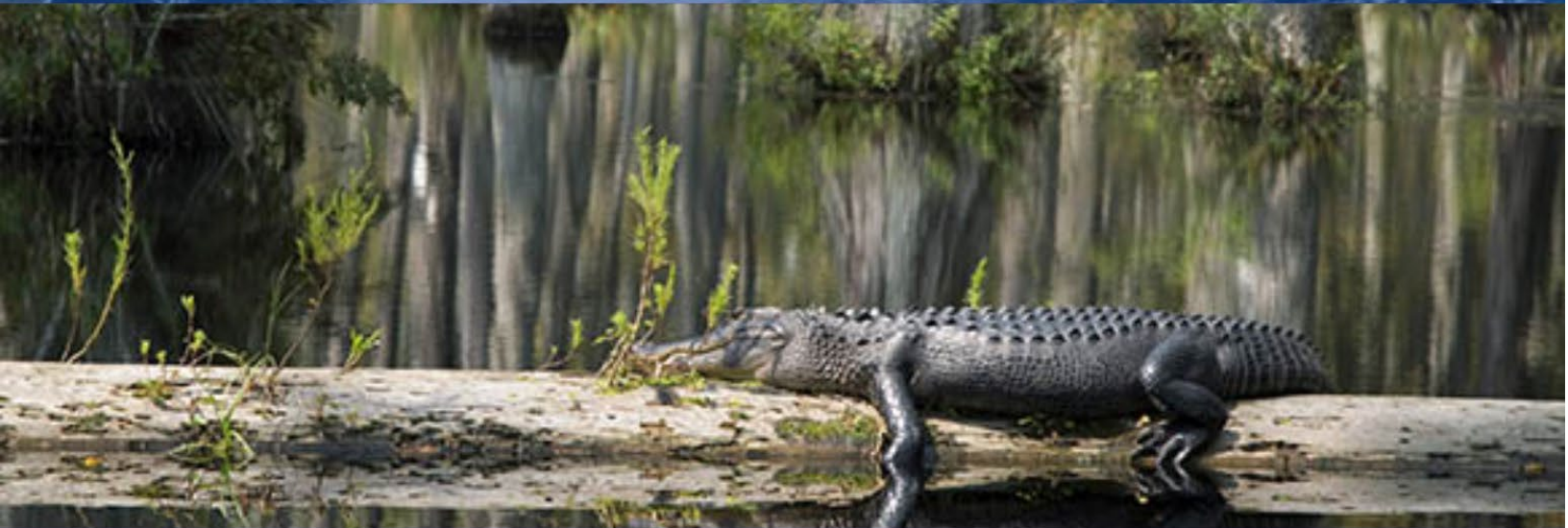




# TANGIPAHOA PARISH

# EMERGENCY OPERATIONS PLAN





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# **2025 TANGIPAHOA EMERGENCY OPERATIONS PLAN (EOP) UPDATE**

*Prepared for:*

**Tangipahoa Parish**



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## TANGIPAHOA PARISH EMERGENCY OPERATIONS PLAN PROMULGATION STATEMENT

Transmitted herewith is the All Hazard Emergency Operations Plan (EOP) for Tangipahoa Parish. This plan supersedes any previous Emergency Operations Plan promulgated for this purpose. It provides a framework in which the parish and its political subdivisions can plan and perform their respective functions during an Emergency.

Included in the context of this All-Hazard Emergency Operations Plan, is the authority and responsibility for direction and control of the resources of Tangipahoa Parish by responding agencies, when operating as members of the Emergency Operation organization.

This plan is in accordance with existing Federal, State and Local statutes and understanding of the various agencies involved. This plan is in concurrence with the Tangipahoa Parish Office of Homeland Security and Emergency Preparedness, the Governor's Office of Homeland Security and Emergency Preparedness, and the Federal Emergency Management Agency. It will be reviewed and rectified annually by the Tangipahoa Parish Office of Homeland Security and Emergency Preparedness, and every fourth year by the Governor's Office of Homeland Security and Emergency Preparedness. All recipients are requested to advise the Tangipahoa Parish Office of Homeland Security and Emergency Preparedness of any changes that might result in its improvement or increase its usefulness.

