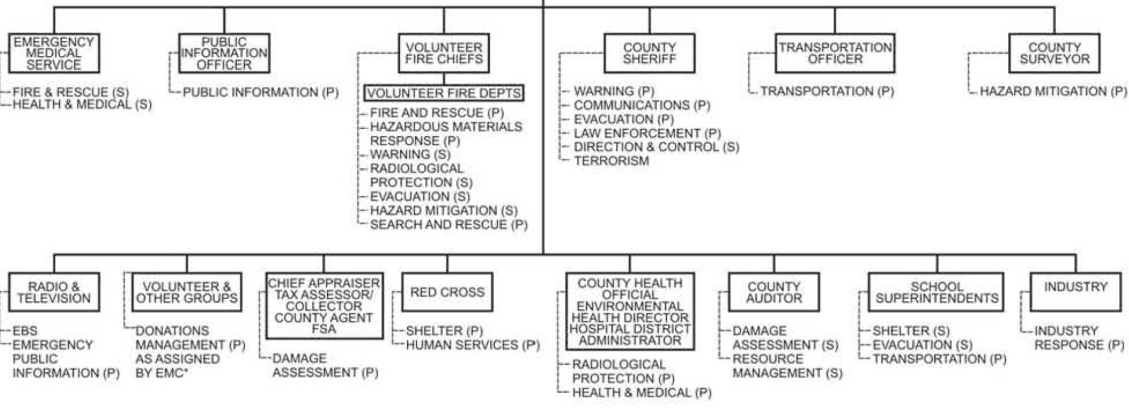
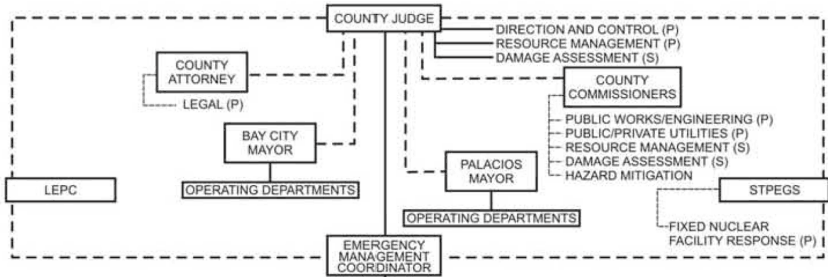
**ATTACHMENT 10**

**ADDITIONAL ATTACHMENTS**

- Attachment 10 - Additional Attachments
- Attachment 11 - Matagorda County Emergency Organization
- Attachment 12 - Matagorda County Emergency Management Functional Responsibilities
- Attachment 13 - City of Bay City Emergency Organization
- Attachment 14 - City of Bay City Emergency Management Functional Responsibilities
- Attachment 15 - City of Palacios Emergency Organization
- Attachment 16 - City of Palacios Emergency Management Functional Responsibilities
- Attachment 17 - Disaster District Boundaries
- Attachment 18 - Emergency Management Council
- Attachment 19 - Channels For Requesting Operational Assistance
- Attachment 20 - Request Procedure For Military Assistance
- Attachment 21 - Annex Assignment
- Attachment 22 - Letters of Agreement
- Attachment 23 - Glossary
- Attachment 24 - Abbreviations and Acronyms
- Attachment 25 - Agreements and Contracts
- Attachment 26 - Organization for Incident Command System
- Attachment 27 - National Incident Management System Summary



# MATAGORDA COUNTY EMERGENCY ORGANIZATION



**LEGEND**

— DIRECTION & CONTROL (P) PRIMARY RESPONSIBILITY  
 - - COORDINATION (S) SECONDARY RESPONSIBILITY  
 - - - RESPONSIBILITIES \* EMC EMERGENCY MANAGEMENT COORDINATOR

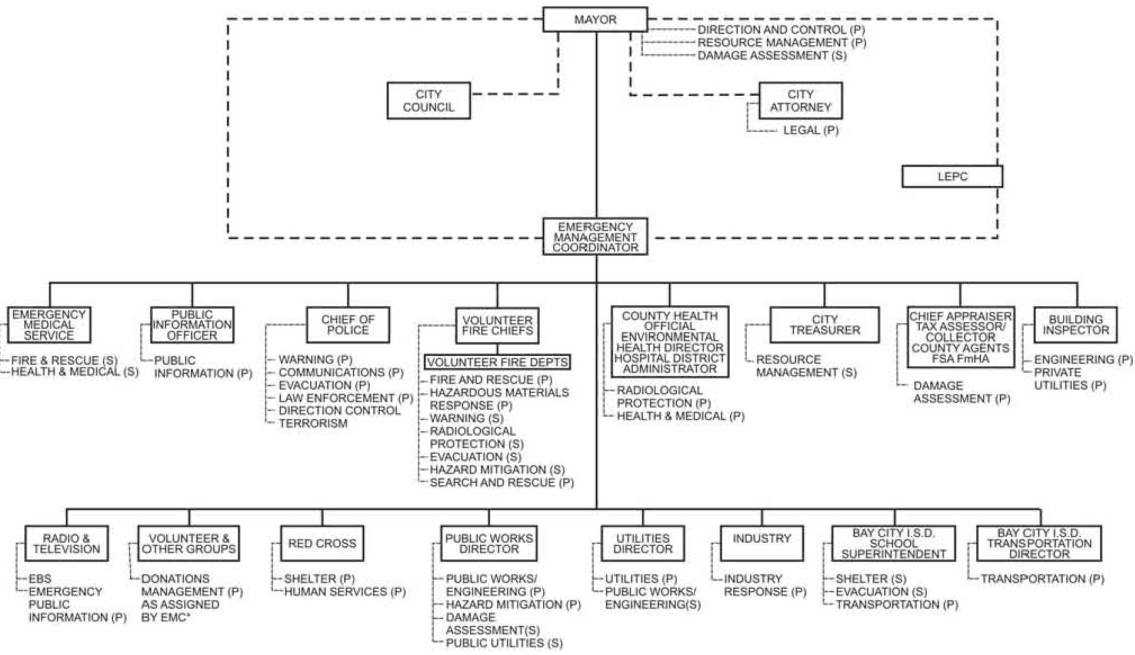
**MATAGORDA COUNTY  
EMERGENCY MANAGEMENT FUNCTIONAL RESPONSIBILITIES**

	WARNING (A)	COMMUNICATION (B)	SHELTER (C)	RADIOLOGICAL PROTECTION (D)	EVACUATION (E)	FIRE & RESCUE (F)	LAW ENFORCEMENT (G)	HEALTH & MEDICAL (H)	EMERGENCY PUBLIC INFORMATION (I)	DAMAGE ASSESSMENT (J)	PUBLIC WORKS/ENGINEERING (K)	RESOURCE MANAGEMENT (M)	HUMAN SERVICE (O)	HAZARD MITIGATION (P)	HAZARDOUS MATERIALS RESPONSE (Q)	SEARCH & RESCUE (R)	TRANSPORTATION (S)	DONATIONS MANAGEMENT (T)	LEGAL SERVICES (U)	TERRORIST INCIDENT COMMAND (V)	FIXED FACILITY RESPONSE (W)	
COUNTY JUDGE								S			P	P									S	
COUNTY COMMISSIONERS								S	P	P	S			S								
EMERGENCY MGMT. COORDINATOR	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C
COUNTY SHERIFF	P	P			P		P						S								P	
EMERGENCY MEDICAL SERVICES						S		S													S	
SCHOOL SUPERINTENDENT			S		S												P					
RED CROSS			P										P									
ENVIRONMENTAL HEALTH DIRECTOR				P				P														
TRANSPORTATION OFFICER																	P					
VOLUNTEER FIRE CHIEFS	S			S	S	P								S	P	P					S	
COUNTY AUDITOR								S			S											
HAZARD MITIGATION OFFICER														P								
COUNTY ATTORNEY																			P			
PUBLIC INFORMATION OFFICER								P														
COUNTY HEALTH OFFICIAL/HOSPITAL ADMINISTRATOR							P														S	
CHIEF APPRAISER TAX ASSESSOR/ COLLECTOR COUNTY AGENTS, FSA, TRAINED VOLUNTEERS								P														
RADIO & TELEVISION								P														
STPEGS																						P
DONATIONS COORDINATOR																	P					

P - INDICATES PRIMARY RESPONSIBILITY  
 S - INDICATES SUPPORT RESPONSIBILITY  
 C - INDICATES COORDINATION RESPONSIBILITY  
 (CORRESPONDING ANNEX)

CDI00439D(6/09)

# CITY OF BAY CITY EMERGENCY ORGANIZATION



**LEGEND**  
 ——— DIRECTION & CONTROL (P) PRIMARY RESPONSIBILITY  
 - - - COORDINATION (S) SECONDARY RESPONSIBILITY  
 - - - RESPONSIBILITIES \* EMC EMERGENCY MANAGEMENT COORDINATOR

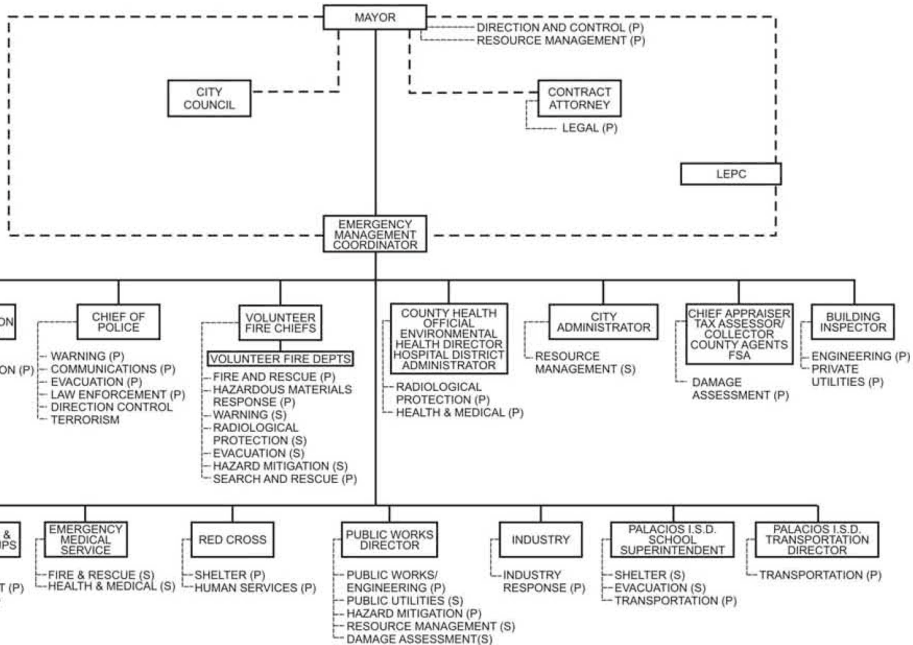
**CITY OF BAY CITY  
EMERGENCY MANAGEMENT FUNCTIONAL RESPONSIBILITIES**

	WARNING (A)	COMMUNICATION (B)	SHELTER (C)	RADIOLOGICAL PROTECTION (D)	EVACUATION (E)	FIRE & RESCUE (F)	LAW ENFORCEMENT (G)	HEALTH & MEDICAL (H)	EMERGENCY PUBLIC INFORMATION (I)	DAMAGE ASSESSMENT (J)	PUBLIC WORKS/ENGINEERING (K)	UTILITIES (L)	RESOURCE MANAGEMENT (M)	DIRECTION & CONTROL/EOP (N)	HUMAN SERVICE (O)	HAZARD MITIGATION (P)	HAZARDOUS MATERIAL RESPONSE (Q)	SEARCH & RESCUE (R)	TRANSPORTATION (S)	DONATIONS MANAGEMENT (T)	LEGAL SERVICES (U)	TERRORIST INCIDENT RESPONSE (V)	FIXED/INCL. PART FACILITY RESPONSE (W)
MAYOR								S			P	P										S	
EMERGENCY MGMT. COORDINATOR	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C
POLICE CHIEF	P	P			P		P						S									P	
PUBLIC WORKS DIRECTOR									P	P	P				P								
BUILDING INSPECTOR										P	P												
EMERGENCY MEDICAL SERVICE						S		S														S	
TRANSPORTATION OFFICER			S		S													P					
RED CROSS			P											P									
ENVIRONMENTAL HEALTH DIRECTOR				P				P															
BAY CITY FIRE CHIEF	S		S	S	S	P									S	P	P					S	
CITY ATTORNEY																				P			
PUBLIC INFORMATION OFFICER								P															
COUNTY HEALTH OFFICIAL/ HOSPITAL ADMINISTRATOR								P															
CHIEF APPRAISER TAX ASSESSOR/COLLECTOR, COUNTY AGENTS, FSA								S	P														
RADIO & TELEVISION								P															
STPEGS																							P
DONATIONS COORDINATOR																			P				

