

MONTGOMERY COUNTY EMERGENCY OPERATIONS PLAN

MG EOP

April 2019



MONTGOMERY COUNTY OFFICE OF EMERGENCY MANAGEMENT

300 E. Main S, Independence KS 67301

This document contains information pertaining to the deployment, mobilization, and operations of the Montgomery County Office of Emergency Management (MG OEM) in response to emergencies. It is exempt from public disclosure under Kansas state law. However, MG OEM may choose to make this document available to the public, solely at the Director's discretion.

FOR OFFICIAL USE ONLY

Acknowledgements

The Montgomery County Office of Emergency Management thanks all its planning and response partners, with special acknowledgement of The Kansas Division of Emergency Management and The Kansas Emergency Management Association.

Rick Whitson, Director

Supersession

Upon completion and formal adoption this Plan will supersede the existing County Emergency Operations Plan (and all versions previous to April 1st, 2019) of the Emergency Operations Plan or MG EOP.

Montgomery County Office of Emergency Management - Emergency Operations Plan

I. INTRODUCTION

FOREWARD

General: The Montgomery County’s Emergency Operations Plan (**MG EOP**) is written in consideration of the relevant hazards identified in the 2018-2019 Montgomery County Multi-Jurisdictional Hazard Mitigation Plan and its predecessor the 2013 Hazard Mitigation Plan. It is written to address the four phases of emergency management: Prevention & Mitigation – Preparedness – Response – Recovery. The purpose of the Plan is to define, to the extent appropriate, the policies, roles and responsibilities for a local integrated management system within the constraints of existing resources and operational capabilities.

Emergency Planning Process: Emergency management in Montgomery County relies on a collaborative process between Montgomery County and the cities and various organizations that have disaster responsibilities within or affecting the County and its residents. The responsibility for emergency management and emergency operations planning is given to Montgomery County in accordance with KSA 48-299. However, all cities are encouraged to develop emergency operations plans of their own. Such plans, however, shall reference and be consistent with the provisions of this Plan. The Montgomery County Office of Emergency Management (**OEM**) will provide planning assistance to any city within Montgomery County, Kansas.

Cities having plans recognized by Montgomery County shall conduct operations within their own jurisdiction pursuant to those plans. Emergency operations in cities not having such plans and in the unincorporated areas of Montgomery County, as well as all emergency support activities by the agencies of Montgomery County government, shall be conducted in accordance with the provisions and policies contained in this plan.

Emergency Operations Plan: The Montgomery County Emergency Operations Plan (also called the **MG EOP**) contains the Basic Plan (also known as the Base Plan in the www.Kansasplanner.com system) and the Functional Annexes. The Basic Plan is a broad conceptual framework describing the policy and approach to emergency operations for use by local officials. Annexes provide specific information and direction for managers. Emergency Operations Guides are not a part of this Plan. They should, however, be developed to support the annexes and they should contain technical and detailed operational information for operating departments and individuals to allow them to carry out assigned roles and responsibilities.

Disclaimer

Every effort has been made to make the response provisions of this plan consistent with the normal, non-emergency functions of agencies and departments. However, this plan is a guide for emergency operations in a disaster or major emergency, not for the conduct of day-to-day

operations. All agencies and individuals involved in emergency operations should understand that events may take place which would make it improper and inadvisable to proceed in a manner that would jeopardize lives and property simply to implement this plan or a specific emergency operations guide. Individuals and agencies having responsibilities established in this plan must have the freedom to augment its provisions to deal with an emergency or disaster event using resources that are available and actions that are possible within the limits dictated by the situation.

A. GENERAL

Presidential Homeland Security Directives 5 and 8, enacted in 2004, require the State and Local governments to adopt the fundamental principles, language and operational concepts embedded in the National Incident Management System (NIMS) and the National Response Plan (NRP) as a condition for receiving certain categories of federal support for Emergency Management. To meet these requirements, the Montgomery County Office of Emergency Management created this Emergency Operations Plan (**MG EOP**) and the Adjutant General's Office, Kansas Division of Emergency Management - KDEM officially adopted it on April 1st, 2019.

The revised Montgomery County Office of Emergency Management MG EOP is the product of a detailed and focused planning process that 1) fully incorporates the NIMS concepts, principles, practice and language 2) capitalizes on the lessons learned from recent disasters, 3) incorporates plans, programs and policies that have emerged since the last revision of the MG EOP.

The MG EOP establishes a framework through which the County may prepare for; respond to; recover from; and mitigate to prevent the impacts of a wide variety of disasters that could adversely affect the health, safety and or general welfare of the residents of Montgomery County and the emergency workers of the Montgomery County Office of Emergency Management. The MG EOP provides guidance to Montgomery County Office of Emergency Management officials, and also establishes procedures, organization and responsibilities, which will prevent, minimize and/or relieve personnel hardship and property damage associated with disasters or the imminent threat thereof. This plan also provides for an integrated and coordinated county, municipal, state and federal response.

The MG EOP is operation oriented and addresses communication and warning systems; rapid deployment and pre-deployment resources; evacuation and shelter operations; post disaster response and recovery activities. The MG EOP clearly defines responsibilities of county, municipal, volunteer and other organizations through an Incident Management System/Emergency Support Function approach to planning and operations.

The MG EOP describes the basic strategies, assumptions and mechanics through which Montgomery County will mobilize resources and conduct activities to guide and support County Emergency Management efforts through prevention, preparedness, response, recovery and mitigation. To facilitate inter-government operations, the MG EOP adopts a functional approach that groups the type of assistance to be provided under each Emergency Support Function (**ESF**). Each ESF is headed by a primary agency, which has been selected based on its authorities, resources and capabilities in the functional area. In addition, other agencies with similar capabilities have been given support assignments to appropriate ESF(s).

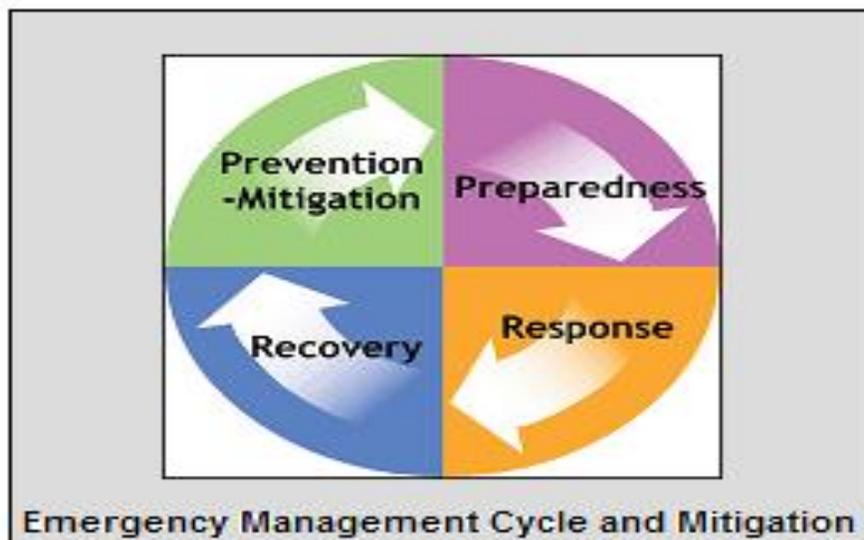
The ESF(s) serve as the primary operational mechanism through which County assistance is managed. Command staff and other General staff have been assigned to support the ESF(s). County assistance will be provided to impacted communities within the County under the overall authority of the Montgomery County Office of Emergency Management, on behalf of the Adjutant General's Office, Kansas Division of Emergency Management.

In an effort to ensure that the revised MG EOP was strictly aligned with the State and National preparedness guidance, the Adjutant General's Office, Kansas Division of Emergency Management and National Department of Homeland Security publications listed below were consulted and closely followed:

- The National Preparedness Guidelines (September 2007), {superseding the March 2005 Interim National Preparedness Goal}
- Draft National Response Framework (July 2007)
- FEMA NIMCAST User's Guide
- National Planning Scenarios (15)
- Targeted Capabilities List (Draft Version 2.0)
- Universal Task List (Draft Version 2.1)

B. PURPOSE

The purpose of the Montgomery County Office of Emergency Management Emergency Operations Plan is to establish a framework for government, non-profit organizations and residents to address prevention, preparation, response, recovery and mitigation of the effects of emergencies and disasters.



C. SCOPE

This plan identifies when and under what conditions the application or activation of this plan is necessary.

The plan establishes fundamental policies, strategies, and assumptions for a County-wide program that is guided by the principles of the National Incident Management System. This MG EOP provides the following benefits to the Montgomery County Office of Emergency Management:

- Creating a plan which addresses all hazards, all phases of emergency management, all impacts, and extending an opportunity to partner with all stakeholders.
- The MG EOP establishes a Concept of Operations spanning the direction and control of an emergency from initial monitoring through post disaster response, recovery and mitigation.
- The MG EOP defines inter-agency and inter-government coordination mechanisms to facilitate delivery of immediate response and recovery assistance.
- The MG EOP assigns specific functions to appropriate County and municipal agencies and organizations as well as outlines methods to coordinate with the private sector, volunteer organizations, citizens and state and federal counterparts.
- The MG EOP identifies actions that County response and recovery organizations will take in coordination with municipal, state and federal counterparts as appropriate, regardless of the magnitude of the disaster.

D. Methodology

The Montgomery County Office of Emergency Management MG EOP was developed as a team effort consisting of the following agencies and organizations:

Federal

Department of Homeland Security - DHS
Federal Emergency Management Agency - FEMA
U.S. Environmental Protection Agency - EPA
US Army Corps of Engineers

State

Adjutant General's Office, Kansas National Guard
Adjutant General's Office, Kansas Civil Air Patrol
Adjutant General's Office, Kansas Civil Support Team
Adjutant General's Office, Kansas Division of Emergency Management - KDEM
Adjutant General's Office, Office of Emergency Communications/Emergency
Communications Section
Adjutant General's Office, Office of Public Affairs
Kansas Association of Local Health Departments - KALHD
Kansas Attorney General's Office
Kansas Board of Emergency Medical Services
Kansas Bureau of Investigation

Kansas Commission on Disability Concerns
Kansas Corporation Commission
Kansas Department for Aging and Disability Services
Kansas Department for Children and Families
Kansas Department of Agriculture
Kansas Department of Agriculture, Division of Water Resources
Kansas Department of Commerce
Kansas Department of Corrections
Kansas Department of Education
Kansas Department of Health and Environment
Kansas Department of Health and Environment, Division of Environment
Kansas Department of Insurance
Kansas Department of Labor
Kansas Department of Transportation
Kansas Department of Veterans Affairs
Kansas Department of Wildlife, Parks and Tourism
Kansas Department on Aging
Kansas Division of Emergency Management - KDEM
Kansas Forestry Service
Kansas Geological Society
Kansas Governor's Office
Kansas Highway Patrol - KHP
Kansas Housing Resources Corporation
Kansas Human Rights Commission
Kansas State Fire Marshal's Office
Kansas Water Office
Montgomery County Extension

County

Cherryvale Rural Fire District
Community Access Center
Community Animal Response Team (CART) – volunteers
Dearing Rural Fire District
Havana Rural Fire District
Independence Rural Fire District
Liberty Rural Fire District
Montgomery County Appraisers Office
Montgomery County Clerk
Montgomery County Coroner
Montgomery County Environmental Health Department
Montgomery County GIS Department
Montgomery County Health Department
Montgomery County IT Department
Montgomery County Office of Emergency Management - OEM
Montgomery County Public Information Officer
Montgomery County Public Works

Montgomery County Sheriff Office
Montgomery County Treasurer
Sycamore Rural Fire District
Tyro Rural Fire District

City

Caney Fire Department
Caney Police Department
Cherryvale Fire Department
Cherryvale Police Department
City of Caney
City of Cherryvale
City of Coffeyville
City of Independence
Coffeyville Fire Department
Coffeyville Municipal Light & Power
Coffeyville Police Department
Coffeyville Public Works
Coffeyville Water & Wastewater
Independence Fire\EMS Department
Independence Police Dept
Independence Public Works
Independence Water & Wastewater
Louisburg Township Fire Department

Private Sector

AT & T
Atmos Energy
Coffeyville EMS
Coffeyville Regional Medical Center
Coffeyville Resources Fire Department
Fertilizer Plant CVR
Four County Mental Health
Labette Health Independence
Magellan Pipeline
TKI
Union Pacific Railroad
WATCO Rail (aka SKOL Railway)
Westar Energy

Non-Profit

Amateur Radio Operators - Independence Radio Club
American Red Cross
Kansas Emergency Management Association - KEMA
Kansas Fire Chiefs Association
Kansas Funeral Directors Association

Kansas Gas Service
Kansas Pipeline Association
Kansas Rural Electric Cooperative Association
National Association of Search and Rescue - NASAR
State Animal Response Team (SART)
The Salvation Army

Other

Coffeyville Community College
Coffeyville Regional Haz Mat Team
Human Needs Assessment Team
Independence Community College
Kansas Assessment Team
Kansas Task Force Four – TF4
SEK Regional Haz Mat Team 13
USD #436
USD #445
USD #446
USD #447

Each agency was consulted with to determine their particular emergency roles and responsibilities. Each agency has agreed with the responsibilities assigned to them in the Montgomery County Office of Emergency Management MG EOP. Agency concurrence signatures are maintained with the Montgomery County Office of Emergency Management. The MG EOP's concepts were developed by the Montgomery County Office of Emergency Management, in coordination with the agencies and organizations involved in emergency management activities. Each agency and organization involved is expected to have its own procedures to implement the concept of operations.

Each of the above listed agencies will designate one or more planning personnel as liaisons to OEM. Each of the above agencies will then receive "Viewer Access" to the Montgomery County Office of Emergency Management MG EOP via the Bold Planning Solutions Planning System, at www.KansasPlanner.com.

In addition:

- The Montgomery County Office of Emergency Management MG EOP is adopted by the Adjutant General's Office, Kansas Division of Emergency Management by resolution, which serves as the promulgation letter for the MG EOP. A copy of the signed promulgation can be found in the file archive of this plan.
- A Record of Changes Log is used to record all published changes as those holding copies of the MG EOP receive them. The holder of the copy is responsible for making the appropriate changes and updating the Log.
- A master copy of the MG EOP, with a master Record of Changes Log, is maintained in the Montgomery County Office of Emergency Management.

1. Planning Process

The process used by Montgomery County Office of Emergency Management has been designed to ensure that all stakeholders have an opportunity to participate in the development of the MG EOP and that the MG EOP is based on the best information available. To this end, the planning process is based on the following planning principles:

- Planning should be community-based, representing the whole community and their needs
- Planning should include participation from all stakeholders in the community
- Planning uses a logical and analytical problem-solving process to help address the complexity and uncertainty inherent in potential hazards
- Planning considers all hazards and threats
- Planning should be flexible enough to address both traditional and catastrophic incidents
- Time, uncertainty, risk and experience influence planning
- Effective plans tell those with operational responsibilities what to do and why to do it
- Planning is fundamentally a process to manage risk
- Planning is one of the key components of the preparedness cycle of planning, organizing, training, equipping, exercising, evaluating, and taking corrective actions

2. Implementation of NIMS

The Montgomery County Office of Emergency Management MG EOP implements NIMS by:

- Using ICS and the multi-agency coordination system to manage and support all incidents
- Integrating all response agencies and entities into a single, seamless system
- Establishing a public information plan (ESF-15)
- Identifying and characterizing resources according to established standards and types
- Requiring the need for all personnel to be trained properly for the job they perform
- Ensuring interoperability, accessibility and redundancy of communications

II. SITUATION

This section of the plan summarizes the hazards that could potentially affect Montgomery County, its residents and the Montgomery County Office of Emergency Management. The hazard and risk analysis addresses the major hazards to which the County is vulnerable; provides a summary of the County's vulnerable population; outlines the assumptions that were considered in the planning process; and defines disaster magnitude classifications that will trigger county response under the NIMS.

A comprehensive hazard and risk assessment is contained in the Montgomery County Office of Emergency Management Mitigation Plan. The plan is kept under separate cover and can be accessed by contacting the Director of the Montgomery County Office of Emergency Management at 300 E. Main St., Independence KS 67301.

A. Hazard Analysis

Hazard and Vulnerability Assessment Summary

Montgomery County is vulnerable to a wide range of hazards that threaten its communities, businesses and environment. To determine the hazards that pose the greatest threat, the Montgomery County Office of Emergency Management has prepared a Hazard Identification and Vulnerability Assessment. The major findings are summarized below. The assessment was developed from historical data of events that have occurred, and specifically examines:

1. Probability (frequency) of event
2. Magnitude of event
3. Expected warning time before event
4. Expected duration of event

For emergency management planning purposes, the critical analysis that must be undertaken is an assessment of the consequences of each hazard, including potential area of impact, population exposed and impacted, duration of the hazard, and potential economic consequences.

Three levels of risk have been identified: High, Moderate and Low.

High - High probability of occurrence; at least 50 percent or more of population at risk from hazard; significant to catastrophic physical impacts to buildings and infrastructure; major loss or potential loss of functionality to all essential facilities (hospital, police, fire, EOC and shelters).

Moderate - Less than 50 percent of population at risk from hazard; moderate physical impacts to buildings and infrastructure; moderate potential for loss of functionality to essential facilities.

Low - Low probability of occurrence or low threat to population; minor physical impacts.

The hazards and vulnerability assessments for Montgomery County are continued in the Southeast Region Multi-Jurisdictional Hazard Mitigation Plan, attached.

Hazard Profile Summary for Emergency Operations Plan						
Hazard	Probability	Magnitude	Warning Time	Duration	CPRI	Planning Significance
Flood	4	3	3	3	3.45	High
Tornado	4	3	4	1	3.4	High
Windstorm	4	3	3	2	3.35	High
Winter Storm	4	3	2	3	3.3	High
Major Disease Outbreak	4	3	1	4	3.25	High
Wildfire	4	2	4	2	3.2	High
Agricultural Infestation	4	2	1	4	2.95	Moderate
Hailstorm	4	2	3	1	2.95	Moderate
Hazardous Materials	4	1	4	2	2.9	Moderate
Utility/Infrastructure Failure	3	2	4	3	2.85	Moderate
Pandemic Event	3	3	1	4	2.8	Moderate
Expansive Soils	4	1	1	4	2.65	Moderate
Terrorism, Agri-terrorism, and Civil Disorder	1	4	4	4	2.65	Moderate
Land Subsidence	4	1	1	4	2.65	Moderate

Lightning	4	1	2	1	2.5	Moderate
Extreme Temperatures	3	2	1	3	2.4	Moderate
Drought	2	3	1	4	2.35	Moderate
Dam and Levee Failure	1	4	2	4	2.35	Moderate
Landslide	3	1	3	1	2.2	Moderate
Radiological	1	3	2	3	1.95	Low
Soil Erosion and Dust	2	1	1	4	1.75	Low
Earthquake	1	2	4	1	1.75	Low
Fog	2	1	2	1	1.6	Low

B. Disaster Magnitude Class

This is an all-hazards MG EOP and addresses minor, major and catastrophic disasters. These levels of disaster are defined as:

Catastrophic Disaster: A disaster that will require massive State and Federal assistance, including immediate military involvement. Federal assistance will involve response as well as recovery assets.