**Date:**

Signatures:

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Tangipahoa Parish President

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Director, Office of Homeland Security  
and Emergency Management





## RECORD OF DISTRIBUTION

Name and Title	Agency	Date	Number of Copies
	Tangipahoa Parish OHSEM		
	Tangipahoa Parish President		
	GOHSEP		





## PURPOSE

It is the purpose of this plan to provide guidance for the various departments within Tangipahoa Parish government, where applicable, and all of those outside agencies within the Parish of Tangipahoa with an emergency assignment before, during, and following any declared emergency.

This plan details overall responsibilities of local government as well as guidelines and organizational priorities necessary to insure a coordinated Federal, State, and Local government response.

This plan sets forth a detailed Parish program for preparation against, operation during, and relief and recovery following disasters as provided by Parish, State, and Federal statutes as well as other related or applicable emergency authorities or directives.

This plan will be available for public viewing through the Tangipahoa Parish website at:

<https://tangipahoa.org/government/emergency-preparedness>

## Mission

In time of emergency the mission of the Tangipahoa Parish government is:

- To plan and prepare response programs for the protection of life and property in the event of disasters.
- To take immediate effective action to direct, mobilize, coordinate, and determine utilization of local resources to support political subdivisions in the conduct of disaster operations to save lives, protect property, relieve human suffering, sustain survivors, and repair essential facilities.
- To coordinate and direct restoration and recovery operations in the disaster area.
- To ensure that each Parish Department will plan and provide for an emergency operations capability, while conforming, in principle, to this plan.
- To coordinate all disaster services with the Parish Office of Homeland Security Emergency Management Director, and direct restoration and recovery operations in the disaster area subject to governmental authority.
- To provide each Parish Department with plans which conform to the guidelines and directions of the Tangipahoa Parish Emergency Operations Plan.

## Overview

- Primary responsibility for disaster preparedness rests with elected heads of government, both Local and State. To fulfill this responsibility, maximum attention must be given to the coordination of all disaster relief efforts by Local, State, public and private organizations.

- Existent organizational elements for emergency government response will be utilized to the fullest extent and augmented where necessary.
- Assistance to overcome the effects of a disaster must be provided as soon as possible after its occurrence. Therefore, Local response elements and State government will perform urgently needed emergency work immediately.

**NOTE:** *Possible reimbursement by the Federal Government for emergency work, restoration or replacement is contingent only upon a Presidential Declaration implemented under Public Law 93-288, Part II. It is the purpose of the General Plan to cover all aspects of Local response only, not contingent on any extraordinary State or Federal assistance.*

- All Local response elements will include provisions for necessary documentation for financial accountability from the onset of any disaster occurrence. The fact that emergency conditions exist does not preclude the need for documentation required by current disaster assistance regulations and directives.
- It shall be the responsibility of all Local response elements of government to:
  - Utilize to the fullest extent all able manpower and material resources subject to the authority of the government entity
  - Utilize to the fullest extent all manpower and material resources available in the general area of devastation by means of inter-city or inter-parish request
  - Notify the Director of Homeland Security and Emergency Management of any deficiencies that exist.

***All response elements of Local government will adhere to the above general principles.***

## SITUATIONS AND ASSUMPTIONS

### Situation

- Tangipahoa Parish is located in the Southeast portion of Louisiana, approximately 50 miles northwest of New Orleans and approximately 50 miles east of Baton Rouge, Louisiana. The Parish of Tangipahoa is adjacent to St. Tammany, Livingston, Washington, St. John the Baptist, and St. Helena Parishes. In addition, Tangipahoa shares its border with the following Mississippi counties: Amite and Pike.
- Tangipahoa Parish is located in the Southeast portion of Louisiana, approximately 50 miles northwest of New Orleans and approximately 50 miles east of Baton Rouge, Louisiana. The Parish of Tangipahoa is adjacent to St. Tammany, Livingston, Washington, St. John the Baptist and St. Helena Parishes. In addition, Tangipahoa shares her border with the following Mississippi counties; Amite and Pike. The parish is one of the largest, in terms of land area, in the state. It has a total area of 823 square miles, of which 790 square miles of it is land and 33 square miles of it is water.



