



EMERGENCY OPERATIONS PLAN

DARE COUNTY EMERGENCY OPERATIONS PLAN

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Foreward

Prior to the onset of the Global Pandemic in March of 2020, the Emergency Management Department had undertaken a complete review of the "Emergency Management Program" using the 2016 Emergency Management Standard promulgated by the Emergency Management Accreditation Program (EMAP).

EMAP is the accreditation standard used to evaluate, enhance and accredit emergency management programs nationwide. North Carolina Emergency Management encourages the use of the EMAP standard and provides assistance under the Emergency Management Performance Grant program.

The pandemic brought the EMAP review to a halt. As a result, the 2007 version of the Emergency Operations Plan needed interim changes to address lesson learned during recent emergency response and recovery operations.

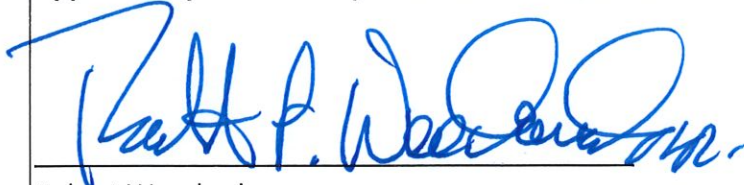
Approval

Submitted to Dare County Board of Commissioners on July 20, 2020 by:



Drew Pearson
Dare County Emergency Management Director

Approved by Dare County Board of Commissioners on July 20, 2020 by:



Robert Woodard
Chairman, Dare County Board of Commissioners

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Instructions for Use

It is intended that this plan, when implemented, be used by Dare County response organizations to obtain maximum use of existing resources, organizations, and systems in their response to emergencies and disasters that could and/or have occurred in the county. The format utilized is:

BASIC PLAN: To be used by Dare County Emergency Response Organizations.

ANNEXES: Address the specific functions for use by the operational managers.

APPENDICES: Give support to operational annexes.

STANDARD OPERATING PROCEDURE (SOP): SOPs are not contained in this plan, but must be developed by each operational manager and are essential to the implementation of this document. Copies of all SOPs will be submitted and kept for reference at the emergency operations center to insure integration of services when two or more agencies work together.

Each annex to this plan contains a purpose statement for that area of response. All individuals with assigned responsibilities should be familiar with the entire plan; however, added emphasis must be given to those areas for which they are responsible. While all circumstances cannot be addressed, the content of this plan should be used as a guide for those events that do occur but are not specifically addressed herein.

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Plan Development and Maintenance

The Dare County Emergency Operations Plan (EOP) was developed to fulfill the requirement set forth in Chapter 92.08 of the Dare County Code for an Emergency Management Plan. The EOP was developed to address multiple hazards which threaten Dare County. Through the use of a functional format, the EOP encourages an Integrated Emergency Management System approach to disasters and fosters prompt, efficient and coordinated response operations by elements of the emergency organization. This approach requires a system-wide integration of skills, people and resources as well as the utilization of a County Emergency Operations Center EOC. This plan also recognizes Incident Command as the appropriate management system to be applied to all Dare County emergency/disaster situations. An appropriate Incident Command structure should be implemented when emergency/disaster response is required.

This document presents a basic plan which serves as a summary document to numerous functional annexes. These annexes define who will do what, when and where emergency/disaster threatens. Supporting SOPs are necessary to address how each agency will perform its assigned duties during emergency/disaster situation. Defining the roles of each response agency reduces the confusion, chaos and conflict during emergency/disaster; and significantly decreases vulnerability of the public and their property to hazardous threats.

This plan defines which agencies are responsible for fulfilling the legal responsibilities identified in North Carolina General Statutes Chapter 166A. It provides all the necessary elements to insure that local government can fulfill its legal responsibilities for emergency preparedness. All agencies tasked under this plan contributed to the development of this plan.

Since this plan was originally adopted in 2007, it has been utilized to guide emergency operations from response through recovery to include recent emergencies like Hurricane Dorian in 2019 and Global Pandemic in 2020. Maintenance of the Plan will be undertaken as the Emergency Management Department completes its ongoing program review using EMAP standards. Interim changes based on lessons learned will be entered once approved.

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Distribution List

Electronic version of this plan has been distributed to the following:

Chairman, Dare County Board of Commissioners
Mayor, Town of Southern Shores
Mayor, Town of Kitty Hawk
Mayor, Town of Kill Devil Hills
Mayor, Town of Nags Head
Mayor, Town of Manteo
Mayor, Town of Duck
Dare County Sheriff
Superintendent, Cape Hatteras National Seashore
Dare County Manager
Dare County Emergency Management
County Commissioner's Office and Town Halls
Dare County Water
Dare County Public Relations Officer
Dare County Social Services
Director Dare County Superintendent of Schools
Dare County Health Director
Dare County Planning
Director Dare County Finance Officer
Dare County Tax Supervisor
Dare County Fire Marshal
Dare County Emergency Medical Services Director
Dare County Public Works
Dare County Detention Center
Dare County Communications
Dare County Municipal Police Chiefs
N. C. Highway Patrol
American Red Cross
N.C. Division of Emergency Management
O.B. Repeater Association
Dominion Power
N. C. Department of Transportation
National Weather Service
U. S. Coast Guard
Cape Hatteras EMC

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Basic Plan – Part One: Overview

I. PURPOSE

This plan predetermines actions to be taken by governmental agencies and private organizations of Dare County to reduce the vulnerabilities of people and property to disaster and establish capabilities to respond effectively to the actual occurrence of a disaster.

II. SITUATION AND ASSUMPTIONS

A. Situation.

1. Dare County is located in Northeastern Coastal North Carolina, Emergency Management Eastern Branch, and FEMA Region IV. It is bound on the East by the Atlantic Ocean, on the South by Hyde County, on the North by Currituck County, and on the West by Tyrrell County. The current population of the County and municipalities within the County is approximately 38,000. The anticipated population during peak tourist months is approximately 300,000+ people.

The unique geographical location, natural and historic attractions are the basis for a very large tourist population. Dare County includes within its boundaries: a large portion of the Cape Hatteras National Seashore including numerous historic sites, the Alligator River National Wildlife Refuge, 90 miles of oceanfront beaches, marinas and extensive boating traffic (commercial and pleasure), two military bombing ranges, U.S. Coast Guard facilities, several inhabited barrier and non-barrier islands which are connected to the mainland by bridges, three small non-controlled airports with limited private and commuter air traffic, and ferry service which connects the southern end of Hatteras Island to Ocracoke Island.

The major traffic arteries are: U.S. 158 which connects northern Dare County to Currituck County, U.S. 64/264 which connects Dare County with Hyde and Tyrrell Counties, and Hwy. 12 which connects southern Dare County with Ocracoke Island by means of Ferry Service, and Currituck Co. Outer Banks to northern Dare County.

2. The County is exposed to many hazards, all of which have the potential to disrupt the community, cause damage, and create casualties. Potential hazards (natural, technological and national security) for Dare County are:
 - Hurricanes
 - Northeasters
 - Severe Thunderstorms

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- Tornadoes/Waterspouts
- Tidal Flooding/Over wash
- Severe Winter Storm
- Extreme Heat
- Hazardous Materials
- Oil Spills
- Large Structure Fire/Fire Storm
- Forest or Grassland Fire
- Landfill Fire
- Marina Fire
- Severe Bridge Damage
- Boating/Shipping Accident
- Airplane Crashes (Civilian/Military)
- Mass Casualty Accident
- Civil Disorder (Evacuation/Reentry)
- Public Health
- Vandalism/Sabotage/Terrorism
- National Security Emergency
- Tsunami

B. Assumptions

1. The occurrence of any one or more of the emergency/disaster events previously listed could impact Dare County severely, and include several of the following consequences:

- Loss of electrical power
- Failure of the water distribution system
- Severance of road/highway network
- Creation of a new inlet
- Necessity for mass care and feeding operations
- Evacuation of people from the county
- Need for debris clearance
- Multiple injuries and fatalities
- Drastic increase in media attention
- Damage to the communications network
- Damage to the telephone network
- Economic impact
- Increased number of vectors
- Need for official public information and rumor control
- Need for State or Federal assistance
- Need to evacuate county resources
- Re-entry of essential personnel and equipment
- Re-entry of the public

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- Damage to vital records
 - Need for damage assessment
 - Need for auxiliary power
 - Donated goods
 - Contamination of private wells
 - Over taxing local resources
 - Depth of staffing
 - Loss of facilities vital to maintaining essential services
 - Environmental impact/wildlife, natural resources
 - Management of reconstruction
 - Coordination of staged resources
 - Damage to historical sites
 - Isolation of population
 - Presidential Disaster Declaration
2. The occurrence of one or more than one of the previously listed hazards could result in a true catastrophic disaster situation which would grossly overwhelm local and state resources.
 3. It is necessary for the County to plan for and to carry out disaster response and short-term recovery operations utilizing local resources; however, it is likely that outside assistance would be necessary in most major disaster situations affecting the County.
 4. Officials of the County are aware of the possible occurrence of an emergency or disaster and they have acknowledged their responsibilities in the execution of this plan and will fulfill these responsibilities as needed.

III. CONCEPT OF OPERATIONS

- A. As required by General Statute 166A, it is the responsibility of County government to organize and plan for the protection of life and property from the effects of emergencies.
- B. In multi-jurisdictional emergencies, actions will be coordinated by Senior Leaders, consisting of the Chair of the Dare County Board of Commissioner, the six Municipal Mayors, the Superintendent of the Cape Hatteras National Seashore, and the Dare County Sheriff.
- C. The County Emergency Operations Center (EOC) will be staffed and operated as the situation dictates. When activated, operations are supported by ranking representatives from a number of local government, private sector and volunteer organizations, known as the Support Group. They provide information, data and

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recommendations to Senior Leaders. Another function of this Support Group is to implement decisions from Senior Leaders, County Manager, Emergency Management Director, Incident Commander, etc..

- D. When an emergency situation develops, the senior elected official or the designee of the jurisdiction may declare a State of Emergency (as defined in GS 14-288.1) exist within the jurisdiction (or part thereof) and begin implementing emergency procedures.
- E. Termination of a State of Emergency shall be declared by the authority of whom it was proclaimed.
- F. The County Manager and Emergency Management Director will coordinate and control County resources and coordinate with municipalities on needs or progress.
- G. Agency Standard Operating Procedures (SOPs) are essential in support of the plan.
- H. Emergency Information will be disseminated through media outlets by the Joint Information Section.
- I. Initially, emergency operations will be conducted utilizing local personnel, equipment, and facilities. Contact should be established with the N. C. Division of Emergency Management for sharing of information and the procurement and management of State and Federal resources should that become necessary.
- J. Coordination with adjoining counties is essential when events occur that may impact jurisdictions beyond Dare County.
- K. Planning and training are necessary and integral parts of emergency and disaster preparation and must be prerequisites to effective emergency operations.
- L. Lines of succession for all department/agency heads identified as having emergency responsibilities under this plan are shown in the appropriate standard operating procedures and in the Emergency Management Operations Directory.
- M. It is the responsibility of personnel activated to support emergency operations to ensure all documents be protected and preserved in accordance with existing laws, statutes, and ordinances.
- N. The County provides for the relocation of the governing body to the EOC during times of emergency if necessary. If the primary EOC is determined inoperable, the governing body will relocate to the alternate EOC facility.

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- O. Should local government resources prove to be inadequate during emergency operations; requests for assistance will be made to other jurisdictions, higher levels of government, and other agencies in accordance with existing or emergency negotiated mutual-aid agreements and understandings. Requests for State and Federal resources must be made through the Dare County Emergency Management Director.