Major Disaster: A disaster that will likely exceed local capability and require a broad range of State and Federal assistance. The Federal Emergency Management Agency (FEMA) will be notified and potential Federal assistance will be predominantly recovery oriented.

Minor Disaster: A disaster that will likely be within the response capability of local government and will result in only a minimal need for State or Federal assistance.

C. Capability Assessment

Currently capability assessments are performed regionally in Kansas. The capability assessment is performed through the Regional Homeland Security Council with wide input accepted from key stakeholders. The results of the capability assessment guide future investments in planning, training, exercising and resources. The regional capability assessment is available under separate cover and is attached to the file archive in the Bold Planning Solutions Super System.

D. Economic Profile

According to the Montgomery County Action Council (Jan 2019 www.actioncouncil.com/mcac), there were 19,386 persons employed within Montgomery County. These jobs included: manufacturing 4635 jobs (23.9%), Healthcare/Social Assistance 3248 (16.8%), retail trade 2051 (10.5%), educational services 1804 (9.3%) and accommodation/food services 129 (6.3%). The Kansas Department of Labor reports an estimated 14,625 persons employed as of November 2018, and an unemployment rate of 3.6%. This Plan acknowledges that these agencies may have used differing data collection methods, accounting for the difference in total persons employed. Table 2.4 lists selected population characteristics for Montgomery County and incorporated cities from the 2010 U.S. Census. 2017 Population estimate is different.

Geographic area	Population
City of Coffeyville	10295
City of Independence	9483
City of Cherryvale	2367
City of Caney	2203
Dearing	431
Elk City	325
Tyro	220
Liberty	123
Havana	104
Rural areas of County	9920
Total	36471

Source: U.S. Census 2010; <http://factfinder.census.gov/>

Information from the Montgomery Co Action Council reports that there are 1584 businesses in Montgomery County. This includes: Construction 105 businesses (6.6%) Manufacturing 81 (5.1%) Retail & Trade - 239 (15.0%), Finance & Insurance 87 (5.4%).

Previous versions of the MG EOP Economic Profile were based in part on information from the Kansas Center for Community and Economic Development (KCCED). This was a grant-funded entity, and is no longer functioning as of Jan 2019.

Montgomery County is located in southeast Kansas and is approximately 651 square miles of which 6 square miles consists of water and 645 square miles is land. The County is principally served by the Elk and Verdigris Rivers. Bodies of water within the county include Elk City Lake, Havana Lake, Liberty Lakes, and State Lake. Principal highways in Montgomery County include: U.S. Route 75, U.S. Route 160, U.S. Route 166, U.S. Route 169, U.S. Route 400.

Coffeyville and Independence Municipal Airports provide air transportation in and out of the County. There are no regularly scheduled airline services in the county.

Montgomery County is divided into 12 townships and is located in the Coffeyville Micropolitan Statistical Area. The County has a population of 32,556 according to the 2017 U.S. Census Bureau website, equating to 50.47 persons per square mile. There are nine (9) incorporated and 9 unincorporated communities of which Coffeyville (population 9,481) and Independence (population 8,729) are the largest incorporated cities according to the 2017 U.S. Census website. The County seat is located in the City of Independence.

E. Spatial Profile

Montgomery County is located in southeast Kansas and is approximately 651 square miles of which 6 square miles consists of water and 645 square miles is land. The County is principally served by the Elk and Verdigris Rivers. Bodies of water within the county include Elk City Lake, Havana Lake, Liberty Lakes, and State Lake. Principal highways in Montgomery County include: U.S. Route 75, U.S. Route 160, U.S. Route 166, U.S. Route 169, U.S. Route 400. Coffeyville and Independence Municipal Airports provide air transportation in and out of the County. Montgomery County is divided into 12 townships and is located in the Coffeyville Micropolitan Statistical Area. The County has a population of 32,556 according to the 2017 U.S. Census Bureau website, equating to 50.47 persons per square mile. There are nine (9) incorporated and 9 unincorporated communities of which Coffeyville (population 9,) and Independence (population 8729) are the largest incorporated cities according to the 2017 U.S. Census website. The County seat is located in the City of Independence.

Montgomery County possesses a diverse array of soils ranging from moderately permeable to very slow permeability. Generally, the permeability of the soils is related to the clay content. Several taxonomic classes of soils exist in the county. Of those, montmorillonite is the most expansive. Montmorillonite soils shrink appreciably when dry and swell when wet due to a mineral with a 2:1 expanding crystal structure. The shrinking and swelling has great implications for waste disposal and water infrastructure as well as other underground utility infrastructure. The soils in Montgomery County with some portion of their matrix being classified as highly expansive due to montmorillonite comprise approximately 27% of the total acreage, about 115,000 acres. Additional soils classified as moderately high, but not of a montmorillonite classification make up an additional 15.1 percent of the total acreage, approximately 66,800 acres (Montgomery County Soil Survey).

F. Vulnerabilities

Vulnerabilities have been identified for the Montgomery County EOP. Please refer to the Southeast Regional Hazard Mitigation Plan. It is included in the file archive and is not distributed to the general public.

1. Critical Facilities

Name / Location (Physical Address)	Resources Located at Facility
<p>Coffeyville Airport (FAA Identifier CFV) N. Highway 169 Industrial Park Coffeyville, KS 67337 Comments: 5868 x 100 ft. / asphalt</p>	
<p>Coffeyville City Hall and Police Dept 102 W. 7th KS 67337</p>	
<p>Coffeyville Community College 1504 W. 8th Coffeyville, KS 67337</p>	
<p>Coffeyville Regional Medical Center 507 W. 8th Coffeyville, KS 67337</p>	
<p>Community Elementary School (Coffeyville) 102 S. Cline Coffeyville, KS 67337</p>	
<p>CVR Energy (refinery) 400 N. Linden Coffeyville, KS 67337 Comments: Security Control 620-252-4200</p>	
<p>Eisenhower Elementary School 501 Spruce Street Independence, KS 67301</p>	
<p>Field Kindley HS/Roosevelt Middle School 1110 W. 8th Coffeyville, KS 67337</p>	
<p>Independence City Hall - Police Dept and Fire/EMS Dept 811 W Laurel Independence, KS 67301 Comments: The Independence Police Dept. houses the Montgomery County Enhanced PSAP.</p>	
<p>Independence Comm College - West Campus 2615 W. Main St Independence, KS 67301</p>	
<p>Independence Community College –Main Campus 1057 W. College Ave Independence, KS 67301</p>	
<p>Independence Middle School 300 W. Locust Independence, KS 67301</p>	

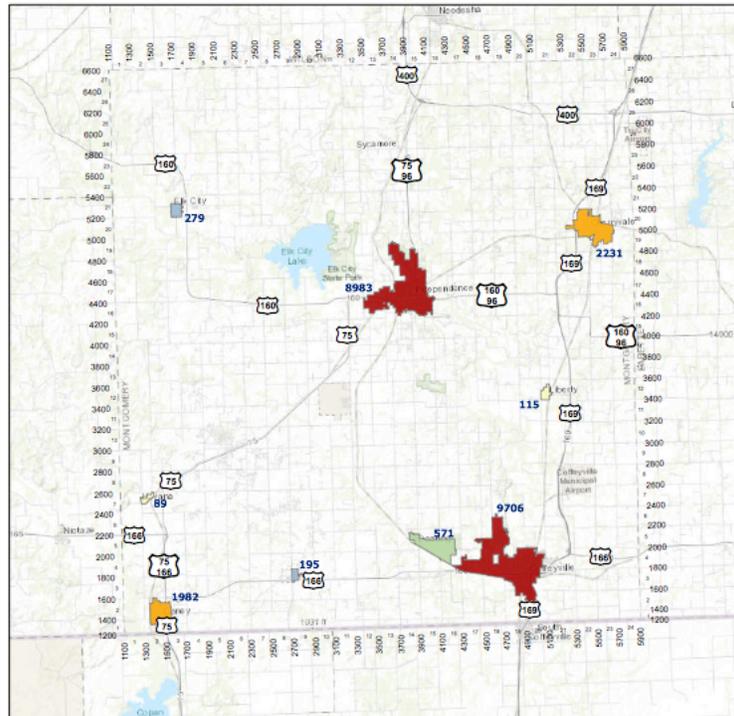
Name / Location (Physical Address)	Resources Located at Facility
<p>Independence Municipal Airport (FAA Identifier IPD) Rt. 1 Box 233 Independence, KS 67301</p>	
<p>Independence Senior High School 1301 N. 10th Independence, KS 67301</p>	
<p>Jefferson Elementary School 2101 N 13th Independence, KS 67301</p>	
<p>Emergency Operations Center aka Montgomery Co Judicial Center / Montgomery Co Sheriffs Dept 300 E. Main Independence, KS 67301 Comments: This facility is the County Emergency Operations Center during a disaster.</p>	
<p>Montgomery County Courthouse 217 E. Myrtle Independence, KS 67301</p>	
<p>National Guard Facility 2669 Pearl Schmid Dry Coffeyville, KS 67337</p>	
<p>Tri-City Airport (FAA Identifier PPF) #163 24000 Road Cherryvale, KS 67335 Comments: 5000 x 75 ft. / concrete Located in Labette County, near east border of Montgomery County</p>	
<p>Staging Area - US Army Reserve Bldg. 620 W Oak St Independence, KS 67301</p>	
<p>Staging Area - Walter Johnson Park 701 Hargis Coffeyville, KS 67337</p>	

2. Population Demographics

The County has a population of 32,556 according to the 2017 U.S. Census Bureau website, equating to 50.47 persons per square mile. Most of the population is located in the areas of Coffeyville/Dearing, Independence, and Cherryvale.

The number of households in the County was estimated to be 16,500 (2010 US Census, latest data available). A new Mitigation Plan is expected in mid 2019, that will update these numbers, however, no significant shift in population or other factors is expected that would affect planning efforts within Montgomery County.

Montgomery County Population



The information contained on this map is a representation of the data when it was printed (Feb. 2, 2019).

City_Limits	≤279	≤2231
Population	≤571	≤9706
	≤115	



The primary language of County residents is English, with Spanish as a secondary language. In addition, there is a small community that speaks the Guatemalan dialects of Acateco and Quanjobal, which are usually not interchangeable with either Castillian (formal) Spanish or common (spoken) Spanish. A list of translators for Spanish, Acateco, Quanjobal and for American Sign Language is in the File Archive of this Plan under ESF 6.

3. Vulnerable Needs

The Montgomery County Office of Emergency Management recognizes considerations must be made to reasonably accommodate vulnerable populations during emergencies. The Montgomery County Office of Emergency Management is engaged in a number of activities which aim to improve response plans and operations to accommodate the needs of those most vulnerable during an emergency event. ESF Annexes within this plan outline or identify guidance to better

assist supporting vulnerable needs populations. The Montgomery County Office of Emergency Management at times the best support for such needs is to request assistance from regional and/or state partners. Specifically, the following will be addressed in this MG EOP:

- Identification of Vulnerable populations: Basic Plan, Vulnerable Needs Planning System
- Notification: ESF 2
- Evacuation and Transportation: ESF 1
- Sheltering: ESF 6
- First aid and medical care: ESF 8
- Temporary lodging and housing: ESF 6
- Transition back to the community: ESF 14
- Recovery: ESF 14

G. Public Safety

The following is a list of public safety agencies within or near Montgomery County. They include law enforcement, emergency management and communication and dispatching centers. Refer to ESF 13 Attachment - Public Safety Contacts.

Name of Agency	Area Served	Description of Agency
Montgomery County Sheriff Department	Montgomery County	Law Enforcement
Coffeyville Police Department	City of Coffeyville	Law Enforcement
Independence Police Department	City of Independence	Law Enforcement
Cherryvale Police Department	City of Cherryvale	Law Enforcement
Caney Police Department	City of Caney	Law Enforcement
Kansas Highway Patrol	State of Kansas	Law Enforcement
Kansas National Guard	State of Kansas	Military Support
Kansas Department of Wildlife & Parks	Montgomery County	Wildlife Law Enforcement
Joint Terrorism Task Force	SE Kansas Region	DHS

H. Education

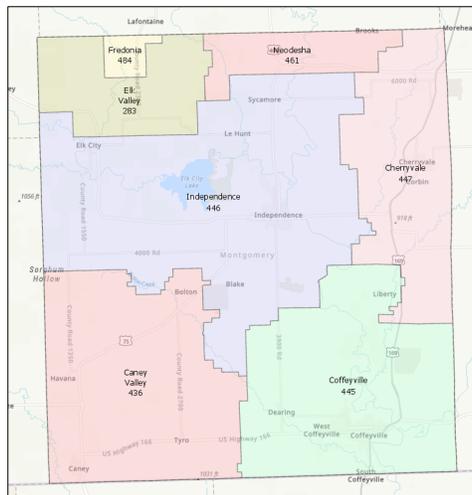
The following is a list of educational entities located within Montgomery County. Unified School Districts 436 (Caney Valley), 445 (Coffeyville), 446 (Independence), and 447 (Cherryvale) are participating jurisdictions in this plan. As public institutions, these school districts share an interest in public safety and in achieving Montgomery County’s mitigation goals.

Unified School District 436 (USD 436) covers the southwestern portion of Montgomery County and includes schools serving the communities of Caney, Havana, Tyro and Wayside. Unified School District 445 (USD 445) covers the southeastern portion of the County and serves the communities of Coffeyville, Dearing and Liberty. Unified School District 446 (USD 446) covers the central and western portions of Montgomery County and includes schools serving the communities of Elk City, Independence, Jefferson, and Sycamore. Unified School District 447 (USD 447) covers the northeastern portion of Montgomery County and includes schools serving the City of Cherryvale.

District boundaries do not follow County boundaries, therefore Districts 484, 283, and 461 serve small numbers of Montgomery County residents, and those Districts are included in the corresponding Wilson County KS Emergency Operations Plan.

Coffeyville Community College and Independence Community College are both two-year academic institutions located within the County.

Figure 2.2 shows the boundaries of the school districts of Montgomery County



I. Culture, Arts and Humanities

The following is a list of culture, art and humanity agencies located within Montgomery County.

Name of Agency	Area Served	Description of Agency
Independence Public Museum	Montgomery County	Museum
Riverside Park	Independence, KS	Public Park
Coffeyville Community Theater	Montgomery County	Arts
William Inge Theater	Montgomery County	Arts
Pfister Park	Coffeyville, KS	Public Park

J. Planning Assumptions

The preparation of the MG EOP was guided by several assumptions that address a range of issues that potentially impact response and recovery capabilities and the concept of operations. These assumptions include:

- Incidents are best managed at the lowest possible geographic, organizational and jurisdictional level.
- A disaster may occur with little or no warning, and may escalate more rapidly than the ability of local government to effectively respond.
- Achieving and maintaining effective citizen and community preparedness reduces the immediate demands on response organizations. This level of preparedness requires continued public awareness and education programs to ensure citizens will take appropriate advance actions to reduce their vulnerability, especially during the initial days (first 72 to 96 hours) after disaster impact.
- Disasters may involve multiple jurisdictions simultaneously impacting the County.
- Disasters will require significant information sharing across jurisdictions and between the public/private sector.
- The Montgomery County Office of Emergency Management will utilize available resources fully before requesting state and/or federal assistance.
- Resource requests for Montgomery County, for municipalities, and for agencies in Montgomery County, **will be routed through the Director of the Montgomery County Office of Emergency Management or their designee.** This is done for reasons of coordination (to build a common operating picture for Incident Command and elected leadership) and also to comply with federal reimbursement guidelines and accepted emergency management practice.
- Mutual Aid Agreements will be implemented in those instances when locally available resources are depleted or need augmentation.
- The County will coordinate all public information activities during an emergency, via the County Clerk/PIO.
- Disasters may attract a sizeable influx of spontaneous volunteers and donations.
- Widespread damage to commercial telecommunications facilities may occur and the ability of governmental response and emergency response agencies to communicate may be impaired.

- Homes, public buildings, and other critical facilities and equipment may be destroyed or severely damaged.
- Debris may make streets and highways impassable, seriously impeding the movement of emergency supplies and resources.
- Public utilities may be damaged and may be either fully or partially inoperable.
- Many County emergency personnel may be victims of the emergency, preventing them from performing their assigned emergency duties.
- Numerous separate hazardous conditions and other emergencies could result from the major event, further complicating the response efforts.
- People may be forced from their homes by a disaster, and large numbers of people may be killed or injured.
- Many victims may be in life-threatening situations requiring immediate rescue and medical care.
- There may be shortages of a wide variety of supplies necessary for emergency survival.
- Hospitals, nursing homes, pharmacies and other health/medical facilities may be severely damaged or destroyed; and the number of victims requiring medical attention may overwhelm those that do remain in operation.
- Normal food processing and distribution capabilities may be severely damaged or destroyed.
- Damage to fixed facilities that generate, produce, use, store or dispose of hazardous materials could result in the release of hazardous materials into the environment.
- Near-total disruption of energy sources and prolonged electric power failures may occur.
- Initially, emergency response will focus on lifesaving activities. County officials will work toward restoring order and control in the disaster area.
- In major and catastrophic disasters, the Montgomery County EOC located at 300 East Main St, Independence KS 67301, will become the central point and control for County response and recovery activities.
- The Montgomery Co EOC will be activated and staffed with agencies organized into specific ESFs. The coordinating agency for each support function is responsible for coordinating the planning and response activities for all the agencies of the function.
- The County will coordinate with State and Federal personnel to expedite recovery.
- Damage assessments will be conducted as soon as weather or the situation permits.
- The County will work to reduce its vulnerability and risk to hazards through proactive mitigation actions and activities.
- All levels of government share the responsibility for working together in mitigating, preparing for, responding to, and recovering from disasters. The emergency plans and procedures referred to in the Montgomery County Office of Emergency Management MG EOP have been maintained by those organizations having responsibility, are in coordination with the MG EOP, and are exercised on a regular basis.
- Those individuals and organizations with responsibilities identified in the MG EOP (or in plans that support of the MG EOP) are sufficiently trained and prepared to perform their respective responsibilities.
- Utilities - Natural Gas
 - Most natural gas provided to homes and individual commercial customers is supplied of a 'retail' basis by ATMOS Energy.

- Most gas infrastructure is underground, natural gas is produced and shipped through the County, and large underground geologic formations are used as 'storage areas' by industrial shippers. This makes the natural gas system somewhat more resilient than electrical, diesel, or gasoline supply systems and infrastructure.
- Utilities - Electrical
 - Electricity is delivered by a group of private cooperative companies (Twin Valley Coop, Radiant Electric Coop, Caney Valley Coop), the City of Coffeyville, and Westar Energy. Coffeyville operates two generating facilities meeting some of their city's needs. Westar and the coops purchase power from other suppliers (including Wolf Creek Plant, wind farms in SE Kansas, and a coal-fired plant operated near Tulsa by the Public Service Company of Oklahoma)
 - The electrical distribution infrastructure is composed mostly of above ground transmission wires, transformer stations, and overhead wire 'service drops' to individual buildings. As such, it is susceptible to ice storms, tornadoes, straight line winds, and flooding events.
 - The majority of health care facilities in the County are Medicaid participants, and as such are required by the federal government (under the Medicaid 'CMS Final Rule 2017') to have installed and functioning emergency generators.
- Utilities - Water
 - Potable water is drawn from the Caney River and the Verdigris River system, and processed in municipal water facilities in Coffeyville, Caney, and Independence. Rural areas are served by rural water authorities, which purchase water from the municipal sources.
 - Given this infrastructure and also past local history, potable water supply is vulnerable to flooding, hazmat or other contamination of the river system, and age of infrastructure components.