P - INDICATES PRIMARY RESPONSIBILITY  
 S - INDICATES SUPPORT RESPONSIBILITY  
 C - INDICATES COORDINATION RESPONSIBILITY  
 (CORRESPONDING ANNEX)

CDI00439E(06/09)

# CITY OF PALACIOS EMERGENCY ORGANIZATION



**LEGEND**  
 — DIRECTION & CONTROL (P) PRIMARY RESPONSIBILITY  
 - - COORDINATION (S) SECONDARY RESPONSIBILITY  
 - - - RESPONSIBILITIES \* EMC EMERGENCY MANAGEMENT COORDINATOR

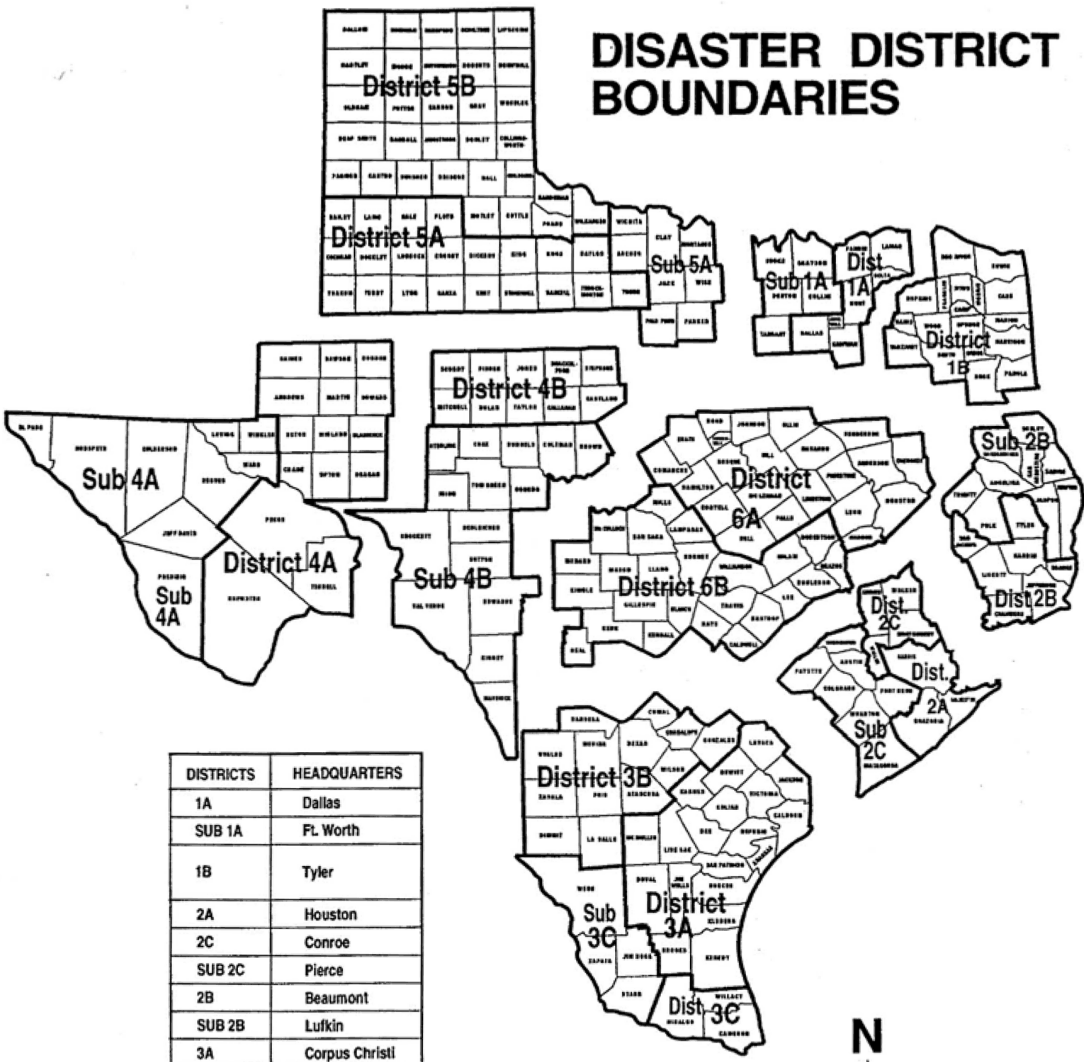
**CITY OF PALACIOS  
EMERGENCY MANAGEMENT FUNCTIONAL RESPONSIBILITIES**

	WARNING (A)	COMMUNICATION (B)	SHELTER (C)	RADIOLOGICAL PROTECTION (D)	EVACUATION (E)	FIRE & RESCUE (F)	LAW ENFORCEMENT (G)	HEALTH & MEDICAL (H)	EMERGENCY PUBLIC INFORMATION (I)	DAMAGE ASSESSMENT (J)	PUBLIC WORKS/ENGINEERING (K)	UTILITIES (L)	RESOURCE MANAGEMENT (M)	DIRECTION & CONTROL (N)	HUMAN SERVICE (O)	HAZARD MITIGATION (P)	HAZARDOUS MATERIALS RESPONSE (Q)	SEARCH & RESCUE (R)	TRANSPORTATION (S)	DONATIONS MANAGEMENT (T)	LEGAL SERVICES (U)	TERRORIST INCIDENT RESPONSE (V)	HAZARDOUS INCIDENT FACILITY RESPONSE (W)	
MAYOR								S			P	P												
EMERGENCY MGMT. COORDINATOR	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C
POLICE CHIEF	P	P			P		P						S										P	
CITY ATTORNEY																				P				
PUBLIC WORKS DIRECTOR									P	P	P	S			P									
EMERGENCY MEDICAL SERVICE					S		S															S		
BUILDING INSPECTOR									P	P														
TRANSPORTATION OFFICER			S		S													P						
RED CROSS			P											P										
ENVIRONMENTAL HEALTH DIRECTOR				P			P																	
PALACIOS FIRE CHIEF	S			S	S	P								S	P	P						S		
CITY ADMINISTRATOR												S												
PUBLIC INFORMATION OFFICER								P																
COUNTY HEALTH OFFICIAL/ HOSPITAL ADMINISTRATOR							P															S		
CHIEF APPRAISER TAX ASSESSOR/COLLECTOR, COUNTY AGENTS, FSA								P																
RADIO & TELEVISION								P																
STPEGS																								P
DONATIONS COORDINATOR																			P					

P - INDICATES PRIMARY RESPONSIBILITY  
 S - INDICATES SUPPORT RESPONSIBILITY  
 C - INDICATES COORDINATION RESPONSIBILITY (CORRESPONDING ANNEX)

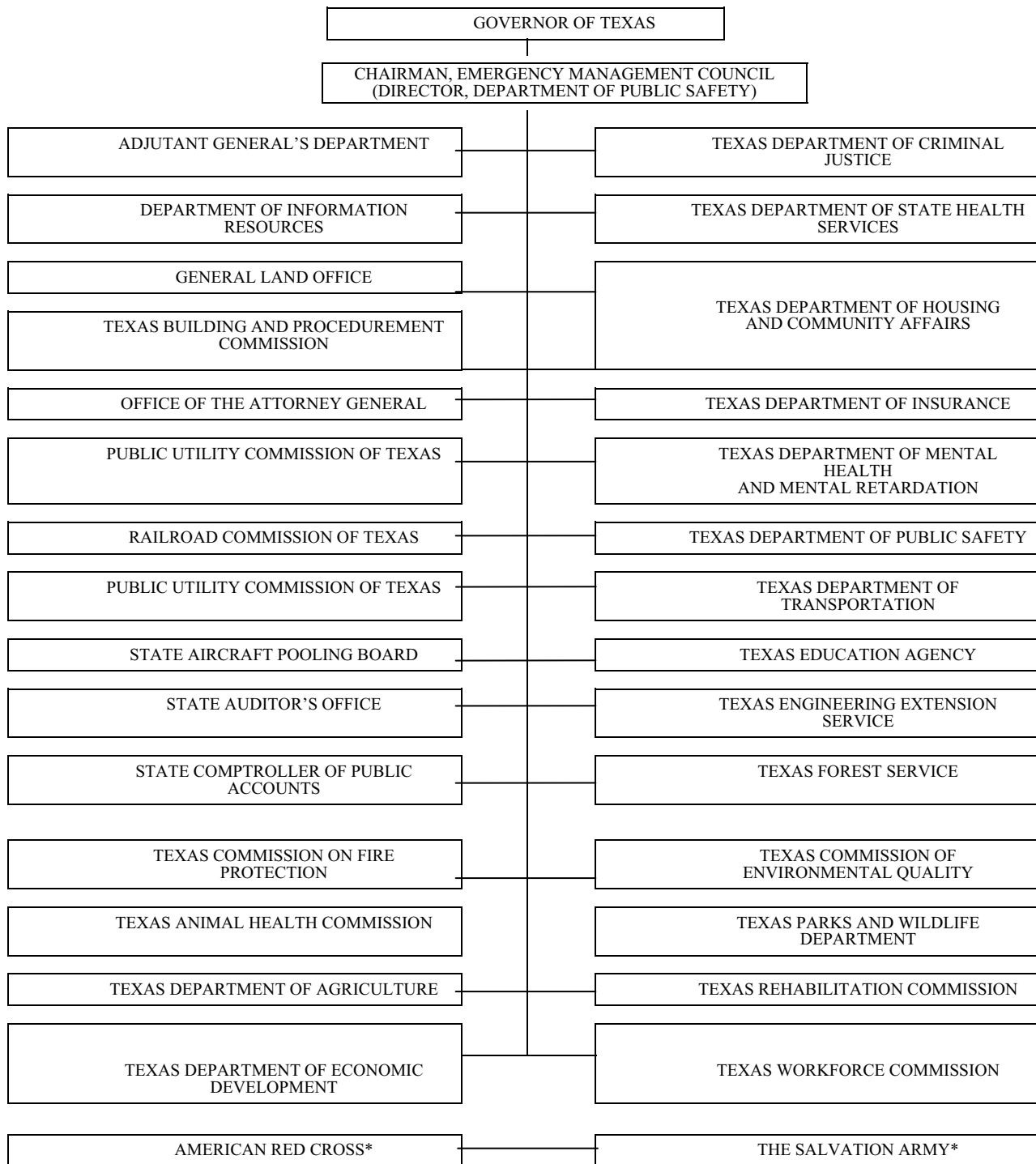
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# DISASTER DISTRICT BOUNDARIES