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Basic Plan – Part Two: Responsibilities

I. PURPOSE

This section tasks departments within local government with emergency functions in addition to their normal duties. Specific responsibilities are outlined below under the section entitled “Assignment of Responsibilities”. Responsibilities for certain organizations which are not a part of local government are also outlined.

II. ASSIGNMENT OF RESPONSIBILITIES

A. Senior Leaders

1. Senior Leaders are those individuals able to:
 - Declare a local state of emergency under N.C.G.S. 166A-19.22
 - Impose restrictions and prohibitions under N.C.G.S 166A-19.31
 - Utilize other authorities to protect public health and safety.
2. Senior Leaders with the authority to declare a state of emergency and impose restrictions and prohibitions in their jurisdiction, as provided by county/municipal code or ordinance, are the Chair of the Dare County Board of Commissioners and the six municipal Mayors or their designees.
3. The Superintendent of the Cape Hatteras National Seashore and the Dare County Sheriff have authorities outside of G.S. 166A that they can use independently to protect public health, safety and welfare where they have jurisdiction. Based on these authorities, the National Park Superintendent and Dare County Sheriff are key Senior Leaders who collaborate and coordinate actions the Chair of the Dare County Board of Commissioners and the six municipal Mayors.
4. When needed Senior Leaders and other key personnel will report to the Dare County EOC, either in person or virtually, to receive briefings from subject matter experts arranged by Emergency Management Director, allowing them to make timely and coordinated decisions regarding the implementation of this Plan in response to actual or imminent emergencies.
5. Senior Leaders are responsible for Direction and Control as outlined in Annex A Direction and Control.

B. Support Group

1. Members of the Support Group consist of:

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- Sheriff's Office
- Social Services
- Superintendent of Schools
- County Health Department
- County Tax Supervisor
- Finance Officer
- Communications Director
- Emergency Medical Services Director
- Public Information Officer
- Red Cross
- Outer Banks Repeater Group
- State Highway Patrol
- Dominion Power
- Cape Hatteras Electric Cooperative
- Tideland Electric Cooperative
- North Carolina Department of Transportation
- United States Coast Guard
- Public Works
- Water Department
- County Manager
- Fire Marshal
- Mental Health Director
- Planning Director
- Information Technology
- Tourist Bureau
- Chamber of Commerce
- Board of Realtors

2. The Support Group consists of representatives from predetermined governmental and volunteer agencies. All Support Group shall serve in the EOC either in person or virtually.
3. This group is tasked with the implementation of decisions made by Senior Leaders and others.
4. The County Manager and/or Emergency Management Director serves as Operations Officer for the Support Group.

A. Assignment of Individual Responsibilities

1. Chair, Dare County Board of Commissioners

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- a. Participate in collaborative discussion with other Senior Leaders and key personnel to make decisions to ensure public health and safety across Dare County.
 - b. Carry out appropriate provisions of the North Carolina General Statutes, in addition to local ordinances relating to emergency/disaster.
 - c. Declare a state of emergency at the County level and provide guidance and objectives for action by the Support Group including:
 1. Activation of the Dare County Emergency Operations Plan.
 2. Ordering an evacuation to include all or part of the county.
 3. Restricting the sale of alcohol and/or firearms.
 4. Ordering a curfew.
 5. Restricting entry to Dare County
 6. Initiating measures as necessary to provide for the protection of life and property.
 - d. Authorize requests for assistance from State government through the N.C. Division of Emergency Management.
 - e. Coordinate emergency response actions with the Chairman from adjoining jurisdictions.
 - f. Nominate members for the Local Emergency Planning Committee to the Chairman of the State Emergency Response Commission
2. Municipal Mayors
- a. Report to the Dare County Emergency Operations Center, either in person or virtually, to participate in collaborative discussion with other Senior Leaders and key personnel to make decisions to ensure public health and safety across Dare County.
 - b. Utilize and commit municipal personnel, facilities and equipment resources in support of countywide emergency/disaster response operations, wherever possible, not to conflict with town needs.

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- c. Inform respective Town Manager of the details decisions and authorize actions in support of emergency/disaster operations.
 - d. Assess needs of the municipalities and share information with other Senior Leaders.
- 3. Superintendent Cape Hatteras National Seashore
 - a. Report to the Dare County Emergency Operations Center, either in person or virtually, to participate in collaborative discussion with other Senior Leaders and key personnel to make decisions to ensure public health and safety across Dare County.
 - b. Utilize National Park Service resources and personnel in cooperation with Dare County resources to support emergency/ disaster operations.
 - c. Provide for the priority clearance of runways at First Flight and Billy Mitchell air strips.
 - d. Assess needs of the Park and share information with other Senior Leaders.
- 4. Dare County Sheriff
 - a. Report to the Dare County Emergency Operations Center, either in person or virtually, to participate in collaborative discussion with other Senior Leaders and key personnel to make decisions to ensure public health and safety across Dare County.
 - b. Plan for conducting traffic control and other law enforcement operations throughout the County during emergency/disaster.
 - c. Identify emergency law enforcement assistance needs and develop necessary mutual aid agreements to support those needs.
 - d. Provide security for the Emergency Operations Center and equipment, receiving and staging, shelter operations, as required.
 - e. Provide a liaison to the Dare County Emergency Operations Center during emergency/disaster activation.
 - f. Assist with the dissemination of emergency public information to groups of citizens affected and/or isolated by the emergency event.

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- g. Develop and maintain standard operating procedures for law enforcement operations during emergency/disaster situations.

5. County Manager/Operations Officer

- a. During Emergencies serves as Operations Officer of the Support Group in the Emergency Operations Center.
- b. During emergencies ensure that all responding agencies of local government document all expenditures related to the emergency.
- c. Direct county agencies to develop and continually update emergency plans and standard operating procedures (SOPs) to respond to emergencies.
- d. Support the Emergency Management department in the development of periodic exercise and tests of the county emergency systems.
- e. Determine appropriate agency representation for the Dare County Emergency Operations Center
- f. Implement the County Emergency Plan by the authority of the County Chairman, and verify adherence to County personnel policy.
- g. Review and authorize the release of emergency public information statements by the Dare County Public Relations Officer.
- h. Coordinate emergency response actions with the County Manager from adjoining jurisdictions.
- i. Assess County needs/damages and share information with the Senior Leaders.

6. Emergency Management Director

- a. Perform assigned duties according to North Carolina General Statutes and local ordinances.
- b. Responsible for emergency planning in accordance with Federal and state guidelines.
- c. Coordinate emergency operations within the jurisdiction.

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- d. In cooperation with the Supervisor of the Dare County Communications, establish and equip the Emergency Operations Center (EOC) to include primary and backup radio communications (fixed and mobile), and provide for operations on a continuous basis as required.
- e. Develop and maintain a current warning and notification list of emergency operations center personnel.
- f. Provide programs to properly train the emergency management organization.
- g. Maintain current list of available resources.
- h. Coordinate exercises and tests of the emergency system within the jurisdiction.
- i. Maintain liaison with utility companies to arrange for back-up water, power and telephone service during emergencies.
- j. Alert and activate, as required, the Emergency Management organization when informed of an emergency within the County.
- k. Coordinate the procurement of resources requested from municipalities within the County and direct aid to areas where needed.
- l. Submit necessary emergency information and reports to the proper agencies during emergency/disaster events.
- m. Assume the role of the Operations Officer in his absence or the absence of his designee.
- n. Maintain operational readiness with state office of Emergency Management.
- o. Serve as principal liaison and advisor for emergency operations to all Senior Leaders.
- p. Develop and maintain standard operating procedures for emergency management operations during emergency/disaster situations.
- q. Serve as the Community Emergency Coordinator as defined by SARA Title III and the Local Emergency Planning Committee.
- r. Maintain operational readiness of primary Emergency Operations Center.

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7. Deputy Emergency Management Director/Fire Marshal
 - a. Report to the EOC and supervise the emergency operating center administrative support staff.
 - b. Serve as liaison between the Dare County Fire Departments and the Emergency Operations Center during an emergency/disaster.
 - c. Assume the duties and responsibilities of the Emergency Management Director in their absence.
 - d. Provide for narrative and operational journals to be maintained during emergency/disaster.
 - e. Serve as the principal emergency management liaison and advisor to the Support Group.
 - f. Disseminate emergency information from the EOC to the Dare County Fire Departments during emergency/disaster.
 - g. Maintain status log of available firefighting resources during time of emergency/disaster.
 - h. Develop and maintain standard operating procedures for Fire Marshal's emergency operations during emergency/disaster.

8. State and Federal Representatives
 - a. The Area One Coordinator for the North Carolina Division of Emergency Management coordinates State Government resources response to Dare County emergency operations.
 - b. N.C. Highway Patrol provides a liaison to Dare County Emergency Operations Center during emergency/disaster activations.
 - c. N. C. Department of Transportation provides a liaison to the Dare County Emergency Operations Center during emergency/disaster activations.
 - d. The National Park Service provides a liaison to the Dare County Emergency Operations Center during emergency/disaster activations.
 - e. The U.S. Coast Guard provides a liaison to the Dare County Emergency Operations Center during emergency/disaster activations.

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9. Utility Representatives

- a. Dominion Energy provides a liaison to the Dare County Emergency Operations Center during emergency/disaster activations.
- b. Cape Hatteras Electric Co-op provides a liaison to the Dare County Emergency Operations Center during emergency/disaster activations.
- c. Tideland Electric Co-op provides a liaison to the Dare County Emergency Operations Center during emergency/disaster activations.
- d. Communications service companies provide liaisons to the Dare County Emergency Operations Center during emergency/disaster activations.
- e. Dare County Water Department will provide a liaison to the Dare County Emergency Operations Center during emergency/disaster activations.

10. Public Relations Officer

- a. Maintain current inventories of public information resources to include: weather preparedness, family preparedness, and information as requested.
- b. Coordinates procedures for the conduct of movements/briefings of news media representatives during emergency/disasters.
- c. Develop and clear all media releases pertaining to emergency operations with the Operations Officer.
- d. Provide for rumor control and emergency instructions.
- e. Develop media advisories for the public.
- f. Provide emergency information materials for the public including non-English speaking groups.
- g. Function as a spokesperson for the county during emergencies.
- h. Develop and maintain standard Joint Information Section operating procedures for public relations operations during emergency/disaster operations.
- i. Provide liaison to the Dare County Emergency Operations Center during time of emergency activation.

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11. Emergency Medical Services Director

- a. Plan for coordination of ambulance activities throughout the County during emergency/disasters.
- b. Identify equipment and manpower limitations, and develop mutual aid agreements for the procurement of needed resources during emergency/disaster events.
- c. Coordinate with Medical facility authorities on use of medical facilities within the County for mass casualty incidents.
- d. Coordinate with designated hospitals within Dare County service area for transport and receipt of casualties during emergency/disaster events.
- e. Establish and implement policy concerning the relocation of personnel and equipment during time of emergency/disaster.
- f. Coordinate with the Dare County Health Director and the Social Services Director to determine emergency transportation needs for special needs populations.
- g. Develop and maintain standard operating procedure for emergency medical service activities during emergency/disaster situations.

12. Social Services Director

- a. Coordinate emergency activities during response and recovery with American Red Cross, Salvation Army, and other volunteer organizations involved with shelter, feeding and clothing operations.
- b. Coordinate with medical/health care facilities (e.g. nursing homes, rest homes, etc.) to insure development of emergency procedures in conjunction with appropriate agencies.
- c. Coordinate with the Dare County EMS Director and the Health Director concerning special needs population. (See donate goods annex)
- d. Provide a liaison to Red Cross and the Salvation Army for the receipt, management and distribution of donated goods following an emergency/disaster event.