K. Pets and Service Animals

This plan takes into consideration the needs of individuals with disabilities relying on service animals. The Americans with Disabilities Act (ADA) protects the rights of all individuals with disabilities and requires that State and local governments comply with Title II of the ADA in the emergency and disaster-related programs, services, and activities they provide.

The sheltering and protection of companion animals are the primary responsibility of their owners. When owners are unable to provide for the care and needs of their household pets and service animals, the local jurisdictions will provide assistance as outlined in the Pets Evacuation and Transportation Standards Act of 2006 (PETS) and FEMA DAP 9523.19. The Pets Evacuation and Transportation Standards Act of 2006 requires that local governments plan for sheltering and care of household pets and service animals during emergencies where shelters are established. Montgomery County Office of Emergency Management has included pet sheltering as part of ESF 6: Mass Sheltering Annex. The following is specifically addressed in ESF 6:

- Pre-event planning

- Animal sheltering operations
- Animal registration and return
- Coordination with human shelters

Estimating sheltering needs for the pets of County residents is an inexact process. The base assumptions are –

- The US Census estimates the 2010 population of the County at 35,000
- The US Census estimates the 2017 population at 32,556 (a 7% decrease)
- The County ESF 6 plans are based on a displaced population of no greater than 5% (1628 displaced persons).

The American Veterinary Medical Association (AVMA - avma.org) provides a pet ownership calculator. Given a displaced/evacuated population of 1628 persons this calculator yields the following expected number of pets.

	# of evacuated <u>pet-owning</u> households	Estimated <u>evacuated</u> pet population
Dogs	229	366
Cats	190	399
Birds	19	44
Horses	9	26, increased to 50

NOTE - Montgomery CO is a rural area with significant ranching and farming areas. Therefore, the estimated number of displaced horses from is expected to be higher than the AVMA estimate. For planning purposes, the estimated number of horses will be 50.

A list of Human and Animal shelters with contact information is maintained in the ESF 8 section of the File Archive. This is developed primarily from the American Red Cross list of local shelters, but American Red Cross is able to form agreements and/or memorandum of understanding for other facilities as well.

A list of veterinarians and contact info in the area is maintained in the ESF 8 section of the File Archive.

FEMA Disaster Assistance Policy 9523.19

The Policy identifies the expenses related to state and local governments’ emergency pet evacuation and sheltering activities that are eligible for reimbursement following a major disaster declaration under Category B, Emergency Protective Measures, and provisions of the Public Assistance Program. The terms household pet, service animal, and congregate household pet shelters are defined. The policy details eligible reimbursements related to shelter facilities, supplies and commodities, eligible labor, equipment, emergency veterinary services, transportation, shelter safety and security, cleaning and restoration, and the removal and disposal of animal carcasses.

III. ROLES AND RESPONSIBILITIES

A. Federal Government

The federal government is responsible for:

- Preventing terrorist attacks within the United States through the Department of Homeland Security; reducing the vulnerability of the nation to terrorism, natural disasters, and other emergencies; and minimizing the damage and assisting in the recovery from emergencies.
- Providing emergency response on federally owned or controlled property, such as military installations and federal prisons.
- Providing federal assistance as directed by the President of the United States under the coordination of the United States Department of Homeland Security, Federal Emergency Management Agency and in accordance with National Response plans.
- Identifying and coordinating provision of assistance under other federal statutory authorities.
- Providing assistance to the State and local governments for response to and recovery from a commercial radiological incident consistent with guidelines as established in the current Federal Radiological Emergency Response Plan and the National Response Plan.
- Managing and resolving all issues pertaining to a mass influx of illegal aliens.
- Providing repatriation assistance to U.S. citizens (including noncombatants of the U.S. Department of Defense) evacuated from overseas areas The U.S. Department of Health and Human Services (DHHS), in coordination with other designated federal departments and agencies, is responsible for providing such assistance.

B. State Government

As a State's Chief Executive, the Governor is responsible for the public safety and welfare of the people of Kansas. The Governor:

- Is responsible for coordinating State resources to address the full spectrum of actions to prevent, prepare for, respond to, and recover from incidents in an all-hazards context to include terrorism, natural disasters, accidents, and other contingencies.
- Has power to make, amend, and rescind orders and regulations under a Governor's emergency declaration.
- Provides leadership and plays a key role in communicating to the public and in helping people, businesses, and organizations cope with the consequences of any type of declared emergency within Kansas.
- Encourages participation in mutual aid and implements authorities for the State to enter into mutual aid agreements with other States, tribes, and territories to facilitate resource-sharing.
- Is the Commander-in-Chief of State military forces (National Guard when in State Active Duty or Title 32 Status and the authorized State militias).
- Requests Federal assistance when it becomes clear that State or tribal capabilities will be insufficient or have been exceeded or exhausted.

The Adjutant General's Office, Kansas Division of Emergency Management – KDEM is responsible for implementing all policy decisions relating to emergency management. These

decisions are then relayed to the tasked state agencies. Those emergencies relating to local matters will be coordinated with local emergency management coordinators.

C. County Government

County governments are responsible for:

- Maintaining an emergency management program at the county level involving all government, private and volunteer organizations which have responsibilities in the comprehensive emergency management system within the county.
- Coordinating the emergency management needs of all municipalities within the county and working to establish intra-county Mutual Aid Agreements to render emergency assistance.
- Implementing a broad-based public awareness, education and information program designed to reach all citizens of the county, including those needing special media formats, who are non-English speaking (including persons who do not use English as their first language), and those with hearing impairment or loss.
- Coordinating mutual aid activities within Montgomery County and the Montgomery County Office of Emergency Management to ensure the provision of supplemental emergency aid and assistance.
- Maintaining an emergency management program that is designed to avoid, reduce and mitigate the effects of hazards through the enforcement of policies, standards and regulations.
- Maintaining cost and expenditure reports associated with disasters, including resources mobilized as a result of Mutual Aid Agreements.
- Coordinating public information activities during disasters.
- Developing and maintaining systems to coordinate the provision of shelters and mass care to those displaced by disasters.

The Montgomery County Office of Emergency Management and the other departments of Montgomery County Government have specific responsibilities during disasters and/or during EOC activations. The everyday organizational structure of Montgomery County and the Montgomery County Office of Emergency Management remains in effect during disaster situations. However, certain functions of various departments may be modified or suspended to meet the needs of the disaster situation.

Emergency Contracts

The Montgomery County Board of Commissioners (BOCC) and the Montgomery County Clerk are authorized to enter into emergency contracts of all scopes, according to the regular County Resolutions, Laws, and KSAs pertaining to the operation of County Government. The regular County Process for bids and procurement is Montgomery County Resolution 17-28 (dated 6 Feb 2017 and contained in the file archive). Most contracts related to the daily operation of the Montgomery County Office of Emergency Management will be handled using these processes.

However, The Director of the Montgomery County Office of Emergency Management (OEM) may also contract for emergency services including but not limited to debris removal, telecommunication, healthcare services, feeding/mass sheltering operations and other functions

related to emergency management; especially as it relates to the response phase. Services and contracts related to life safety of residents, responders, and the public will be given priority. The OEM Director will inform the BOCC and the County Clerk as soon as possible of contracts they have initiated or entered in to, usually within 48 hours.

Payment for these contracts shall be the responsibility of Montgomery County, through its departments and agencies, to include the Montgomery County Office of the Treasurer and the Office of the Montgomery County Clerk.

D. Municipal Government

Cities are responsible for ensuring the safety and well-being of their citizens, as well as providing initial response, within city capabilities, in the case of emergency/disaster events. At a minimum, cities should establish emergency response policies and procedures for their jurisdiction. Specific responsibilities of cities include:

- Appoint and support a qualified person to serve as the City Emergency Management Liaison. This position serves as the primary emergency management point of contact between the City and the County and actively participates in the emergency management system.
- Coordinate and integrate emergency management activities of the city with county emergency management through all phases of emergency management (mitigation, preparedness, response, & recovery).
- Provide Montgomery County Emergency Management with current copies of the city EOP (or EOGs/SOPs), emergency contact information, and lists of critical resources.
- Ensure incident management activities will be initiated and conducted using the concepts and principles identified by the National Incident Management System (NIMS).
- Ensure all responders have the appropriate level of NIMS and hazardous materials training.
- Train damage assessment teams (for cities desiring to field their own teams) and coordinate efforts with Montgomery County Office of Emergency Management's overall damage assessment process.
- Ensure that Montgomery County Emergency Management is kept informed of situations that require (or may potentially require) countywide coordination and/or the activation of the County EOC at the Montgomery Co Judicial Center / Montgomery Co Sheriffs Dept.
- Ensure that, during a disaster, response activities (including requests for assistance and public information efforts) are coordinated with Montgomery County Office of Emergency Management and that situation reports, damage assessments, and requests for County, State and/or Federal assistance are channeled through Montgomery County Office of Emergency Management.

E. Special Districts

Special districts (such as Soil and Water Conservation, Water Management, Mosquito Control, Fire and Rescue, and School) are responsible for establishing liaisons with Montgomery County Office of Emergency Management and its organizations to support emergency management

capabilities within Kansas. Special districts that involve inter-jurisdictional authority can provide resources and services to support other functionally related systems in times of disaster.

F. Private Sector

It is encouraged that members of the Private Sector:

- Coordinate with government agencies to ensure a broad and comprehensive coverage of assistance during emergencies.
- Provide and coordinate relief not provided by government on a complimentary and supplementary basis.
- Certain organizations are required by existing law and regulation to bear the cost of planning and response to incidents, regardless of cause.
- Unless the response role is inherently governmental (e.g., law enforcement, etc.), private-sector organizations are encouraged to develop and maintain capabilities to respond to and manage a complete spectrum of incidents and emergencies.
- Develop Mutual Aid Agreements and Memorandums of Understanding for actions performed during emergencies.

G. Non-Government and Volunteer Organizations

- Coordinate with government agencies to ensure a broad and comprehensive coverage of assistance and relief during emergencies.
- Provide and coordinate relief not provided by government on a complementary and supplementary basis.
- Develop Mutual Aid Agreements and Memorandums of Understanding of duties and areas of responsibilities to be performed during an emergency.

H. Hospitals, Nursing Facilities and Assisted Living Facilities

These facilities are responsible for the safety and well-being of visitors and tenants to their facilities. They have a state mandate to maintain an emergency operations plan. In addition, those medical providers who accept Medicaid payment must comply with the Centers for Medicaid Service (CMS) 2017 'Final Rule' on preparedness.

Hospital facilities in Montgomery County are Coffeyville Regional Medical Center, and Labette Health - Independence Clinic.

Assisted Living Facilities			
COUNTRY PLACE SENIOR LIVING	2120 N 13TH ST	INDEPENDENCE	620-331-1400
ASSISTED LIVING @ WINDSOR PLACE	2904 W 8TH	COFFEYVILLE	620-251-0214
ASSISTED LIVING @ WINDSOR PL LLC	106 TYLER	COFFEYVILLE	620-251-0214
Residential Healthcare Facilities			
ASBURY VILLAGE	3800 ASBURY DR	COFFEYVILLE	620-251-6270
EAGLE ESTATES INC	1354 TAYLOR RD	INDEPENDENCE	620-331-1662
GANSEL HOUSE	3768 CR 5250	INDEPENDENCE	620-331-7422
GRAN VILLAS INDEPENDENCE	621 S. 2ND ST	INDEPENDENCE	620-331-2260
GUEST HOME ESTATES	400 S. MCGEE ST	CANEY	620-879-5199
Nursing Facilities			
CHERRYVALE NURSING/REHAB CTR	1001 W. MAIN ST	CHERRYVALE	620-336-2102
COFFEYVILLE REGIONAL MEDICAL CTR SNF	1400 W. 4TH	COFFEYVILLE	620-252-1100
MEDICALODGES COFFEYVILLE	720 W. 1ST ST	COFFEYVILLE	620-251-3705
MEDICALODGES INDEPENDENCE	1000 MULBERRY	INDEPENDENCE	620-331-8789
MONTGOMERY PLACE NURSING CTR	614 S. 8TH ST	INDEPENDENCE	620-331-2577

I. School Districts

School districts are responsible for the safety and well-being of students, staff & visitors to their facilities. Emergency plans should be developed taking into account those hazards to which schools might reasonably be exposed. The districts are encouraged to be proactive in developing and implementing these plans.

J. Legal Affairs Officer

The Kansas Attorney General's Office Legal Affairs Officer is responsible for providing legal advice and guidance to emergency management and the Adjutant General's Office, Kansas Division of Emergency Management – KDEM all emergency management issues and concerns. The staffing of this position is the responsibility of the Kansas Attorney General's Office. Kansas Attorney General's Office Legal Affairs Officers are responsible for supporting requests about actions that require a legal opinion regarding jurisdictional policy and authority by ordinances, statutes and under state and federal laws (e.g., evacuations, quarantines, etc.).

K. Emergency Support Functions (ESFs)**ESF Coordinating Agency**

The ESF coordinator is the agency/organization with coordination responsibilities for the assigned ESF throughout the preparedness, response, and recovery phases of incident management. Responsibilities of the ESF coordinator include:

- Coordination before, during, and after an incident, including pre-incident planning and coordination.
- Maintaining ongoing contact with ESF primary and support agencies.
- Conducting periodic ESF meetings and conference calls.
- Coordinating efforts with corresponding private-sector organizations.
- Coordinating ESF activities relating to catastrophic incident planning and critical infrastructure preparedness, as appropriate.
- Managing mission assignments and coordinating with primary and support agencies, as well as appropriate State officials, operations centers, and agencies.
- Ensuring financial and property accountability for ESF activities.

ESF Primary Agencies

An agency designated as an ESF primary agency is chosen on the basis of its authorities, resources, and/or capabilities. When an ESF is activated in response to an incident, the primary agency is responsible for:

- Supporting the ESF coordinator and coordinating closely with the other primary and support agencies.
- Providing staff for the operations at fixed and field facilities.
- Notifying and requesting assistance from support agencies.
- Working with appropriate private-sector organizations to maximize use of all available resources.
- Support and keep other ESFs and organizational elements informed of ESF operational priorities and activities.
- Conducting situational and periodic readiness assessments.
- Executing contracts and procuring goods and services as needed.
- Participate in planning for short- and long-term incident management and recovery operations.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

ESF Support Agencies

Support agencies are those entities with specific capabilities or resources that support the primary agency in executing the responsibilities of the ESF. When an ESF is activated, support agencies are responsible for:

- Conducting operations, when requested by the EOC consistent with their own authority and resources.
- Participate in planning for short- and long-term incident management and recovery operations and the development of supporting operational plans, SOPs, checklists, or other job aids, in concert with existing first-responder standards.
- Assisting in situational assessments.
- Furnishing available personnel, equipment, or other resource support as requested by the EOC.
- Providing input to periodic readiness assessments.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

L. CITIZEN INVOLVEMENT

The public is responsible for preparing for disasters just as the various levels of government do. Specifically, individual, family, and/or business plans need to be developed and maintained to ensure the appropriate level of preparedness.

Strong partnerships with citizen groups and organizations provide support for incident management prevention, preparedness, response, recovery, and mitigation.

Vulnerable needs population citizens are encouraged to register their information with the Montgomery County Emergency Management or their city government, for disaster planning and response purposes.

IV. METHOD OF OPERATIONS

A. General

Montgomery County Office of Emergency Management uses the nearest appropriate responder concept (likely to be a county, municipal, state or nationally available resource) when responding to any threat, event, or disaster. In most situations, Montgomery County Office of Emergency Management, local, municipal and county agencies will be the first and primary responders, and will be required to exceed their abilities or deplete their resources before requesting state assistance. Under some rare circumstances state or federal agencies may have the primary jurisdiction for the overall response effort. However, the Montgomery County Office of Emergency Management resources and agencies will likely provide or coordinate the first response for all incidents impacting the jurisdictions.

1. Non-Disaster Daily Operations

Day to day operations of the Montgomery County Office of Emergency Management, absent of a declaration of State or Local Disaster Emergency is under the authority of the local governing body.

A proactive day-to-day disaster planning process is in place using the following resources:

- Local Emergency Planning Committee (LEPC)
- The Local Emergency Planning Council prepares regional hazardous materials emergency plans that indicate the facilities that use, produce, or store hazardous substances that are present in the jurisdiction.

LEPC serves as the repository for regional reports filed under Title III of the Emergency Planning and Community Right-To-Know Act of 1986 (EPCRA). LEPC directs regional Title III implementation activities and performs associated outreach functions to increase awareness and understanding of and compliance with the EPCRA program.

It is the responsibility of governments of Montgomery County Office of Emergency Management and its communities to protect life and property from the effects of hazardous events. This Plan is based on the concept that emergency functions of responding agencies will generally parallel their normal, day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts that would normally be required of those functions will be re-directed to accomplish the emergency task assigned.

This plan provides assistance in day-to-day operations by providing each agency their responsibilities during an emergency. This allows agencies to construct programs, strategies and methods which allow their day-to-day responsibilities to compliment emergency operations.

2. Emergency Operations

In accordance with KSA 48-932, the Chairman of the Montgomery County Board of Commissioners may declare a state of local disaster emergency within Montgomery County, Kansas. Such declaration shall be based on the judgment that a state of local disaster emergency is necessary to deal with a current or imminent emergency/disaster situation.

The elected leadership of Montgomery County, assisted by the Montgomery County Office of Emergency Management, will be primarily responsible for preparing any disaster declarations. A declaration of a state of local disaster emergency shall implement the response and recovery elements of this plan and any applicable emergency operations plans. Subject to K.S.A. 48-932, the Chairman of the Adjutant General's Office, Kansas Division of Emergency Management – KDEM may issue any order deemed necessary for the efficient and effective management for the protection of life or property or for the general public health and welfare.

The Montgomery County Emergency Operations Plan (MG EOP) may be activated by the following positions/persons:

1. The Montgomery County Board of Commissioners
2. The Montgomery County Clerk
3. The Director of Montgomery County Office Emergency Management (MG OEM)
4. Any MG OEM Duty Officers or employees, as designated by the Director.

Response

The organized structure for response to an emergency/disaster is under the leadership of the Montgomery County Board of Commissioners who appoints the County Emergency Management Director as the overall coordination authority for the incident. The agencies, through the ESF structure, operate from the Montgomery Co Judicial Center / Montgomery Co Emergency Operations Center and support the Montgomery County Office of Emergency Management. The management structure designated to respond to emergency/disasters is coordinated by the staff of the Montgomery County Office of Emergency Management.

Initial and subsequent notification procedures have been provided to the 24 hour Montgomery County Office of Emergency Management - Warning Point for initial contacts based on the type of event. Additional notifications are made as requested by the Incident Commander or Emergency Management Director.

Disaster response and recovery agencies identify resources, training needs, or planning activities to the Montgomery County Office of Emergency Management. The Montgomery Co Emergency Operations Center (EOC) will be activated for actual or potential events that threaten Montgomery County or its residents. The level of activation will be determined by the Director of OEM based on the emergency or disaster event.