- Tangipahoa Parish has within its borders 8 incorporated communities:
  - Kentwood
  - Village of Tangipahoa
  - Roseland
  - Amite
  - Independence
  - Tickfaw
  - Hammond
  - Ponchatoula
- Demographics
  - As of the census estimate of 2020, there were 135,217 people, 58,591 households, and 48,548 families residing in the parish.
  - There were 58,591 households out of which 24.6% had children under the age of 18 living with them, 45.30% were married couples living together, 17.70% had a female householder with no husband present, and 33.40% were non-families. 27.10% of all households were made up of individuals and 15.1% had someone living alone who was 65 years of age or older. The average household size was 2.68 and the average family size was 3.14.
  - The median income for a household in the parish was \$48,745. and the median income for a family was \$32,816. Males had a median income of \$29,388 versus \$19,234 for females. The per capita median income for the parish was \$25,628. About 20.90% of families and 20.1% of the population were below the poverty line, including 32.70% of those under age 18 and 19.00% of those age 65 or over. The special needs of the handicapped and elderly are appropriately addressed throughout this plan. Annual reassessments are conducted by the OHSEM.
- Southeastern Louisiana University is located within Tangipahoa Parish, within the City of Hammond. Student enrollment is in excess 14,300.
- Tangipahoa Parish's hazard analysis study indicates that its entire population is vulnerable to many hazards, both natural and technological, that could individually or in a combination thereof, result in conditions that warrant a coordinated emergency response and an emergency or disaster declaration by the Parish President. The hazards include:
  - Thunderstorms – Lightning, Hail, High Wind
  - Tornadoes
  - Wintry Weather
  - Tropical Systems/Hurricanes
  - Floods (Urban and Small Stream, River, Flash)
  - Wildfire
  - Pandemics/Infectious Diseases
  - CBRNE
  - Fixed Sites
  - Transportation (Roadway, Transportation, Pipeline, Waterway)

- Cyber Security Incident
- Bridge Collapse
- Terrorism
- Civil Disturbance
- Prison Breaks
- School Shootings
- Large Gatherings

**In addition to the Warning Code Matrix, Southeastern Louisiana University has an Emergency Notification System, which can be used in conjunction with the warning system for Tangipahoa Parish.**

### StormReady Community

Tangipahoa Parish is a StormReady Community. This is a designation awarded by the National Weather Service (NWS) in the United States to communities that have demonstrated a high level of preparedness and readiness to effectively respond to severe weather events, including thunderstorms, tornadoes, hurricanes, and other natural disasters. The StormReady program aims to reduce the loss of life and property by encouraging proactive measures and community engagement in disaster preparedness and response.



## Assumptions

- The Tangipahoa Parish Emergency Operations Center or an alternate facility is available.
- All equipment necessary to provide a coordinated mitigation, preparedness, response, and recovery effort from local, state, and federal government is functional and available as reasonably possible to the extent of the emergency.
- Actions to minimize the effects of any disaster will be conducted by Tangipahoa Parish officials from the Emergency Operations Center and affected public and private agencies.

