

AGENDA ITEM #2-B
November 17, 2009

Introduction

MEMORANDUM

November 13, 2009

TO: County Council

FROM:  Minna K. Davidson, Legislative Analyst

SUBJECT: **Introduction** – Resolution to approve the Montgomery County Emergency Operations Plan, 2009

For several years, there have been federal and State requirements for the County to produce and maintain an emergency operations plan to provide a framework for responses to large scale emergencies in the County. For more than 15 years, the County has maintained an emergency operations plan. The Executive has revised and re-issued it as necessary to comply with new requirements and to include current practices.

On October 30, 2009, the Council received the Executive's transmittal of the 2009 Montgomery County Emergency Operation Plan (EOP). The 2009 revision involved a major overhaul of the previous plan to incorporate new standards and requirements that were developed following September 11, 2001, and the establishment of the US Department of Homeland Security.

The 2009 EOP is a multi-discipline, all-hazards plan that establishes a single, comprehensive framework for the management of major emergencies and disasters within the County. It incorporates the National Incident Management System (NIMS) as the County standard for incident management, reflects other changes resulting from the adoption of the National Response Framework in 2008, and has been developed to comply with NIMS and Emergency Management Accreditation Program (EMAP) standards.

The Public Safety Committee is scheduled to review the 2009 EOP on November 19. If the Committee completes its review at that time, Council action will be scheduled for December 1.

An approval resolution is attached on © 1-2. The Foreword and Executive Summary from the 2009 EOP are on © 3-8. Each Councilmember will receive a copy of the full plan under separate cover. A copy of the full plan is available for public review in the Office of Legislative Information Services, Council Office Building, 100 Maryland Avenue, Rockville, 5th floor.

Resolution No.: _____
Introduced: _____
Adopted: _____

COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND

By: County Council

Subject: Approval of the Montgomery County Emergency Operations Plan, 2009

Background

1. The Maryland Code, Public Safety Article, § 14-101 et. seq, requires each political subdivision to establish a local organization for the Office of Emergency Management with a Director appointed by the Governor on recommendation of the County Executive; develop and maintain a plan for disaster preparedness; and conduct disaster operations.
2. To comply with State and federal requirements, the County has maintained an Emergency Operations Plan for more than 15 years. The Executive has revised and re-issued the plan as necessary to comply with new requirements and to include current practices.
3. On October 30, 2009, the Council received the Executive's transmittal of the 2009 Montgomery County Emergency Operation Plan (EOP). This plan is a multi-discipline, all-hazards plan that establishes a single, comprehensive framework for the management of major emergencies and disasters within the County. It incorporates the National Incident Management System (NIMS) as the County standard for incident management, reflects other changes resulting from the adoption of the National Response Framework in 2008, and has been developed to comply with NIMS and Emergency Management Accreditation Program (EMAP) standards.
4. In 1998, the Council adopted Resolution 13-1475 approving the then current EOP and requiring that future revisions of the Emergency Operations Plan must be approved by Council resolution before they are submitted to the State. The Council has continued to require Council approval of revisions of the Plan since that time.
5. The Public Safety Committee reviewed the 2009 EOP on November 19, 2009, and recommends approval.

6. The 2009 EOP replaces and supersedes the 2002 EOP which the Council approved by Resolution 15-791 in October 2004.

Action

The County Council for Montgomery County, Maryland approves the following resolution:

The Montgomery County Emergency Operations Plan, 2009, is approved. A copy of the Plan is on file in the Council's Office of Legislative Information Services.

Each future revision of the Emergency Operations Plan must be approved by Council resolution before it is submitted to the State.

This is a correct copy of Council action.

Linda M. Lauer, Clerk of the Council

homeland\eop\0911 res eop 2009.doc

Montgomery County Emergency Operations Plan

Foreword

This document is a result of the collaborative efforts between the Montgomery County Office of Emergency Management and Homeland Security (OEMHS) and the many other County departments and agencies and municipalities that have assigned emergency roles and responsibilities. The final plan incorporates comments and suggestions received from a variety of stakeholders including many cooperating agencies and organizations that provide critical support to the County during times of disaster.