The following are possible criteria for activation of the Montgomery Co EOC :

1. A threat (or potential threat) increases the risk in Montgomery County, or to its residents.
2. Coordination of response activities are needed

3. Resource coordination is needed to respond to an event
4. Conditions are uncertain or could possibly escalate
5. A County emergency/disaster declaration is made
6. At the discretion of any of the individuals authorized to activate the EOC
7. Certain planned public events including but not limited to festivals or concerts that may require inter-agency coordination.

The Montgomery Co EOC may be activated or deactivated by any of the following individuals:

- Director - Montgomery Co Office of Emergency Management
- The Montgomery Co Board of Commissioners/County Government
- Montgomery County Clerk
- Montgomery County Sheriff
- Staff - Montgomery Co Office of Emergency Management

The Montgomery Co EOC utilizes 3 levels of activation:

- **Watch:** When conditions indicate an event/disaster is imminent. Notification will be made to those agencies that will need to take action as part of their normal responsibilities. The Montgomery Co EOC will be staffed by emergency management personnel.
- **Partial-Activation:** When conditions indicate an event/disaster is very imminent or has occurred. Emergency management personnel and essential ESFs are represented in the Montgomery Co EOC.
- **Full-Scale Activation:** Any disaster/emergency that will require large-scale mutual aid and possible State and Federal assistance in response and recovery. Emergency management personnel and essential ESFs are represented in the Montgomery Co EOC.

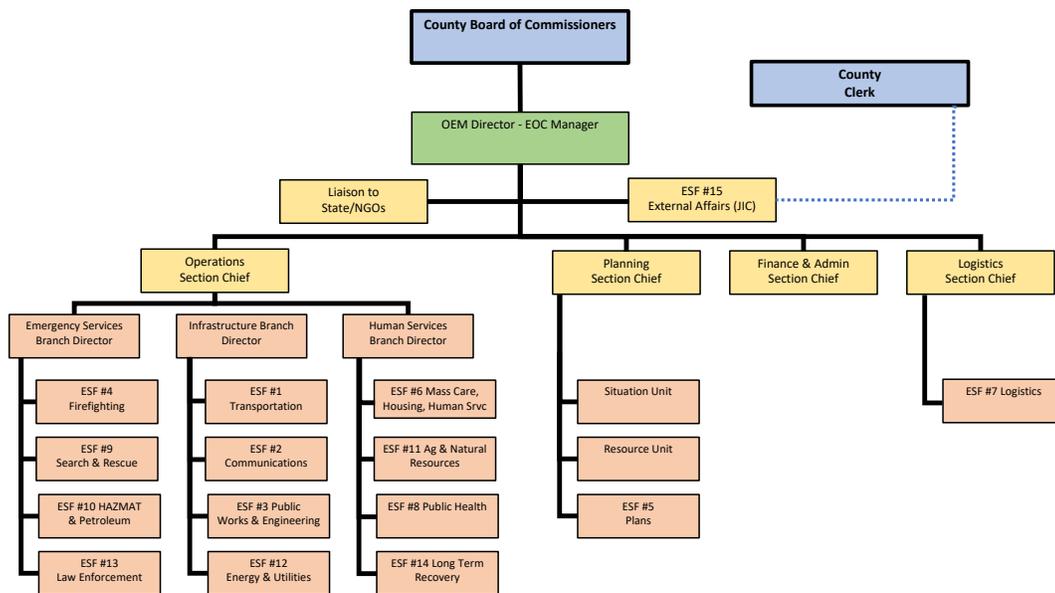
The Montgomery Co Emergency Operations Center (EOC) is located at: 300 E. Main Judicial Center Basement, Independence, KS. The facility serves as the coordination, command and control center for the Montgomery County Office of Emergency Management, is staffed when the need arises, and serves as the 24 hour Montgomery County Office of Emergency Management Warning Point for initial notification and warning of emergencies and disasters.

Mobile EOC facilities are available at CVR Energy, 400 Linden St. Coffeyville KS 67337. In addition, other EOC components, mobile EOCs and IMT trailers are available in or near southeast Kansas. See map –

condensed, expanded, or reconfigured as needed. While the structure is flexible, it is always organized around five core functions:

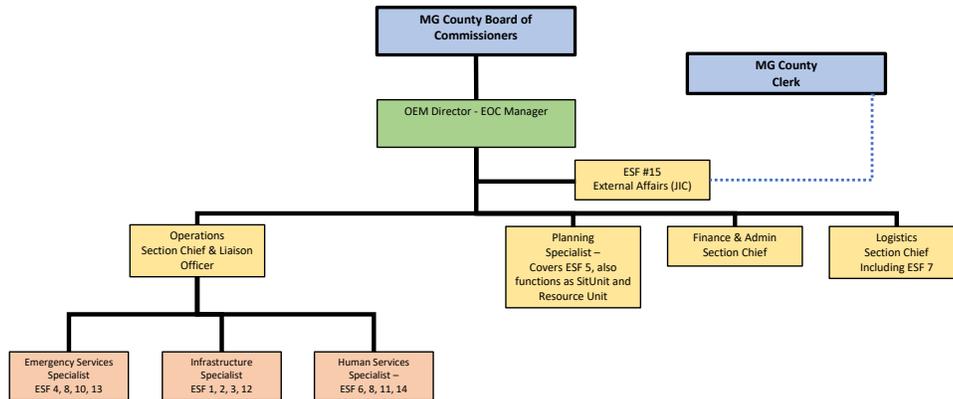
- **EOC Management**: This component is responsible for the overall disaster policy and coordination. Specific functions include oversight of the EOC and coordinates public information with ESF 15. EOC Management is led by the EOC Director. This position is staffed by a designated responsible agency (usually Montgomery Co Office of Emergency Management), with input/assistance from local emergency management partners and their PIO staff, in accordance with direction from the Montgomery County Clerk in that official's capacity as the Montgomery County PIO.
- **Operations Section**: The purpose of this section is to support field operations and coordinate countywide response activities through the implementation of the Incident Action Plan. This document is commonly called an ICS-201 form. This section is led by the Operations Section Coordinator, who is designated by the Director of Montgomery Co OEM, and the Operations Section is staffed by a designated responsible agency.
- **Planning Section**: The purpose of this section is to collect, evaluate, process, and disseminate information for use in the EOC. This section is led by the Planning Section Coordinator which is staffed by a designated responsible agency.
- **Logistics Section**: This section supports operational activities through the provision of supplies, equipment, facilities, personnel, mutual aid, and other support and services necessary for disaster response and recovery. This section is led by the Logistic Sections Coordinator which is staffed by a designated responsible agency.
- **Finance Section**: The finance section is responsible for the coordination of the financial planning, operations, and reporting services. This section is led by a Finance Section Coordinator and staffed by personnel usually selected by the Montgomery County Treasurer.

MONTGOMERY CO OFFICE OF EMERGENCY MANAGEMENT – MG EOP



NOTES:

- In the Chart above, elected officials are represented by a blue background & **bold font**.
- The function of Public Information Officer (PIO) is filled by the Montgomery County Clerk and will be instrumental in the functioning of a Joint Information Center (JIC). As such, the County Clerk has significant input to the ESF #15 External Affairs/JIC Unit.
- The EOC structure is scalable. If a smaller event occurs, it is possible to combine one or more ESF's under one person, such as combining Firefighting (ESF #4), Search & Rescue (ESF #9) and HAZMAT (ESF #10). See below.



Each agency responding will report back to the Montgomery Co EOC through their liaison who is the Point of Contact (POC) for each respective agency or organization in either a single or Unified Command Structure. These reports are later synchronized and information is provided to mutual aid partners, adjacent counties, and the Adjutant General's Office, Kansas Division of Emergency Management to provide visibility of emergency operations.

During the response phase and upon declaration of a local state of emergency, the Montgomery County Office of Emergency Management has ultimate authority. The Montgomery County Office of Emergency Management reports directly to the Montgomery County Office of Emergency Management Adjutant General's Office, Kansas Division of Emergency Management – KDEM and then provides overall direction to the Montgomery Co EOC.

All municipalities, City departments, constitutional officers, agencies and other organizations fall under the direction of the coordinating agency designated in the plan. The Director of Montgomery County Emergency Management will coordinate with State, Federal and other outside agencies. This is in accordance with accepted practice in the emergency management profession, NIMS, and also the re-imbursement system used by FEMA. Agencies, organizations, or governmental units requesting resources from outside Montgomery County (such as state and federal assistance) without routing that request via the Director of the Montgomery Co Office of Emergency Management and/or the County EOC can expect that

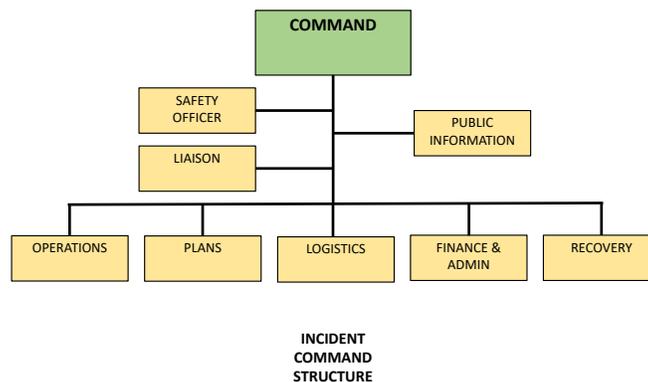
- the requesting agency will be directly responsible for expenses incurred by utilizing such an out-of-county resource without routing the request via the Montgomery Co EOC
- re-imbursement for resources not requested via the County EOC, by federal or other funding sources, will not be approved.

3. Field Operations

Field Operations will be managed through the Incident Command System (ICS). The ICS that has been implemented in the Montgomery County Office of Emergency Management and utilizes common terminology; is modular and scalable; incorporates measurable objectives; provides for a manageable span of control; and relies on the Incident Action Plan (IAP) as the principal tool for communicating and carrying out operational objectives in an incident. The incident may be controlled by local emergency responders or with other agencies through the mutual aid system. If the resources available at the field response level are not sufficient to mitigate the situation, the Incident Commander may request, through appropriate channels, that the Montgomery Co EOC Dept be activated to support the field operations.

Response to an incident by single discipline agencies (i.e., fire, law enforcement, EMS) will utilize a single Incident Commander within the ICS structure. As the incident progresses to include multiple jurisdictions and disciplines, a Unified Command will be used to the extent possible, and as deemed necessary.

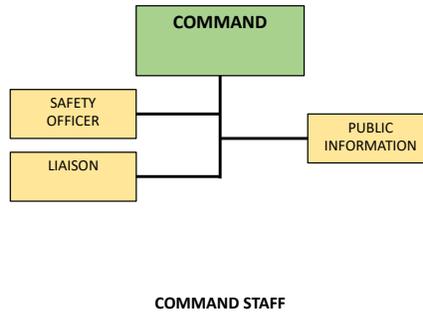
During a single discipline response to an incident, the first on-scene emergency responder with management responsibilities will take the necessary steps to establish an Incident Command Post (ICP), report a scene size-up, activate the appropriate ICS organizational elements required for incident management, delegate authority within the ICS organizational structure, and develop incident objectives on which subsequent incident action planning will be based.



Each agency deploying to the field will report back to the Montgomery Co EOC through their liaison who is the Point of Contact (POC) for each respective agency or organization in either a single or Unified Command Structure.

Command Staff

The Command Staff function will be conducted in one of two ways, either: 1) as a Single Command (used when an incident occurs within single jurisdiction, and there is no jurisdictional or agency overlap, and a single IC can be designated); or as 2) Unified Command (used when there are multiple agencies and multiple jurisdictions, and a single set of objectives need to be developed to guide incident management).

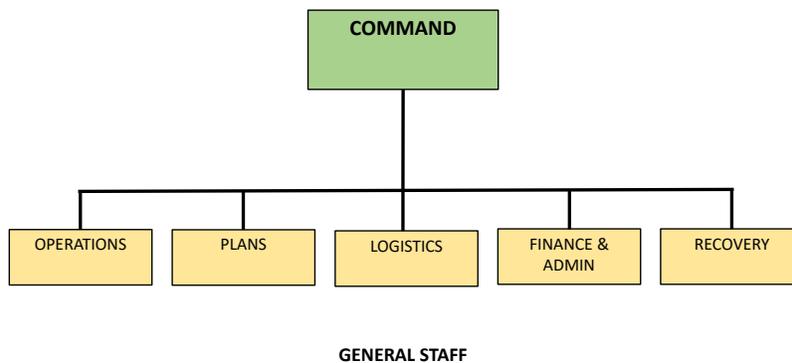


General Staff

The General Staff positions will include the following sections:

- Operations Section
- Planning Section
- Logistics Section
- Finance / Administration Section

The scope, direction, and control of these sections will follow established ICS procedures.



a. Area of Operations

An area of operations will be established by the Incident Commander. This will vary depending on the size and magnitude of the event. Once established, or changes made to an existing area of operations, it will be communicated to all responders.

b. Area Command - AC

An Area Command (AC) will be activated if an incident is not site specific (i.e., pandemic outbreaks), the incident is extremely large and involves multiple ICS organizations, or there are multiple incidents that are being handled by separate ICS organizations. If the incidents are multi-jurisdictional, then a Unified Command (UC) will be established within the AC. Therefore, the AC has the responsibility to:

- Set overall incident-related priorities
- Allocate critical resources according to priorities
- Ensure that incidents are properly managed

- Ensure that incident management objectives are met and do not conflict with each other or with agency policy
- Identify critical resource needs and report them to EOCs and/or multi-agency coordination entities
- Ensure that short-term emergency recovery is coordinated to assist in the transition to full recovery operations

c. Multi-Agency Coordination Center

A key component of NIMS is the development of a multi-agency coordination system that integrates the operations and functions of the Montgomery Co EOC with field operations, guided by the principles embedded in the Incident Command System. In most cases, emergencies are handled by local fire departments, law enforcement agencies, medical service agencies, and communication/dispatch centers; but in larger emergencies or disasters, additional coordination support is required. In these situations, entities such as city EOCs and/or the Montgomery Co EOC have critical roles in an emergency.

The County's incident management responsibility is directed and managed through the Montgomery County Office of Emergency Management. As a multi-agency coordination entity, the Montgomery County Office of Emergency Management will coordinate and manage disaster operations through the Montgomery Co EOC to:

- Ensure that each agency involved in incident management activities is providing appropriate situational awareness and resource status information to the Montgomery Co EOC
- Establish priorities between incidents and/or Area Commands in concert with the Incident Command (IC) or Unified Command (UC) involved
- Acquire and allocate resources required by incident management personnel in coordination with the priorities established by the IC or UC
- Anticipate and identify future resource requirements
- Coordinate and resolve policy issues arising from the incident(s)
- Provide strategic coordination as required
- Coordinate briefings, message tracking, situational reports, and establish a common operating picture

Following an incident, plans, procedures, communications, staffing and other capabilities necessary for improved incident management are coordinated through the Montgomery County Office of Emergency Management. These tasks are accomplished by the Montgomery Co EOC by ensuring the ability to perform four core functions:

- Coordination
- Communications (that are reliable and contain built-in redundancies)
- Resource dispatch and tracking
- Information collection, analysis, and dissemination

4. Joint Information Center - JIC

The Joint Information System (JIS) provides the mechanism for integrating public information activities among Joint Information Centers (JIC), across jurisdictions, and with private-sector

and non-governmental organizations. For clarity, a JIS is made of up two or more JICs operating at different locations.

Montgomery County Office of Emergency Management has implemented and institutionalized processes, procedures and plans for its JIC and can be referenced in the Annex for Emergency Support Function 15.

When the Montgomery Co EOC is activated, the Director of Montgomery County Emergency Management or the Public Information Officer (Montgomery Co Clerk) may activate the Joint Information Center (JIC). When the JIC is in operation, it serves as the central point of public information collection and dissemination. The JIC functions as part of the Command Staff in the Montgomery Co EOC and will coordinate the release of non-operational information.

Depending on the incident, representatives from each jurisdiction, agency, private sector organization, and non-governmental organization involved in incident management activities will be notified and asked to have their JIC representative respond to the Montgomery Co EOC within a reasonable period of time. Communication will be accomplished via the Emergency Alert System, radio, cable override, television, Internet, telephone or any other means available. When the JIC is activated, the Public Information Officer or his/her designee will notify media outlets that all media inquiries are to be directed to the JIC and that the JIC will be releasing media updates on a routine basis and when noteworthy events take place. Members of the media will not be allowed unescorted access to the Montgomery County EOC.

Media Access to the JIC

Members of the media will not be allowed access to the Montgomery Co EOC without the specific permission of

- the Montgomery County PIO, or
- the Director of Montgomery Co OEM, or
- the senior person on duty in the JIC.

All members of media who are granted permission to enter the Montgomery Co EOC will be escorted during their time in the EOC.

The person escorting them will be a designated Montgomery County employee, a member of the EOC staff, or other personnel designated by

- the Montgomery County PIO, or
- the Director of Montgomery Co OEM, or
- The Montgomery Co Sheriff
- the senior person on duty in the JIC.

More information on public awareness and education can be found in ESF 15, External Communications. More information on communication plans and protocols can be found in ESF 2, Communications.

B. Coordination, Direction and Control

1. County Level

Information Collection and Dissemination

Initial notification of incidents at the local level are accomplished in a variety of ways including public safety radio, television, radio, broadcast, etc.

Responsibility for notification of most incidents is accomplished through the two PSAPs located in the County, which are Independence Dispatch (collocated with Montgomery Co Sheriffs Dispatch inside Independence City Hall) and Coffeyville Dispatch. Other agencies with responsibilities for notification include the National Weather Service and Kansas Highway Patrol.

The Montgomery County Office of Emergency Management communication center will be responsible for notifying response and Emergency Management personnel outside the County when the threat of a disaster is imminent.

- **Internal**: Response agencies will be notified from the communication center/PSAPs as required by the nature of the disaster.
- **External**: It is the responsibility of the Montgomery County Office of Emergency Management to notify the appropriate agencies outside of the jurisdiction such as Adjutant General's Office, Kansas Division of Emergency Management, State Emergency Response Commission (SERC), and the United States Department of Agriculture (USDA).

The Montgomery County Office of Emergency Management communication center, in conjunction with the two PSAPs, provides communications essential for the city and county governments to communicate with all governmental entities. This information is then passed along to the public via siren, notification system, radio, NOAA radio, television, social media alerts, etc.

The media assume a vital role in dispersing information to the public. Montgomery County Office of Emergency Management works closely with local media providers to ensure timely and accurate information is provided to the public.

Information collection needs and priorities will include:

1. Life safety
2. Incident security and stability
3. Property and environmental protection

Direction and Control

Impacted entities will coordinate the emergency response efforts within their political jurisdiction (county and municipalities). The Incident Command System (ICS) and National

Incident Management System (NIMS) will be used to coordinate emergency response and recovery operations at the disaster scene(s). The ICS/NIMS organization will maintain communications and coordination with the Montgomery Co EOC at all times as detailed by this plan.

The Montgomery County Office of Emergency Management may activate Mutual Aid Agreements with neighboring jurisdictions. They may also recommend that the Montgomery County Board of County Commissioners (**BOCC**) declare a local state of emergency and make a formal request for state assistance. The following positions are authorized to request resources by contacting Adjutant General's Office, Kansas Division of Emergency Management - KDEM.