DISTRICTS	HEADQUARTERS
1A	Dallas
SUB 1A	Ft. Worth
1B	Tyler
2A	Houston
2C	Conroe
SUB 2C	Pierce
2B	Beaumont
SUB 2B	Lufkin
3A	Corpus Christi
3B	San Antonio
3C	McAllen
SUB 3C	Laredo
4A	Midland
SUB 4A	El Paso
4B	Abilene
SUB 4B	San Angelo
5A	Lubbock
SUB 5A	Wichita Falls
5B	Amarillo
6A	Waco
6B	Austin

**ATTACHMENT 18  
EMERGENCY MANAGEMENT COUNCIL**

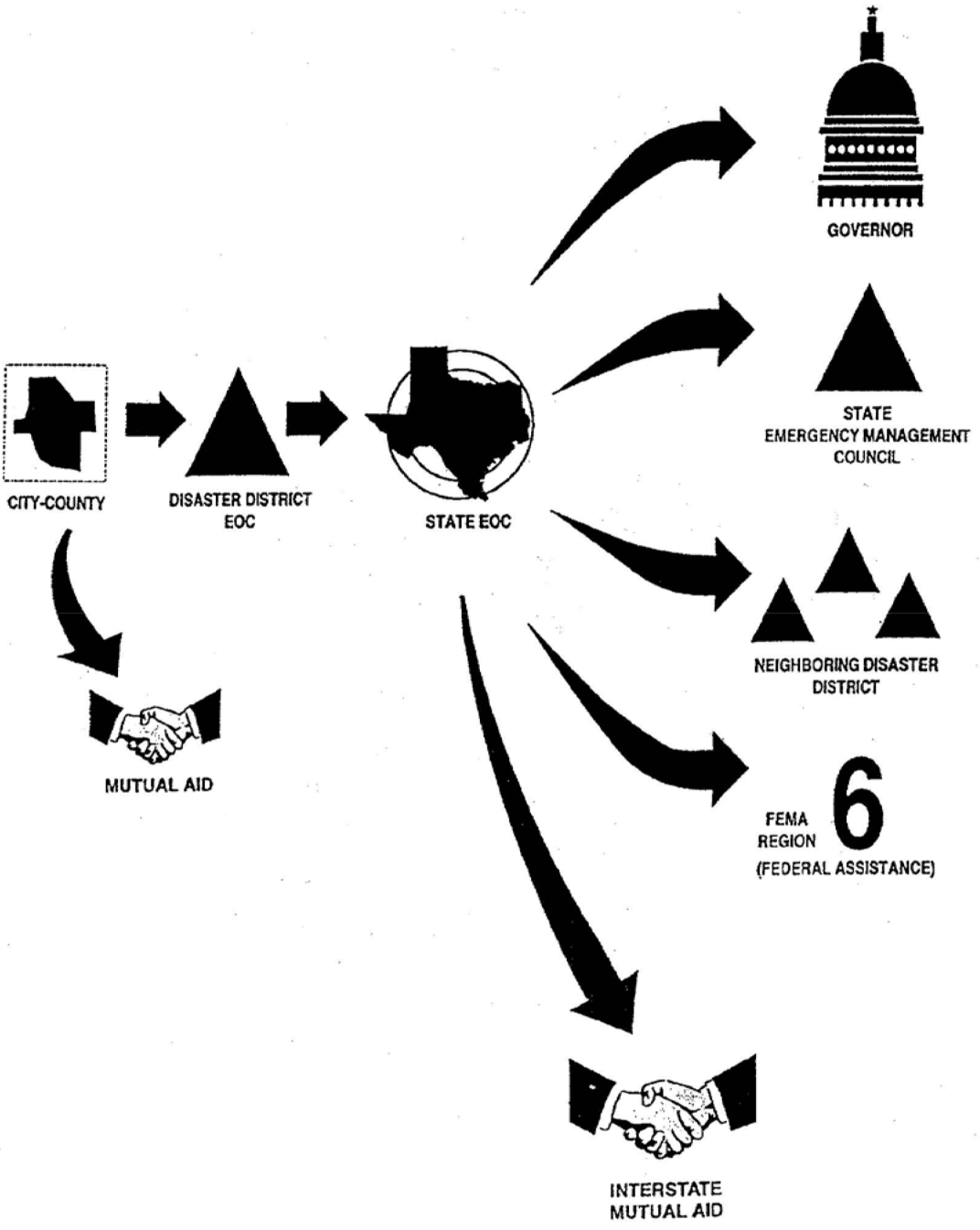


AUTHORITY: EXECUTIVE ORDER OF THE GOVERNOR

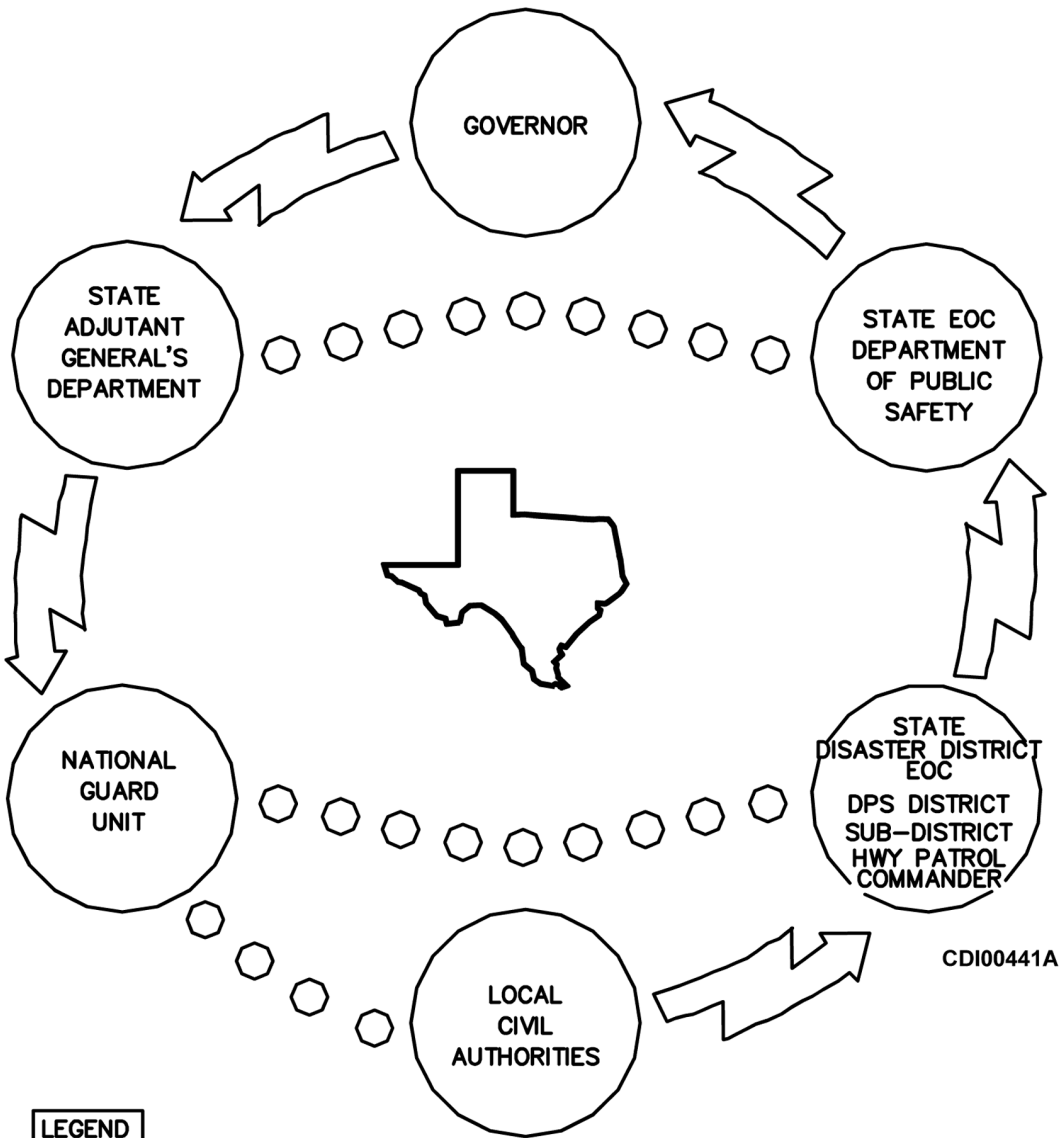
\* NON STATE AGENCY



# CHANNELS FOR REQUESTING OPERATIONAL ASSISTANCE



# REQUEST PROCEDURE FOR MILITARY ASSISTANCE



## LEGEND

○ Coordination

⇒ Request/Order

EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
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**ATTACHMENT 21  
ANNEX ASSIGNMENT**

<b><u>ANNEX</u></b>		<b><u>ASSIGNED TO:</u></b>
ANNEX A:	WARNING	SHERIFF/POLICE CHIEFS
ANNEX B:	COMMUNICATIONS	SHERIFF/POLICE CHIEFS
ANNEX C:	SHELTER/MASS CARE	RED CROSS
ANNEX D:	RADIOLOGICAL PROTECTION	ENVIRONMENTAL HEALTH DIRECTOR
ANNEX E:	EVACUATION	SHERIFF/POLICE CHIEFS
ANNEX F:	FIRE AND RESCUE	VOLUNTEER FIRE CHIEFS
ANNEX G:	LAW ENFORCEMENT	SHERIFF/POLICE CHIEFS
ANNEX H:	HEALTH AND MEDICAL	COUNTY HEALTH OFFICIAL ENVIRONMENTAL HEALTH DIRECTOR HOSPITAL ADMINISTRATORS
ANNEX I:	PUBLIC INFORMATION	PUBLIC INFORMATION OFFICERS
ANNEX J:	DAMAGE ASSESSMENT	CHIEF APPRAISER* TAX ASSESSOR/COLLECTOR* TRAINED VOLUNTEERS (ARC) COUNTY AGENTS/FSA PUBLIC WORKS DIRECTOR'S
ANNEX K:	PUBLIC WORK/ENGINEERING	PRECINCT COMMISSIONERS PUBLIC WORKS DIRECTORS BUILDING INSPECTORS
ANNEX L:	UTILITIES	PRECINCT COMMISSIONERS PUBLIC WORKS DIRECTORS

EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
MATAGORDA COUNTY, BAY CITY, AND PALACIOS

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<u>ANNEX</u>		<u>ASSIGNED TO:</u>
ANNEX M:	RESOURCE MANAGEMENT	COUNTY JUDGE MAYORS
ANNEX N:	DIRECTION AND CONTROL/EOC	COUNTY JUDGE MAYORS/COMMISSIONERS EMERGENCY MANAGEMENT COORDINATORS
ANNEX O:	HUMAN SERVICES	AMERICAN RED CROSS
ANNEX P:	HAZARD MITIGATION	HAZARD MITIGATION OFFICER PUBLIC WORKS DIRECTORS
ANNEX Q:	HAZARDOUS MATERIALS RESPONSE	VOLUNTEER FIRE CHIEFS LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)
ANNEX R	SEARCH AND RESCUE	BAY CITY VOLUNTEER FIRE CHIEF
ANNEX S:	TRANSPORTATION	TRANSPORTATION OFFICER
ANNEX T	DONATIONS MANAGEMENT	DONATIONS COORDINATOR
ANNEX U:	LEGAL	COUNTY AND CITIES ATTORNEYS
ANNEX V	TERRORIST INCIDENT RESPONSE	SHERRIFF CHIEF OF POLICE CHIEF OF POLICE
ANNEX W:	FIXED NUCLEAR FACILITY	SOUTH TEXAS PROJECT

\* The Basic Plan and Annexes are available in the County Judge's office.

EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
MATAGORDA COUNTY, BAY CITY, AND PALACIOS

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**ATTACHMENT 22**  
**LETTERS OF AGREEMENT**

The following organizations have executed Letters of Agreement to support the Emergency Management Plan for Matagorda County, Bay City, and Palacios, Texas. Current Letters of Agreement are maintained on file in the Matagorda County, County Judge's Office.

**Emergency Information Broadcasting**

Bay City Cablevision

KKHA - FM, Bay City

KMKS - FM, Bay City

**Emergency Ambulance**

Matagorda County Emergency Medical Services

Matagorda Emergency Medical Service

Midfield Emergency Medical Service

Sargent Area Volunteer Emergency Services (SAVES)

Selkirk Emergency Medical Service

**Fire Suppression and Rescue**

Matagorda County Firefighters Association

Bay City Volunteer Fire Department

Blessing Volunteer Fire Department

EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
MATAGORDA COUNTY, BAY CITY, AND PALACIOS

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**Fire Suppression and Rescue** (Cont.)

Markham Volunteer Fire Department  
Matagorda Volunteer Fire Department  
Midfield Volunteer Fire Department  
Palacios Volunteer Fire Department  
Sargent Volunteer Fire Department  
Selkirk Volunteer Fire Department  
Wadsworth Volunteer Fire Department

**Shelter, Reception Center, and Mass Care**

American Red Cross

**Communications**

Matagorda County Amateur Radio Club

**Independent School Districts**

Bay City Independent School District  
Matagorda Independent School District  
Palacios Independent School District  
Tidehaven Independent School District  
Van Vleck Independent School District

EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
MATAGORDA COUNTY, BAY CITY, AND PALACIOS

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**ATTACHMENT 23  
GLOSSARY**

**Access Control:** Activities accomplished for the purpose of controlling entry or re-entry into a restricted zone because of radiological contamination to minimize the radiation exposure of individuals. This function is needed to prevent the general public from entering the restricted zone and permitting only emergency workers with essential missions and limited members of the general public to enter a restricted zone.

**Action Levels** Thresholds for contamination levels that trigger the need for decontamination established in the plans.

**Activation:** A process by which a facility is brought up to emergency mode from a normal mode of operation. Activation is completed when the facility is ready to carry out full emergency operations.

**Alerting of Personnel:** Transmission of a signal or message that places personnel on notice that a situation has developed that may require that they report for emergency duty.

**Alerting the Public:** Activating an attention-getting warning signal through such means as sirens, emergency alert radios, route alerting, and speakers on cars, helicopters, and boats.

**Allocation:** The process of designating where evacuees or shelterees go for protective shelter, temporary lodging, or feeding.

**Area Command (Unified Area Command):** An organization established (1) to oversee the management of multiple incidents that are each being managed by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Sets overall strategy and priorities, allocates critical resources according to priorities, ensures that incidents are properly managed, and ensures that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multijurisdictional.

**Assessment:** (Radiological): The interpretation of radiological measurements in such a way that the measurements can be a basis for decision-making. Assessment can include making dose or effect predictions and advisory actions that might be taken to minimize harmful effects.

**Buffer Zone:** An area adjacent to a restricted zone, to which residents may return, but for which protective measures are recommended to minimize exposure to radiation.

**Buffer Zone (Medical Facilities):** Indicates an area adjacent to the radiological emergency area (restricted zone) for which protective measures are recommended to minimize both exposure to radiation and the spread of radiological contamination to radiological clean areas.

**Business Band Radio:** Any commercial radio communications not otherwise specifically stated.

EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
MATAGORDA COUNTY, BAY CITY, AND PALACIOS

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**Capability Assessment - (CA):** A formal measurement of current capabilities against standards and criteria that have been established as necessary to perform basic emergency management functions.

**Category - (CAT):** When related to fallout shelter spaces, indicates a range of protection factors (PF). This is used to more easily define the capability of a shelter since there will be a wide range of protection factors throughout the facility. Categories normally used are:

CAT 0 - PF 10-19

CAT 1 - PF 20-39

CAT 2 - PF 40-69 (usually combined with CAT 3 extending the range to PF 99)

CAT 4 - PF 100-up

**Chain-of-Custody:** A form which refers to the documentation of the transfer of samples from one organization/individual to another with respect to the name of the organization/individual and dates of acceptance and/or transfer of samples.

**Chemical Transportation Emergency Center (CEMTEC):** Located in Washington, D.C., this facility, sponsored by the chemical industry, provides 24-hour assistance in dealing with chemical transportation emergencies.

**Check Source:** A radioisotope with a relatively fixed activity level used to determine the responsiveness of survey instruments.

**Civil Defense Emergency:** An emergency declared by the President of the United States or Congress pursuant to applicable federal law finding that an attack upon the United States has occurred or is anticipated and that national safety requires the invocation of the emergency authority provided for by federal law.

**Committed Dose:** The dose that will be received over a period of 50 years from the ingestion or inhalation of a particular quantity of a radionuclide or a specific mix of radionuclides.

**Committed Dose Equivalent Thyroid (CDE Thyroid):** If projected CDE Thyroid is 10 Rem or greater, then recommend administering stable iodine.

**Committed Effective Dose Equivalent (CEDE):** The sum of the 50-year committed doses to individual organs from inhalation (or ingestion) or radionuclides, where the individual organ doses have been adjusted so that the associated risk of fatal cancer can be added to the risk of fatal cancer from whole-body dose.



EMERGENCY MANAGEMENT BASIC PLAN  
FOR  
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**Community Shelter Plan (CSP):** A document (normally published in map form) that enables a local government to give its people the answers to questions, "Where do I go for shelter?" and "What do I do?" when the warning sounds. The (CSP designates specific shelters to be used by people working or living in specific areas of the community, thus allocating the people to the best available fallout protection. It is part of the Emergency Management Basic plan and is sometimes referred to as the In-Place Shelter Plan.

**Conglomerate** (Crisis Relocation): A term used to identify a nuclear high risk area and its associated reception areas.

**Congregate Care:** The provision of temporary housing and basic necessities for evacuees.

**Congregate Care Center:** A facility for temporary housing, care, and feeding of evacuees.

**Congregate Care Facility:** Facilities, to include public and private buildings, in reception areas that may be used to lodge and accommodate evacuees. Generally, assigned space is approximately 40 square feet per person.

**Contaminated:** The adhesion of radioactive particulates on individuals and objects.

**Contaminated, Injured, or Exposed Individuals:** Individuals who are: contaminated, contaminated and otherwise physically injured, or exposed to high levels of radiation.

**Counting:** Using an instrument to detect individual particles or gamma rays which interact with the detector on the instrument. For example, ambient radiation can be counted, or alternatively, the radiation emitted by specific samples can be counted.

**Crisis Relocation:** The concept designed to move populations from areas at high risk to areas of lower risk and to provide for their well-being (i.e., congregate care housing, feeding, fallout protection, etc.)

**Decontamination:** The reduction or removal of contaminating radioactive or chemical material from a structure, area, object, or person.

**Deep Dose Equivalent (DDE):** DDE is the same thing as external whole body dose. The value is read on the Direct-Reading-Dosimeter.

**Derived Response Level:** A calculated concentration of a particular radionuclide in a particular medium (e.g., food) that will produce a dose equal to a protection action guide.

**Direction and Control:** The control group in the EOC during the emergency operations consists of the Chief Executives (County Judge/Mayor, etc.), the Emergency Management Coordinator, and the legal advisor as deemed necessary.

**Disabled Individuals:** Individuals who are deaf, blind, non-ambulatory and require support (e.g., crutches), frail, dependent upon life-support systems, or mentally or emotionally impaired.

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**Disaster:** An event, the effects of which cause loss of life, human suffering, property damage, both public and private, and/or severe economic and social disruption. Disasters can be natural or manmade events; major accidents, or enemy attack. Disasters are differentiated from those day-to-day emergencies and accidents that are routinely responded to by local emergency organizations, and may be of such magnitude or unusual circumstance as to require response by all levels of government -- federal, state, and local.

**Disaster Assistance Center (DAC):** A location established in a disaster area which houses all federal, state and local agencies that deal directly with the needs of the individual victim. DACs may be established after a Presidential Declaration. This center may serve a dual role of collective damage information relative to the private (individual) sector, as well as a referral to help individuals in getting available assistance to meet immediate needs.

**Disaster District:** Disaster Districts are regional state emergency management organizations mandated by the Executive Order of the Governor relating to Emergency Management whose boundaries parallel those of Highway Patrol Districts and Sub-Districts of the Texas Department of Public Safety.

**Disaster District Committee:** The DDC consists of a Chairperson (the local Highway Patrol captain or command lieutenant), and agency representatives that mirror the membership of the State Emergency Management Council. The DDC Chairperson supported by committee members, is responsible for identifying, coordinating the use of, committing, and directing state resources within the district to respond to emergencies.

**Dose Equivalent:** Radiation dose to the whole body or a single organ that has been adjusted to make it equivalent in risk of cancer to the amount of dose from gamma radiation that would cause the same risk of cancer. No adjustments are required for the predominate types of radiation associated with reactor accident source terms.

**Dose Limits for Emergency Workers:** The allowable accumulated dose during the entire period of the emergency. Action to avoid exceeding the limit is taken based on actual measurements of integrated gamma exposure. In contrast, protective action guides are trigger levels of projected dose at which actions are taken to protect the public. These actions are taken prior to the dose being received.

**Drill:** A supervised instruction period aimed at testing, developing and maintaining skills in a particular operation. A drill is often a component of an exercise.

**DSHS Emergency Response Team:** Response team dispatched to the site of a radiological incident by the Texas Department of State Health Services. The team, which includes emergency response personnel, is comprised of specialty elements such as Field Monitoring Teams, Contamination Control Teams, and Decontamination Assistance Teams.

**Emergency Action Level (EAL):** A plant event that triggers the declaration of an emergency classification level (ECL).

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**EAS - Emergency Alert System:** A network of broadcast stations and interconnecting facilities authorized by the Federal Communications Commission to operate in a controlled manner during a war, state of public peril, disaster, or other national emergency.

**Emergency Classification Level(s) (ECL) (for fixed nuclear facilities):**

- (1) **Unusual Event** indicates that unusual events are in process or have occurred that indicate a potential degradation in the level of plant safety. No releases of radioactive material requiring offsite response or monitoring are expected, unless further degradation of safety systems occurs.
- (2) **Alert** indicates that events are in process or have occurred that involve an actual or potential substantial degradation in level of plant safety. Releases are expected to be limited to small fractions of the Environmental Protection Agency (EPA) protective action guides (PAG) exposure levels.
- (3) **Site Area Emergency** indicates that events are in process or have occurred that involve actual or likely major failures in the plant functions needed for protecting the public. Releases are not expected to exceed EPA PAG exposure levels, except near the site boundary.
- (4) **General Emergency** indicates that events are in process or have occurred that involve actual or imminent substantial core degradation or melting, with potential for loss of containment integrity. Releases can reasonably be expected to exceed EPA PAG exposure levels offsite, beyond the immediate site area.

**Emergency Clinic** (Crisis Relocation): A temporary facility established to render out-patient medical care for relocatees.