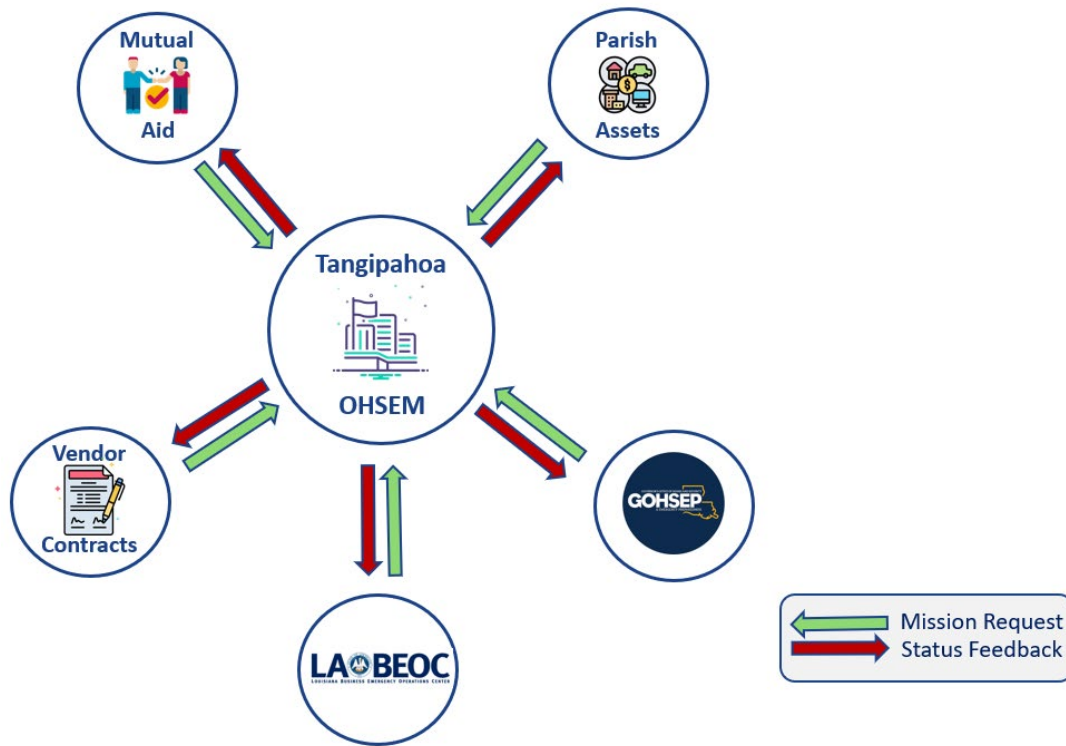
## CONCEPT OF OPERATIONS

### General

The Emergency Operations Plan (EOP) is based on the premise that the Emergency Support Functions (ESF) performed by the various agencies and organizations during emergency operations generally parallels their normal day-to-day functions. The same personnel and material resources will be employed in both cases. Day-to-day tasks and operations that do not contribute directly to the emergency may be suspended or redirected for the duration of any emergency or disaster, and efforts that would normally be assigned to those tasks will be channeled toward emergency and disaster ESF as assigned.

The special needs of the handicapped, elderly, and Spanish speaking population are appropriately addressed throughout this plan.

The plan is based on the concept that initial emergency management (response) will, to the maximum extent possible, be provided by Tangipahoa Parish. The Parish President has the authority to declare a "State of Emergency" and to terminate the same. This "State of Emergency" is the authority for exercise of pre-delegated emergency authority. Assistance will be requested by executing mutual aid agreements with the American Red Cross, other volunteer groups, the private sector, neighboring parishes and the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP). If more assistance is needed beyond state capabilities, GOHSEP will coordinate requests to the proper federal authorities, including a request to the Federal Emergency Management Agency (FEMA) for a Presidential Declaration of an emergency or major disaster to allow supplemental federal financial and technical assistance to be provided.



### Executions and Implementation

The Louisiana Homeland Security and Emergency Assistance and Disaster Act, RS: 29:721-738, as amended, has placed the responsibility for implementation of this plan upon the Parish President. The Tangipahoa Parish Homeland Security and Emergency Management Director is appointed by the Tangipahoa Parish President and will implement this plan and procedures when the situation warrants. Should the Parish President declare a state of emergency, the plan will automatically be activated.

### State of Louisiana Incident Management System

The Federal Government has adopted the National Incident Command System (NIMS) to manage emergency incidents and disasters from the first responder level to the highest levels of Federal Government. It is based on the Incident Command System (ICS) and Unified Command System (UCS) and is flexible and appropriate to all types of incidents. The State of Louisiana Incident Management System (SLIMS) will use the same flexible structure to manage all types of incidents, particularly those that require the establishment of Incident Command Posts at or near an incident site. Tangipahoa Parish by adoption of this plan has adopted in its entirety the NIMS.

## National Incident Management System – Command and Management – Incident Types Incident Complexity Types

- **Type 5**
  - The incident can be handled with one or two single resources with up to six personnel.
  - Command and General Staff positions (other than the Incident Commander) are not activated.
  - No written Incident Action Plan (IAP) is required.
  - The incident is contained within the first operational period and often within an hour to a few hours after resources arrive on scene.
  - Examples include a vehicle fire, an injured person, or a police traffic stop.
  