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- e. Provide a liaison to the Dare County Emergency Operations Center during emergency/disaster activation.
- f. Develop and maintain standard operating procedures for social services operations during emergency/disaster situations.

13. Communications Supervisor

- a. Establish and maintain communications network/procedures for two-way communications between the Dare County Emergency Operations Center, Dare County field emergency response resources, and the State Emergency Operations Center.
- b. Provide for the dissemination of warning information to emergency response personnel.
- c. Provide a liaison to the Dare County Emergency Operations Center during emergency activations.
- d. Develop and maintain standard operating procedures for communications center operations during emergency/disaster events.
- e. Coordinate with Emergency Management Director all communications.

14. Public Works Director

- a. Plan for emergency repair and restoration of County roads, vital facilities and utilities during and following emergency/disaster.
- b. Develop and maintain resource lists with source, location, and availability of equipment, fuel and operational personnel to support response/recovery operations.
- c. Provide a Dare County Debris Management Plan.
- d. Identify manpower and equipment needs and procurement of necessary special emergency equipment.
- e. Provide storage and access to fuel for emergency service vehicles during emergency/disasters.
- f. Maintain emergency power, water and sanitation resources at critical facilities in the County during emergency/disasters.

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- g. Provide a liaison to the Emergency Operations Center during emergency/disaster activations.
- h. Develop and maintain standard operating procedures for public works functions during emergency/disaster situations.

15. Health and Human Services Director

- a. Provide for health care at emergency facilities, including mass care facilities.
- b. Coordinate with State water supply authorities in the event of ground water contamination or water system failure to assure quality of emergency water supplies.
- c. Provide continuous health inspections and immunizations when appropriate to evaluate, detect, prevent and control communicable disease.
- d. Coordinate environmental health activities for waste disposal, refuse, food, water control and vector/vermin control and sanitation.
- e. Coordinate with the EMS Director and the Social Services Director in the identification of special needs population.
- f. Develop and maintain a standard operating procedure for emergency public health operations during emergency/disaster situations.
- g. Provide for inspections of mass care facilities to assure proper sanitation practices are followed.
- h. Provide a liaison to the Dare County Emergency Operations Center during emergency activations.
- i. Coordinate with the proper authorities to establish a temporary morgue if necessary following an emergency/disaster.
- j. Develop and maintain a list of medical/health care resources that may be utilized during emergency/disaster.

16. Finance Officer

- a. Develop financial accounting record procedures for agencies to report their emergency expenses.

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- b. Assist the Tax Officer with documentation of disaster damage to county owned facilities during emergency/disaster situations.
- c. Provide County budget information in support of a request for a Presidential Disaster Declaration.
- d. Develop and maintain standard operating procedures for county emergency financial record keeping during emergency/disaster situations.
- e. Provide a liaison to the Dare County Emergency Operations Center during emergency/disaster activation.
- f. Assist in the establishment and management of procedures for post-disaster donated funds.

17. Damage Assessment Officer/Tax Officer

- a. Coordinate damage assessment teams conducting field surveys, and assure teams are properly trained and equipped.
- b. Collect data and prepare damage assessment reports; forward to the North Carolina Division of Emergency Management through local Emergency Management Coordinator.
- c. Provide information to Public Information Officer regarding timely release of damage assessments.
- d. Develop and maintain standard operating procedures for county tax operations during emergency/disaster situations.
- e. Provide a liaison to the Dare County Emergency Operations Center during emergency/disaster activation.
- f. Co-ordinate mutual aid agreements with other municipalities to assist in damage assessment.

18. Superintendent of Schools

- a. Support transportation operations during evacuation and reentry.
- b. Provide support personnel, equipment and facilities as necessary (schools, lunch room personnel, bus drivers, etc.)

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- c. Develop and maintain standard operating procedures for the safety and protection of students, faculty, and other personnel during emergency/disaster situation.
- d. Provide a liaison to the Dare County Emergency Operations Center during emergency/disaster activation.
- e. Develop and maintain a list of resources that may be used during emergency/disasters including recovery efforts.
- f. Planning Director
- g. Coordinate with municipal/state agencies in the development and maintenance of a reconstruction plan to be implemented following a major disaster.
- h. Identify the projected need for additional building inspectors following a major disaster and pursue agreements for obtaining certified personnel from other localities.
- i. Provide pertinent technical reconstruction information to the public information officer for dissemination to the public following a major disaster.
- j. Develop and maintain standard operating procedures for county reconstruction operations following a major disaster.

19. Airport Manager

- a. Provide support for aircraft operations during and following emergency/disaster event.
- b. Provide for the priority clearance of runways at the Dare County Regional Airport.
- c. Provide for extended hours of operations for airport facilities during emergency/disaster operations.
- d. Identify capabilities and limitations of the airport facility to support aviation operations during emergencies.
- e. Coordinate with the FAA regarding the need to restrict air space over the affected area.

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- f. Identify available space on the airport grounds that could be utilized for vehicular and commodity stockpiling.
- g. Coordinate with the National Transportation Safety Board and the FAA in the event of a mass casualty aircraft accident.
- h. Coordinate with the National Park Service and the North Carolina Department of Transportation for the use of the two airstrips located at Kill Devil Hills and Frisco, if needed during an emergency/disaster situation.
- i. Develop and maintain standard operating procedures for airport operations during emergency/disaster situations.
- j. Provide a liaison to the Dare County Emergency Operations Center during emergency/disaster activations.

20. Amateur Radio Operator

- a. Provide a liaison to the Dare County Emergency Operations Center during emergency/disaster activations.
- b. Transmit and receive emergency traffic as necessary during emergency/disaster events.
- c. Disassemble and relocate radio equipment to alternate Emergency Operations Center if necessary.
- d. Maintain a message log for all emergency traffic.
- e. Coordinate with amateur radio operators in Dare County to establish and support post-disaster emergency communications.
- f. Develop and maintain a list of resources that may be used during emergency/disaster.
- g. Report communications transmissions to the Operations Center.

21. Information Technology Director

- a. Provide support personnel for technical assistance with computer equipment and information systems during emergency/disaster activations.

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- b. Provide for the protection of computerized vital records during emergency/disaster events.
- c. Cooperate with the Tax Director/Damage Assessment Officer in the gathering and documentation of damage assessment data following a major emergencies/disaster.
- d. Develop and maintain standard operating procedures for the management of county data processing during emergency/disaster situations.
- e. Coordinate with Emergency Management Director in the collection, review and update of hazardous material facility information available for emergency response.

22. American Red Cross, Salvation Army, VOAD Liaison

- a. Coordinate with the Director of Dare County Social Services and school personnel in providing shelter/mass care operations.
- b. Designate a coordinator and personnel to assist the Director of Social Services in the management of donated post disaster goods.
- c. Cooperate with all volunteer organizations active in disasters in the delivery of mass feeding operations.
- d. Coordinate post-disaster damage assessment information with the Dare County Tax Director/Damage Assessment Officer.
- e. Provide liaisons to the Dare County Emergency Operations Center during emergency/disaster activations.

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Basic Plan – Part Three: Authorities

I. PURPOSE

This section provides legal references to support Dare County's actions in the event of an emergency/disaster occurrence.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Actions taken during emergency/disaster events require that legal guidelines are followed to assure protection of the general public and to maintain law and order in the County.
2. Decisions implemented during times of disaster or impending disaster will sometimes have a negative economic impact on the County or portions thereof.
3. Mutual Aid agreements exist between some agencies within Dare County.

B. Assumptions

1. Some actions taken during emergency events will be unpopular with the general public.
2. Actions implemented will be based on the safety and welfare of the overall population, therefore being undesirable to specific groups.

III. CONCEPT OF OPERATIONS FOR AUTHORIZATION AND AUTHORITIES

A. Complete information pertaining to Authorization and Authorities will be maintained in the Dare County EOC or online to include:

- Robert T. Stafford Disaster Relief and Emergency Assistance Act
- NCGS 166A - Emergency Management Act
- NCGS 14-288.1 Riots, Civil Disorders, and Emergencies
- NCGS 143.215.86(a) & NCGS 143.215.94U(a) Oil Spill Act
- PL 81-920 Civil Defense of 1960
- Dare County Code - Chapter 92

B. Agencies tasked with responsibilities under the Dare County Emergency Operations Plan will be responsible for providing copies of Mutual Aid Agreements to be kept on file in the Emergency Operations Center.

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Annex A – Direction and Control

I. PURPOSE

This annex outlines the direction and control procedures for emergency operations and identifies the personnel, facilities and resources which will be utilized in the coordinated response activities.

II. SITUATION AND ASSUMPTIONS

- A. Direction and control of normal day-to-day emergencies is performed by senior on-scene emergency response personnel (i.e. law enforcement, fire, rescue, EMS) in accordance with local ordinances, policies and procedures. Response forces in Dare County will utilize the Incident Command System (ICS).
- B. Many hazards threaten the County which have the potential to cause disasters of such magnitude as to warrant centralization of the direction and control Emergency Operations Center (EOC) function in order to conduct effective and efficient emergency operations.
- C. Municipalities within the county may exercise independent direction and control of their own emergency resources, outside resources assigned to the municipality by the County EOC, and resources secured through existing mutual aid agreements with other municipalities. Requests for state/federal government assistance will be directed to the Dare County Emergency Management for action.
- D. Centralized county-wide direction and control (EOC activation) is desirable when one or more of the following situations occur:
 - 1. There exists an imminent threat to the public safety/health;
 - 2. Extensive multi-agency/jurisdiction response and coordination are necessary to resolve or recover from the emergency/disaster situation.
 - 3. Local resources are inadequate/depleted and significant mutual aid, state and/or federal resources must be utilized to resolve the emergency/disaster situation.
 - 4. The disaster affects multiple political jurisdictions within the County which are relying on the same emergency resources to resolve the emergency/disaster situation,
 - 5. Local emergency ordinances are implemented to control the emergency/disaster situation.

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- E. The County Emergency Operations Center serves as the central direction and control point for county-wide emergency response activities.
- F. The primary County Emergency Operations Center (EOC) is located at 370 Airport Road in Roanoke Island. The secondary EOC is located at the Dare County Detention Center on Driftwood Drive, Roanoke Island.
- G. The primary EOC will be activated upon the threat or occurrence of a major emergency/disaster and designated personnel will report to their EOC in a timely fashion.
- H. Standard operating procedures have been developed to effectively direct and control disaster operations/recovery.
- I. Emergency operations and coordination at all levels of government will be carried out according to plans supporting standard operating procedures that Exist at those levels of government.

III. OPERATIONS DIRECTION AND CONTROL

A. General

1. The type and magnitude of any emergency event occurring in Dare County will dictate the need to activate the EOC.
2. The Dare County EOC may be activated by the Chair of the Dare County Board of Commissioners or their designee, the Operations Officer/County Manager, and the Emergency Management Director or the Assistant Emergency Management Director.
3. Notification of EOC personnel is the responsibility of the Emergency Management Director.
4. Operational readiness of the primary EOC is the responsibility of the Emergency Management Director.
5. Administrative decisions regarding food supplies and other incidental needs for the primary EOC during activations is the responsibility of the Emergency Management Director.
6. Whenever the Dare County EOC is activated or activation of the EOC appears to be imminent, the North Carolina Division of Emergency Management will be notified.