The Maryland Emergency Management Agency (MEMA) Act, Annotated Code of Maryland, Public Safety Article, § 14-101, *et. seq.* as amended, requires each political subdivision to establish a local organization for the Office of Emergency Management, in accordance with the State disaster preparedness plan and program.

Public Safety Article, § 14-101, *et. seq.* of the Annotated Code of Maryland requires each County: to maintain an organization for the Office of Emergency Management; to have a Director appointed by the Governor, upon the recommendation of the County Executive; to develop and maintain a plan for disaster preparedness; and to conduct disaster operations within its borders.

This plan fulfills the State of Maryland's requirement for each city and County to prepare and keep current plans to respond to disasters or large-scale emergencies. It also incorporates the National Incident Management System (NIMS) as the County standard for emergency response operations, as adopted by Montgomery County.

This plan establishes the overall roles and responsibilities for emergency operations, as well as the concept of operations for the county. It organizes the county departments and agencies into sixteen Emergency Support Functions (ESFs) to facilitate planning and coordination to achieve an effective emergency response. It is intended to be used in conjunction with established operational procedures, plans, and protocols.

FOR OFFICIAL USE ONLY

Users of this document are encouraged to recommend changes that will improve the clarity and use of this plan.

Submitted by: Christopher Voss, Manager, Office of Emergency Management and
Homeland Security

Questions or comments concerning this document should be directed to:

Office of Emergency Management and Homeland Security
101 Orchard Ridge Drive
Gaithersburg, Maryland 20878
Tel: 240-777-2200
mchomelandsecurity@montgomerycountymd.gov

Executive Summary

The Montgomery County Emergency Operations Plan (EOP) is a multi-discipline, all-hazards plan that establishes a single, comprehensive framework for the management of major emergencies and disasters within the county. The plan is implemented when it becomes necessary to mobilize the resources identified herein in order to save lives, and protect property and infrastructure. The EOP incorporates the National Incident Management System (NIMS) as the county standard for incident management and reflects other changes resulting from the adoption of the National Response Framework in 2008. The plan also has been developed to be in compliance with NIMS and the Emergency Management Accreditation Program (EMAP) standards.

The plan assigns roles and responsibilities to county departments and agencies for use in responding to disasters and emergencies. The EOP is not intended as a standalone document but rather establishes the basis for more detailed planning by the individual departments and agencies. The EOP is intended to be used in conjunction with more detailed department and agency plans and operating procedures.

The successful implementation of the plan is contingent upon a collaborative approach with a wide range of cooperating organizations that provide crucial support to during emergency operations. The plan recognizes the significant role cooperating organizations perform during times of emergencies and disasters and their roles and responsibilities are also included in the plan. Separate memoranda of understanding will be established and maintained with each of these organizations.

The EOP is organized into four sections. Section One is the Base Plan and includes the federal, state, and county authorities and other references that provide the basis for this plan. This section establishes the planning assumptions for the plan and defines the emergency management roles and responsibilities for county executive, the county council, the chief administrative officer, departments and agencies, and cooperating organizations. Section One also contains background information on Montgomery County including demographic data, a description of the county, and a summary of major transportation features.

The core of Section One is the concept of operations subsection that describes how the county will respond to and recover from a major incident. The Chief Administrative Officer, as the duly appointed Emergency Management Director has

FOR OFFICIAL USE ONLY

overall responsibility for response and recovery operations. Within the EOP delegations of authority to on-scene commanders, the coordinator for emergency management and department and agency directors are clearly defined. The Incident Command System (ICS) is established as the county standard for conducting incident response. Based upon the scope and magnitude of the incident, the EOC may be activated to serve as the multi-agency support and coordination facility. The EOC will coordinate all requests for resources from outside the county that are not covered by existing automatic mutual aid/mutual assistance agreements. The EOC will also serve as the coordination point with MEMA in order to access state and federal assistance.