**Emergency Hospital:** A temporary facility established to care for hospital patients when the capacity of the existing medical facilities are exceeded.

**Emergency Information:** Material designed to improve public knowledge or understanding of an emergency.

**Emergency Instructions:** Information provided to the general public during an emergency pertaining to protective action recommendations for actions such as evacuation and sheltering.

**Emergency Operations Center (EOC):** The site from which civil government officials (municipal, county, state, and federal) exercise direction and control in an emergency or disaster. To qualify as a fully operational EOC, the facility must provide protection from radioactive fallout, have back-up emergency power with a 14-day fuel supply, and staff support facilities.

**Emergency Operations Facility (EOF):** A facility that is the primary base of emergency operations for a licensee in an industry radiological incident.

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**Emergency Phase:** The initial phase of response actions, during which actions are taken in response to a threat of a radiological release or a release in progress.

**Emergency Protective Actions:** Measures taken during or after a disaster to prevent or minimize consequences to persons in the threatened area. Examples of emergency protective actions are: area access control; facility shelter; evacuation; in-house shelter; decontamination; and/or, respiratory protection.

**Emergency Situations:** As used in this plan, this term is intended to describe a range of occurrences, from a minor incident to a catastrophic disaster. It includes the following:

- a. **Incident** An incident is a situation that is limited in scope and potential effects. Characteristics of an incident include:
  - 1) Involves a limited area and/or limited population.
  - 2) Evacuation or in-place sheltering is typically limited to the immediate area of the incident.
  - 3) Warning and public instructions are provided in the immediate area, not community-wide.
  - 4) One or two local response agencies or departments acting under an incident commander normally handle incidents. Requests for resource support are normally handled through agency and/or departmental channels.
  - 5) May require limited external assistance from other local response agencies or contractors.
  - 6) For the purpose of the NRP, incidents include the full range of occurrences that require an emergency response to protect life or property.
  
- b. **Emergency** An emergency is a situation that is larger in scope and more severe in terms of actual or potential effects than an incident. Characteristics include:
  - 1) Involves a large area, significant population, or important facilities.
  - 2) May require implementation of large-scale evacuation or in-place sheltering and implementation of temporary shelter and mass care operations.
  - 3) May require community-wide warning and public instructions.
  - 4) Requires a sizable multi-agency response operating under an incident commander.
  - 5) May require some external assistance from other local response agencies, contractors, and limited assistance from state or federal agencies.
  - 6) The EOC will be activated to provide general guidance and direction, coordinate external support, and provide resource support for the incident.
  - 7) For the purpose of the NRP, an emergency (as defined by the Stafford Act) is “any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of catastrophe in any part of the United States.”

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- c. **Disaster** A disaster involves the occurrence of threat of significant casualties and/or widespread property damage that is beyond the capability of the local government to handle with its organic resources. Characteristics include:
- 1) Involves a large area, a sizable population, and/or important facilities.
  - 2) May require implementation of large-scale evacuation or in-place sheltering and implementation of temporary shelter and mass care operations.
  - 3) Requires community-wide warning and public instructions.
  - 4) Requires a response by all local response agencies operating under one or more incident commanders.
  - 5) Requires significant external assistance from other local response agencies, contractors, and extensive state or federal assistance.
  - 6) The EOC will be activated to provide general guidance and direction, provide emergency information to the public, coordinate state and federal support, and coordinate resource support for emergency operations.
  - 7) For the purposes of the NRP, a *major disaster* (as defined by the Stafford Act) is any catastrophe, regardless of the cause, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster federal assistance.
- d. **Catastrophic Incident** For the purposes of the NRP, this term is used to describe any natural or manmade occurrence that results in extraordinary levels of mass casualties, property damage, or disruptions that severely affect the population, infrastructure, environment, economy, national morale, and/or government functions. An occurrence of this magnitude would result in sustained national impacts over prolonged periods of time, and would immediately overwhelm local and state capabilities. All catastrophic incidents are *Incidents of National Significance*.

**Emergency Worker:** Individuals who perform functions to protect the health and safety of the public in response to the declared emergency, or individuals approved to reenter an area where access control has been established. Emergency workers may include: Radiation monitoring team personnel; transportation services (evacuation vehicle/bus drivers); law enforcement; fire fighting and rescue personnel, including ambulance crews; route alerting personnel; traffic control personnel; health services; critical industrial facility personnel; utility essential personnel; agribusiness essential personnel.

**Electromagnetic Pulse-(EMP):** An effect that occurs when a nuclear weapon is detonated. EMP energy can be collected by long cables or antennas to form voltage surges strong enough to burn out many items of electrical equipment.

**Emergency Medical Technician-(EMT):** An individual who has completed the required training and is licensed by the State of Texas to perform emergency basic life support functions.

**EOC Staff:** The Emergency Management Director and members of the Emergency Management Organization tasked to operate the Emergency Operating Center during disasters. Also includes key coordinating and supporting staff positions that function only during disasters such as: EOC Communications Officer, Public Information Officer Transportation Officer etc.

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**Emergency Operations Plan-(EOP):** A document which describes action to be taken, provides instructions to all individuals and local government services, and states what will be done in an anticipated emergency. The plan will state the method of taking coordinated action to meet the needs of the situation. It will state the action to be taken by whom, what, when, and where, based on predetermined assumptions, objectives and capabilities. Synonymous with the term - Emergency Management Plan.

**Emergency Planning Zones-(EPZ):** Areas of Matagorda County used for planning response actions to various types of emergencies. Zone designators are usually identified by natural boundaries. May be used in planning for nuclear power plant emergencies, coastal areas subject to flooding, or areas surrounding industry which use or produce potentially hazardous materials.

**Emergency Public Information-(EPI):** Information which is disseminated before, during and/or after an emergency which instructs and transmits instructions or recommendations to the public via the news media.

**Essential Emergency Functions:** Includes communications, direction and control of operations, alert and notification of the public, accident assessment, information for the public and media, radiological monitoring, protective response, and medical and public health support.

**Evacuating Jurisdiction:** The jurisdiction that is recommending its people move into unaffected areas during the emergency period.

**Evacuation Control Procedures:** The plans made by the various services to outline their duties and to ensure the orderly movement of people during the evacuation period.

**Evacuation Time Estimate (ETE):** An estimate, contained in emergency plans, of the time that would be required to evacuate general and special populations within the plume pathway emergency planning zone under emergency conditions.

**Evacuees, Spontaneous:** The persons who might leave an area in periods of intense crisis in response to a real or feared threat whether or not they are advised to do so.

**Exception Area:** An area located approximately 5 to 10 miles from a nuclear power plant and specifically designated in an organization's plan, for which the 15-minute alerting and notification provision does not apply. For these areas, off-site authorities have approximately 45 minutes to complete alert and notification of the public.

**Exposure Rate:** The amount of gamma radiation that a individual would receive in one hour as measured in air (typically expressed in units of milliroentgen per hour or Roentgens per hour).

**Executive Group:** The control group in the Emergency Operations Center during emergency operations consists of the Chief Executives (County Judge/Mayor, etc.) of the affected jurisdictions and/or their deputies.

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**Exercise:** An activity designed to promote emergency preparedness; test or evaluate emergency operations plans, procedures or facilities; train personnel in emergency response duties; and demonstrate operational capability. There are three specific types of exercises:

- A. **Tabletop Drill:** An activity in which elected and appointed officials and key agency staff are presented with simulated emergency situations without time constraints. It is usually informal, in a conference room environment, and designed to elicit constructive discussion by the participants as they attempt to examine and then resolve problems based on existing emergency operating plans. The purpose is for participants to evaluate plans and procedures and to resolve questions of coordination and assignment of responsibilities in a non-threatening format and under minimum stress.

**Functional Exercises:** An activity designed to test or evaluate the capability of an individual function or complex activity within a function. It is applicable where the activity is capable of being effectively evaluated in isolation from other emergency management activity.

(Example) **A Direction and Control Functional Exercise:** An activity designed to test and evaluate the centralized emergency operations capability and timely response of one or more units of government under a stress environment. It is centered in an EOC, or interim EOC, and simulates the use of outside activity and resources.

- B. **Combined Functional Drills** will be conducted periodically in accordance with federal agency criteria to ensure the adequacy of the planning and preparedness effort for Matagorda County Officials.
- C. **Full Scale Exercise:** A full-scale exercise (sometimes called a combined functional drill) is intended to evaluate the operational capability of emergency management systems in an interactive manner over a substantial period of time. It involves the testing of a major portion of the basic elements existing within emergency operations plans and organizations in a stress environment. This type of exercise includes the mobilization of personnel and resources and the actual movement of emergency workers, equipment, and resources required to demonstrate coordination and response capability.

**Facility:** Any building, center, room(s), or mobile units(s) designed and equipped to support emergency operations.

**Fallout, Radioactive:** The process or phenomenon of the fallback to the earth's surface of particles contaminated with radioactive materials from a cloud of this matter formed by a nuclear detonation. The term is also applied in a collective sense to the contaminated particulate matter itself. The early (or local) fallout is defined, somewhat arbitrarily, as those particles which reach the earth within 24 hours after a nuclear explosion. The delayed (or worldwide) fallout consists of the smaller particles which ascend into the upper troposphere and into the stratosphere and are carried by winds to all parts of the earth. The delayed fallout is brought to earth mainly by rain or snow, over extended periods ranging from months to years.

**Fallout Shelter:** A habitable structure, facility, or space--public or private--used to protect its occupants from radioactive fallout. Space is allocated at 10 square feet per person.

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**Federal Coordinating Officer-(FCO):** Responsible for the coordination of all federal disaster assistance efforts in the affected area. He works closely with the State Coordinating Officer (SCO) to assure effective implementation of assistance programs. The FCO is usually located in the Disaster Field Office. During response to a fixed nuclear facility, the FCO may initially be located in the Federal Response Center (FRC).

**Federal Agency:** Any department, independent establishment, government corporation, or other agency of the Executive Branch of the Federal Government, including the United States Postal Service, but shall not include the American Red Cross.

**Federal Agency Disaster Designation:** Certain Federal agencies have programs under their own authority which allow them to provide assistance without a Presidential Declaration.

**Federal Emergency Management Agency (FEMA):** The federal agency charged with development of an integrated emergency management system and with supporting emergency management and disaster assistance efforts at all levels of government.

**Federal Response Center-(FRC):** The on scene focal point for federal agency response. Responding federal agencies send representatives to the FRC. The FRC is set up in support of state & local governments.

**Federal or Other Support Organizations:** Federal agencies such as FEMA, the U.S. Nuclear Regulatory Commission, or any other governmental, quasi-governmental, or private organizations (e.g., American Red Cross, Civil Air Patrol, Radio Amateur Civil Emergency Services, cooperating state compact radiological monitoring or sampling personnel, and national or university laboratories) that may provide assistance in emergencies.

**Field Team Coordinator:** The individual who manages the functions of field teams and coordinates data with the dose assessment group located in emergency operation centers and facilities.

**Fixed Contamination:** Contamination that remains after loose contamination has been removed by decontamination.

**Fixed (reproducible) Geometry:** A method of measuring levels or radioactivity in samples by using a standard size or volume of samples held at a fixed distance from the measuring instrument.

**Geiger-Mueller Detector:** Refers to a type of radiation detector that can be used to measure the gamma, or beta plus gamma radiation depending on whether the detector is covered by a beta shield.

**Governor's Authorized Representative:** The person named by the Governor in the Federal-State Agreement to execute on behalf of the state all necessary documents for disaster assistance following the declaration of an emergency or major disaster, including certification of applications for public assistance.