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7. Upon activation, the six mayors or their designees will serve as liaisons between the EOC and their municipalities.
8. Frequent staff reviews/briefings will be conducted.

B. Staffing

Personnel assigned to the Dare County EOC will operate in one of two functional sections as assigned.

1. Senior Leaders are responsible for:
 - a. Setting objectives, policies and strategies pertinent to the emergency/disaster situation.
 - b. Providing leadership and decision making for implementation by the Support Group.
 - c. In coordination with the Operations Officer, the Emergency Management Director, and the Public Information Officer, prepares statements for release to the general public.
 - d. Utilizing communications equipment available to Senior Leaders, the members will maintain a line of communications with their respective staff and other elected officials.
 - e. Upon activation, maintain a presence, in person or virtually in the Dare County EOC to carry out Senior Leaders responsibilities.
 - f. In cooperation with the Emergency Management Director and the Operations Officer, maintain an awareness of actions being taken in response to the emergency situation.
2. The Support Group, under the direction of the Operations Officer is Responsible for the direct supervision of on-scene operations including the allocation of resources. The Support Group consists of the following Sub-Groups (Emergency Support Functions):
 - a. Information/Notification and Warning: Operations Officer, Emergency Management, Public Information Officer, EBS/media, Fire Marshal and Management Information Systems. Group Leader: Operations Officer or designee.

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- b. Communications: Dare County Communications Amateur Radio. Group Leader: Supervisor, Dare County Communications.
- c. Traffic Control/Law Enforcement: Sheriff's Office, N.C. Highway Patrol, National Park Service, and N.C. Department of Transportation. Group Leader: Sheriff's Office.
- d. Fire/Search and Rescue: Fire Marshal, Emergency Medical Service, U.S. Coast Guard, National Park Service and Sheriff's Office. Group Leader: Fire Marshal.
- e. Shelter/Mass Care/Emergency Transportation: Department of Social Services, Health Department, Emergency Medical Service, Superintendent of Schools, and American Red Cross. Group Leader: Department of Social Services.
- f. Medical Emergency/Mass Casualty: Health Department, Emergency Medical Service, Fire Marshal, and Sheriff's Office. Group Leader: Emergency Medical Service.
- g. Utilities: Operations Officer, Public Works, Dominion Energy, and Dare County Water Department. Group Leader: Operations Chief.
- h. Damage Assessment/Recovery: Operations Officer, Tax Officer, Finance Officer, Emergency Management, Red Cross, and Management Information Systems. Group Leader: Operations Officer.
- i. Hazmat: Fire Marshal, Sheriff's Department, Emergency Medical Service, Emergency Management, U.S. Coast Guard, and National Park Service. Group Leader: Emergency Management.

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Annex B – Critical Facilities

I. PURPOSE

This section provides for the identification and management of critical facilities.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Many of these facilities would be crucial to the immediate emergency response following a major emergency/disaster event, and others would be critical for long term recovery operations.
2. Several categories of critical facilities have been identified in Dare County to include:
 - Electric distribution system components
 - Health/Medical Facilities
 - Transportation Networks
 - Communications Network Components
 - Public Buildings
 - Emergency Services Facilities
 - Water Distribution/Drainage Facilities
 - Historic Structures
 - Landfill and Debris Sites
 - Public/Private Supply Centers
3. A list of public and private sector facilities that could be utilized during an emergency/disaster response is maintained by Emergency Management.
4. Dare County critical facility information is updated on a regular basis.

B. Assumptions

1. Identification of facilities will make it possible to predict the consequences of disaster, and to expedite the response of necessary resources from outside the area of impact.
2. Knowledge of critical facilities will reduce the dependence on “unwritten” and “assumed” information.
3. Knowledge of critical facilities will expedite damage assessment and loss estimation.

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4. The identification of critical facilities allows for the prioritization of post- disaster areas.

III. CRITICAL FACILITIES

- A. Information pertaining to critical facilities will be maintained in the Dare County computer systems, and accessible from the Dare County Emergency Operations Center.
- B. Continuous update of the critical facilities inventory will be maintained.
- C. critical facilities may serve as the basis for establishing mutual aid/statement of understanding with other governmental or non-governmental agencies.
- D. Knowledge of critical facilities allows for the implementation of planned mitigation approaches/projects in an attempt to reduce vulnerabilities.

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Annex C – Resource Management

I. PURPOSE

This annex provides for the identification and management of resources that may be utilized during emergency/disaster situation.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Many of these resources would be critical to the immediate emergency response following a major emergency/disaster event, and others may be critical for long term recovery operations.
2. Several categories of resources have been identified in Dare County to include:
 - Personnel
 - Equipment
 - Facilities
 - Information
 - Commodities
3. Dare County Emergency Management maintains a list of public and private sector resources that could be utilized during an emergency/disaster response.
4. Dare County's resource inventory is updated on a regular basis.

B. Assumptions

1. Following an emergency/disaster situation, the initial emergency response will be dependent upon local public and private resources.
2. Adequate local resources do not exist to cope with a catastrophic emergency/disaster response.
3. Identified public and private sector resources will be available when needed for emergency/disaster response.
4. Necessary personnel and supplies will be available to support emergency resource response.

III. RESOURCE MANAGEMENT OPERATIONS

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- A. Dare County Departments and Agencies will use their own resources and equipment during emergency/disaster situations and will have control over the management of the resources as needed to respond to the situation.
- B. Municipal Departments and Agencies outside county government will be initiated by the Emergency Management Coordinator with operational control being exercised by the on-site commander of the service requiring that resource.
- C. The request for resources outside the municipality/county will go through Dare County Emergency Management to NC Division of Emergency Management.

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Annex D – Public Information, Notification and Warning

I. PURPOSE

This annex describes the process for staffing, operating and maintaining a public information and warning system in the event of an emergency. Also provided are instructions for dissemination of warning information to response agencies and the general public throughout the County.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The County Warning Point will initiate notification and warning of emergency services personnel. (The County Warning Point is Dare Central Communications).
2. Broadcast media will be relied upon to assist in the dissemination of warning to the general public and to advise on appropriate actions to be taken.
3. Telephone, two-way radio communications or pagers may be utilized to notify public officials, EOC staff, emergency personnel and others as required.
4. Emergency service vehicles equipped with public address systems may be used for warning the general public.
5. Special needs groups, persons in group quarters, or schools may require special warning and/or notification.
6. The capability exists to override the cable TV system to deliver emergency information to the public. Dare County Manager and Emergency Management Director must authorize the use of the system.
7. Under circumstances outlined in communications handbook, the on-duty communications supervisor may issue emergency public information using cable override system.
8. Emergency Management has the capability to utilize the Emergency Alert System to deliver emergency information to the public.
9. Dare County will receive extensive local, state, and national media coverage during emergency and disaster situations.
10. NOAA weather radio is utilized extensively by residents of Dare County, and provides another avenue for the delivery of emergency public information.

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11. The U.S. Coast Guard will deliver emergency information to marine traffic in the Dare County area.
12. Due to the large number of tourists in the Dare County area, all available methods of notification and warning must be utilized to assure delivery of emergency information to the public.

B. Assumptions

1. Use of all available forms of warning and notification will provide sufficient warning to the general public, tourists, and special needs population.
2. Assuming immediate evacuation actions are required, use of mobile public address systems and/or house-to-house alert warning may be necessary.
3. Some members of the general public may not choose to heed official warning of an emergency event, thus complicating the task of emergency service workers.
4. Special interest groups in the County may disagree with official public information.
5. Emergencies and disasters which impact Dare County may be of interest to media sources beyond the County and the State considering the large number of out-of-state Dare County property owners and the tourist population.
6. The public may accept rumors, hearsay and half-truth as valid information which may cause fear and confusion.
7. Local print and broadcast media will cooperate in broadcasting and publishing detailed disaster related instructions to the public.
8. Demand for information may be very heavy; therefore, sufficient numbers of trained staff will be provided to respond to question from the public.

III. PUBLIC INFORMATION/NOTIFICATION & WARNING OPERATIONS

- A. Dare County Manager; Emergency Management Director must authorize the use of the Cable TV Warning System.
- B. The Emergency Management Director must authorize the use of the Emergency Alert System (EAS).
- C. Emergency warning will originate at the national, state or local level of government. Timely warning requires dissemination to the public by all available means:

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1. Local radio stations.
2. NOAA Weather Radio (National Weather Service Office)
3. Sirens, horns, or mobile public address systems
4. Telephone
5. Spectrum Cable
6. Current TV
7. Newspapers/Social Media
 - a. Coastland Times
 - b. Virginia Pilot
 - c. OBX Today
 - d. Island Free Press
 - e. OBX Voice

D. Receipt and Dissemination of Warning

1. Dare County Central Communications serves as the Dare County Warning Point on a 24-hour a day basis.
2. The N.C. Highway Patrol serves as the State Warning Point and is located in the Raleigh Communications Center. NAWAS and NWS alerts are received by the State Warning Point.
3. Notification of governmental officials and emergency response personnel by the County Warning Point will follow established procedures.

E. Public Information Operations

1. Ongoing public education programs will be conducted to increase public awareness of potential hazards, family preparedness, emergency management function, and necessary actions to be taken by the group.
2. During emergencies/disasters, Senior Leader and general information advisories will be prepared on a timely basis and released to the media. Dare County Public Information office is an official source of information.

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3. Actions will be taken to correct identified errors in information released by the media, or rumors about the emergency situation.
4. The National Weather Service will issue weather watches or warnings directly to Dare Central Communications and to the media for public release.
5. Hard copy news releases will be disseminated to the media, to appropriate County and municipal officials, and to the Office of Emergency Management by fax from the EOC.
6. Local emergency response information will be transmitted via the Weather Channel by routing that information through the State EOC.
7. Dare County will practice an aggressive approach for the dissemination of information to motorists detained in traffic congested areas/control points.
8. Dare County will also practice an aggressive approach for the dissemination of information to isolated populations during and following emergency events.

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Annex E – Communications

I. PURPOSE

The annex describes the County's emergency communications system.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Dare County operate a Central Communications Center. This facility is necessary to provide for effective and efficient communications with emergency response personnel.
2. The County Communications Center operates as the County warning point.
3. The County Communications Center operates as an E-911 center.
4. Portable/hand-held radios are available for issue to key response agency personnel for supplemental emergency communications.
5. Auxiliary power is available to the Dare County Communications Center, and to the necessary tower facilities.
6. The Communications Center facility is designed as secure facilities.
7. The Dare County emergency communications network is heavily dependent on the commercial telephone network.

B. Assumptions

1. Emergency and disaster occurrences could have a detrimental effect on the Dare County emergency communications network.
2. The commercial telephone system serving Dare County is vulnerable to the effects of emergencies and disasters and to possible system overload due to increased usage.
3. Commercial electric power may be shut off during significant emergencies affecting Dare County, necessitating the use of auxiliary power.
4. It is possible for communities within the County to be isolated from communications for extended periods of time.

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5. Loss of Dare Central's repeater system would hamper or possibly eliminate the ability to page, alert, or communicate with emergency services personnel throughout the County.
6. The ability to repair damage to the County emergency communications system is contingent upon the availability of private commercial repair technicians.
7. State assistance may be needed to procure supplemental communications equipment or to locate available repair technicians following a major disaster.
8. The County Communications Center is often the first point of contact for the general public during emergencies.