1. The Montgomery County Office of Emergency Management Director
2. Any designated personnel authorized by the Director of Emergency Management

To request state assistance, the Montgomery County Office of Emergency Management must meet the following parameters:

1. Exhausted or will likely exhaust Montgomery County Office of Emergency Management resources
2. Exhausted or will likely exhaust mutual aid resources
3. Exhausted or will likely exhaust contractual resources
4. The requested assistance is not available at the local level

The Director of OEM or their designee is delegated policy-making authority and can commit Montgomery County OEM resources at the Montgomery Co EOC as well as routine management and operation of the facility. The Director of Montgomery County OEM may issue mission assignments to the ESFs to perform duties consistent with Montgomery County OEM policy. Mission assignments and mutual aid assistance is tracked at the Montgomery Co EOC.

Coordination of County-wide protective actions will occur among all affected risk and host areas and the Montgomery Co EOC under the direction and control of the Director of Montgomery County OEM. Areas not impacted by these events may be requested to provide assistance. Prior to an evacuation and under the direction of the Director of Montgomery County OEM, the Montgomery Co EOC will implement coordination on issues which may include, but not limited to: lifting of tolls, deploying and pre-deploying personnel, identifying evacuation routes, ensuring the sufficiency of fuel, address emergency medical issues, and initiate procedures for notification to the public.

The Director of Montgomery County OEM may authorize a field operations response in or near the impacted area. Field operations will be under the direction and control of the Incident Commander and may involve the deployment and staging of personnel and resources in the impacted area.

Initial planning for recovery begins before an emergency event impacts the residents of Montgomery County. While response actions necessary to protect public health and safety are being implemented, the recovery section within the Montgomery Co EOC begins coordination and implementation of the recovery programs.

In the event state and federal assistance is required by Montgomery County OEM, the State Coordinating Officer will interface directly with representatives of the federal government.

In the event a request for disaster assistance comes from the governor of another state, the Governor of the State of Kansas may order the mobilization of State and local resources under the Emergency Management Assistance Compact (**EMAC**) to be deployed to the impacted state. The management and coordination of these resources will be administered through the Response and Recovery Section under the direction of the Response and Recovery Director located at Adjutant General's Office, Kansas Division of Emergency Management - KDEM.

2. Coordinating Agencies

The Director of the Montgomery County OEM designates the coordinating agencies for each emergency support function to coordinate the activities of that support function.

Coordinating Agency Listing for Emergency Operations Plan	
FUNCTIONAL ANNEX	COORDINATING AGENCY
ESF 1 - Transportation	Montgomery County Public Works
ESF 2 - Communications	Independence Radio League
ESF 3 - Public Works & Engineering	Montgomery County Public Works
ESF 4 - Firefighting	Coffeyville Fire Department
ESF 5 - Emergency Management	Montgomery County Emergency Management
ESF 6 - Mass Care, Housing & Human Services	American Red Cross
ESF 7 - Resource Support	KS Incident Mgt. Team & SEK Healthcare Coalition
ESF 8 - Public Health & Medical Services	Montgomery County Health Department
ESF 9 - Search & Rescue	Coffeyville Fire Department
ESF 10 - Oil & Hazardous Materials	Montgomery County OEM
ESF 11 – Agriculture/Nat. Resources	Montgomery County Extension Office
ESF 12 - Energy & Utilities	Montgomery County OEM
ESF 13 - Public Safety & Security	Montgomery County Sheriff
ESF 14 - Long-Term Community Recovery	Montgomery County OEM
ESF 15 - External Communication	Montgomery County Clerk
Biological Incident Annex - BIA	KDEM, KDHE, Montgomery Co OEM, Montgomery Co Health Department

Upon activation of the Montgomery Co EOC, the primary agency for the emergency support functions will send representatives to the Montgomery Co EOC to coordinate activities. The coordinating agency determines which primary and support agencies are required at the Montgomery Co EOC.

The coordinating agency for the Emergency Support Functions will be responsible for collecting all information related to the disaster and providing it to the Director of Montgomery County OEM or to the EOC Manager.

3. Intergovernmental Mutual Aid

Mutual Aid Agreements (**MOA**) and Memoranda of Understanding (**MOU**) are essential components of emergency management planning, response, and recovery activities. These agreements provide reciprocal emergency aid and assistance during an emergency or disaster. They can increase available resources and improve response and recovery efforts. A complete list of Mutual Aid Agreements in effect for the Montgomery County Office of Emergency Management, related to emergency management, can be found in KS PLANNER. In addition, these agreements are available for review in their entirety at the Office of Emergency Management.

State-Wide Mutual Aid System

KSA 48-948 through 48-958 establishes the statewide Kansas mutual aid system which states:

"The system shall provide for mutual assistance among the participating political subdivisions in the prevention of, response to and recovery from any disaster that results in a formal state of emergency in a participating political subdivision, subject to such participating political subdivision's criterion for a declaration. The system shall provide for mutual cooperation among the participating subdivisions in conducting disaster-related exercises, testing or other training activities outside actual declared emergency periods."

The full act can be found in the file archive of this plan.

Interstate Civil Defense Compact

The purpose of the compact is to provide mutual aid among the states in meeting any emergency or disaster. The prompt, full, and effective utilization of the resources of the respective states include personnel, equipment, or supplies may be essential to the safety, care, and welfare of people therein. The Interstate Civil Defense and Disaster Compact may be entered in accordance with the provisions of KSA 48-3202. This action is accomplished by written agreement between the Governor of Kansas and Governors of one or more states which have legally joined said compact, or which are authorized to join. Such written agreement may specify the period of time said compact is entered into with regard to each such state. The State of Kansas compact is non-active until initiated by the Governor, in agreement with one or more states.

Emergency Management Assistance Compact (**EMAC**)

The EMAC is a mutual aid agreement and partnership among states to allow for the exchange of resources when state and local resources are overwhelmed and federal assistance is inadequate or unavailable. Request for EMAC assistance are legally binding, contractual arrangements which requires soliciting state to be responsible for reimbursing all out-of-state costs and be liable for

the actions and safety of out-of-state personnel. Providing assistance to other states through EMAC is not an obligation. Kansas became a signatory to the compact in 2000 (KSA 48-9a01).

Requesting Mutual Aid

All mutual aid requests should be coordinated through the Montgomery Co OEM Director, or the Montgomery Co EOC, if activated. To request mutual aid, the Montgomery County OEM uses the following process:

- The Party seeking mutual aid shall make the request directly to the party providing the aid, **in coordination with** the Montgomery County OEM.
- Requests may be verbal or in writing. If verbal, the request shall be confirmed in writing no later than thirty (30) calendar days following the verbal request unless otherwise stated according to policies or resolutions.
- All communication shall be conducted directly between recipient and provider in coordination with Montgomery County OEM.
- The Recipient of the mutual aid shall be responsible for keeping all parties advised of the status of mutual aid activities.

If assistance is needed to coordinate mutual aid, the Montgomery County OEM can request coordination assistance from the Adjutant General's Office, Kansas Division of Emergency Management - KDEM.

4. Communication

ESF 2 (Communications) provides information and guidance concerning communications systems and methods available to Montgomery Co OEM, including:

- Dissemination of emergency information to response organizations and government
- Information flow and management to and from the Montgomery Co EOC
- Communications interoperability among response units
- Primary and backup communications systems
- Telecommunications and information technology resources
- Emergency warning and notification

ESF 15 (External Communications) provides information, and the dissemination of information to the public. This is for the purpose of protective action guidance and ongoing emergency information. This information is focused on the minimization of confusion, misinformation, and rumors during times of an emergency/disaster. The Montgomery County Clerk is the designated PIO for the County, and will either direct ESF #15 activities via the EOC, or delegate those activities to another party.

Montgomery County Office of Emergency Management Warning Point

The Independence City Hall - Police Dept and Fire/EMS Dept (also known as Independence

911) serves as the Montgomery County Office of Emergency Management Warning Point. The Warning Point provides Montgomery Co OEM with a single point to disseminate information and warnings to government officials that a hazardous situation could threaten the general welfare, health and safety, and/or property of the population.

The Warning Point is equipped with multiple communication networks and auxiliary power (onsite 400kw diesel generator).

The Independence City Hall - Police Dept and Fire/EMS Dept has Standard Operating Guides (SOG) to notify and warn officials and general public of emergency and disaster events that occur in Montgomery County or may require action by OEM. In addition, these guides also identify actions to be taken based on the types of incidents. Notification lists for agencies and individuals are maintained by the Independence City Hall - Police Dept and Fire/EMS Dept . Notification of the State Warning Point is included in these guides. The Director of Montgomery Co OEM or the on-call OEM staff person will initiate any further notification.

Developing or existing emergency conditions which should be reported to the Independence City Hall - Police Dept and Fire/EMS Dept include those that have or may result in multiple loss of life, environmental or property damage, or evacuation of a populated area whether or not State or Federal resources are needed to support local emergency response efforts.

ESF Coordinators and other EOC Representatives are kept informed of potential events by the Director of Montgomery County OEM by text, radio, email, or telephone.

Warnings are accomplished in various ways depending on the persons that need to be warned and the time available. The Director of Montgomery Co OEM or the Incident Commander can initiate warnings and notification procedures. The following list identifies warning methods during an event. Any or all may be used.

- Activation of the Emergency Alert System (EAS)
- Information statements released to the local media
- Public address systems of public safety vehicles
- Door-to-door contacts
- Phone Messaging System
- Outdoor warning sirens

Specific warning zones are identified by the type of incident. Many have been pre-identified such as vulnerable areas around hazardous material locations and/or areas subject to storm surge and/or flooding. Persons in the threatened areas with vulnerable needs may be notified by all of the methods outlined above. Hotels, motels, Chambers of Commerce and the Tourist Information Center will assist in notification of tourists visiting the area. Most of the other warning systems previously listed would also reach some visitors to the County.

The Montgomery Co OEM Warning Point (Independence City Hall - Police Dept and Fire/EMS Dept) is responsible for network control and conducts routine tests to ensure operational readiness.

Common Program Control Stations (CPCS) were radio stations utilized to provide the general public with information about events. This program was based in the AM/FM commercial radio market prior to the rise of internet, electronic media, social media, and 21st century warning systems such as IPAWS, NIXLE, and similar products. As such, technical guidance on the use of CPCS is not current, and CPCS is not a primary means of disseminating information.

5. State Level

When an emergency or disaster has occurred or is imminent, the Governor may issue an Executive Order proclaiming the existence of a State of Emergency or activate the emergency response, recovery and mitigation aspects of State, local and inter-jurisdictional disaster plans.

At the State level, the Kansas Adjutant General, or designee performs policy-making authority and commitment of State resources at the State of Kansas EOC. The State of Kansas EOC Manager is responsible for the provision of State assistance, as well as routine management and operation of the State of Kansas EOC. The State of Kansas EOC Manager may issue mission assignments to the State ESFs to perform duties consistent with State policy. Mission assignments, and mutual aid assistance brokered by the State, are tracked in the State of Kansas EOC.

Coordination of regional and multi-regional protective actions will occur among all affected risk and host counties, other states, and the State of Kansas EOC under the direction and control of the State of Kansas EOC Manager. Counties that are not impacted by an emergency/disaster situation may be directed by the Kansas Adjutant General to activate their EOCs to provide emergency assistance.

During activation of the State of Kansas EOC, the State of Kansas EOC Team provides up-to-date information on the situation and is also equipped to provide information on various grant programs and funding sources available to affected areas in the aftermath of disaster.

The Adjutant General's Office, Kansas Division of Emergency Management - KDEM Regional Coordinator serves as the State of Kansas EOC liaison and shares information with local command, who then shares the information as per local protocol. The State of Kansas EOC will provide incident information to State agencies, State legislative, and United States Congressional officials. This is typically accomplished via situation reports and frequent State of Kansas EOC briefings.

In the event federal assistance is required, the State Coordinating Officer will interface directly with representatives of the federal government. If the State Coordinating Officer determines that the span-of-control needs to be broadened, he may designate a Deputy State Coordinating Officer to ensure coordination between federal and State agency representatives and to anticipate any needs or conflicts in the response or recovery phases as they progress.

In the event a request for disaster assistance comes from the governor of another state, the Governor of the State of Kansas may order the mobilization of State resources under the

Emergency Management Assistance Compact (EMAC) to be deployed to the impacted state. The management and coordination of these resources will be administered through the Response Section under the direction of the Response Section Chief located in the State of Kansas EOC. In the event the State of Kansas EOC is not activated, EMAC will be managed and coordinated by the Adjutant General's Office, Kansas Division of Emergency Management's Response and Recovery Branch under the direction of the Response and Recovery Branch Director.

6. Federal Level

Through the National Response Framework (NRF), the federal government provides assistance by establishing a single, comprehensive framework for the management of domestic incidents. The NRF provides the structure and mechanisms for the coordination of federal support. Through the NRF, federal ESFs may establish direct liaison with Kansas ESF representatives in the State of Kansas EOC.

If the disaster is major or catastrophic, the Adjutant General's Office, Kansas Division of Emergency Management will contact the Federal Emergency Management Agency, Region 7 and request a Federal Liaison and/or alert them that the Governor may submit a formal request for federal assistance.

If the President authorizes federal assistance, a Primary Federal Official (PFO) will represent the Secretary of the U.S. Department of Homeland Security and/or a Federal Coordinating Officer. The Federal Coordinating Officer is authorized to use the full authority of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended to reimburse response and recovery claims against the Disaster Relief Fund. Additionally, the Stafford Act provides funding to assist communities in mitigating the impact of future events.

7. Joint Field Office

The emergency recovery process is initiated when the President of the United States issues a Major Presidential Disaster Declaration. Such a declaration makes available a series of federal disaster assistance programs to aid the State in its recovery from a disaster situation. The basis for the declaration is the determination by the President that the disaster is of such severity and magnitude that response is beyond State and local capabilities. The field recovery operation will be conducted in accordance with the most current edition of the State of Kansas Emergency Response Plan as well as other recovery plans and procedures.

Once a field office has been established in Montgomery Co EOC, the Montgomery Co OEM will provide the proper liaisons to the appropriate field office operations.

The organizational structure for recovery is under the leadership of the State Coordinating Officer. Once a federal disaster declaration has been issued, the State Coordinating Officer consults with a Federal Coordinating Officer. In addition, a Governor's Authorized Representative (GAR) is designated in the Federal Emergency Management Agency-State Agreement and is responsible for compliance with that Agreement.

During a recovery operation, the State Coordinating Officer usually appoints a Deputy State

Coordinating Officer who represents him/her at the Joint Field Office. The Deputy State Coordinating Officer is responsible for the establishment and management of State operations in the Joint Field Office and coordination between State and federal programs.

C. Prevention

Montgomery County Office of Emergency Management's prevention goals are to avoid an incident, intervene, or stop an incident from occurring. To accomplish the goal the following strategy will be used:

- Expand Regional Collaboration
- Implement the National Incident Management System and National Response Framework (NRF)
- Strengthen Information Sharing and Collaboration capabilities
- Strengthen Interoperable and Operable Communications capabilities
- Strengthen Medical Surge and Mass Prophylaxis capabilities
- Strengthen Planning and Citizen Preparedness Capabilities
- Increase coordination with the Kansas Intelligence Fusion Center (KIFC)

1. Kansas Intelligence Fusion Center

The ability to share intelligence information quickly and accurately among state fusion centers and emergency operation centers is crucial in preventing potential criminal and terrorist acts. The primary components of a fusion center are situational awareness and warnings that are supported by law enforcement intelligence, derived from the application of the intelligence process, where requirements for actionable information are generated and information is collected, integrated, evaluated, analyzed, and disseminated. Important intelligence that may forewarn of a future attack may be derived from information collected by several diverse entities.

Montgomery County Sheriff's Office serves as the local liaison to the Kansas Intelligence Fusion Center, and is located at 300 East Main, Independence Kansas, 67301. Given the nature of the information, the Montgomery County Sheriff's office will distribute the information in accordance to local SOPs and be marked as Unclassified/For Official Use Only (U/FOUO). Additional information may be provided in the file archive of this plan.

D. Preparedness

The goal of the Montgomery Co OEMs preparedness operations is to help ensure a timely and effective response to, recovery from and mitigation of the impacts and consequences associated with an emergency/disaster situation. To accomplish the goal the following strategy will be used:

- Administer grant programs for operational support and training activities
- Participate in capability assessments at the regional and county level
- Participate in the Comprehensive Resource Management and Credentialing System (CRMCS) program to further develop resource management capabilities.
- Establish an inclusive planning process using the "Whole Community" concept.

1. Resource Management and Credentialing

Resource Management

Each agency tasked within this plan is responsible for developing and maintaining applicable resource lists. These lists should follow established county protocols for maintaining resource lists. At a minimum, full resource lists (including all county resources) will be provided to the Montgomery Co OEM and the ESF 7 coordinating agency. The following lists are created using the State of Kansas’s Comprehensive Resource Management and Credentialing System (CRMCS). These inventories include a point of contact, geographic location, and operation area for:

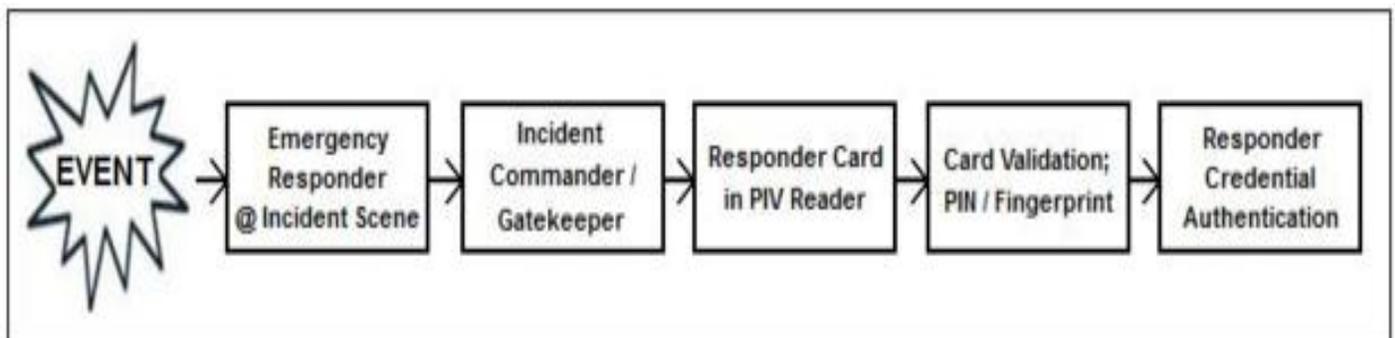
1. Vehicle inventories
2. Personnel
3. Equipment
4. Equipment operators
5. Suppliers/Contractors/vendors
6. Resources in adjacent jurisdictions that could be used during a disaster-if applicable

The following lists are currently created outside of the CRMCS and should also include point of contact, geographic location, and operation area:

1. Facilities
2. Staging areas for internal and external response
3. Services/Contracts/Mutual Aid Agreements
4. List of critical facilities having priority for restoration of utilities during emergencies

Credentialing

Montgomery Co OEM utilizes the CRMCS as the county credentialing system, and follows their designated policy as a guide and policy to ensure that personnel resources requested to assist are adequately trained and skilled. The CRMCS is also used to verify identity and qualification to allow access to an incident site. This system can serve to prevent unauthorized (self-dispatched or unqualified personnel) access to an incident site.