- **Type 4**
  - Command staff and general staff functions are activated only if needed.
  - Several resources are required to mitigate the incident, including a Task Force or Strike Team.
  - The incident is usually limited to one operational period in the control phase.
  - The agency administrator may have briefings and ensure the complexity analysis and delegation of authority are updated.
  - No written IAP is required but a documented operational briefing will be completed for all incoming resources.
  - The role of the agency administrator includes operational plans including objectives and priorities.
  
- **Type 3**
  - When capabilities exceed initial attack, the appropriate ICS positions should be added to match the complexity of the incident.
  - Some or all of the Command and General Staff positions may be activated, as well as Division/Group Supervisor and/or Unit Leader level positions.
  - A Type 3 Incident Management Team (IMT) or incident command organization manages initial action incidents with a significant number of resources, an extended attack incident until containment/control is achieved, or an expanding incident until transition to a Type 1 or 2 team.
  - The incident may extend into multiple operational periods.
  - A written IAP may be required for each operational period.
  
- **Type 2**
  - This type of incident extends beyond the capabilities for local control and is expected to go into multiple operational periods. A Type 2 incident may require the response of resources out of area, including regional and/or national resources, to effectively manage the operations, command, and general staffing.



- Most or all of the Command and General Staff positions are filled.
- A written IAP is required for each operational period.
- Many of the functional units are needed and staffed.
- Operations personnel normally do not exceed 200 per operational period and total incident personnel do not exceed 500 (guidelines only).
- The agency administrator is responsible for the incident complexity analysis, agency administrator briefings, and the written delegation of authority.
- **Type 1**
  - This type of incident is the most complex, requiring national resources to manage and operate safely and effectively.
  - All Command and General Staff positions are activated.
  - Operations personnel often exceed 500 per operational period and total personnel will usually exceed 1,000.
  - Branches need to be established.
  - The agency administrator will have briefings and ensure that the complexity analysis and delegation of authority are updated.
  - Use of resource advisors at the incident base is recommended.
  - There is a high impact on the local jurisdiction, requiring additional staff for office administrative and support functions.





## Emergency Action Levels

The Tangipahoa Parish Standardized Emergency Classification System exists to standardize terminology among all emergency response organizations to express the severity of emergencies and provide the framework for a unified response. In addition, the Tangipahoa Parish Standardized Emergency Classification System provides the foundation for the implementation and institutionalized processes, systems, procedures, and/or plans to ensure effective cross-jurisdictional coordination between multiple local ICS organizations responding to an incident covering a large geographical area.

Tangipahoa EOC Activation Level	Definition
Normal Operations	<b>Steady State / Monitoring:</b> Normal Operations are ongoing.
Crisis Management Team/Crisis Action Team (CAT)	<b>CAT / Select Activation:</b> Events involve a potential or actual threat to the safety and welfare of the people in a threatened area(s). Tangipahoa Parish Crisis Action Team (CAT) is activated with minimal staffing. The Parish EOC may be activated with critical Branches/ESF's.
Full EOC Activation	<b>Full Activation:</b> Events are in progress and require all support mentioned above. Parish and organizations assigned to the EOC or hold a seat in the Executive Group/Unified Command Group (UCG) are required to report to the EOC to support operations on a 24-hour operational period. This status will continue until any potential threat(s) have been eradicated and the emergency has been terminated. As the threat or actual danger decreases, proper re-deployment activities will take place so as to allow Parish Agencies and/or departments to return to normal operations.

## Phases of Emergency Management

Since this comprehensive plan is concerned with all types of hazards to which Tangipahoa Parish is exposed before, during, and after an occurrence, four phases of management are considered as follows:

<p><b>Mitigation</b></p> 	<p>Tangipahoa Parish will direct the Mitigation Strategy in accordance with the Tangipahoa Parish Hazard Mitigation Plan. The Parish may authorize the Parish President to carry out those provisions within the Tangipahoa Hazard Mitigation Plan. All departments, agencies and political subdivisions will conduct mitigation activities as directed by the Tangipahoa Parish Hazard Mitigation Plan or as directed by the Tangipahoa Parish. The Parish President will be authorized to execute emergency mitigation measures during a declared disaster or emergency as authorized under RS 29:727.</p>
<p><b>Preparedness</b></p> 	<p>Preparedness activities serve to develop the response capabilities needed in the event of an emergency. Planning, exercising, training, and developing public information programs and warning systems are among the activities conducted under this phase.</p>
<p><b>Response</b></p> 	<p>Emergency services are provided during the response phase. These activities help to reduce casualties and damage and to speed recovery. Response activities include warning, evacuation, rescue, and other similar operations addressed in this plan.</p>
<p><b>Recovery</b></p> 	<p>Recovery includes both short-term and long-term activities. Short-term operations seek to restore critical services to the community and provide for the basic needs of the public. Long-term recovery focuses on restoring the community to its normal, or improved, state of affairs. The recovery period is also an opportune time to institute mitigation measures, particularly those related to the recent emergency. Examples of recovery actions would be temporary housing and food, restoration of non-vital government services, and reconstruction of damaged areas</p> <p>When the Parish President and his advisors determine that a State of Emergency no longer exists, he will issue an order terminating it, to include all specially delegated emergency authorities and powers.</p>



## ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### General

Most departments/agencies of government have emergency functions in addition to their normal, day to day duties. These emergency functions usually parallel or complement normal functions. Each department/agency is responsible for maintaining its own emergency management procedures. Specific primary and support functions are outlined in roles and responsibilities and overlap with those in each annex.

Departments/agencies of government that provide response personnel should maintain Standard Operating Procedures (SOP) which include description of:

- The specific emergency authorities to be assumed by a designated successor,
- When these authorities would become effective, and
- When the delegated authorities would be terminated.

### Organization

Tangipahoa Parish President appoints the Homeland Security and Emergency Management Director to oversee parish emergency response activities. The parish government structure, and parish Emergency Operations Center (EOC) structure can be found below:

### Assignments of Responsibilities

The following is the assignment of primary emergency functions to departments and agencies of the Parish of Tangipahoa as well as to any other concerned organization whether political or private, profit or nonprofit, necessary to carry out this emergency plan. The designated function applies to all parts of the Tangipahoa Parish Emergency Operations Plan when a specific part is not designated. Assignment of support emergency functions to certain agencies is also included.

#### **Tangipahoa Parish President**

- Assumes responsibility for the overall response and recovery operations.
- Appoints an individual as the Tangipahoa Parish Homeland Security and Emergency Management Director.
- Declares state of emergency or disaster within Tangipahoa Parish.

#### **Tangipahoa Parish Homeland Security and Emergency Management:**

- Manages the Emergency Operation Center as a physical facility (e.g., layout and set-up), oversees its activation, and ensures it is staffed to support response.
- Conducts hazard analysis for its jurisdiction.
- Ensures that plans are updated, and exercises are conducted.
- Oversees the planning and development of procedures to accomplish the emergency communications function during emergency response.

- Ensures a sufficient number of personnel are assigned to the communications and information processing sections in the Emergency Operation Center.
- Oversees the planning, development, and maintenance of the warning function.
- Oversees updated listings, including phone numbers of emergency response personnel to be notified of emergency situations.
- Designates one or more facilities to serve as the jurisdictions' alternate Emergency Operation Center.
- Ensures that communications, warning, and other necessary operations support equipment is readily available for use in the alternate Emergency Operations Center.
- Coordinates with EOC Coordinators to ensure necessary planning considerations are included in the Emergency Operations Plans.
- Coordinates volunteer support efforts to include the activities of volunteers from outside the jurisdiction and the assistance offered by unorganized volunteer and neighborhood groups within the jurisdiction.
- Works with the Public Information EOC Coordinator to develop emergency information packets and emergency instructions for the public.
- Coordinates planning with the emergency management staff in neighboring jurisdictions.
- Coordinates the provision of mass care needs for personnel performing medical duties during catastrophic emergencies.
- Advocates that mitigation concerns be addressed appropriately during response and recovery operations.

### **Law Enforcement – Municipal and Sheriff's Office:**

- Responsible for advising the Parish on public safety matters.
- Maintain law and order.
- Protecting vital installations.
- Controlling traffic and providing access control.
- Supplement parish communications.
- Assist with public alert / notification.
- Assists with implementation of protective actions measures.
- Coordinates open Search and Rescue.

### **Fire Departments:**

- Fire suppression and protection.
- Supplement Emergency Medical Response.
- Hazardous-materials incident commander.
- Hazardous-materials decontamination.
- Coordinates Urban and Open search and rescue.
- Assists with damage assessment.