III. COMMUNICATIONS OPERATIONS

A. General

1. The County Emergency Communications Center is operated 24 hours a day and serves as the Dare County Warning Point.
2. Emergency communications standard operating procedures will be implemented. Backup capabilities will be activated as necessary.
3. The County Communications Center is co-located with the County EOC.
4. Field emergency service personnel utilize the County emergency communications network to communicate with the EOC.
5. When emergency events occur, the Communications Center should verify that the Emergency Management Director has been notified.

B. Specific

1. Telephone Service
 - a. Commercial telephone service in the County is provided by CenturyLink, Spectrum Cable and cellular phone systems.
 - b. The CenturyLink will be provided a restoration priority list for telephone service prior to and/or following a major disaster.
 - c. Cellular phones will be used as a back-up means of communications in the EOC if necessary.

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- d. During emergencies, personnel will staff information telephone lines in the EOC to respond to questions from the general public.

2. Two-way Radio Systems

- a. The County's Central Communications System is designed as a principal system to be used for direction and control activities. Principle users of the system include:

- Law Enforcement
- Emergency Management
- Fire/Rescue
- Emergency Medical Service
- Public Works
- Lifeguard Services
- Medical Facilities
- Dare Med-Flight
- National Park Service
- N.C. Highway Patrol

- b. Additional two-way radio communications capabilities existing in the EOC are:

- U.S. Coast Guard
- Amateur Radio Emergency Service
- N.C. Emergency Management

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Annex F – Traffic Control/Law Enforcement

I. PURPOSE

This annex provides for security, maintenance of law and order, and traffic control.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Law Enforcement in Dare County is provided by the Dare County Sheriff's and six municipal police departments.
2. State Law Enforcement agencies that operate within Dare County's borders are the N.C. Highway Patrol, NC. Division of Marine Fisheries, N.C. Wildlife Commission, Alcohol Law Enforcement, and State Bureau of Investigation.
3. Federal Law Enforcement agencies that operate within the borders of Dare County are the National Park Service, U.S. Fish and Wildlife, and the U.S. Coast Guard.
4. A spirit of cooperation exist between the local, State, and Federal Law Enforcement agencies that operate within Dare County, and Federal and State agencies routinely cooperate with local Law Enforcement operations during emergency events.
5. When N.C. Highway Patrol personnel are requested to support Dare County traffic control, a ranking officer from the Patrol will be present in the Dare County EOC to coordinate N.C. Highway Patrol operations.
6. Pre-determined traffic control points have been identified by the State Highway Patrol, Dare County Sheriff, and Town Police to facilitate management of traffic flow when evacuation is required.

B. Assumptions

1. Activities of local law enforcement agencies will increase significantly during emergency operations. If local capabilities are exceeded, support may be obtained from state and federal law enforcement agencies.
2. An evacuation from Ocracoke or Corolla could significantly affect Dare County Law Enforcement/Traffic Control operations.

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3. During evacuations, accidents or mechanical failure could significantly affect the evacuating traffic flow.
4. Significant numbers of the tourist population will not be familiar with Dare County evacuation procedures or evacuation routes.
5. There will be adequate numbers of law enforcement personnel in the Dare County area during an emergency event to provide for security.
6. Following an emergency event, it may be necessary to augment local law enforcement personnel with out of County resources for security and traffic control.

III. TRAFFIC CONTROL/LAW ENFORCEMENT OPERATIONS

- A. Emergency law enforcement operations will interrupt routine functions and responsibilities. Expanded emergency responsibilities will include maintenance of law and order, traffic control, crowd control and security.
- B. Law enforcement officers in Dare County will assist with the dissemination of emergency information to isolated populations and to motorists stranded in traffic congestion during emergencies.
- C. Law enforcement activities will remain under the control of the senior law enforcement officer for the jurisdiction in which the emergency operation is taking place.
- D. Law enforcement agencies will have primary responsibility for traffic control and security in and near an evacuated area and in other areas of emergency operations. Law enforcement agencies may be called upon to assist with warning the public.
- E. The Dare County Sheriff's Office will be the coordinating agency for law enforcement operations in Dare County during multi-jurisdictional emergency events.
- F. Law enforcement officers in the field will observe and report emergency activity to the Dare County EOC.
- G. Law enforcement officers will enforce the provisions outlined in the County Proclamation of State of Emergency.
- H. Request for additional outside law enforcement assistance will be made by the senior law enforcement officer to the Emergency Management Director.

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Annex G – Evacuation and Reentry/Entry

I. PURPOSE

This annex provides for coordinated evacuation and reentry of the county when necessary during emergencies. It also provides managing entry when evacuations are not ordered and restrictions and prohibitions are used to control entry into an emergency area.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. A hazard analysis and vulnerability assessment has been completed which identifies the types of threats, the areas, and population in the county most vulnerable to these threats.
2. Efforts are being made to identify special evacuation problems.
3. There are two highway routes allowing evacuation from Dare County to inland counties. Highways 158 and 64. Use of either of these two routes necessitates crossing two lane bridges.
4. Due to the geographical nature of Dare County, (land masses joined by bridges), combined with the forces of wind and water, there is significant potential for large populations of people to become isolated.
5. Evacuation and reentry routes through adjacent counties are also prone to flooding.
6. A comprehensive hurricane evacuation study was completed to determine traffic evacuation clearance times.
7. Dare County emergency service personnel have participated in several emergency evacuations in recent years, thus gaining valuable experience in evacuation and reentry procedures.
8. There are no Red Cross hurricane approved shelters in Dare County, thus necessitating evacuation from the County during hurricane threats.
9. Evacuation from Ocracoke or the Currituck beaches necessitates travel through Dare County.
10. There is no commercial public transportation serving Dare County.

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11. Damage to Highway 12 may require residents of Dare County to evacuate or reenter through Ocracoke or Rodanthe on scheduled or emergency ferry service provided by NCDOT.
12. Hurricane evacuation route signs have been placed along the two evacuation routes from Dare County.

B. Assumptions

1. Emergency situations may require evacuation of all or part of the County. Small-scale, localized evacuations may be needed as a result of a hazardous material incident, major fire, or other incident. Large-scale evacuation may be needed in the event of an impending hurricane.
2. Sufficient warning time will normally be available to evacuate the threatened population.
3. Traffic control resources must be in place prior to the public release of an evacuation order.
4. Evacuation and reentry information will be made available to the public by all available means.
5. If there is significant potential threat, some residents will evacuate prior to being advised to do so by public officials.
6. Most evacuees will seek shelter with relatives or friends rather than accept public shelter.
7. Some residents may refuse to evacuate regardless of warning,
8. Some people will lack transportation. Others who are ill or disabled may require vehicles with special transportation capabilities.
9. Debris or damage to the roadway could hamper reentry.
10. Effective evacuation should be completed during daylight hours.
11. A delayed evacuation order could endanger lives and result in civil disorder,
12. Evacuation from Dare County will affect adjacent counties as well as counties further inland.

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13. The use of the Dare County reentry permit procedure will facilitate an orderly reentry into previously evacuated areas.
14. Stranded motorists could present significant problems during an evacuation situation.

III. CONCEPT OF OPERATIONS FOR EVACUATION

A. General

1. The responsibility for ordering evacuations rest with Senior Leaders. To ensure consistent and effective actions, Senior Leaders collaborate to implement evacuation decisions. Each Senior Leader makes decisions within their jurisdiction. If a single municipality is to be evacuated, the mayor will issue the order. If only a portion of unincorporated Dare is to be evacuated, the Chair of the Board of Commissioners will issue the order. When evacuation involves more than one jurisdiction, Senior Leaders work collectively often with municipal Mayors consenting to be included in a single County wide order issued by the Chair of the Dare County Board of Commissioners.
2. Public information concerning evacuation or reentry orders will be released through all available media.
3. The incident commander at the scene of an isolated emergency in Dare County has the authority to order an evacuation.
4. Regional coordination of traffic control, shelter/mass care and public information will enhance the total evacuation and reentry process.
5. Law Enforcement will implement traffic control for evacuation and for reentry.

B. Specific

1. Movement Control and Guidance
 - (a) Traffic control points to support a county-wide evacuation have been predetermined.
 - (b) The size of the threatened area to be evacuated will be determined by conditions at the time of the emergency.
 - (c) Access to Dare County will be denied to non-essential personnel once an evacuation order has been issued.

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- (d) Rest areas and comfort stations are located along evacuation routes, outside of Dare County.
- (e) Vehicles experiencing mechanical problems during the evacuation will be moved off the roads by wrecker services.

2. Staging Areas, Pick-up Points and Routes

- (a) Stranded motorists will be assisted by law enforcement officers.
- (b) The Dare County Airport is designated as the primary staging area.
- (c) The Fire Stations located within the County have been pre-designated staging areas and as mobilization points to organize the emergency response from personnel and equipment entering from areas outside the County.

3. Evacuation of Special Populations (Institutions, Facilities and Special Care Individuals)

- (a) Institutions within the County must develop procedures for evacuation.
- (b) Schools will develop evacuation procedures. Pre-designated buses will be utilized for students without their own vehicles. Schools within the danger zone for hazardous materials spills will develop procedures for in-place sheltering and 'walk-away' evacuations. Parents will be advised of the location of reception centers.
- (c) Dare County Communications, local fire departments, Social Services and the Red Cross will identify special needs populations.

IV. CONCEPT OF OPERATIONS FOR RE-ENTRY/ENTRY

A. POLICY

Following a disaster, when evacuation of Dare County has occurred, road blocks (control points) will be established restricting reentry into Dare County until such time as it has been determined by Senior Leaders, that it is safe to do so. The essential criteria for safety in allowing reentry are:

1. The provision of minimum access on primary roads.

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2. Reestablishment of emergency services (police, fire, rescue, and medical facilities).
3. Removing of utility hazards.

B. ASSUMPTIONS

That a disaster of significant proportions has affected all or portions of Dare County that would initiate evacuation.

1. That damage is such that food, water, and shelter are not immediately available.
2. That damage is such that debris will restrict movement along primary road systems.
3. That damage is such that electrical power will not be available.
4. That damage is such that local emergency and public communications will not be available or significantly reduced.
5. That damage is such that health services, medical facilities and medical transport will not be available.
6. That law enforcement, fire, and rescue service will be greatly hampered.

C. OBJECTIVES

1. The primary objectives of post-storm reentry management is to identify immediate needs of disaster areas and once identified, provide a systematic return to Dare County of human and material resources that will prevent loss of life and stabilize infrastructure so as to start an emergency assessment/recovery process.
2. The secondary objective of post-storm reentry management is to provide a network of management systems with the ability to control and coordinate emergency operations within municipal and county jurisdictions and with other assisting agencies, both within and outside the county.

D. REENTRY PROCEDURE

During a State of Emergency that requires a mandatory evacuation to ensure public safety, Dare County officials will determine when it is safe to return. A staged reentry process is used to facilitate a safe and orderly return allowing the recovery process to begin.

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1. REENTRY STAGES

(a) Priority One: Essential Personnel.

- Essential personnel include essential utilities personnel, government personnel, medical personnel, and damage assessment personnel. Essential personnel will be allowed entry with a reentry permit and matching government-issued identification.

(b) Priority Two: Permanent Residents & Essential Personnel for Critical Businesses.

- Permanent Residents will be allowed reentry with a valid NC driver's license or government-issued identification card with a local address. To expedite movement through traffic control points residents can also display a reentry permit.
- Non-resident essential personnel of critical businesses such as grocery stores, food distributor, pharmacies, banks, gas stations, property management, building supply and hotels will be permitted reentry with a reentry permit and matching current government-issued ID.