**Governor's Emergency Fund:** A fund established by state law that may be expended, upon direction of the Governor, for any state of emergency to supplement local efforts to maintain and/or promptly restore essential public facilities or services when threatened or damaged as a result of a natural disaster.



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**Governor's Proclamation - State of Disaster Emergency:** The Governor is notified that a disaster has occurred or that the occurrence or threat thereof is imminent within the state or any part thereof, and he has activated the disaster response and recovery aspects of state, local and interjurisdictional organizations for the purpose of aiding the affected individuals and local governments.

**Groups, Institutionalized:** Persons who reside in public and private group quarters of a varied nature rather than households. This includes hospitals, nursing homes, orphanages, colleges, universities, and correctional facilities. Residents generally lack household possessions or transportation, or require special care and custody.

**Half-life:** The time required for a particular quantity of a radionuclide to reduce the rate at which it emits radiation by one half.

**Hazard:** A potential event or circumstance which presents a threat to life and/or property.

**HAZMAT -Hazardous Materials:** Substances which, if released in an uncontrolled manner (i.e., spilled), can be harmful to people, animals, property, and/or the environment.

**Health Physics Professional:** A person who is registered with or meets the qualifications of registration as a Plenary Member with the Health Physics Society.

**Hazard Identification-(HI):** The process of identifying the potential hazards that could affect the jurisdiction and determine the probable impact each of these hazards can have on people and property.

**Hazard Identification/Capability Assessment-(HI/CA):** A process implemented in Fiscal Year 1985 which surveys jurisdictions, documenting aspects of the formal hazard identification capability assessment.

**Health Physics Technician:** An individual trained in radiation protection.

**High Exposure Rate:** Rates greater than 100 mR/hr (milliroentgen) per hour.

**High Levels of Radiation Exposure:** Doses of 100 R (rem) or greater.

**High Risk Area:** Areas designated by the Federal Government, or locally through a hazard vulnerability analysis, as relatively more likely to experience the direct effects of certain disasters.

**History:** The record of occurrences of previous disasters or events.

**Host Area:** A geographical area outside the danger area where functions such as congregate care, radiological monitoring, decontamination, and registration are conducted.

**Host School:** A location where evacuated school children are housed until picked up by a parent or guardian. A host school is outside any hazardous area.

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**Individual Assistance Officer-(IAO):** A principal staff officer on the Federal Coordinating Office (FCO's) staff and directly responsible to the FCO for all matters relating to individual assistance, including the establishment, location, and operation of Disaster Assistance Center (DACs) and mobile teams. The IAO is co-located with the FCO.

**Information Center-(IC) (Local):** Located at or near the Emergency Operating Center (EOC). Information is compiled and verified as factual before released. This facility also deals with the confirmation of information and rumor control.

**Incident of National Significance:** An actual or potential high-impact event that requires a coordinated and effective response by an appropriate combination of federal, state, local, tribal, nongovernmental, and/or private sector entities in order to save lives and minimize damage, and provide the basis for long-term communication recovery and mitigation activities.

**ICU:** Intensive Care Unit

**Integrated Emergency Management System - (IEMS):** A concept that applies mitigation, preparedness, response, and recovery activities to all-hazards in a local/state/federal partnership.

**"In-Place" Planning:** Community Shelter Plan (CSP).

**Inquiry Center** (Local): A location separated from the Emergency Operating Center where information requests from the public can be handled. Special disaster information telephone numbers are published relieving pressure on the emergency response system. This term is synonymous with "Rumor Control".

**Increased Readiness Reporting-(IRR):** A reporting system outlined in FEMA CPG 2-10 document series which provides information concerning actions taken by local and state governments to increase readiness during periods of increased hazard as well as public response to a crisis.

**Institutionalized Individuals:** Are individuals who reside in institutions, such as nursing homes or prisons, and may need to depend on others for assistance with protective actions. Institutionalized individuals may or may not have special needs.

**Isotope:** One of two or more atoms of an element which have the same number of neutrons. Some isotopes of a particular element may be radioactive while the others are not.

**Joint Information Center (JIC):** A Center set up in a central location where public information officers from the involved agencies come together to ensure coordination of information to be released to the media and the public. This center becomes the central point for media access to latest developments and emergency information. All information released is coordinated among the agencies involved to ensure its consistency and accuracy.

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**Key Personnel:** Those officials of local government and other agencies and organizations who have primary functional responsibilities under this plan.

**Key Staff:** Emergency personnel, sufficient in numbers and functions, necessary to carry out emergency operations as required as set forth in the jurisdiction's emergency plans.

**Key Worker:** An individual whose skills or services are required to continue operation of vital facilities and activities that will provide goods and services to the relocated population and host county residents or ensure continuance of the nation's production capabilities and preservation of the economic system.

**KI (Potassium Iodide):** A prophylactic drug that can be used effectively to block the uptake or radioiodine by the thyroid gland.

**Liaison Team:** A group of High Risk Area key personnel whose function is to coordinate Risk Area operations with Host Area officials.

**Lodging Facilities:** Public or private buildings in designated reception areas that may be used to lodge and care for evacuees. Generally, assigned space is approximately 40 square feet per person. The facility may or may not meet criteria for designation as a protective or fallout shelter.

**Low Exposure Rate:** Rates less than 100 mR/hr (milliroentgen) per hour.

**Major Disaster:** According to the Disaster Relief Act of 1974 (PL 93-288), the term major disaster means any hurricane, tornado, storm, flood, high water, wind-driven water, tsunami (tidal wave), earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, explosion or other catastrophe in any part of the United States, which, in the determination of the President, causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act, above and beyond emergency services by the federal government to supplement the efforts and available resources of states, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

**Mass Casualty Incident-(MCI):** An incident, emergency, or disaster which generates sufficient casualties where:

1. The number of patients and the nature of their injuries make the normal level of stabilization and care unachievable, or
2. The number of Emergency Medical Technicians and ambulances that can be brought to the field within the time allowed is not enough, or
3. The stabilization capabilities of the hospital are insufficient to handle all the patients.

**Maximally Exposed Individual:** A hypothetical individual who receives the greatest possible projected dose in the area of highest radiation levels over a specified period of time.

**Maximum Threat:** The greatest destruction that can be expected from a disaster.

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**Measuring:** Counting to detect radiation levels or determining other parameters, such as the energy of radiation physical characteristics of samples, such as the volume of an air sample.

**Media Release Point** (Local): Designated location for release of information from the Information Center (IC) to the general media for dissemination to the public. May be located at or near the Information Center.

**Medical Control:** The term used to designate overall command of medical treatment field operations.

**Minor Civil Division-(MCD):** Those component parts of counties that have been used traditionally for the presentation of statistics. They represent political or administrative subdivision of the state and may be townships, precincts, districts, independent municipalities, etc.

**Mobile Assistance Team:** Personnel from federal, state, local and private relief agencies which conduct meetings throughout an affected area to immediately aid victims or refer victims to where assistance may be available.

**Mobilized Organization:** An organization that has completed the alerting, notification, and mobilization of key emergency staff sufficient to carry out the essential emergency functions, as required by scenario events and as set forth in the emergency plans.

**Monitoring:** The measurement of radiation levels, usually with a portable survey instrument.

**Monitoring and Decontamination Facility:** A temporary facility established outside the emergency area for the purpose of monitoring and decontaminating the general public, emergency workers, and their vehicles and equipment used in the plume and/or areas contaminated by the plume.

**Mutual-Aid Agreements:** Arrangements between organizations, either public or private, for reciprocal aid and assistance in case of disaster too great to be dealt with unassisted.

**National Warning System-(NAWAS):** A nationwide dedicated telephone warning system. This system operates on the federal and state levels when warning is disseminated to all warning points on the system.

**National Shelter Survey-(NSS):** Computer listings of facilities which provide protection from radioactive fallout.

**Noble Gases:** Chemically inert radioactive gases that are released during an accident at a nuclear power plant.

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**National Incident Management System (NIMS):** National Incident Management System (NIMS): A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private-sector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; multi-agency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.” This is the glossary definition in the NIMS document dated March 1, 2004. HSPD-5 is the Homeland Security Presidential Directive-5– *Management of Domestic Incidents* that requires Federal departments and agencies to make adoption of the NIMS by State, tribal and local organizations a condition for Federal preparedness assistance beginning in FY 2005.

**Notification and Mobilization of Personnel:** The transmission of messages to emergency personnel informing them of an emergency situation and directing them to report for emergency duty at their assigned duty stations.

**Notifying The Public:** Distributing an instructional message, either through the Emergency Alert System or some other system.

**Nuclear Civil Protection-(NCP):** A planning effort designed to provide protection of the population umbrella of Population Protection Planning.

**Offsite Response Organization (ORO):** State and local government, supporting private industry and voluntary organizations and licensee offsite response organizations that are responsible for carrying out emergency functions during a radiological emergency.

**Onsite Personnel:** Licensee or contract personnel working at commercial nuclear power plants.

**Operationally Mobilized Organization:** An organization that has completed the mobilization process required by and the Offsite Response Organization (ORO) emergency plan and procedures for specific duty stations. Operational mobilization is achieved when key personnel are at their duty stations prior to the time they need to begin emergency operations, except for fast-breaking emergency situations.

**Operations Plan:** A description of actions to be taken in facing an anticipated disaster situation and the method or scheme for coordinating to meet the needs of that situation. It describes the action to be taken (who, what, where, when, and how) on the basis of assumptions, objectives, and capabilities.

**Operations Planning:** The process of determining the need for application of resources and determining the methods of obtaining and committing these resources to fill the operational needs.

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**Overpressure:** The transient pressure, usually expressed in pounds per square inch, exceeding the ambient pressure, manifested in the shock (or blast) wave from an explosion. The variation of the overpressure with time depends on the energy yield of the explosion, the distance from the point of burst, and the medium in which the weapon detonated. The peak overpressure is the maximum value of the overpressure at a given location and is generally experienced at the instant the shock (or blast) wave reaches the location.

**Plan:** An organization's documented concept of operations and implementing procedures for managing its internal response and coordinating its external response with other organizations to radiological emergencies.

**Planning Area:** A predesignated geographic subdivision of the plume pathway emergency planning zone. In some plans, it may be referred to as an Emergency Response Planning Area or an equivalent term.

**Plume Dose Projections:** Are estimates of dosage of the public from exposure to the plume, over a period of time, in the absence of initiating protective actions.

**Portal Monitor:** A radiation monitor consisting of several radiation detectors arranged in a fixed position within a frame that forms a passageway for individuals being monitored.

**Potential Dose:** An amount of radiation dose that could result from a particular set of plant conditions but is not supported by estimated or measured releases or measured environmental levels.

**Precautionary Action:** A protective action taken on the basis of the potential for a release of radioactive material, such as an embargo of food products.

**Projected Dose:** The estimated or calculated amount of radiation dose to an individual from exposure to the plume and/or deposited materials, over a period of time, in the absence of protective action.

**Protection Factor-(PF)** (Nuclear Attack): Ratio of outside radiation to that experienced inside a fallout shelter; i.e., a person inside a PF 40 Shelter would receive only 1/40th of the radiation that exists outside the shelter.

**Protective Action Guide (PAG):** Projected dose to an individual in the general population that warrants the implementation of protective action. Specific PAG's have been recommended in terms of the level of projected dose that warrants the implementation of evacuation/sheltering, relocation, and limiting the use of contaminated food, water, or animal feed.