2. Plan Development and Maintenance

Plan Development

The Montgomery County Office of Emergency Management - Emergency Operations Plan is developed with the assistance and input from the following groups serving in an advisory capacity.

- Montgomery County Office of Emergency Management Mitigation Planning Committee
- Local Emergency Planning Committee (LEPC)
- ESF Coordinating, primary and support agencies
- Mutual aid partners and adjoining counties.

Listed below are planning events that have occurred or are scheduled to occur in the development of the Montgomery County Office of Emergency Management Emergency Operations Plan:

- Plan Maintenance – Nov 2018 – Jan 2019
- Contact Update – Sep to Dec 2018
- CVR Energy 2018 Full Scale Exercise - Tank Farm Fire
- CVR Energy 2018 Tabletop Exercise (TTE_x) - Tank Farm Fire
- Updating Contacts/prep for ESF workshop at KDEM 19 Sep 2018
- INDY 18 TORNADO Exercise
- 1-on-1 meeting with KDEM Jan 2019

The preparation and revision of the basic plan and ESF Annexes will be coordinated by Montgomery County OEM with the assistance and involvement of all applicable entities. The preparation and revision of the ESF 8 appendices are the responsibility of the coordinating agency (Montgomery Co Health Department) with the assistance of the Montgomery Co OEM and the designated support agencies. Montgomery Co OEM will establish a format and content guidance that must be followed in the revision process and coordinate and incorporate revisions to the annexes.

This plan will be made available to all agencies tasked therein, mutual aid partners, and adjoining counties for comment. It is the responsibility of ALL parties to review and submit any comments to Montgomery Co OEM. The process of distributing the plan will be accomplished by either 1) granting “viewer” access via the Bold Planning Solutions Super System or 2) providing an electronic copy. Montgomery Co OEM will keep a hard copy on file.

The public will be provided the opportunity to view the Basic Plan portion of this document at a place determined by the Director of the Montgomery County OEM. Until further notice, this will be at the Directors Office, at 300 E. Main St, Independence KS 67301. The public is asked to call 620 330-1260 and schedule an appointment with OEM staff.

Plan Maintenance

The Montgomery County OEM will maintain the Montgomery County EOP and provide an

updated MG EOP to Adjutant General's Office, Kansas Division of Emergency Management every five years, with two exceptions

- ESF 10 which must be updated annually as per federal law
- ESF 8 is usually updated at least once per year, as directed by KDHE

However, the MG EOP may be updated as often as needed during any year. Examination and review should be conducted annually and will reflect changes in implementing procedures, improved emergency preparation capabilities, and deficiencies identified from corrective action planning. The Montgomery Co OEM will revise the plan by using a process best suited for the county. Whenever a change is made, the date and nature of the change will be recorded. Upon update, these changes will be incorporated into the overall plan and re-promulgated by the Adjutant General's Office, Kansas Division of Emergency Management – KDEM.

The coordinating, primary and support agencies/organizations of each ESF will be responsible for preparing and maintaining operating procedures for all responsibilities assigned them in the MG EOP. These procedures will be prepared following guidance issued by local policies.

Other Plans

In addition to the Montgomery County MG EOP, additional plans have been developed and are maintained pursuant to state and federal requirements.

3. Public Information

Before an emergency or disaster occurs, public information is critical for the public to make the necessary protective actions. The County's public information program focuses on how to better communicate emergency information to the public before, during, and after a disaster. Particular attention will be given to strategies that enhance awareness of the evacuation process, road conditions, shelter status and re-entry issues, and how to communicate information to people during evacuation.

- The Montgomery County Clerk or other designee will serve as the Public Information Officer (PIO). The PIO will work closely with the Director of Montgomery County Emergency Management, and will be the primary resource for providing disaster-related information to the public. This includes information about all preparedness, response, recovery, and mitigation activities. Following a disaster, the public will be informed that they can contact the Montgomery Co EOC to receive disaster-related preparedness, response, recovery, or mitigation information.
- Pre-scripted public service announcements are maintained by the Montgomery Co OEM, as provided by the Montgomery County PIO.
- The PIO will be responsible for collecting information, preparing releases for the media, and responding to requests for information and interviews.
- The Director of OEM will prepare pre-scripted news releases that can easily be edited to include disaster specific information.
- The PIO will, at his/her discretion, send disaster updates to local media outlets, and to the Adjutant General's Office, Kansas Division of Emergency Management.
- Additional information is provided in ESF 15.

4. Training and Exercise

All training related to emergency management is coordinated and scheduled through the Montgomery County Office of Emergency Management. OEM offers training to all inter-agencies (County, City and others) on preparedness, response, recovery, mitigation, hazardous materials, debris management, terrorism and other issues. The training offered is conducted through

- the KDEM training section
- American Red Cross
- the Montgomery Co Local Emergency Planning Committee
- city and local Fire Departments
- certain commercial partners within Montgomery County who maintain risk or emergency management functions for their business operations (including aviation, transportation, and energy)
- any other organization offering training.

OEM provides the notice of training being offered to local response agencies.

The Montgomery Co OEM continues to implement a training and exercise program, consistent with NIMS, for incident management organizations and personnel. Elements of the program include:

- Multi-disciplinary and multi-jurisdictional interaction, including involvement with private-sector and non-governmental organizations, during realistic exercises.
- Utilization of the Kansas Exercise Tracking System (**KETS**) and the Kansas TRAIN Learning Management System (**KS TRAIN**) to promote, track, register and document Montgomery County agencies participation in various forms of exercises and training.
- Standard courses on incident command and management, incident management structure, and operational coordination processes and systems.
- Courses focus on discipline and agency-specific subject matter expertise.

The Montgomery County Office of Emergency Management further requires courses for all incident management organizations and personnel to ensure NIMS compliance at all levels of response. Much of this training is available online from the FEMA Emergency Management Institute's *Independent Study* curriculum, accessible at <https://training.fema.gov/is/>. The following online courses are required:

- IS 700 - National Incident Management System (NIMS), An Introduction
- IS 800 - National Response Plan (NRP), An Introduction
- ICS 100 Series - Incident Command Systems, An Introduction
- ICS 200 Series - Incident Command System, Basic

OEM previously required the following two courses, ICS 300 and ICS 400. These two courses are federally funded. As of Dec 2018, the admission requirements for these courses are being revised by FEMA. It is possible that not all personnel may meet the federal admission

requirements for these two courses after they are revised. OEM will continue efforts to make the courses available to all qualified personnel.

- ICS 300 Series - Intermediate Incident Command System
- ICS 400 Series - Advanced Incident Command System

Exercises are a key component in improving all-hazards incident management capabilities. The Montgomery County Office of Emergency Management participates on an ongoing basis in a range of exercises, including multi-disciplinary and multi-jurisdictional exercises that are designed to improve integration and interoperability. These exercises are integrated in an annual Training and Exercise Planning Workshop (TEPW). Among the key exercise types that Montgomery County Office of Emergency Management participates in or has participated in include seminar, tabletop, functional and full-scale. In recent years, these exercises and events include -

Event Title: 1-on-1 meeting with KDEM
Event Date: 1/19/2019
Event Type: Plan Maintenance
Event Status: In Progress

Description:
Plan review and maintenance.

Event Title: Tabletop Exercise
Event Date: 12/19/2018
Event Type: Tabletop Exercise
Event Status: Completed

Description: Neosho County Emergency Management and the Neosho Co LEPC held a tabletop exercise simulating a hostile act within a school (active shooter) and both the immediate and long-term effects on the school system and the community. Montgomery County office of Emergency Management participated as a player in this exercise.

Event Title: Tabletop Exercise
Event Date: 12/4/2018
Event Type: Functional Exercise
Event Status: Completed

Description: The City of Independence held a functional exercise simulating the impact of a rapid-acting but unidentified food-borne illness affecting City staff, and its ability to

deliver services to its residents. The Montgomery County Office of Emergency Management participated as evaluators.

Event Title: Two day Cybersecurity Class

Event Date: 11/5-6/2018

Event Type: Seminar

Event Status: Completed

Description: Montgomery Co OEM partnered with Texas A&M University via its TEEK Extension program and hosted a two day Cybersecurity class at Independence Community College – West Campus. Attendees included city and county employees from Montgomery and other local counties, industry representatives, and law enforcement. The courses are structured and paid for by US Dept of Homeland Security through an arrangement with Texas A&M, and were titled Essentials of Community Cybersecurity (AWR-136) and Community Preparedness for Cyber Incidents (MGT-384).

Event Title: CVR Energy 2018 Full Scale Exercise - Tank Farm Fire

Event Date: 9/26/2018

Event Type: Full Scale Exercise

Event Status: Completed

Description:

On 26 Sep 2018, CVR Energy and Montgomery County Office of Emergency Management, and several local agencies, held a full scale exercise simulating sabotage and fire at a 200K barrel oil tank located at intersection of County Road (CR) 2200 and CR5300. In addition, a truck accident/rollover with ammonia release was simulated at CR2200 and Claymore Creek.

This exercise is notable in that City of Coffeyville and Montgomery Co OEM partnered in using a drone to observe and record the direct fire-ground operations and response actions at the tank farm. It is believed this is the first time that drone assets have been used in a Montgomery County full scale exercise.

This exercise met the full-scale exercise requirements for the Montgomery Co OEM under its FEMA/KDEM Emergency Management Preparedness Grant (EMPG). See the INDY 18 Tornado Tabletop Exercise on 27 Aug 2018 below). This exercise is a progression of the Tabletop Exercise conducted one week earlier (19 Sep 2018).

Event Title: CVR Energy 2018 Tabletop Exercise - Tank Farm Fire
Event Date: 9/19/2018
Event Type: Table Top Exercise
Event Status: Completed

Description:

On 19 Sep 2018, CVR Energy and the Montgomery Co LEPC held a tabletop Exercise for a simulated major oil tank fire at the CVR tank farm at the intersection of CR 5300 and CR2200, east of Hwy 169 and north of the Coffeyville WALMART store. Exercise focused on the sabotage to the tank farm, response by CVR Energy Fire Dept, use and quantify of water and of foam, delivery times, and tanker/relay operations from the nearest hydrant (approx. 1.5 miles south of simulated fire scene). In addition, a truck wreck/ammonia release was simulated to occur at CR2200 and Claymore Creek, as if the truck accident (and rollover) would be caused by the driver's distraction with the simulated tank fire.

Event Title: Cowley Co EMA – ‘Tisdale Bed & Breakfast’ ESF 6 Shelter Ops
Event Date: 9/6/2018
Event Type: Full Scale Exercise
Event Status: Completed

Description:

On 6 Sep 2018, Cowley Co EMA, Cowley Races, Tisdale Methodist Church, Am Red Cross volunteers and several local agencies held a ‘shelter’ exercise at Tisdale Methodist Church outside of Winfield KS. This was a realistic full-scale exercise simulating 75 residents at a shelter. The exercise was conducted using HSEEP principles, and tested Mass Care, Ops Coordination, Public info/Warning, and Operational Communications. Montgomery Co OEM participated as an evaluator. Montgomery Co OEM is integrating some concepts used in the exercise and its associated Mass Care plan into its own ESF 6 Annex.

Event Title: INDY 18 TORNADO Exercise
Event Date: 8/27/2018
Event Type: Table Top Exercise
Event Status: Completed

Description:

On 27 August 2018, the Montgomery County Office of Emergency Management held a Tabletop Exercise at Memorial Hall (410 N Penn, Independence KS 67301). Participants included fire, EMS, law enforcement from Cherryvale, Coffeyville, Independence, elected officials, health care, and private industry. This was a self-evaluated exercise conducted

using the HSEEP guidelines. The exercise tested response and recovery areas, including public information and warning, operational coordination, debris management and mass care.

This exercise met the tabletop exercise requirements for the Montgomery Co OEM under its FEMA/KDEM Emergency Management Preparedness Grant (EMPG). See 26 Sep 2018 – CVR Full Scale Exercise above.

Event Title: Mass Fatality Seminar – ‘Why Teens Kill’ by Phil Chalmers

Event Date: 8/3/2018

Event Type: Seminar

Event Status: Completed

Description: Informational Seminar for law enforcement, Fire/EMS, education professional, mental health professions, ministerial alliance. Speaker focused on the causes and circumstances of homicides committed by teens.

Event Title: Mass Fatality Seminar – Incident Response to Fertilizer Explosion in City of West, Texas

Event Date: 3/28/2018

Event Type: Seminar

Event Status: Completed

Description: Informational Seminar for law enforcement, Fire/EMS, mental health professions. Frank Patterson was the Incident Manger for the explosion that occurred in 2013 in the small city of West, Texas. 14 responders and residents were killed. Mr. Patterson discussed issues concerning 911 system mis-addressing, relocating triage sites during an event, patient surge, search & rescue while performing fire suppression, interaction with federal law enforcement agencies, public information management, and the intricacies of using faith based buildings for incident commend locations and the need for and usefulness of incident management practice during large events.

Event Title: KDEM/KDHE Mass Fatality TTEx – “FAIR GAME”

Event Date: 3/28/2018

Event Type: Tabletop Exercise

Event Status: Completed

Description: KDEM/KDHE written tabletop exercise using HSEEP principles. Montgomery Co OEM participated in a nine person multi-disciplinary team simulating response and recovery from an accidental fuel explosion at a public event (county fair,

hence the KDEM title of ‘Fair Game’). 12 Counties from the SEK region participated, leading to a broad sharing of capabilities and ideas among the approximately 100 participants.

This exercise met in full the exercise requirements for the Montgomery Co Health Department under its CDC/KDHE Public Health Emergency Preparedness Grant (PHEP).

Event Title: 1-on-1 meeting with KDEM

Event Date: 2/08/2018

Event Type: Plan Maintenance

Event Status: Completed

Description:

Plan review and maintenance.

Event Title: Mass Fatality Incident Management – Lessons Learned at the 2018 Hesston KS Shooting

Event Date: 8/27/2017

Event Type: Seminar

Event Status: Completed

Description:

Gary Denny was the Harvey County Emergency Manager when a mass shooting occurred in 2016. Covering three fatalities, multiple injured and five crime scenes, this event continues to impact the community long after the response is over. Mr. Denny spoke to a diverse audience of 97 attendees. There were representatives of city, county and state law enforcement, fire/EMS, local elected officials, out-of-state responders, tribal nation emergency management professionals, public health and healthcare representatives, state government and the press.

Mr. Denny outlined the course of events, and the actions that went well and those that needed modification during an event of this magnitude, and the crucial need for ICS. He also focused on the long-term mental health needs of the entire community, the interactions with federal agencies, press/public information officer interaction, and the enduring usefulness of incident management.

Event Title: Review plan with Susan McMahon

Event Date: 5/25/2017

Event Type: Plan Maintenance

Event Status: Completed

Description:

Topeka - KDEM

Event Title: EOP one on one training with Susan

Event Date: 5/25/2017

Event Type: Training

Event Status: Completed

Description:

Met with Susan from KDEM review of planning system.

Event Title: EOP workshop

Event Date: 5/10/2017

Event Type: Training

Event Status: Completed

Description:

EOP Training with KDEM in Topeka.

Event Title: training

Event Date: 11/13/2015

Event Type: Training

Event Status: Completed

Description:

coop 101 training w/ KDEM

The Homeland Security Exercise Evaluation Program (HSEEP) will be used for developing, delivering and evaluating Department of Homeland Security/Office of Domestic Preparedness funded exercises.

The following agencies and entities have exercise programs:

Name of Agency	Type of Exercise Program
KDEM	HSEEP based, all hazards exercises for multiple agency types

Labette Health	HSEEP based, healthcare & public health exercises under the CDC-PHEP and HCC grant programs
SEK Healthcare Coalition	HSEEP based, focused on the needs of public health & healthcare entities in southeast Kansas
City of Independence	Municipal capabilities, including fire/EMS and law enforcement
City of Coffeyville	Municipal capabilities, including fire/EMS and law enforcement
CVR Energy	Industry based, with strong focus on HazMat containment, protection of local residents, and cooperation with municipal and county response agencies
4 Corners Emergency Management Group	A not-for-profit professional organization that sponsors a conference on EM for all agencies located in Kansas, OK, MO, and AR with an annual multi-jurisdictional TTEEx using HSEEP principles
Lower 8 Public Health Preparedness Region of SEK/Montgomery Co Health Dept.	HSEEP based public health exercise program, directed by KDHE and funded by the CDC.

After Action Reviews and Corrective Action Plans

After each exercise, the lead agency performing the exercise will conduct an evaluation of the effectiveness of the exercise. This information will be incorporated into future plan revisions and updates by the Montgomery County Emergency Management. This will be accomplished by drafting a corrective action plan which may include, but not limited to assigning the following actions:

- Change to plans/procedures
- Acquire new or replace outdated equipment/resources
- Train/Re-Train Personnel
- Documentation in KETS as needed and where it aligns with KDEM & EMPG guidance

Following actual events, the same procedure will be used and will be led by Montgomery County Emergency Management.

E. Response

Montgomery County Office of Emergency Management must be prepared to respond quickly and effectively on a 24-hour basis to developing events. The primary goal of the County's response operation is to ensure a timely and effective response to the many consequences that may be generated by an emergency/ disaster situation. When an event or potential event is first detected, a series of actions will take place to ensure an effective and efficient response operation.

1. Local Emergency Operations Center (EOC)

The Montgomery Co Judicial Center / Montgomery Co Sheriffs Dept is the facility that is used to coordinate a County response to any major emergency or disaster situation. The Local Emergency Operations Center, also known as the **EOC**, is located in the basement of the Montgomery County Judicial Center. This is at 300 E. Main St., Independence, KS 67301. The facility serves as the coordination, command and control center for the Montgomery County Office of Emergency Management. The Montgomery Co EOC is staffed as described in **Section IV - Method of Operations** of this EOP. Security and maintenance of the EOC will be carried out in accordance with the provisions of the most current version of this EOP. In the event the Montgomery Co Judicial Center and the EOC is threatened, damaged or not usable, an alternate EOC site may be activated as designated in the Montgomery County OEM Continuity of Operations Plan (**COOP Plan**).

The EOC will be activated for actual or potential events that threaten the residents or area of Montgomery County. The level of activation will be determined by the Director of Montgomery County OEM based on the emergency or disaster event.

Additional information on Montgomery Co Judicial Center / Montgomery Co Sheriffs Dept, communications, warning points, and field operations has been previously provided in **Section IV - Method of Operations**.

2. Public Safety Enforcement Actions

In a large-scale incident law enforcement resources will quickly become overwhelmed, and law enforcement officials will have to balance their resources and efforts between new responsibilities and everyday service demands. The Montgomery County Sheriff's Office (which is the ESF 13 Coordinating Agency) will activate mutual aid by contacting law enforcement agencies outside the affected area. Shifts will be assigned and responding law enforcement agents will report to incident staging areas for assignments. ESF 13 (MGSO) will provide security for the inner and outer sections of the established perimeter. Additional information is provided in ESF 13.

Traffic management processes, including assigning out-of-county/mutual aid personnel, placement of barriers, and routing of traffic for evacuation, shall be directed by Montgomery Co Sheriff's Office. During times of EOC Activation, this will be accomplished via the ESF 13 function in the Montgomery Co EOC, staffed by Montgomery Co Sheriff' Office personnel, or others designated by the Montgomery County Sheriff.