(c) Priority Three: Non-Resident Property Owners and Non-Resident Employees of Non-Critical Businesses

- Non-resident property owners will also be allowed reentry with a current tax bill or parcel data sheet with matching current government-issued id or a reentry permit with matching current government-issued identification.
Non-resident employees of non-critical businesses will be allowed entry with a reentry permit with matching current government issued identification.

(d) Priority Four: General Public and Visitors

- No reentry permit is needed for Priority Four.

2. REENTRY TIMELINE AND FACTORS

- ### (a) Upon cancellation of all hurricane warnings and watches which include Dare County and when no major damage has been experienced, Senior Leaders will evaluate conditions and authorize reentry to evacuated areas.

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- Mayors will receive assessment from their respective municipal operations centers to determine extent of damage.
 - Department of Transportation officials will assure that primary roads are open and bridges are without damage.
 - If no significant damage to Dare County is sustained then unrestricted re-entry may be allowed.
 - Senior Leaders may rescind access at any time upon receiving notice of possible life/safety problems.
 - Public Information announcements will be released by the Joint Information Section as decisions are made.
- (b) Upon cancellation of all hurricane watches and warnings which include Dare County and when significant damage has been noted to affect only unincorporated portions of the county or one municipality, the Senior Leader with responsibility for that area will assume responsibility of that area.
- Restricted reentry to the damaged area will be at the discretion of the controlling authority.
 - Public Information announcements may be made by the municipality or the Joint Information Section as decisions are made.
 - All requests for assistance beyond the capabilities of the municipality should be set to the Dare County Emergency Management Director.
 - Reentry may be staged using priorities outlined above on a schedule set by Senior Leader as the area is deemed safe.
- (c) Upon cancellation of all hurricane watches and warnings which include Dare County and when significant damage to more than one municipality has occurred, then decisions on reentry will be made collectively by Senior Leaders.
- Damage to more than one municipality may greatly affect reentry into surrounding municipalities or unincorporated Dare County.
 - Collective decisions by Senior Leaders will be necessary to control/assist needs of affected area.

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- Public Information announcements will be released by the Joint Information Section as decisions are made. This will keep recovery crews, residents and the public informed as to the progress of debris clearance and projected times for phased reentry.
- Reentry will be staged using priorities outlined above on a schedule set by Senior Leaders as areas are deemed safe.

E. ENTRY PROCEDURE

During a State of Emergency that does not require a mandatory evacuation but does require access restrictions to ensure public health and safety, Senior Leaders will manage entry using the same priorities as outlined above for reentry with the following exception:

1. During “public health emergencies,” as defined below, the County will classify and treat non-resident property owners (e.g., persons who own property in Dare County but do not live full-time in Dare County) in a manner identical to persons who live year-round in and are permanent residents of Dare County.
 - a. A “public health emergency” is a condition that requires the Governor of North Carolina to declare a state of public health emergency and is defined as “an occurrence or imminent threat of an illness or health condition, caused by bio-terrorism, epidemic or pandemic disease, or (a) novel and highly fatal infectious agent or biological toxin, that poses a substantial risk of a significant number of human fatalities or incidents or permanent or long-term disability.” This definition is consistent with the definition listed in 2001 by the World Health Organization and U.S. Centers for Disease Control.
 - b. A “non-resident property owner” includes, in addition to the non-resident property owner, the families of the same, which shall mean spouses, parents, children, brothers, sisters, grandparents, or grandchildren (including step-, half-, and in-law relationships) of non-resident property owners.

F. ACCESS CONTROL DURING REENTRY AND ENTRY OPERATIONS

Access will be jointly controlled/enforced by the North Carolina Highway Patrol, municipal law enforcement agencies, National Park Service and Sheriff’s Department with the Sheriff being the lead law enforcement officer.

Permits that identify individuals and their entry priority are issued by Dare County Emergency Management and will be used to manage entry into Dare County. Permits

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issued by Currituck and Hyde County will be used to manage access through Dare County to the Currituck Outer Banks and Ocracoke Island.

1. Entry to emergency areas in Dare County will be controlled by barricading roads and establishing access control points.
2. Water access control points may be established at ferry landings and other locations as needed.
3. Air access control points may be established as needed at airports in Dare County.

Notification of restricted entry to Dare County will be provided as follows:

1. All local radio stations to broadcast restricted entry as soon as information is available.
2. All news media notified of restricted entry as soon as information is available.
3. Automated signs positioned at key routes visitors may transit, NC Department of Transportation in cooperation with the NCDOT Emergency Operations Center.
4. The Dare County Alert and Notification system will be used to notify users.
5. Social media will be used to notify the public.

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Annex H – Emergency Medical Services

I. PURPOSE

This annex provides for Emergency Medical Care and provisions for medical services during natural and technological emergencies.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Dare County operates the following health and medical facilities and services:
 - Dare County Emergency Medical Services
 - Dare County Med Flight (medical evacuation helicopter)
2. There are private medical/health care facilities being operated in Dare County.
3. Eight Emergency Medical Stations are located strategically throughout Dare County.
4. In addition to Dare Med Flight, Dare County is served by Nightingale (Norfolk) and East-Care (Greenville) air ambulance services.
5. One nursing home is located in the Town of Nags Head.
6. One hospital is located in Dare County (Nags Head). The nearest hospital facility is located in Elizabeth City, 43 miles from Dare County's northern boundary. The nearest trauma center is at Norfolk General Hospital.
7. A mass casualty event has the potential to overwhelm the limited existing emergency medical resources in Dare County.
8. The seasonal population impacts significantly upon the Dare County EMS response capabilities.

B. Assumptions

1. A large-scale emergency will result in increased demands on EMS, Health and medical personnel.
2. Many of the injured will be transported to medical facilities by persons other than medical personnel.

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3. Disruption of the communications system will impede the delivery of emergency medical service.
4. When local resources can no longer meet the demands of the situation, state agencies will be contracted through the Division of Emergency Management to provide additional resources.
5. Catastrophic disasters may affect large areas of the County, surrounding counties, and medical resources may be damaged, destroyed, or unavailable.
6. Following a disaster affecting Dare County, field emergency medical facilities may have to be established.

III. OPERATION FOR MEDICAL SERVICES

- A. EMS will provide field medical care as needed during emergency situations and coordinate necessary medical transportation.
- B. EMS capabilities will be expanded by volunteer personnel serving the respective response area.
- C. During mass casualty incidents, EMS will establish patient triage, holding, treatment and transportation areas.
- D. When necessary an EMS official will be located at an established command post to coordinate responding medical units and establish communication links with hospitals and the County Communications Center or EOC.
- E. The primary function of Dare Med Flight (medical evacuation helicopter) is the transport of patients; it may also be used for other emergency operations.
- F. Coast Guard, NCNG, and other military and state operated helicopters could be utilized for patient evacuation.

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Annex I – Fire and Rescue

I. PURPOSE

The annex provides for the coordination of fire and rescue activities to ensure the safety of life and property within Dare County during emergency situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Dare County has fifteen fire departments, five of which are located in the municipalities and the remaining ten are located in unincorporated villages.
2. A majority of Dare County firefighters are volunteers.
3. Special fire/rescue resources exist including ocean rescue, aerial trucks, heavy/light rescue units, and mobile cascade air systems.
4. The N.C. Division of Forest Resources has equipment in Dare County for firefighting, located at the Dare County Regional Airport.
5. The U.S. Fish and Wildlife Service has equipment in Dare County for firefighting on the Alligator River National Wildlife Refuge.
6. Limited U.S. Coast Guard capability exists in Dare County to fight fires aboard watercraft.
7. A Hazardous Materials Response Unit is located in Williamston, N.C. available through the N.C. Division of Emergency Management.
8. Mutual aid agreements for support exist among fire departments within Dare County.

B. Assumptions

1. Existing fire and rescue personnel and equipment will be able to cope with most emergency situations through the use of existing mutual aid agreements.
2. When additional support is required, assistance can be obtained from state and federal agencies.
3. Incident Command will be implemented at the scene of every fire/rescue event occurring in Dare County.

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4. The Fire Marshal is the liaison between Dare County Fire Departments and Dare County local government and will reside in the EOC during activation.

III. OPERATION FOR FIRE AND RESCUE

- A. During emergencies, the fire and rescue service must be prepared to support each other utilizing available expertise, equipment, manpower and the automatic mutual aid system.
- B. Each incident which necessitates response by a number of emergency services (e.g. fire, rescue, law enforcement, etc), will be coordinated by an incident commander, established early in the event.
- C. If fire or threat of fire is involved, the fire chief of the district or his designated representative is the incident commander.
- D. Under authority of the North Carolina Hazardous Materials Right-to-Know Law and the Federal Emergency Planning and Community Right-to-Know (EPCRA), Fire Chiefs will survey facilities within their jurisdiction to identify types and volume of hazardous materials located within the jurisdiction. They should consider this information when developing response plans for hazardous materials accidents within their district. Coordination of facility emergency response plans with the local Emergency Operations Plan will be included in fire service planning.

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Annex J – Public Health Services

I. PURPOSE

The purpose of this annex is to provide for the public health services in Dare County during emergency/disaster.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Dare County operates the following health and medical facilities and services:
 - Dare County Health Department
 - Dare County Environmental Health
2. The Dare County Health Department operates two facilities, the main office in Manteo and a satellite facility on Hatteras Island.
3. A large portion of the Dare County population is dependent upon private sewage treatment systems and private septic systems. These systems are susceptible to flooding problems when they occur.

B. Assumptions

1. A large-scale emergency to include a pandemic will result in increased demands on health and medical personnel.
2. Following an emergency/disaster, the Health Department will take action to prevent the spread of communicable disease resulting from contaminated water supplies, malfunctioning septic systems, increased numbers of vectors, spoiled or contaminated food supplies and lack of functional sanitary facilities.
3. A catastrophic disaster could result in multiple fatalities necessitating extraordinary measures such as a temporary morgue.
4. When local resources can no longer meet the demands of the situation, State agencies will be contacted through the N.C. Division of Emergency Management to provide additional resources.

III. OPERATION FOR PUBLIC HEALTH SERVICES

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- A. The primary concern of public health is disease control. The County Department of Health will implement effective environmental health, nursing and health education practices to minimize the incidence of disease.
- B. Frequent inspections of damaged housing and emergency shelters will be necessary to determine the need for emergency repairs, pest control, sanitation, or other protective procedures.
- C. The Health Director will procure Medical Examiners who will identify and take charge of the proper recovery of human remains.
- D. The Health Director will oversee the testing of the water supply to insure its potability, as well as distribute information to the general public concerning the spread of contamination.
- E. The Health Director will be assisted by the Dare County Public Information Officer in dissemination of information regarding to public health.

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Annex K – Public Works

I. PURPOSE

The purpose of this annex is to provide for essential public works services during an emergency/disaster including: solid waste disposal, water distribution, fleet maintenance, and buildings and grounds.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Debris is a predictable consequence of disaster. The Public Works Department will be lead agency for managing debris clearance.
2. Dare County has several identified landfill sites for debris removal.
3. Some municipalities within Dare County have limited public works capabilities.
4. Dare County has limited public works resources and the majority of those resources are stored at the public works facility on Roanoke Island.
5. Emergency temporary debris reduction/storage sites have been identified within the county.

B. Assumptions

6. Dare County will have to request assistance from outside the county for significant debris removal and for utility restoration.
7. Contamination of the public water system is an expected consequence of disaster.
8. Since most of the road system in Dare County is either State owned or town owned, North Carolina DOT will take a lead role in clearing primary roads and bridges following a major disaster.