**Population Protection Planning-(PPP):** A process which provides for the development, exercising, maintenance, and improvement of plans to cope with the effects of natural disasters, technological hazards, and nuclear attack.

**PPP Survey:** A listing of facilities which have a capability to lodge and feed evacuees.

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**Presidential Emergency Declaration:** Issued when the President has decided that a catastrophe, in any part of the United States, requires federal emergency assistance to supplement state and local efforts to save lives and protect property, public health and safety, or to avert or lessen the threat of a natural disaster which because of the pressure of time or because of the unique capabilities of a federal agency, assistance can be more readily provided by the Federal Government.

**Presidential Major Disaster Declaration:** Issued when in the determination of the President, a catastrophe causes damage of sufficient severity and magnitude to warrant Federal assistance under PL 93-288 or subsequent legislation, above and beyond emergency services provided by the Federal Government to supplement the efforts and available resources of states, local governments, and other relief organizations in alleviating the damage, loss, hardship, or suffering as a result of the catastrophe.

**Preventive Protective Actions:** Ingestion measures that may be taken to prevent or reduce contamination of milk, food, and drinking water.

**Probability:** The likelihood an event will occur.

**Protective Shelter:** Any shelter with the capability to protect individuals, animals, or equipment from the effects of hazards such as tornadoes, blast, fire, initial radiation, and fallout. Some additional terms associated with protective shelters are:

- A. **Expedient Shelter:** Any shelter constructed in an emergency or crisis period on a crash basis by government, individuals or single families.
- B. **Fallout Shelter:** A habitable structure, facility, or space used to protect its occupants from radioactive fallout. Criteria include a protection factor of 40PF or greater, a minimum of 10 square feet of floor space per person, and at least 3 cubic feet of fresh air per minute per person when capacity is based on minimum space requirements. In unventilated underground space, 500 cubic feet of space per person is required.
- C. **Upgradable Shelter:** Shelter space obtained by taking actions to improve fallout protection in existing facilities and spaces; usually accomplished by adding mass overhead and to walls through use of earth and other materials to establish a protection factor of PF40 or better.

**Public Information:** Information that is disseminated to the public via the news media before, during, and after an emergency or disaster.

**Radio Amateur Civil Emergency Services - (RACES):** Radio communications services conducted by volunteer licensed amateur radio operators providing emergency radio communications to local, regional, or state emergency management organizations.

**Radiation Safety Officer:** A health physicist or other individual experienced in radiation protection who advises medical facility staff and/or jurisdictional officials regarding the hazards associated with high levels of radiation.

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**Radiological Emergency:** A radiological/nuclear incident which requires immediate action to save lives, to protect public health, to preserve property, or to reduce or avoid an increase in the threat resulting from the incident.

**Radiological Emergency Area:** An area established on an ad hoc basis in a medical facility for monitoring, decontamination, and treatment of contaminated injured individuals, and for contamination control.

**Radiological Monitoring:** The use of detection equipment to determine the levels of radiation or the presence and concentration of radioactive contamination to include the planning and data collection necessary to the task.

**Radiological Protection:** The organized effort, through warning, detection, and preventive or remedial measures, to minimize the effect of nuclear radiation on people and resources.

**Radionuclide:** A radioactive isotope of a particular element.

**Reception Area:** A specified area designated for reception and care of evacuees that is unaffected by the disaster or hazard, or in the case of possible nuclear attack, is relatively unlikely to experience direct weapons effects (blast of 2 psi or more, heat, and initial nuclear radiation).

**Reception Center:** A facility where monitoring, decontamination, and registration of evacuees is conducted and where congregate care can be arranged.

**Recovery:** Phase when individuals are permitted to re-occupy previously restricted areas. Depending on residual exposure rates and the potential for resuspension, precautions or limitations may be recommended. Routes of exposure during this phase are the same as during reentry. However, an additional ceiling on exposure, total dose commitment, is now being considered.

**Recovery Worker:** An individual who is permitted to enter the restricted zone under controlled conditions to perform work or to retrieve valuable property.

**Reentry Phase:** Emergency workers perform detailed radiation dose rate surveys and conduct environmental samplings. The results will be utilized as the basis for protective actions or release to restricted or unrestricted use. Routes of exposure during this phase are external (ground deposition) and internal (inhalation of resuspended particles).

**Relocation:** The inability to restore affected areas to unrestricted use. People are removed or excluded from these areas in order to avoid chronic radiation exposures in excess of established limits. Factors on which decisions to relocate or attempt restoration will be based on both technological and economic considerations.

**Relocation Center:** A facility where monitoring, decontamination, and registration of evacuees is conducted, and congregate care can be arranged.



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**Responsible Offsite Response Organization (ORO):** An organization designated in an emergency response plan as the organization responsible for a specific emergency function.

**Responsible School Official(s):** The official(s) of the schools participating in the exercise or event who are responsible for implementing school emergency procedures according to the plan.

**Restricted Zone:** An area of controlled access from which the population has been evacuated or relocated.

**Return:** Reoccupation of areas cleared for unrestricted residence or use by previously evacuated or relocated populations.

**Resources:** Manpower, raw or basic materials, finished goods and products, services, and facilities.

1. **Primary Resources:** those which by their nature have a national or interstate use. These generally include interstate wholesale stocks or manufacturers inventories.
2. **Secondary Resources:** those which generally include retail stocks and intrastate wholesale stocks to meet essential needs within a single state (Post-Attack).

**Resources List:** A current list of all resources (equipment, personnel, supplies) which can be used by emergency services in response to local disasters/emergencies.

**REM - Roentgen Equivalent Man:** A special equivalent or radiation dose equivalent.

**Roentgen:** The unit of exposure from X or gamma rays.

**Rumors:** Information circulated by individuals and organizations during an emergency that may or may not be true. (Usually, rumors originate and are spread on an ad hoc, not official basis.)

**Sampling:** Collecting specimens of material (e.g. particles or radioiodine in the air) at field locations.

**State Coordinating Officer - (SCO):** The person appointed by the Governor to act as the state representative for state assistance and to coordinate with the Federal Coordinating Officer.

**Shelter Manager:** A pre-trained individual selected by their local coordinator who provides for internal organization, administration, and operation of a shelter facility.

**Special Populations:** Groups of individuals with physical or mental handicaps that need assistance when protective actions are implemented.

**Standing Operating Procedures-(SOP):** A ready and continuous reference to those procedures which are unique to a situation and which are used for accomplishing specialized functions.

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**Stafford Act:** The Robert T. Stafford Disaster Relief and Emergency Assistance Act authorizes federal agencies to undertake special measures designed to assist the efforts of states in expediting the rendering of aid, assistance, emergency services, and reconstruction and rehabilitation of areas devastated by disaster.

**Staging Area (SA):** A pre-selected location having large parking areas and cover for equipment, vehicle operators, and other personnel. An SA may be located in a major shopping area, school, etc. The SA provides a base for coordinated emergency operations, assembly of persons to be moved by public transportation to reception jurisdictions, a rally point for mutual aid, and a debarking area for returning evacuees. Several of these areas may be designated to each evacuating/hazard and reception jurisdiction. During a fixed nuclear facility event, the Department of State Health Services (BRC) staging area is used to assemble and dispatch field monitoring teams.

**State Emergency Plan:** A State plan which is designated specifically for state-level response to emergencies or major disasters and which sets forth actions to be taken by the state and local governments, including those for implementing federal disaster assistance.

**Termination:** Activities of the formal recovery organization may be terminated once the following conditions have essentially been met.

- A. All portions of the restricted zone have been surveyed.
- B. Work under the decontamination plan has been completed to a stage where continued effort does not appear to be cost effective.
- C. Long-term exposures have been calculated for residences and places of employment where some significant potential for exposure continues to exist.
- D. Occupancy or use limitations have been posted for all buildings and areas where continued restrictions are necessary.
- E. Residents and workers have been afforded the opportunity to return to all areas for which restrictions have been lifted.
- F. Relocation to permanent or long-term temporary facilities has been accomplished for those persons who can not be allowed to return following completion of work under the formal decontamination plan.

Access control to restricted zones may be a continuing requirement, and environmental monitoring activities are likely to continue for many years following a major release of radioactive materials. Periodically, as a result of weathering and radioactive decay, additional portions of the restricted zone will be eligible for release to unrestricted use. As this occurs, portions of the recovery organization may be temporarily reactivated on an as needed basis.

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**Total Effective Dose Equivalent (TEDE):** The equivalent to the whole body deep dose equivalent (external), and Committed Effective Dose Equivalent (internal dose) added together. That is  $DDE + CEDE = TEDE$  or 5 times the Direct Reading Dosimeter (DRD) value if the worker is not wearing respiratory protection.

**Traffic Control:** Activities accomplished for the purpose of facilitating the evacuation of the general public in vehicles along specific routes.

**Traffic Control Points:** Places along evacuation routes that are manned by law enforcement officials to direct and control movement to and from the area being evacuated.

**Transportation-dependent Individuals:** Those individuals who do not have their own transportation and must depend on other individuals, taxis, or public transportation.

**Triage:** A system of assigning priorities of medical treatment to the injured and/or ill on the basis of urgency, chance of survival, etc.

**Turn-Back Values:** Total accumulated external exposure limits or exposure rates, established by the offsite health authority, at which the emergency worker should leave the area without further consultation or direction.

**Vulnerability or Risk:** The degree to which people, property, the environment, or social and economic activity--in short, all elements-at-risk--are susceptible to injury, damage, disruption, or loss of life.

**Urgent Medical Condition:** Problems for which a delay in treatment may cause extended recovery time, reduced level of recovery, or death.

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**ATTACHMENT 24**  
**ABBREVIATIONS AND ACRONYMS**  
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AAR	-	After Action Report
AMA	-	American Medical Association
ANI	-	American Nuclear Insurers
ARC	-	American Red Cross
ARCA	-	Area(s) Requiring Corrective Action
ARFI	-	Area(s) Recommended For Improvement
ACP	-	Access Control Point(s)
CAN	-	Community Alert Network
CEDE	-	Committed Effective Dose Equivalent
CFR	-	Code of Federal Regulations
CSP	-	Community Shelter Plan
CPM	-	Counts Per Minute
DAC	-	Disaster Assistance Center
DDC	-	Disaster District Committee
DFO	-	Disaster Field Offices
DHHS	-	U.S. Department of Health and Human Services
DHS	-	Department of Homeland Security
DOE	-	U.S. Department of Energy
DPS	-	Texas Department of Public Safety
DRD	-	Direct Reading Dosimeter
DSHS	-	Department of State Health Services
EAL	-	Emergency Action Levels
EAS	-	Emergency Alert System
ECL	-	Emergency Classification Level(s)
EMP	-	Electromagnetic Pulse
EMT	-	Emergency Medical Technician
EOC	-	Emergency Operations Center(s)
EOF	-	Emergency Operations Facility(ies)
EOP	-	Emergency Operations Plan
EPA	-	U.S. Environmental Protection Agency
EPI	-	Emergency Public Information
EPZ	-	Emergency Planning Zone(s)
ETA	-	Estimated Time(s) Of Arrival
ETE	-	Evacuation Time Estimate(s)
FBI	-	Federal Bureau of Investigation