F. Recovery

In the aftermath of a disaster, County efforts turn to rebuilding the infrastructure and restoring the social and economic life of the community, with the incorporation of mitigation measures as a major goal. To accomplish this goal the following strategy is provided:

- To deploy several specialized recovery teams (personnel) and facilities (centers) into a disaster area to help victims and support the Incident Commander
- To work closely with the Adjutant General's Office, Kansas Division of Emergency Management -KDEM and to inform affected local governments, individuals and businesses that programs are available to assist them in recovery efforts.

1. Recovery Field Operations

In the aftermath of a disaster, with or without a Presidential Declaration, the State may deploy several specialized recovery teams (personnel) and establish centers (facilities) into a disaster area.

2. Recovery Personnel

- Assessment Team - Teams of qualified personnel, including building inspectors, structural engineers, and architects, who will gather information by performing an assessment of all structures and property in the disaster area; and teams of administrative personnel who will compile the gathered information to facilitate the application process for local, state, and federal disaster assistance programs.
- Community Relations Team - Team is deployed to disseminate information and collect data to assist disaster-affected communities and eligible individuals in receiving assistance. The primary function of this team is to identify and report unmet human needs and to inform disaster victims of the disaster assistance programs and registration process.
- Unmet Needs Committee - A committee that helps identify unmet needs and possible assistance. Such committees are comprised of volunteer agencies, private sector representatives, and governmental agencies.
- Human Needs Assessment Team - A team that is deployed immediately after a disaster and before the establishment of a JFO Office to help counties assess and report the immediate needs of disaster victims.
- Insurance Team - A team that is deployed to assist policy owners following a disaster.

3. Damage Assessment

Damage assessments include those actions that are undertaken to determine the nature and scope of damages to structures, facilities and infrastructure for the purpose of identifying and scaling the need for State and Federal disaster assistance in the recovery phase. Damage assessment will be closely coordinated with ESF 5, which has the lead for impact assessment and incident action planning during the response phase.

Operational assessment is the immediate, informal reporting of emergency conditions to size-up the damage that has occurred and to determine what personnel, equipment and facility resources the county has available for response. First indications of the scope and extent of damages will likely be provided by field personnel (such as law enforcement & Fire/EMS) reporting to their dispatch centers or to the Montgomery Co EOC. These initial reports include hazard conditions, critical emergency needs and condition of surface routes, and are extremely important in allocating emergency responders and determining incident situation status.

The MG EOC may also receive damage assessment information from additional sources: utility crews, employees traveling to or from work, media sources in the field, citizens, businesses, etc. The MG EOC may choose to establish a process where the public can submit damage reports.

The Montgomery County Appraisers Office is the lead agency for the County's Damage Assessment Program. Responsibilities include: recruitment and training of team members and the overall management of damage assessment priorities in coordination with ESF 5.

The County Property Appraiser's Office will assist in providing estimates of loss and economic impact. The Chamber of Commerce and the insurance industry will provide information on losses to businesses.

The Emergency Manager will provide information to the Adjutant General's Office, Kansas Division of Emergency Management - KDEM within 12-36 hours if possible.

Initial Safety and Damage Assessments

The County will conduct an initial damage assessment to determine the overall extent of damages. The Montgomery County Appraisers Office is responsible for the direction and control of the Impact Assessment process and has pre-identified County and municipal employees who will assist with damage assessment. Also, members of the fire department have been trained and will assist with damage assessment. The goal of this assessment is to determine the magnitude and severity of damage to structures and infrastructure; and, in the event of a severe rainfall event, determine the level of flooding damage. This information will be collected by the Montgomery County Appraisers Office, and provided to the provided to Montgomery Co OEM, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management - KDEM.

The impact assessment data provides a County-wide general overview of the most significantly impacted areas and, therefore establishes a prioritization mechanism for damage assessment team deployment, resource allocation, and disaster assistance.

Team members will be contacted by telephone, pager, cellular phone, email or two-way radio. The Montgomery County Appraisers Office maintains a current contact list of Damage Assessment Team members. Information collected through the initial damage assessment will be collected by the Montgomery County Appraisers Office, and provided to the provided to Montgomery Co OEM, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management - KDEM.

Preliminary Damage Assessment

If the situation warrants, a formal Preliminary Damage Assessment will be requested and performed by local, State, and Federal assessors. This will include assessments for both public and individual damages. Local representatives will accompany these teams during their assessments. These individuals will be familiar with damaged areas and will supply maps needed

to complete the damage assessment process. The Adjutant General's Office, Kansas Division of Emergency Management – KDEM will then coordinate with the Federal Emergency Management Agency to determine if the County qualifies for public and/or individual assistance.

Capturing all costs associated with the emergency is essential because accurate damage assessments (Initial Damage Assessments and Preliminary Damage Assessments) document the need for state and/or federal assistance and are required to obtain a federal disaster declaration.

Habitability Assessments

Habitability assessors will determine the structural safety of residential buildings. This will be conducted through the coordinated efforts of the Kansas Assessment Team. When practical, this assessment will be coordinated with the American Red Cross, or other relief agencies.

The municipalities in Montgomery County are responsible for all corresponding inspections, damage assessments and other disaster response and recovery functions and activities for their jurisdictional area, and the County would include the municipalities in its response and recovery activities due to their limited resources. The municipalities will still coordinate final reporting to the Montgomery County Office of Emergency Management, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management - KDEM.

The County is responsible for all corresponding inspections, damage assessments and other disaster response and recovery functions and activities for their jurisdictional area. The County will coordinate final damage estimates with the Montgomery County Emergency Management, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management.

Additional damage assessment functions are maintained in the appropriate Montgomery County Office of Emergency Management SOPs and Annexes. This includes the identification of roles and responsibilities, training, assessment criteria, reporting formats and process for both initial and preliminary damage assessments.

Priorities of inspections include:

- Structures involved in response operations
- Critical transportation routes and infrastructure
- Essential county facilities

Cities and special districts within the County share responsibility for damage assessment and provide information regarding damages and costs within their jurisdictions and service areas to Montgomery Co OEM, who will then provide the information to the Adjutant General's Office, Kansas Division of Emergency Management - KDEM.

4. Disaster Declaration

Following a major or catastrophic disaster in which an emergency or major disaster declaration is granted by the President of the United States, federal assistance to disaster victims becomes available under three program areas: Individual Assistance, Public Assistance, and Hazard Mitigation. The administration of these programs is coordinated through a joint Federal/State effort in a Joint Field Office, which is usually located in the impacted area

The Joint Field Office (JFO) is the primary field location for the coordination of federal and state recovery operations. The Federal Coordinating Officer (FCO) and the State Coordinating Officer (SCO) co-locate in the JFO, as well as other Federal and State personnel. Recovery and mitigation operations, logistics, information and planning, financial management and general administration are coordinated at the JFO.

5. Public Assistance (PA) and Individual Assistance (IA) Activities

Declared Disasters

Public Assistance (PA)

The Public Assistance (PA) program provides program support to eligible local governmental entities following a disaster to assist in the recovery and restoration of buildings, infrastructure and the removal of debris that is on public property. The categories of Public Assistance include:

- Category A: Debris Removal
- Category B: Emergency Protective actions
- Category C: Road Systems
- Category D: Water Control Facilities
- Category E: Buildings and Equipment
- Category F: Utilities
- Category G: Parks, Recreation, and Other

In the event of a declared disaster, Montgomery Co OEM will work closely with ESF-15 - External Communications to notify all eligible governments and private not-for-profit organizations of the availability of federal public assistance funds. They include all Montgomery County government agencies, and those quasi-governmental organizations that perform a governmental function. Such applicants are trained concerning the public assistance program through the various recovery training sessions offered. Notification may occur through written correspondence and telephone contacts, notices in local newspapers, and broadcasts on local radio station. The Federal Emergency Management Agency – FEMA will notify local governments, non-profit agencies and other eligible applicants of scheduled briefings and Kick Off Meetings for the Public Assistance (PA) program and the Hazard Mitigation Grant Program (HMGP). The Public Assistance applicant briefings include procedures for all aspects of financial management, personnel and record keeping that will be required for the various Federal and State financial assistance programs. State and Federal recovery personnel must advise the Montgomery County Emergency Management of these briefings so that agencies can be notified. Key components of the Public Assistance program include:

- Project Worksheets are prepared for eligible emergency costs and eligible costs for restoration of damaged facilities.
- The federal share for reimbursement under most federal declarations is 75 percent. The 25 percent nonfederal share is normally provided from a combination of State and local sources in accordance with policies established by the Executive Office of the Governor and the Kansas Legislature.
- The State serves as the Grantee and eligible applicants are Sub-grantees under the federal disaster assistance program.
- Contractual agreements with Adjutant General's Office, Kansas Division of Emergency Management – KDEM are executed with applicants with all reimbursements coming through Adjutant General's Office, Kansas Division of Emergency Management - KDEM.
- Documentation, record keeping, inspections, and final closeouts are overseen and approved by the Adjutant General's Office, Kansas Division of Emergency Management.

Documentation is obtained by Montgomery Co OEM regarding damage sustained to:

- Roads
- Water control facilities
- Public building and related equipment
- Public utilities
- Facilities under construction
- Recreational and park facilities
- Educational institutions
- Certain private non-profit facilities

Individual Assistance (IA)

If the County is declared for Individual Assistance, eligible residents will be able to apply for the Individual Assistance Program. In some cases, FEMA will deploy habitability inspectors to verify the damages individual applicants are claiming. They will do this independent of the State or local assessors. Montgomery Co OEM will also perform inspections of damaged homes to determine safety. The Kansas Assessment Team will be responsible for coordinating post-disaster habitability inspections. The Kansas Assessment Team will also be responsible for coordinating post-disaster permitting of structures to ensure compliance with all state and local building codes and to maximize mitigation of damages in future disasters.

Non-Declared Disasters

During the recovery stage, a disaster may not be declared at the federal level, even if it is declared by the county or state government. It will then fall upon the County to use local funds, available competitive grant funds, or any supplemental funding provided by the State of Kansas to recover from the event.

Similar to a declared disaster, costs for response and recovery are to be monitored by all participating agencies. Each responding agency is responsible for the overall management of documentation of the costs of a non-declared disaster with reports submitted ultimately to the Adjutant General's Office, Kansas Division of Emergency Management - KDEM for budget and finance approval of local dollars.

6. Disaster Recovery Centers and Staging Areas

Centers that are set up in a disaster area to provide information on the complete range of disaster assistance that is available. The responsibility for managing these centers is jointly shared by the State, the Federal Emergency Management Agency, and the County where the center is located.

A Disaster Recovery Center (DRC) is a facility established in, or in close proximity to, the community affected by the disaster where persons can meet face-to-face with represented Federal, State, local and volunteer agencies to:

- Discuss their disaster-related needs
- Obtain information about disaster assistance programs
- Tele-register for assistance
- Learn about measures for rebuilding that can eliminate or reduce the risk
- Request the status of their application for Assistance to Individuals and Households

The Director of the Montgomery County Office of Emergency Management, the State of Kansas and potentially FEMA, will assess the need to open Disaster Recovery Centers and Field Offices, based upon initial damage assessment and human services needs estimates and reports. Montgomery County Emergency Management will request that the Adjutant General's Office, Kansas Division of Emergency Management open a Disaster Recovery Center in Montgomery County Office of Emergency Management.

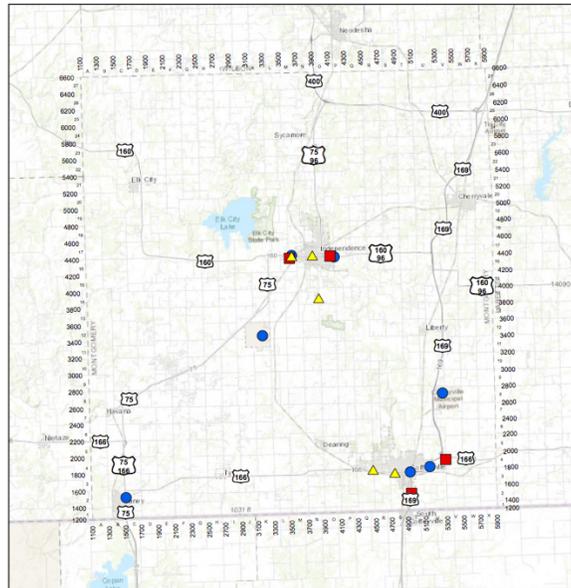
Once it has been determined that Disaster Recovery Centers and/or a Disaster Field Office will be opened in Montgomery County, the State of Kansas EOC will take the lead and should notify the Montgomery Co EOC. The State of Kansas EOC will advise if there are resources the County may need to supply include staffing. The DRC will be staffed with representatives from appropriate federal, state, county, private relief organizations, and other organizations capable of providing disaster related information to individuals and businesses.

Fixed locations for Disaster Recovery Centers include:

Community Elementary Center – Coffeyville Memorial Hall - Independence

The County Public Information Officer will provide local media with detailed information on locations of recovery centers, distribution sites and other individual assistance programs. Pamphlets will be prepared to be distributed by personnel in damaged areas so citizens will know how to apply for assistance.

Emergency Mgmt Staging, Receiving, & Distribution



The information contained on this map is a representation of the data when it was printed. (Feb 1, 2019)

Emergency Management

Description

- ▲ Distribution
- Receiving
- Staging



Staging areas - Blue Circle

- ICC West Campus - 2615 W. Main St - Independence, KS 67301
- Walter Johnson Park - 701 Hargis Coffeyville KS 67337
- CVR South Parking – Intersection of 5th and Hazel, Coffeyville KS 67337
- Coffeyville Airport (FAA Identifier CFV) - 2608 North 2nd Industrial Street, Coffeyville, KS 67337
- Caney Valley High School - 601 Bullpup Blvd, Caney, KS 67333
- Independence Municipal Airport (IPD) - 499 Freedom Dr., Independence, KS 67301
- Durham Bus Barn – 1125 E. Main St Independence KS 67301

Receiving points - Red Square

- Walmart Coffeyville - 1863 5300 Rd, Coffeyville, KS 67337
- Walmart Independence - 121 Peter Pan Rd, Independence, KS 67301
- Amazon Warehouse Site - 2674 Hwy 169, Coffeyville KS 67337
- Montgomery Co Public Works – 112 N Wald St, Independence KS 67301

Distribution points – Yellow Triangle

- Coffeyville Fire Station – 1206 W 11th St, Coffeyville KS 67337
- Independence City Hall - 811 West Laurel St, Independence, KS 67301
- 1st Southern Baptist Church - 2701 W 8th St, Coffeyville, KS 67337
- 1st Nazarene Church - 3167 S 10th St, Independence, KS 67301
- ICC West Campus - 2615 W. Main St - Independence, KS 67301

7. Unmet Needs

The American Red Cross will coordinate the unmet needs recovery function via the ESF 5 desk. The Disaster Services Director or the MG EOC Operations Branch Chief will serve as the Unmet Needs Coordinator for Montgomery Co OEM following a disaster. The Disaster Services Director will be responsible for making contacts and establishing a relationship with community service providers, local churches, community outreach programs and volunteer organizations to be called upon in the event that a disaster creates unmet needs in the community.

Once immediate life safety issues have been addressed in the end of the response phase and early in the recovery phase, the next task will be identifying any unmet needs. If the need arises for an Unmet Needs Committee, the Disaster Services Director or Operations Branch Chief will appoint a committee and a chairperson. The committee will be comprised of members from local religious organizations, the community and the appropriate State and Federal agencies. The Unmet Needs Committee Chairperson will be responsible for the oversight of the committee, addressing immediate human needs (food, water, clothing, etc.), immediate housing needs, issues involving special needs population and coordination with Community Relations Teams. The Unmet Needs Committee will be formed on an as-needed basis, and formed for a given event. The Disaster Services Director will select the appropriate individuals and organization when the committee is formed.

G. Mitigation

In the aftermath of a disaster, the County's mitigation goal is to ensure mitigation efforts are designed to ensure that residents, visitors, and businesses in Kansas are safe and secure from future disasters. The strategies to complete this goal include:

- Complete and maintain a hazards and risk assessment
- Comprehensive list of mitigation goals, objectives and tasks
- Planning process and organizational framework for carrying out the mitigation goals and objectives
- Implement Pre and Post Hazard Mitigation Actions to reduce overall risk/vulnerability
- Evaluation of existing agencies, organizations, plans, programs and guidelines that impact mitigation.

1. Coordination of Mitigation Activities

The Montgomery County Office of Emergency Management has been delegated as the lead agency to facilitate and coordinate the activities of the Montgomery County Office of Emergency Management - Mitigation Planning Committee and subcommittees. The Montgomery County Office of Emergency Management's Mitigation Plan identifies the hazards to which Montgomery County and its residents are vulnerable; assesses the facilities and structures that are most vulnerable to hazards; offers a prioritized list of mitigation projects to take advantage of available funding; and links mitigation projects to these sources of funding.

The Montgomery County OEM’s Mitigation Plan defines the mitigation goals, objectives and initiatives for the County and Montgomery County Office of Emergency Management. Annual

revisions to the Montgomery County Office of Emergency Management's Mitigation Plan are standard, although in the event of a disaster, or if needed, the plan can be updated more frequently.

2. Mitigation Programs

Pre-Disaster Activities

- ***The National Flood Insurance Program (NFIP)*** –The Department of Agriculture, Division of Water Resources (DWR), provides technical assistance to the public and communities on the NFIP. The NFIP provides flood insurance to communities that agree to implement land use planning and construction requirements to reduce flood damage in their jurisdiction. These land use and construction requirements apply to all new construction and substantial improvements to existing structures in the community’s Special Flood Hazard Areas (SFHAs).
- ***Community Rating System (CRS)*** - Additionally, DWR provides technical assistance to local communities on the Community Rating System (CRS). The CRS is an integral part of the NFIP. Through reduced flood insurance premiums, the CRS provides incentives to communities that go beyond the minimum flood plain management requirements established through the NFIP.
- ***Flood Mitigation Assistance (FMA) Program*** – Adjutant General's Office, Kansas Division of Emergency Management administers the FMA. This program makes federal funds available pre-disaster to fund mitigation projects in communities participating in the NFIP. These funds have a 25 percent non-federal match requirement. The overall goal of the FMA is to fund cost effective measures that reduce or eliminate the long-term risk of flood damage to NFIP insurable structures. This is accomplished through the reduction of the number of repetitively or substantially damaged structures.
- ***Repetitive Flood Claims (RFC) Program*** - Adjutant General's Office, Kansas Division of Emergency Management administers the RFC. The goal remains to reduce flood damages to individual properties for which one or more claim payments for losses have been made under flood insurance coverage and that will result in the greatest savings to the National Flood Insurance Fund (NFIF) in the shortest period of time.
- ***Severe Repetitive Loss (SRL) Program*** - Adjutant General's Office, Kansas Division of Emergency Management administers the SRL. The goal remains to reduce flood damages to residential properties that have experienced severe repetitive losses under flood insurance coverage and that will result in the greatest savings to the National Flood Insurance Fund (NFIF) in the shortest period of time.
- ***Pre-Disaster Mitigation (PDM) Program*** - Adjutant General's Office, Kansas Division of Emergency Management administers the PDM. The PDM is designed to assist States, Territories, Indian Tribal governments, and local communities to implement a sustained pre-disaster natural hazard mitigation program to reduce overall risk to the population and structures from future hazard events, while also reducing reliance on Federal funding from future major disaster declarations.
- ***State Hazard Mitigation Planning*** - The State Hazard Mitigation Plan is updated every three years or in the aftermath of a disaster at the direction of the State Hazard Mitigation Officer (SHMO) as necessary. Additionally, the mitigation staff continues to provide technical assistance to communities on the development, implementation, and maintenance of local mitigation strategies.