III. OPERATION FOR PUBLIC WORKS

- A. Priority debris clearance will be given to airports and to primary roadways (US 158 Bypass, US 64-264, NC 12 south). (Appendix for priority list)
- B. Public Works will request outside resources and manage the assignment of priorities for debris clearance.

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- C. The County and the municipalities will keep individual records on debris clearance expenditures.
- D. Priority will be given to restoration of the public water system.
- E. Fleet Maintenance Division will provide fuel and service to county vehicles.
- F. Building and Grounds Division will secure buildings and maintain generator for use in disasters.
- G. Building and Grounds Division will support law enforcement by placement of barricades and traffic cones where necessary in emergency/disaster situations.
- H. The Public Works Director will maintain a current plan for debris removal and private contractor reliability to assist in debris removal.

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Annex L – Impact Assessment

I. PURPOSE

This annex describes the process of initial damage assessment reporting up to 24 hours after an emergency/disaster event.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Hazards threatening Dare County have the potential for causing response inhibiting damage which can impede emergency operations.
2. A planned program for reporting impact assessment information to the Dare County Emergency Operations Center is essential for effective response operations.
3. If a significant emergency/disaster occurs, a series of damage assessment activities will be required in the following order:
 - a. Dare County Immediate Situation Report results in notification to the State EOC information on the severity of the problems and the determination of need for further assistance.
 - b. State support Impact Assessment results in the identification of immediate life support needs.
4. Following a significant disaster/emergency occurrence, a multitude of independent impact damage assessment activities will be conducted by a variety of organizations including the American Red Cross, insurance companies, and utility companies, local fire services, and Dare County Damage Assessment Teams.

B. Assumptions

1. Catastrophic disaster may exceed the impact assessment resources of Dare County and thus may require additional damage assessment personnel.
2. State, County and Municipal personnel not affected by the emergency/disaster may be available to assist with damage assessment.
3. Catastrophic disaster may impede the ability of emergency services to provide immediate response.

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4. The demand for information by the media may interfere with Dare County's ability to conduct damage assessment.
5. Damage to utility and communications systems may hamper the impact assessment process.
6. A major disaster affecting Dare County could result in the severance of a main transportation artery resulting in a significant alteration of services in Dare County.

III. INITIAL IMPACT ASSESSMENT OPERATIONS

A. General

Responsibility for Immediate Situation Reports lies with Municipal, County, State, and Federal Agencies.

B. Specific

1. Emergency response operations will be coordinated from the Dare County Emergency Operations Center. Each municipality will maintain a presence at the EOC.
2. Accurate emergency logs must be kept from the onset of the disaster by each response agency/organization.
3. The Damage Assessment Officer will coordinate the compilation of impact assessment information, prepare impact assessment reports for the Emergency Management Director, and plot damaged areas on local maps.
4. The Emergency Management Director and the Operations Officer will review the impact assessment reports to determine if any outside assistance will be needed.
5. Impact assessment reports will be shared with Senior Leaders to assist in establishing priorities and decision making.
6. Information to be reported includes but is not limited to victim mass care, infrastructure survival, and food resources.
7. The Emergency Management Director will forward impact assessment reports and any requests for assistance to the N.C. Division of Emergency Management.

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8. Based upon the County's damage assessment reports, the State Emergency Response Team will determine what resource capabilities are available to meet anticipated needs.

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Annex M – Damage Assessment and Recovery

I. PURPOSE

This annex presents a system for the provision of detailed damage assessment and disaster recovery operations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Most hazards events which may affect Dare County have the potential for causing damage. A planned damage assessment program is essential for effective response and recovery operations.
2. If a significant emergency/disaster occurs, a series of damage assessment activities will be required in the following order:
 - a. Following initial impact assessment, the Dare County Situation Report results in notification to the State EOC information on the severity of the problems and the determination of need for further assistance.
 - b. State supported Disaster Assessment results in the identification of immediate life support needs.
 - c. Federal/State supported Damage Assessment precedes the delivery of a Presidential Disaster Declaration and defines the specific needs for long term recovery.
3. Following a significant disaster/emergency occurrence, a multitude of independent damage assessment activities will be conducted by a variety of organizations including but not to limited to the American Red Cross, private insurance companies, utility companies, and Federal Agencies (NPS, Fish and Wildlife, Coast Guard) etc.
4. Recovery from a significant disaster will be managed in two identifiable phases as follows.
 - a. Phase One is the emergency reaction phase and the implementation of emergency plans. Actions under this phase include such things as: emergency security, emergency debris removal, mass care, and restoration of essential services. Dare County Emergency Management will assume the lead role in coordination of this phase.

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b. Phase Two is the long-term reconstruction phase. Actions under this phase include: rebuilding of damaged public buildings, rebuilding of roadways and bridges, rebuilding of private homes and private businesses. The lead roles in this phase will be assumed by the County Manager, the County Finance Officer, and the County Planner.

B. Assumptions

1. The County will continue to be exposed to various hazards resulting in damage to both public and private property.
2. A significant response of both solicited and unsolicited resources from outside the affected area can be expected, and preparations must be made in Dare County to manage this assistance.
3. Emergency public information is a critical tool in immediate post disaster response for informing the public about actions being taken, and for requesting help from outside the area of impact.
4. Damage to the utility system and to the communications systems may hamper the recovery process.
5. Routine government agency operations such as delivery of social programs, legal processes, elections and cultural events may be postponed as a result of the disaster.
6. A major disaster could have significant long term economic impact on Dare County.
7. A major disaster affecting Dare County could result in the loss of a main transportation artery resulting in a significant alteration of services in Dare County.

III. CONCEPT OF RECOVERY OPERATIONS

A. General

Responsibility for preliminary and detailed damage assessment lies with local government.

B. Specific

1. Emergency and recovery operations will initially be coordinated from the county EOC. Each municipality will maintain a presence in the EOC.

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2. Accurate emergency logs and expenditure records must be kept from the onset of the disaster by each response agency/organization.
3. The Damage Assessment Officer will coordinate the compilation of damage survey data, prepare damage assessment reports for the Emergency Management Director, and plot damaged areas on local maps.
4. The Emergency Management Director and Operations Officer will review, with other appropriate officials, the damage assessment reports to determine if any outside assistance will be necessary to recover from the disaster.
5. The Emergency Management Director will forward damage assessment reports and any requests for assistance to the N.C. Division of Emergency Management, by the quickest means available. By Executive Order, the Secretary, N.C. Department of Crime Control and Public Safety is authorized to commit any state resources to assist with the emergency/recovery efforts.
6. Based upon the local damage assessment reports, the State Emergency Response Team will determine what recovery capabilities are available to meet the anticipated requirements.
7. The Governor may request a Presidential Declaration of Emergency, or a Presidential Declaration of Disaster, or a specific Federal Agency disaster declaration (Small Business Administration, Department of Agriculture, Corps of Engineers, etc.) to augment state/local/private disaster relief efforts.
8. The President, under a Presidential Declaration of Emergency or a Presidential Declaration of Disaster may authorize the utilization of any federal equipment, personnel and other resources.
9. The President, under a Presidential Declaration of Emergency or a Presidential Declaration of Disaster may authorize two basic types of disaster relief assistance; Individual Assistance (IA) to help people and Public Assistance (PA) to help governments. Details on the IA and PA programs can be found on the FEMA website.

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Annex N – Shelter and Mass Care

I. PURPOSE

This annex provides for the care of the population through the identification of shelters and provisions of mass care.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Based upon the County's hazard analysis, there are several emergencies for which shelters may be required including severe storms, tornadoes, floods, hazardous material accidents, fires and hurricanes.
2. There are no identified HURRICANE shelters for pre-landfall use in Dare County; however, three schools have been designated as refuges of last resort.
3. Dare County is prepared to deliver auxiliary power to sections of three designated schools for shelter and mass care.
4. Sheltering for Dare County evacuees in other counties will be coordinated through the N.C. Division of Emergency Management.
5. A written agreement exists between the American Red Cross, Dare County Department of Social Services and the Dare County Board of Education for the coordination of shelter and mass care.

B. Assumptions

1. Local grocery stores, restaurants and other business will support initial shelter/mass care operations with donations of emergency supplies.
2. For out-of-county evacuation, sufficient shelter capacity exists in adjacent counties. Shelter locations can be arranged and made available.
3. A high percentage of evacuees will seek shelter with friends or relatives rather than go to public shelter.
4. Evacuees will be provided with public information in the shelter concerning the emergency event.
5. Following a major disaster there will be an abundance of goods delivered to the disaster area by well-intended citizens outside the impacted area.

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III. OPERATION FOR MASS CARE

- A. If additional shelter support is needed following a disaster event, requests for assistance should be made through the N.C. Division of Emergency Management.
- B. The County Department of Social Services (DSS) serving as the lead agency for Shelter/Mass Care, will coordinate shelter location and operation with the American Red Cross (ARC), and will mutually support shelter operations with shared personnel and support services whenever possible.
- C. Public and private providers of institutional care (medical and residential) remain responsible for shelter plans for their residents
- D. Dare County will assume NO RESPONSIBILITY/LIABILITY for unauthorized shelter openings during emergency events.
- E. The American Red Cross, the Dare County Department of Social Services, and the Dare County Board of Education in coordination with the Dare County officials will determine when shelters should be closed.
- F. At each Dare County supported shelter location, the County will provide health/medical support, communications, fire protection and security.
- G. Crisis intervention and mental health counseling should be provided at shelters.

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Annex O – Hazardous Materials Management

I. PURPOSE

This annex provides information for Dare County response to hazardous material emergencies, and assists the Local Emergency Planning Committee in meeting its requirements under the Federal Emergency Planning/Community Right to Know Act – SARA Title III.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The threat of a major disaster involving hazardous materials has escalated due to the increase in everyday use and transportation of chemicals by the various segments of our population.
2. Hazardous material emergencies could occur from any one of several sources to include: shipping, roadway transportation, aircraft accident, or fixed facility accident.
3. Evacuation or shelter in place may be required to protect portions of the population of Dare County.
4. Certain hazardous material incidents will require response capabilities that are not currently available in Dare County, for example: Chlorine leak requiring use of level A equipment, significant fuel spill, unknowns materials washing ashore.
5. Victims of a hazardous materials incident may require unique or special medical care not typically available in Dare County.
6. The release of hazardous materials may have short and/or long term health, environmental and economic effects depending upon the chemical composition of the substance.
7. Hazardous materials emergencies may require immediate emergency response actions.
8. The local jurisdiction must respond to the incident in the initial phase without assistance from outside the jurisdiction to include: notification and warning of the public, evacuation or shelter in place, immediate first aid, and isolation of the scene.

B. Assumptions

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1. Planning and training prior to an incident will significantly reduce the risk to personnel.
2. A facility involved in a hazardous material incident will provide all information required by SARA, Title III, Section 304 on a timely basis.
3. Emergency response personnel are knowledgeable in the use of available resources.
4. The U.S. DOT Emergency Response Guidebook, alone or in combination with other information sources, is used as a guide for initial protective action at incidents involving hazardous materials.
5. Response time for resources requested from outside the County will require a minimum of two hours.
6. Incidents in which the military can be identified as the responsible party, will generally be resolved by Federal resources.
7. Hazardous materials incidents that occur in which the responsible party cannot be identified will be resolved at the expense of the jurisdiction in which the event occurred.

