

EMERGENCY

OPERATING PLAN

TOWN OF AMITY

AND

VILLAGE OF BELMONT

ALLEGANY COUNTY

BELMONT, NEW YORK

Introduction

This plan results from the recognition on the part of local Emergency Service and Government that a comprehensive plan is needed to enhance the Town of Amity and the Village of Belmont's ability to manage emergency and disaster situations.

In the past, government action was taken primarily when disaster struck. Today, the need for a comprehensive emergency management system to deal effectively before, during and after an emergency, is apparent.

This plan assigns responsibility for emergency management to existing Emergency Services, Town and Village departments and other agencies. The assignments are made within the framework of the present Services capability and existing organizational responsibilities. No new management organization is created.

A person, group, or organization is designed to provide centralized coordination of all these management activities, including coordination of resources, manpower, and services for the centralized direction of requests for assistance.

This plan is intended to provide a general all-hazard management guide, using existing organizations and lines of authority to allow the Emergency Services, Town of Amity and the Village of Belmont to meet their responsibilities before, during and after an emergency occurs.

Legal Authority

Authority to undertake this effort is provided by both Article 2-B of the New York State Executive Law and the New York State Defense Emergency Act.

The primary responsibility for responding to emergencies rests with the local government and with its Chief Executive. Local government and Emergency Services play an essential role in the first line of defense.

When an emergency or disaster is beyond the local management capability and local resources are inadequate, the Chief Executive may obtain assistance from other political subdivisions and the County government.

Purpose

This plan is established for the Town of Amity and the Village of Belmont to respond rapidly and effectively, and to assure coordination of all participating Village, Town, County and State Agencies in the event of a nuclear, natural or man-made disaster or emergency.

Procedures

In the event of any type of disaster or emergency in the Village/Town, the first agency aware of said disaster or emergency will notify the Mayor/Supervisor, the Disaster Coordination Team (DCT) and the Office of Emergency Service, Belmont, N.Y.

The Mayor/Supervisor or DCT will, at their discretion, activate the Emergency Plan. When ten or more people are involved or effected by a disaster or emergency, the plan will be activated.

A command post will be set up at the Town/Village Hall. An alternate command post will be the Amity Rescue Squad Headquarters, or the Belmont Fire Hall. This is where required communications and local emergency staff personnel will assess the situation and alert all local agencies which may become involved in the incident. Disaster information kits will be available at the command posts.

Initial Emergency Response Procedures

1. Activate emergency notification list, appendix A.
2. Obtain situation report, accurate disaster assessment.
3. Make estimate of immediate needs.
4. Determine assistance needed beyond Emergency Services, Village/Town capability and be prepared to define specifically what is needed.
5. Prepare a map locating disaster or problem areas.
6. Emergency confidential business listings will be available in disaster information kits.

EMERGENCY STAFF ASSIGNMENTS

Village Mayor/ Town Supervisor

The Village Mayor is the Chief Executive in charge of the situation in the Village as is the Town Supervisor in the Town.

He/She may at his/her discretion designate a Local Official to act in his/her behalf in the event of his/her absence. He/she shall be the person responsible for the safety and well-being of the residents of the community.

The Disaster Coordination Team

The D.C.T. shall coordinate all services and/or agencies needed to assist with the disaster. They will help in developing a strategy for the control of any given situation. They shall maintain close liaison with the County Office of Emergency Services and the Red Cross to insure maximum service to disaster victims and Government Agencies to avoid duplication of manpower and effort during the disaster and disaster relief operations. They shall assist the Chief Executive in the performance of his/her duties.

Public Information Officer

The Public Information Officer shall be designated by the Mayor/Supervisor. At the time of the incident, this person will be responsible for the dissemination of accurate information to all news media, newspaper, radio and television. No information will be given without the authority of the Public Information Officer.

Transportation Coordinator

The Transportation Coordinator should be prepared to determine the emergency transport needs and coordinate transportation activities with the D.C.T.

Emergency Communications Coordinator

Will insure adequate communications at the command post and/or field command post if established. He/she will coordinate with the Radio Amateur Civil Emergency Service (R.A.C.E.S.) and O.E.S. personnel, and the State Police when requested.

Police Department

The Chief of Police will be responsible for the protection of the disaster area, security patrols, and the closing of all roads. He/she may be assisted by the Sheriff's Department and the State Police at his/her request. (See appendix I for procedures.)

Fire Department

Will assume responsibility to conduct the voluntary evacuation of residents from the disaster area. If additional help is required, notify the Police and Amity Rescue Squad.

Notify the Allegany County O.E.S. and County Health Department that the evacuation plan is in operation. The Red Cross will determine pre-disaster designation and preparation of shelter sites within the Village/Town geographic area in coordination with the Village Mayor/ Town Supervisor and the D.C.T. The designated shelter sites will be part of this plan.