Section Two includes the emergency support function annexes that will address common emergency support function processes such as damage assessment, mass care and sheltering (ESF #6), training and exercises, communications (ESF #2), and health and medical services (ESF #8). The annexes define the mission and scope of each function as well as a brief concept of operations. These annexes also identify specific department and agency roles and responsibilities related to the function. Supporting data and references to other plans and operating procedures are included as appropriate.

Section Three includes incident specific annexes that address potential major hazards in Montgomery County as identified in the Montgomery County Hazard Identification and Risk Assessment (HIRA).

Section Four includes functional annexes that address common functional processes such as damage assessment and training and exercises.

Montgomery County EOP Annexes

Title	Primary Agency
ESF #1 Transportation	Department of Transportation
ESF #2 Communications	Technology Services
ESF #3 Public Works and Engineering	Department of Environmental Protection
ESF #4 Firefighting	Fire and Rescue Services
ESF #5 Emergency Management	Office of Emergency Management and Homeland Security
ESF #6 Mass Care, Emergency Assistance, Housing and Human Services	Department of Health and Human Services
ESF #7 Logistics Management and Resource Support	Department of General Services

FOR OFFICIAL USE ONLY

ESF #8 Public Health and Medical	Department of Health and Human Services
ESF # 9 Urban Search and Rescue	Fire and Rescue Services
ESF #10 Oil and Hazardous Materials Response	Fire and Rescue Services
ESF #11 Agriculture and Natural Resources	Department of Health and Human Services
ESF #12 Energy	Department of General Services
ESF #13 Public Safety and Security	Montgomery County Police Department
ESF #14 Long-Term Community Recovery	Office of Emergency Management and Homeland Security
ESF #15 External Affairs	Public Information Office
ESF #16 Volunteer and Donations Management	Volunteer Center
Severe Weather Incident	Office of Emergency Management and Homeland Security
Dam Failure Incident	Office of Emergency Management and Homeland Security
Mass Fatality Incident	Montgomery County Police Department or Department of Health and Human Services
Terrorism Incident	Montgomery County Police Department
Biological Incident	Department of Health and Human Services
Nuclear and Radiological Incident	Fire and Rescue Services
Animal Protection	Montgomery County Police Department, Animal Services Division
Training and Exercises	Office of Emergency Management and Homeland Security

Plan Maintenance

The Montgomery County Office of Emergency Management and Homeland Security (OEMHS) is responsible for developing, maintaining, and distributing the Montgomery County Emergency Operations Plan (EOP). The plan will be reviewed periodically as required to incorporate new state, federal, and regional guidelines or directives and/or to address significant operational issues. Changes will include additions of new or supplementary material or deletions of outdated information. No proposed change should contradict or override authorities or other plans contained in statute or regulation. All requests for changes will be submitted to the OEMHS for coordination, approval, and distribution.

Primary agencies are responsible for maintaining and updating their assigned functional annexes. Annexes should be reviewed annually. Proposed changes or updates to the annexes will be coordinated with all other support agencies prior to submission to OEMHS.

Any department or agency may propose and develop a change to the EOP and is encouraged to do so. Prior to submitting proposals to OEMHS, the proposing agency will obtain the written approval from the appropriate agency head.

The Office of Emergency Management and Homeland Security is responsible for the annual review and update of the EOP. The annual update is submitted to the County Executive and County Council for review and approval.

Notices of Change

Notices of Change will be prepared and distributed by OEMHS. The notice of change will include the effective date, the change number, subject, purpose, and action required by the departments and agencies. The notice of change will include revised pages for replacement within the EOP.

Upon publication, the change will be considered as part of the EOP.

Plan Distribution

OEMHS is responsible for the distribution of the EOP and approved notices of changes. Copies of the EOP, either hard copy or electronic, will be distributed to all County departments and agencies, the Maryland Emergency Management Agency (MEMA), and other cooperating organizations. Additional copies will be available from OEMHS if requested.