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FR	-	Federal Register
FDA	-	U.S. Food and Drug Administration
FEMA	-	Federal Emergency Management Agency, an element of the U.S. Department of Homeland Security
FNF	-	Fixed Nuclear Facility
FRC	-	Federal Response Center
FTC	-	Field Team Coordinator(s)
Ft/min	-	Feet per minute
Ft <sup>3</sup> /min	-	Cubic feet per minute
GE	-	General Emergency
Ge/(Li)	-	Lithium Drifted Germanium
GM	-	Guidance Memorandum (a)
GDEM	-	Governors Division of Emergency Management
HAZMAT	-	Hazardous Material
HSPD-5	-	Homeland Security Presidential Directive-5
ICP	-	Incident Command Post
ICS	-	Incident Command System
IP	-	Improvement Plan
JFO	-	Joint Field Office
JIC	-	Joint Information Center
JPIC	-	Joint Public Information Center(s)
KI	-	Potassium Iodide
MAST	-	Mobile Army Surgical Team
MCSO	-	Matagorda County Sheriff's Office
mR	-	Milliroentgen(s)
mR/h	-	Milliroentgen(s) Per Hour
NIMS	-	National Incident Management System
NOAA	-	Nation Oceanic and Atmospheric Administration
NOUE	-	Notification of Unusual Event
NRC	-	U.S. Nuclear Regulatory Commission
NRP	-	National Response Plan

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**ABBREVIATIONS AND ACRONYMS**  
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NUREG	-	NRC Document Reference
ORO	-	Offsite Response Organization(s)
OSHA	-	Occupational Safety & Health Administration
PA	-	Public Address
PAD	-	Protective Action Decision(s)
PAG	-	Protective Action Guide(s)
PAO	-	Public Affairs Official(s)
PAR	-	Protective Action Recommendation(s)ATTACHMENT 24
PIO	-	Public Information Officer
PL	-	Public Law
POR	-	Point(s) of Review
R	-	Roentgen(s)
RAC	-	Regional Assistance Committee(s)
RACES	-	Radio Amateur Civil Emergency Services
REA	-	Radiological Emergency Area(s)
REM	-	Roentgen Equivalent Man
REP	-	Radiological Emergency Preparedness
R/h	-	Roentgens Per Hour
RPZ	-	Radiological Protective Zone
SAE	-	Site Area Emergency
SOC	-	State Operation Center
SOP	-	Standard Operating Procedures
STPEGS	-	South Texas Project Electric Generating Station
STPNOC	-	STP Nuclear Operating Company
TCP	-	Traffic Control Point(s)
TDD	-	Telecommunications Device(s) for the Deaf
TEDE	-	Total Effective Dose Equivalent
TLD	-	Thermoluminescent Dosimeter(s)
TRRN	-	Texas Regional Response Network
TSA	-	The Salvation Army
UE	-	Unusual Event

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**ATTACHMENT 25**

**AGREEMENTS – CONTRACTS**

**Agreements**

***Description:* Mutual Aid Agreement**

Between the counties of: Austin, Brazoria, Chambers, Colorado, Fort Bend, Galveston, Harris, Liberty, Matagorda, Montgomery, Walker, Waller, and Wharton

*Summary of Provisions:* Mutual Aid in the form of personnel, supplies, and equipment during emergencies and/or disasters, as well as during cleanup.

*Officials Authorized to Implement:* Each County Judge

*Costs:* The party rendering aid may be reimbursed by the requesting party for the cost of wages and disability payments of the personnel provided.

*Copies Held By:* Each County's Emergency Management Director

***Description:* Mutual Aid Agreement**

Between the Counties of Matagorda and Jackson

*Summary of Provisions:* Mutual Aid in the form of personnel, and equipment during Emergencies and/or disasters as well as during cleanup.

*Officials Authorized to Implement:* The County Emergency Management Directors or Coordinators

*Costs:* None

*Copies Held By:* County's Emergency Management Director

**Contracts**

***Description:* Garner Environmental**

*Summary of Provisions:* Includes containment, removal, neutralization, decontamination, recovery, repackaging, transportation, remediation, and disposal of hazardous and/or non hazardous waste.

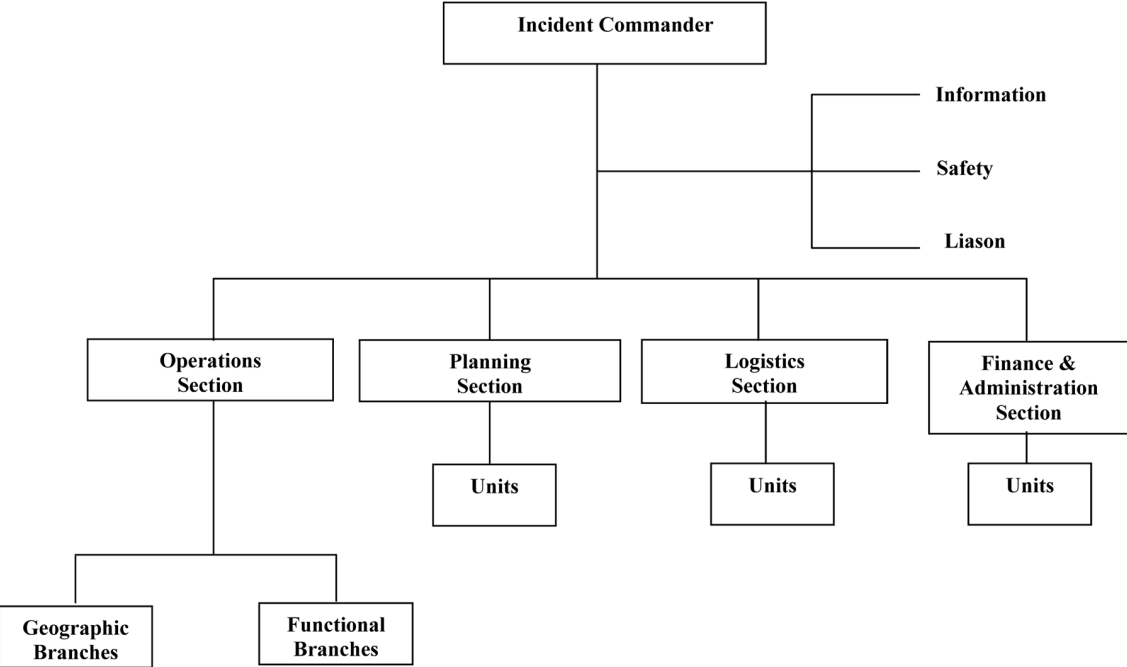
*Officials Authorized to Implement:* Emergency Management Director

*Costs:* Based on rate schedule updated each year

*Copies Held by:* County Emergency Management Director

**ORGANIZATION FOR INCIDENT COMMAND SYSTEM**

**ATTACHMENT 26**





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**ATTACHMENT 27**

**NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) SUMMARY**

**A. BACKGROUND**

1. NIMS is a comprehensive, national approach to incident management that is applicable to all jurisdictional levels and across functional disciplines. This system is suitable across a wide range of incidents and hazard scenarios, regardless of size or complexity. It provides a flexible framework for all phases of incident management, as well as requirements for processes, procedures, and systems designed to improve interoperability.
2. NIMS is a multifaceted system that provides a national framework for preparing for, preventing, responding to, and recovering from domestic incidents.

**B. COMPONENTS**

1. Command and Management. The incident management structures employed by NIMS can be used to manage emergency incidents or non-emergency events such as celebrations. The system works equally well for small incidents and large-scale emergency situations. The system has built-in flexibility to grow or shrink depending on current needs. It is a standardized system, so personnel from a variety of agencies and geographic locations can be rapidly incorporated into a common management structure.
  - a. Incident Management System. A system that can be used to manage emergency incidents or non-emergency events such as celebrations.

1) FEATURES OF ICS

ICS has a number of features that work together to make it a real management system. Among the primary attributes of ICS are:

- a) Common Terminology. ICS requires the use of common terminology, such as the use of standard titles for facilities and positions within an organization, to ensure efficient and clear communications.
- b) Organizational Resources. All resources including personnel, facilities, major equipment, and supply items used to support incident management activities must be “typed” with respect to capability. This typing will minimize confusion and enhance interoperability.
- c) Manageable Span of Control. Span of control should ideally vary from three to seven. Anything less or more requires expansion or consolidation of the organization.

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- d) **Organizational Facilities.** Common terminology is used to define incident facilities, the activities conducted at these facilities, and the organizational positions that can be found working there.
- e) **Use of Position Titles.** All ICS positions have distinct titles.
- f) **Reliance on an Incident Action Plan.** The incident action plan, which may be verbal or written, is intended to provide supervisory personnel a common understanding of the situation and direction for future action. The plan includes a statement of objectives, organizational description, assignments, and support material such as maps. Written plans are desirable when two or more jurisdictions are involved, when state and/or federal agencies are assisting local response personnel, or there has been significant turnover in the incident staff.
- g) **Integrated Communications.** Integrated communications includes interfacing disparate communications as effectively as possible, planning for the use of all available systems and frequencies, and requiring the use of clear text in communications.
- h) **Accountability.** ICS is based on an orderly chain of command, check-in for all responders, and only one supervisor for each responder.

2) **UNIFIED COMMAND**

- a) **Unified Command** is a variant of ICS used when there is more than one agency or jurisdiction with responsibility for the incident or when personnel and equipment from a number of different agencies or jurisdictions are responding to it. This might occur when the incident site crosses jurisdictional boundaries or when an emergency situation involves matters for which state and/or federal agencies have regulatory responsibility or legal requirements.
- b) **ICS Unified Command** is intended to integrate the efforts of multiple agencies and jurisdictions. The major change from a normal ICS structure is at the top. In a Unified command, senior representatives of each agency or jurisdiction responding to the incident collectively agree on objectives, priorities, and an overall strategy or strategies to accomplish objectives; approve a coordinated Incident Action Plan; and designate an Operations Section Chief. The Operations Section Chief is responsible for managing available resources to achieve objectives. Agency and jurisdictional resources remain under the administrative control of their agencies or jurisdictions, but respond to mission assignments and direction provided by the Operations Section Chief based on the requirements of the Incident Action Plan.

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3) AREA COMMAND

- a) An Area Command is intended for situations where there are multiple incidents that are each being managed by an ICS organization or to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command becomes Unified Area Command when incidents are multijurisdictional.
  - b) The organization of an Area Command is different from a Unified Command in that there is no operations section, since all operations are conducted on-scene, at the separate ICPs.
- b. Multiagency Coordination Systems. Multiagency coordination systems may be required for incidents that require higher level resource management or information management. The components of multiagency coordination systems include facilities, equipment, EOCs, specific multiagency coordination entities, personnel, procedures, and communications; all of which are integrated into a common framework for coordinating and supporting incident management.
- c. Public Information. The NIMS system fully integrates the ICS Joint Information System (JIS) and the Joint Information Center (JIC). The JIC is a physical location where public information staff involved in incident management activities can collocate to perform critical emergency information, crisis communications, and public affairs functions. More information on JICs can be obtained in the DHS National Incident Management System Plan, dated March 2004.
2. Preparedness. Preparedness activities include planning, training, and exercises as well as certification of response personnel, and equipment acquisition and certification. Activities would also include the creation of mutual aid agreements and Emergency Management Assistance Compacts. Any public information activities such as publication management would also be preparedness activities.
3. Resource Management. All resources, such as equipment and personnel, must be identified and typed. Systems for describing, inventorying, requesting, and tracking resources must also be established.
4. Communications and Information Management. Adherence to NIMS specified standards by all agencies ensures interoperability and compatibility in communications and information management.

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5. Supporting Technologies. This would include any technologies that enhance the capabilities essential to implementing the NIMS. For instance, voice and data communication systems, resource tracking systems, or data display systems.
  
6. Ongoing Management and Maintenance. The NIMS Integration Center provides strategic direction and oversight in support of routine review and continual refinement of both the system and its components over the long term.