Amity E.M.S./Rescue

Will provide all Emergency Medical care and Rescue services to victims in need during said disaster and will assist the Fire and Police Departments as needed.

Damage Assessment Team

The damage assessment team will be made up of emergency staff personnel, O.E.S. staff, State and Federal disaster relief teams. They will initiate a damage assessment survey of the disaster area as soon as possible to determine the following:

1. Geographic area involved.
2. Characteristics of the area (business, industrial, residential, etc).
3. Number of person and/or families suffering from loss (appendix D.)
4. Number of dwellings affected by category (appendix F)

Federal and/or State recovery and relief operations will be conducted only by the assessment team.

Damage assessment information will be made available to all organizations and agencies at the command post. These reports will be a consolidation of all damage assessment information gathered.

The Red Cross will assist in the survey and provide pre-disaster training in conducting a damage assessment operation for other than commercial, public or industrial property.

AGENCY ASSISTANCE

Public Health and Sanitation

Notify the County Health Department of any health concerns/problems.

Identification and Care of the Dead

Notify the County Coroner available and the Office of Emergency Service in Belmont.

Designation of Hazardous Buildings and Areas

Belmont Fire Dept and Town/Village Code Enforcement Officer.

Radiological Incidents or Contamination

Contact the Office of Emergency Service in Belmont, The Allegany County Sheriff's Dept. Belmont Fire Dept. Amity EMS/Rescue, and Village Police (if in village). Belmont Fire Dept. has radiation detection equipment at their disposal. also Haz-Mat Teams are available through the Allegany County Mutual Aid Agreement.

Rescue Service and Extrication Services

Contact Amity EMS/Rescue and the Belmont Fire Dept.(911). If additional services are needed, contact O.E.S. to activate the Allegany County Mutual Aid Agreement.

Evacuation of Persons

This will be a coordinated effort between Amity EMS/Rescue, Belmont Fire Dept and their Auxiliaries. American Red Cross and O.E.S. staff may be summoned if needed.

Emergency Mass Care Assistance

This will be provided by the American Red Cross in cooperation with the Amity Rescue Squad, G.V.C.S., American Legion Post 808, and local Churches. The Amity Rescue and Belmont Fire Dept auxiliary will also assist.

Damaged Utilities

Contact specialized utility companies for local area affected, also the Office of Emergency Service, local police and Belmont Fire Chief will be advised.

D.E.C

This will be in regards to environmental impact. O.E.S. will summon the D.E.C.

American Red Cross

The American Red Cross will provide the following during a disaster or emergency.

1. Emergency food and shelter for victims of the affected area.
2. Temporary emergency shelters.
3. Temporary housing and clothing to victims of the affected area.
4. Provide blood to area hospitals.

Salvation Army

The Salvation Army will assist with services in cooperation with the American Red Cross.

Community Services

See appendix B (available resources)

Allegany County Crisis Support Team

Support unit for victims and workers in the disaster area during and after the incident.

Recovery Operations

Providing Aid for Recovery to Families

Disaster loan programs, food coupons and surplus food commodities, disaster unemployment insurance, temporary housing, and other disaster programs may be made available through special State and Federal Disaster programs depending on State and Presidential Declarations.

Aid for recovery to families for whom Government programs are not available will be the responsibility of the American Red Cross.

Such aid may include casework services, food, clothing, and other maintenance items until normal sources of support are restored; building and repair of owner-occupied houses; house hold furnishings; and personal occupational supplies and equipment.

When recovery operations exceed the local resources capability and additional help is required, notify the Office of Emergency Services which will keep the State office apprised of the situation.

Maintain such data as appropriated on "Status of People Needs", appendix G.

In the event of a Declared Emergency of Disaster, initiate "Damage by Category Worksheet", appendix F. Accurate record keeping is a must in order to receive reimbursement.

For a "Presidential Declared Disaster", or emergency, review appendix E for the sequence of actions.

All requests and reports must be sent through the Allegany County Office of Emergency Services.

As soon as possible following an emergency or major disaster, the State and Federal coordinating officers will hold a meeting to brief prospective applicants on procedures and eligibility of work items.

The criteria for recommending Small Business Administration (SBA) declaration is:

1. At least 25 homes or 5 businesses, or combination of at least 25 eligibles in any County or other political subdivision collectively having sustained uninsured loss averaging 25% or more of their estimated fair replacement value; or
2. At least 3 businesses having sustained uninsured loss averaging 25% or more of their estimated fair replacement value and as a result, 25% of the work force in the community would be unemployed for at least 90 days as a direct result of the physical damage; or
3. At least 200 homes or 40 business concerns or a combination of 200 eligibles in any County or other political subdivision collectively having suffered any loss as a direct result of physical type disaster.