Post Disaster Activities

- **Hazard Mitigation Grant Program (HGMP)** - Adjutant General's Office, Kansas Division of Emergency Management administers the HGMP. HGMP is authorized by Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (the Stafford Act), Title 42, United States Code (U.S.C.) 5170c. The key purpose of HMGP is to ensure that the opportunity to take critical mitigation measures to reduce the risk of loss of life and property from future disasters is not lost during the reconstruction process following a disaster. HMGP is available when authorized under the Presidential major disaster declaration in the areas of the State requested by the Governor.
- **406 Mitigation** - Section 406 of the Stafford Act provides for direct federal assistance for repairs and improvements to eligible damaged public facilities. Mitigation measures (improvements) must be identified in the Project Worksheets (PW's). The award of Section 406 hazard mitigation projects is at the discretion of the FEMA Regional Director.

V. ADMINISTRATION, FINANCE AND LOGISTICS

A. Documentation

Responding agencies should keep documentation on the ICS Activity Log (ICS Form 214) or another suitable log. The Montgomery Co EOC will document activities on a situation reports, common operating pictures, and/or WebEOC. Such documentation is crucial for the following reasons:

- Documentation is the key to recovering emergency response and recovery costs. Damage assessment documentation will be critical in establishing the basis for eligibility of disaster assistance programs.
- Documentation provides a legal account of the actions which took place before, during and after an emergency.
- Documentation provides for a historical record which could be used during after action reviews to improve response operations in the future.

Following a disaster, documentation is provided to Montgomery County Emergency Management to maintain an archive for the required time period, after such time archival documents are protected at a designated location.

During after action review the documentation will be used to identify:

- Actions taken (or not taken)
- Resources expended
- Economic and human impacts
- Lessons learned and possible improvements

- Possible mitigation measures that could be taken
- Key impacts and damages

B. Finance

Funding

- During local state of emergency, the monetary support for logistical and administrative support will be funded out of each agency's budget. However, agencies may request reimbursement or additional funds that may be provided through the county's general funds or other legal funding mechanisms available to the local jurisdiction (non-funded warrants, etc.) if an agency's outlay exceeds their budget.
- In the event of a federal declaration, some expenses and/or reimbursements are available to affected agencies through Public Assistance Grants.

Disaster Assistance

As previously mentioned, in a federal disaster declaration the county and its eligible jurisdictions/citizens may qualify for federal assistance. Such assistance has been described above and will be further described in ESF 14. In the event of a federal declaration authorizing public assistance, applicant briefings will be conducted to educate responders and local officials about the cost recovery process.

The Montgomery County Treasurer will manage and oversee the financial aspects of the Public Assistance Programs. The Montgomery County Treasurer will work closely with the Montgomery County Office of Emergency Management and the Adjutant General's Office, Kansas Division of Emergency Management - KDEM to identify funds for the recovery effort, to include response, recovery and mitigation functions.

Tracking Local Disaster Costs

In the event of a federally declared disaster, Montgomery County Emergency Management may ask the County's Financial Officer to assign a special project number to track all county-related expenses. Incorporated areas of the county may also assign special project numbers per the recommendation of the Montgomery County Office of Emergency Management.

Insurance and Cost Recovery

The Kansas Department of Insurance, in coordination with the Montgomery County Emergency Management or other designee, will coordinate all insurance actions pertaining to County property. The Montgomery County Treasurer coordinates all financial activities relating to recovery operations.

Pet Sheltering Costs: Disaster Assistance Policy (DAP) 9523.19

FEMA Disaster Assistance Policy (DAP) 9523.19 details eligible reimbursements related to pet sheltering including: shelter facilities, supplies and commodities, eligible labor, equipment,

emergency veterinary services, transportation, shelter safety and security, cleaning and restoration, and the removal and disposal of animal carcasses.

ESF 6 provides the concept of operations for pet sheltering and documentation of costs.

C. Logistics

Identifying Resource Gaps

The Local Emergency Planning Committee (LEPC) will determine the priorities for resource needs based on identified gaps.

The LEPC, using input and data from the regional capability assessment (see file archive), Department of Homeland Security, local intelligence and threat assessments, will provide a high level determination of resource needs. These assessments will take into account specific threats as well as potential all-hazard threats and response capability.

Resource and logistic response will be prioritized and accomplished under the direction of the EOC Manager. Information from Field Incident Commanders and Incident Action Plan priorities will be used to prioritize multiple requests. Resource requests will be met dependent on incident type and the responding entities available or anticipated resource requirements. All resource requests should be captured using an ICS form. Any requests requiring rental, hire or costs to fill will be passed on to the Finance group with a copy of the ICS form.

Montgomery County has a hazmat response team and swift water rescue team in Coffeyville, KS. A generator/light tower that is provided by the SE Kansas Regional Homeland Security Council, is housed in Coffeyville, KS. There are fire resources that can be utilized from the Coffeyville Resources Refinery, via mutual aid.

Montgomery County utilizes the Durham School bus services through summer 2019. Connections services transports elderly and functional needs residents to and from appointments. Four County Mental Health is housed in the county.

Contracting

The following locations provide a list of contractors for Montgomery County Office of Emergency Management:

- Attached to the file archive of this plan is a list of contractors that could be used to support emergency operations.
- The CRMCS has the functionality to enter contractor support and can be retrieved during an emergency.
- Montgomery County Office of Emergency Management can access the state contracting website at <http://www.da.ks.gov/purch/Contracts> and query for available state contracts applicable to political subdivisions (i.e. counties, cities, etc.)
- County resource battle books with specific contracting lists.

Requesting State Assistance

Coordination of resource needs:

- When local municipal resources are committed, the Montgomery Co OEM will coordinate assistance to satisfy resource needs.
- If the County requires additional assistance, it will call mutual aid from adjacent counties and regional resources
- Only the Montgomery County Office of Emergency Management Director or his/her documented designee, is authorized to request resource support from the Adjutant General's Office, Kansas Division of Emergency Management - KDEM.
- Adjutant General's Office, Kansas Division of Emergency Management – KEMA will turn to the Federal Emergency Management Agency (FEMA) for assistance in dealing with a major disaster that threatens to exceed the capabilities and resources of the state.

Each agency tasked within this plan is responsible for developing and maintaining applicable resource lists. These lists should follow established county protocols for maintaining resource lists. At a minimum, a full resource list (including all county resources) will be provided to Montgomery County Emergency Management and the ESF 7 Coordinating and Primary Agency.

Key Logistics Facilities

Potential locations for Staging Areas and Points of Distribution sites (PODS) are identified annually by the Montgomery County Emergency Management. Predetermined Staging Areas and PODS include:

Montgomery County Office of Emergency Management Points of Distribution:

**First Church of the Nazarene
3167 South 10th Street
Independence, KS 67301**

**Independence Comm College - West Campus
2615 W. Main St
Independence, KS 67301**

**National Guard Facility
2669 Pearl Schmid Dr
Coffeyville, KS 67337**

Montgomery County Office of Emergency Management Staging Area:

**Coffeyville Airport (FAA Identifier CFV)
N. Highway 169 Industrial Park
Coffeyville, KS 67337**

**Independence Comm College - West Campus
2615 W. Main St
Independence, KS 67301**

**Independence Municipal Airport (FAA Identifier IPD)
Rt 1 Box 233
Independence, KS 67301**

**Tri-City Airport (FAA Identifier PPF)
#163 24000 Road
Cherryvale, KS 67335**

**US Army Reserve Bldg.
620 W Oak St
Independence, KS 67301**

**Walter Johnson Park
701 Hargis
Coffeyville, KS 67337**

Montgomery County Office of Emergency Management Landing Zones:

**Coffeyville Airport (FAA Identifier CFV)
N. Highway 169 Industrial Park
Coffeyville, KS 67337**

**Independence Municipal Airport (FAA Identifier IPD)
Rt 1 Box 233
Independence, KS 67301**

**Tri-City Airport (FAA Identifier PPF)
#163 24000 Road
Cherryvale, KS 67335**

Pre-Staging

Certain situations will require pre-staging assets. Identifying these resources and triggers points to utilize such resources are based on the phases indicated in the Montgomery County Office of Emergency Management Incident Action Plan (IAP). The IAP will be developed in preparation of or during an emergency or disaster situation.

Fuel

Fuel will be procured using local economy. Local incident command will provide the desired

location of fuel purchasing if applicable for the incident. ESF 7 and ESF 12 provide further detail concerning procuring fuel.

Security

Security at each staging area will be accomplished by mission assigning ESF 13. ESF 13 provides further detail.

VI. CONTINUITY OF OPERATIONS / CONTINUITY OF GOVERNMENT

All Montgomery County government agencies are encouraged to develop and implement Continuity of Operations Plans (COOP) to ensure that a viable capability exists to continue their essential functions of government services. Planning and training efforts for COOP is closely coordinated with the MG EOP and actions. This serves to protect and preserve vital records/documents deemed essential for continuing government functions and conducting post-disaster operations.

Continuity of Government is also an essential function of Emergency Management and is vital during an emergency/disaster situation. Critical issues such as Lines of Succession, Delegation of Emergency Authority, Emergency Actions, safeguarding essential records, and protection of government resources are adhered within the State of Kansas constitution, statutes and administrative rules

VII. REFERENCES AND AUTHORITIES

The following references and authorities may be consulted for further advice and guidance. Other than those references and authorities that have the inherent force and effect of law, this MG EOP is not intended to incorporate them by reference.

Relationship to Other Plans

In addition to the MG EOP, the following plans have been developed and are maintained pursuant to state and federal requirements. In addition, they have been incorporated in the MG EOP annexes:

- Hazardous Materials
- Mitigation Plan / Local Mitigation Strategy
- Continuity of Operations / Continuity of Government (COOP/COG)

References:

- **CPG 101 Ver 2.0 Developing & Maintaining Emergency Operations Plan Nov 2010 - DHS/FEMA - From CPG 101 Introduction - "**

Comprehensive Preparedness Guide (CPG) 101 provides guidance for developing emergency operations plans. It promotes a common understanding of the fundamentals of risk-informed planning and decision making to help planners examine a hazard or threat and produce integrated, coordinated, and synchronized plans. The goal of CPG 101 is to assist in making the planning process routine across all phases of emergency management and for all homeland security mission areas. This Guide helps planners at all levels of government in their efforts to develop and maintain viable, all-hazards, all-threats emergency plans. "

- **Federal Bureau of Investigation's Concept of Operations** - Federal Bureau of Investigation's Concept of Operations for Weapons of Mass Destruction
- **Federal Radiological Emergency Response Plan**
- **National Incident Management System (NIMS)** - National Incident Management System (NIMS)
- **National Response Framework (NRF)** - National Response Framework (NRF)

Additional referenced documents are available via the kansasplanner.com file archive. These documents are available through the Montgomery County Emergency Management Office:

County Emergency Evacuation Routes
 Critical Facilities - Special Needs list
 Critical Facilities Needs list
 Pipeline Locations
 Caney Police Department Communications Ranges
 Caney EMS Range
 Caney Law Enforcement Communications Ranges
 Coffeyville Police Department - all Communications Ranges

Coffeyville Police Antenna Dead Spots
Communications Logging System - MG County
ICS Form 205 - Incident Radio Communications Form
ICS Form 213 - General Message Form
Incident Radio Communications Plan #1-3
Independence Law Enforcement Tower Range
MG County Tower Range Dead Spots #1-4
MG County Communications Assessment Synopsis #1-15
MG County Public Works Communications Ranges
MG County Debris Removal Plan
Public Works Resources
Trash Collection Sites - MG County
Montgomery County Snow Removal SOP #1-5
ICS Form 209
Emergency Action Plan - Bee Creek
Disaster Declaration Form
EOC Operations
MG County EOC Location
Events Data - MG County
Dam Breach Emergency - Elk City Lake
Dam Breach - Fall River - Toronto - Big Hill Lakes
MG County EOC Structure
MG County Resolution 09-169 - Adopting NIMS
MG County Community Colleges Boundaries
Critical Facilities Map
Critical Needs Map
ADA Policies - #1-9
MG County Resources List - #1-29
MG County Animal Response Team (CART) SOP
American Red Cross Resources List - MG County
MG County Volunteer Organizations
Independence Mass Fatality SOP
Search and Rescue Contacts
MG County Weather Event SOP
LEPC Committee Members
HAZMAT Report Form A
HAZMMAT-Prone Facilities - MG County
Radiological Incident Response Checklist - #1-4
FAD Contacts - SE Kansas
National Historical Sites - MG County
MG County FAD Plan
MG County Land Use Map
MG County Water Features and Roads
Utility Companies - MG County
MG County Public Safety Contacts
Joint Terrorism SOP - MG County

MG County ESN Zones
 MG County EMS Districts
 MG County Law Enforcement Districts
 American Red Cross Operations Handbook
 American Red Cross Mass Care Handbook
 Combined Animal Sheltering SOG
 RIA Reporting Criteria
 Damage Assessment Survey Guidelines
 Rapid Assessment Guidelines
 Rapid Disaster Assessment Survey
 Media Contacts List
 PIO Appointment Resolution
 Montgomery County Maps
 MG County Hazard CPRI Tables

Authorities:

- **44 CFR 350** - of the Code of Federal Regulations.
- **44 CFR Part 10** - Environmental Considerations.
- **44 CFR Part 13** - (The Common Rule) - Uniform Administrative Requirements for Grants and Cooperative Agreements.
- **44 CFR Part 14** - Audits of State and Local Governments.
- **44 CFR Part 206** - Federal Disaster Assistance for Disasters Declared after November 23, 1988.
- **44 CFR Parts 59-76** - National Flood Insurance Program and related programs.
- **50 CFR, Title 10** - 50 CFR - Title 10 of the Code of Federal Regulations.
- **National Flood Insurance Act of 1968, 42 U.S.C. 4101** - As amended by the National Flood Insurance Reform Act of 1994 (Title V of Public Law 103-325).
- **Public Law 101-549** - Clean Air Act Amendments of 1990, which provide for reductions in hazardous air pollutants and risk management planning requirements.
- **Public Law 101-615** - Hazardous Materials Transportation Uniform Safety Act (HMTUSA), which provides funding to improve capability to respond to hazardous materials incidents.
- **Public Law 106-390, Disaster Mitigation Act 2000** - Public Law 106-390, Disaster Mitigation Act of 2000, to amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the Federal costs of disaster assistance, and for other purposes.
- **Public Law 107-296, 116 Stat. 2135 (2002)** - Public Law 107-296, 116 Stat. 2135 (2002) (codified predominantly at 6 U.S.C. 101-557 and other sections of the U.S.C.), ESTABLISHED THE Department of Homeland Security with the mandate and legal authority to protect the American people from the continuing threat of terrorism.
- **Public Law 833-703** - amendment to the Atomic Energy Act of 1954.
- **Public Law 84-99, 33 U.S.C. 701n** - Flood Emergencies, authorizing an emergency fund for flood emergency preparation, flood fighting and rescue operations, and repair and restoration of flood control works threatened or destroyed by flood.

- **Public Law 85-256, Price-Anderson Act** - 42 U.S.C. 2210, which provides for a system of compensating the public for harm caused by a nuclear accident.
- **Public Law 89-665, 16 U.S.C. 470** - National Historic Preservation Act, relating to the preservation of historic resources damaged as a result of disasters.
- **Public Law 91-671, Food Stamp Act of 1964** - in conjunction with Section 412 of the Stafford Act, relating to food stamp distributions after a major disaster.
- **Public Law 93-234** - Flood Disaster Protection Act of 1973, as amended by the Flood Insurance Reform Act of 1994, 42 U.S.C. 4001, et seq, provides insurance coverage for all types of buildings.
- **Public Law 93-288, as amended, 42 U.S.C. 5121** - et seq, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, which provides authority for response and recovery assistance under the Federal Response Plan, which empowers the President to direct any federal agency to utilize its authorities and resources in support of State and local assistance efforts.
- **Public Law 95-510, 42 U.S.C. 9601** - et seq, the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended, which requires facilities to notify authorities of accidental releases of hazardous materials.
- **Public Law 99-499** - Superfund Amendments and Re-authorization Act of 1986, Part III, the Emergency Planning and Community Right-to-Know Act of 1986, 42 U.S.C. 11001, et seq, which governs hazardous materials planning and community right-to-know.
- **Regulatory Improvement Act of 1994** - Regal Community Development and Regulatory Improvement Act of 1994.
- **Stewart B. McKinney Homeless Assistance Act** - 42 U.S.C. 11331-11352, Federal Emergency Management Food and Shelter Program.
- **Kansas Administrative Regulation 56-2-1 and 56-2** - These regulations define the requirements of local emergency management agencies. It establishes the minimum functions of such agencies, the minimum support counties must provide to such agencies and the minimum qualifications of county emergency management directors/coordinators.
- **Kansas Planning Standards** - The Kansas Planning Standards (KPS) is intended to be an all-encompassing guide to review or redevelop Local Emergency Operations Plans (LEOPs).
- **Kansas Response Plan** - The Kansas Response Plan (KRP) is designed to address natural and man-made hazards that could adversely affect the State of Kansas. The KRP applies to all State government departments and agencies that are tasked to provide assistance in a disaster or emergency situation. It describes the fundamental policies, strategies, and general concept of operations to be used in control of the emergency from its onset through the post disaster phase.
- **Kansas Statutes Annotated (KSA) 48-9a01** - This Emergency Management Assistance Compact (EMAC) is a mutual aid agreement and partnership that allows states to assist one another during emergencies. Emergency Management Assistance Compact establishes a firm legal foundation for States to send assistance to, and receive assistance from other States.
- **KSA 12-16, 117** - This state statute empowers municipalities (counties and cities) to establish policies regarding the rendering of aid to other municipalities during times of

declared emergencies/ disasters. It streamlines the process of mutual aid over the “interlocal agreement” mechanism contained in KSA 12-2901.

- **KSA 48-904 through 48-936** - These state statutes establish the duties, roles and responsibilities for emergency management within the state, and establishes basic requirements for counties to establish and maintain emergency management programs. It outlines the organization, policies and procedures governing the Kansas Division of Emergency Management (KDEM), establishes the powers and authorities of the Governor, state and local officials to deal with emergencies/disasters before, during and after their occurrence.
- **KSA 65-5701 through 65-5711** - These state statutes are the state level implementation of Superfund Amendments and Reauthorization Act (SARA), Title III. It defines the Hazardous Materials (HAZMAT) roles and responsibilities of state agencies, makes counties Hazardous Materials emergency planning districts and establishes a Local Emergency Planning Committee (LEPC) in each county.
- **State of Kansas Executive Order 05-03** - This Executive Order designates the National Incident Management System (NIMS) as the standard for incident management in the State of Kansas.
- **Montgomery County Resolution #94-165** - dated 10-27-94, approving establishment of the Department of Emergency Management responsible for coordination of responses to disasters in Montgomery County.

Memorandums of Understanding and Agreements:

Local

- **MontCo Health Dept / 1st Nazarene Church of Independence - POD**
- **MontCo Health Dept / 1st Southern Baptist of Coffeyville - POD**