III. CONCEPT OF OPERATIONS FOR HAZARDOUS MATERIALS

- A. There are several types of incidents involving hazardous materials: (1) incidents at fixed facilities, (2) shipping incidents, (3) roadway transportation accidents, and (4) unknown substances washed ashore.
- B. The level of response required for an incident is determined by:
 - The quality and the toxic effects of the material involved in the release.
 - The population and/or property threatened.
 - The type and availability of protective equipment required for the released material, and; the probable consequences should no immediate action be taken.
- C. Depending upon the threat posed by the incident, protective measures initiated for the safety of the public could include in-place shelter, evacuation, and isolation of the contaminated environment.
- D. Response procedures for each incident will be according to local policies and procedures in compliance with worker safety standards.

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- E. This plan recognizes that a hazardous materials incident can change with time, and necessitate escalating the response, or downgrading the response as the situation is controlled.
- F. The Local Emergency Planning Committee has been established at the County level to identify the magnitude of the local hazard, assess the vulnerability of the community to that hazard, and provide planning guidance for emergency response. A point of contact, the Facility Coordinator, will be identified at each covered facility as defined by SARA, Title III, Section 302.
- G. Dare County recognizes the role of the U.S. Coast Guard and the role of Sector North Carolina as the lead agency in response to oil spills or other hazardous material spills in the ocean or the waterways near Dare County.
- H. Specific hazardous materials facility information has been gathered and is available to the response community through Dare County Fire Marshal's Office.
- I. Coordination, if necessary, will be achieved through N.C. Emergency Management Office or through direct contact with adjoining counties.
- J. Training programs for emergency responders of the County will be through individual agency in-service training, community college course, and other offerings of related training.
- K. Exercise schedules for this plan are developed and maintained by the Emergency Management Department.

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Annex P – Special Needs

I. PURPOSE

The purpose of this functional annex is to provide guidance and direction to special needs facility managers and agencies, which will result in increased safety for the special needs population in Dare County.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. “Special Needs Population” refers to those citizens whose particular situation requires special consideration by emergency planners. Special needs individuals may or may not be institutionalized.
2. There are multiple facilities and agencies, which have responsibility for the safety of special needs populations. In Dare County those agencies include but are not limited to Social Services, Health/Mental Health, Nursing homes, and Private Home Health Care Providers.
3. The local “special needs population” is very dynamic, just as the general population is continually changing. As patient confidentiality must be respected, it is incumbent on the facility managers and care agencies to maintain current contact numbers of the special needs population.
4. Certain hazards will necessitate either evacuation or shelter in place procedures. Hurricanes, chemical emergencies and fires are examples of such hazards. When evacuations are necessary, some individuals must be transported by car, bus, or van.
5. The Dare County Emergency Medical Service have only a limited number of ambulances; these vehicles will be reserved for primary emergency response during any threat and thus, will not be available for evacuation of the special needs population. Therefore, the responsibility for securing transportation must be accepted by the special needs agencies and the responsibility must include planning for any necessary evacuation and relocation of the special needs individuals.
6. There is no identified “emergency special needs shelter” currently available in Dare County.

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7. Shelter-in-place procedures are an alternative to evacuation in some circumstances. Facilities plans must address shelter-in-place situations, as well as evacuation procedures.
8. The Dare County Emergency Management Director is available to assist agencies in the planning process. All special needs facility emergency plans must be consistent with existing County/Town plans. Families providing care for special needs individuals may contact the Emergency Management Office for guidance on emergency preparations.
9. Facilities providing special needs care must arrange contingencies for emergency needs to include auxiliary power, ventilation/air conditioning, heat, medical supplies, suitable vehicles, linen, and other such essentials as may be needed with the understanding that re-supply may be as long as 2 weeks.

B. Assumptions

1. It is assumed that each special needs facility or agency has a current emergency action plan which includes procedures for evacuation, procurement of emergency transportation and patient care; it is also assumed that facilities will take the initiative to train staff and residents and inform families as needed.
2. A number of special needs individuals have caring family and friends who will assist them during times of emergency, thus relieving the burden on public agencies; it is assumed that care facilities and agencies will be aware of which special needs' individuals will not need public assistance and that up-to-date accountability will be maintained.
3. Inevitably, there will be some individuals who will seek emergency assistance through the 911 system, who must be assisted by Dare County agencies within the limitations of the resources and confines of the Dare County Emergency Operations Plan. These cases may include individuals who are not alone or an individual in the care of family members.
4. Sheltering-in-place at facilities may be the best option for certain situations where evacuation cannot be accomplished in a safe/timely manner.
5. It is assumed that various means of transportation other than ambulances will be available to support an evacuation of the special needs individuals. A minimum of 48 hrs must be provided to the Director of Emergency Management to allow for transportation resource procurement.

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6. It is assumed that some agreements currently exist between local facilities and facilities beyond the locality, which address the relocation of individuals and patients with special needs, especially with private health care facilities.
7. It is assumed that individuals being relocated will be responsible for medications and special equipment during transport to include sufficient staff to accompany patients to insure proper patient care.
8. At least annually, the special needs facility operations and agency heads will meet with the Emergency Management Director to review plans and procedures for emergencies. The review will include mutual aid agreements, memorandums of understanding and contracts developed between facilities, agencies, etc. to support emergency situations.

III. CONCEPT OF OPERATIONS

- A. When emergencies threaten the area, the Emergency Management Director will provide notification to the special needs agencies and facilities in Dare County in sufficient time to allow for implementation of operational plans. Agencies, in turn, will be expected to notify individuals and families affected by the threat. Agencies, in turn, will be expected to notify individuals and families affected by the threat. Agencies and facilities will notify the Emergency Management Director of any problems that would threaten the successful implementation of operational plans.
- B. Agencies and facility operators will implement emergency action plans in response to the disaster threat in accordance with established disaster plans.
- C. For situations where public utilities have been severed, the Dare County Emergency Management will attempt to provide emergency resources to the facility as quickly as practical.
- D. Public Information related to the situation will be provided through the Dare County Public Information Officer. All agencies and special needs providers will attempt to coordinate outgoing emergency information through the Dare County Emergency Operations Center.
- E. Each public and private facility or agency will designate an emergency point of contact for receipt of notification and other emergency information. When notified of a threat the designated facility contact will take appropriate action in accordance with the facility emergency plan.

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- F. In the extreme event that normal means of communication are lost to special needs facilities, the Emergency Management Director will attempt to provide an emergency means of communications by sources available. The objectives of such assistance will be a link to the 911 center or the emergency operations center until normal communications can be restored.

- G. The following categories have been identified as special needs, but are not limited to:
 - 1. Any ventilator dependent patients
 - 2. Any patient who is airway dependent on suctioning
 - 3. Patients with IV analgesia, hydration, infusion therapy
 - 4. Diabetic patients requiring assistance with insulin
 - 5. Patients requiring daily visits for wound care or injections

- H. Memorandums of Understanding should be maintained and updated annually between health care facilities and special needs shelters.

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Annex Q – Donation Management

I. PURPOSE

This annex describes the management of goods/services donated by citizens of Dare County for disaster relief, and also describes the collection and shipment of goods and application of services donated by the people of Dare County to disaster victims elsewhere.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Historically, persons not directly affected by an emergency/disaster are eager to render aid to disaster victims through donations of money, goods, and services.
2. Following any disaster, an organized system of management for the identification, receipt, organizations, and distribution of donations is critical.
3. The timely release of information to the public regarding needs and points of contact are essential to management of donated goods.
4. Donated goods are essential to meet the needs of disaster victims.
5. Suitable facilities, equipment, and personnel, and preplanning are critical for the management of donated goods.
6. The coordination of the collection, packaging, and shipment of goods to a disaster area is best accomplished at the county level.
7. Churches, fire stations and schools have served as collection points for donated goods.
8. 8. Money, staple goods, and items specifically requested by the affected area are generally the most appropriate donations.
9. The distribution of donated goods must be coordinated with the identification of unmet needs within the community.
10. The North Carolina Food Bank will receive and ship donated food items to disaster areas.

B. Assumptions

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1. Lack of an organized emergency system for donated goods management will result in lost time to provide assistance to the public.
2. Suitable space and equipment will be need to receive, sort, and store the influx of donated goods.
3. Adequate personnel for donated goods operations will be necessary.
4. Local distribution sites must be convenient to the affected population.
5. A regional reception and distribution site for donated goods will be established by the State of North Carolina; a State Coordinator for Donated Goods will be designated by the Division of Emergency Management.
6. Unsolicited donations of goods can be expected.
7. Donations of inappropriate and unwanted goods can be expected.
8. Certain people unaffected by the disaster will nevertheless seek to receive donated goods.
9. Some donors will attempt to bypass the established distribution system.
10. An aggressive public information effort will expedite the distribution of goods as well limit an influx of unwanted goods.
11. Citizens and businesses of Dare County may elect to donate money and goods to disaster victims here and elsewhere; they will seek information from County Government, the media emergency responders, and church and civic groups; appropriate guidance must therefore be available.
12. Transportation will be available to ship donate goods from warehouse to other destinations.
13. It is inevitable that there will be a surplus of some donated goods which will require storage and disposal.
14. Time needed for reentry of workers and volunteers after an evacuation of the County may delay activation of a donated goods management system.

III. CONCEPT OF OPERATIONS

A. Receipt of donated goods for Dare County

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1. The Dare County Purchasing Dept. will serve as the lead agency for the reception and distribution of donated goods intended for Dare disaster victims.
2. The magnitude of the disaster and the severity of local need will dictate the amount of space and personnel required for the reception and distribution of donated goods.
3. A central reception and sorting center for donated goods will be established in Dare, and separate sites convenient to the affected areas of the County will be established as distribution of donated goods.
4. The Director of Social Services will coordinate with other relief agencies involved in the disaster to ensure needs are met without duplication of effort.
5. Operational personnel will be solicited from the Director of Social Services, Hotline, DVAC, Civil Organizations, and Church groups list of available personnel resources.
6. Public Information regarding distribution sites, needed goods, volunteers, and other pertinent matters will be coordinated with the County Public Information Officer.
7. Upon receipt, donated goods must be sorted and packaged in a manner appropriate for distribution to victims.
8. When identifiable, unwanted goods will be refused.
9. Surplus donated goods will be sold or otherwise disposed of in manner consistent with the donor's apparent intent.
10. Money will be placed in an established account with a local non-profit organization (Hotline, Outer Banks Community Fund).

B. Coordination with State and Regional Operation

1. The Division of Emergency Management and Dare County will share information on the availability and status of donated goods needed in Dare.
2. Dare will coordinate donated goods shipments with State's Donated Goods Coordinator or the established eastern Logistical Staging Area (LSA).

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3. Following receipt of a Presidential Declaration of Disaster, Dare Social Services will coordinate donated goods requests with other relief agencies represented in Dare's Disaster Recovery Centers.

C. Collection and Shipment of Donated Goods for other jurisdiction

1. An attempt will be made to identify the needs of the intended destination prior to collection of goods.
2. A systematic method will be established for collection of the donated goods to be shipped.
3. The receiving jurisdiction will be contacted to determine the most appropriate method of packaging. Goods will be sorted and packaged prior to shipment to accomplish the following:
 - Timely and undamaged arrival at the destination
 - Proper identification of contents
 - Minimal need for repackaging/sorting
 - Ease of loading and ease of unloading at the destination.
 - Elimination of inappropriate/unwanted goods
4. Shipments of donated goods will be coordinated with the receiving destination prior to departure from the County.
5. A suitable means of transportation will be arranged to allow for delivery of the shipment in a timely manner.
6. Shipments of donated goods should be coordinated with the Division of Emergency Management.
7. The N.C. Division of Emergency Management will establish a donated goods 800 number early in the event to assist in collection and identification of donated goods.