- Assist with public alert / notification.
- Coordinates open Search and Rescue.

### **Emergency Medical Services (EMS):**

- Coordinates with the OHSEM Director on planning, training and exercising.
- Meets with the heads of local public health, emergency medical, hospital, environmental health, mental health, and mortuary services, or their designees, to review and prepare emergency health and medical plans and ensure their practicality and interoperability. When appropriate, includes local representatives of professional societies and associations in these meetings to gain their members' understanding of and support for health and medical plans.
- Meets with representatives of fire and law enforcement, emergency management agencies, military departments, state and federal agencies, and the American Red Cross to discuss coordination of disaster plans.
- Assists facilities that provide care for special needs populations to develop a facility evacuation plan.

### **Parish Public Information Officer:**

- Advises the OHSEM Director, Parish President, and Sheriff on matters of emergency public information. Establishes and maintains a working relationship with local media.
- Prepares a call-down lists for dissemination of emergency public information to normal media groups.
- Prepares emergency information packets for release; distributes pertinent materials to local media prior to emergencies; and ensures that information needs of visually impaired, and non-English speaking audiences are met.

### **Parish and Municipal Public Works Departments:**

- Emergency and routine maintenance of emergency services equipment and facilities.
- Provide adequate fuel supplies for emergency situations.
- Responsible for coordinating equipment support to remove impediments from evacuation routes and to facilitate traffic routing at access and traffic control points.
- Coordinates with private sector utilities and contractors for use of private sector resources in Public Works – related operations.
- Provide personnel for damage assessment.
- Maintain water systems.
- Coordinate with outside agencies to provide water to the parish when the local water system is unavailable.
- Determine when the parish's water system is available after an emergency.
- Provide for the continued operation of the parish wastewater systems.
- If appropriate, may assist in the duties of other Parish agencies as appropriate.



## **Tangipahoa Parish Public Schools:**

- Responsible for making School Board resources available.
- Develops and periodically exercises a student evacuation plan.
- Coordinates the use of school buses to transport schoolchildren and other evacuees.
- Develops emergency plans for the transport of school children to shelters.
- Responsible for coordinating and obtaining transportation resources to ensure the movements of people who need assistance in evacuating the risk area.
- Identifies transportation resources likely to be available for evacuation operations; prepares an inventory of vehicle resources.
- Provides public facilities for sheltering.

## **Southeastern Louisiana University:**

- Develops and periodically exercises a campus evacuation plan.
- Provides for the Public Alert / Notification for the University.
- Coordinates the use of buses to transport students, faculty, staff and visitors in the event of an evacuation.
- Develops emergency plans for the transport of students to shelters.
- Responsible for coordinating and obtaining transportation resources to ensure the movements of students and staff who need assistance in evacuating the risk area.
- Identifies transportation resources likely to be available for evacuation operations; prepares an inventory of vehicle resources.
- Provides public facilities for sheltering if requested and available.

## **Tangipahoa Parish Water Districts:**

- Maintain water system.
- Coordinate with outside agencies to provide water to the parish and/or municipality when the local water system is unavailable.
- Determine when the parish's water system is available after an emergency.
- If appropriate, may assist in the duties of Parish and other Municipal Public Works responsibilities.

## **Tangipahoa Wastewater Districts:**

- Provide for the continued operation of wastewater systems.
- If appropriate, may assist in the duties of Parish and other Municipal Public Works responsibilities.

## **Parish Finance/Purchasing Department:**

- Maintain a list of suppliers, vendors, and items of critical emergency need.
- Provide for appropriate record keeping of parish expenditures during a state of emergency, as declared by the Parish President.



## **Municipal Governments**

- Provide for mitigation, preparedness, response, and recovery in accordance with this plan, parish ordinance, municipal ordinance, and the laws of the State of Louisiana.

## Support Organizations and Departments

In addition to the principal emergency response assignments indicated previously, assignment of support emergency functions may also be required. The following is a list of these resources and their possible assignments:

### **Council on Aging**

- Responsible for assisting in the maintenance of the non-institutionalized disabled persons without transportation listing, and for providing resources to the Parish from his or her agency.

### **American Red Cross**

- Responsible for establishing a parish evacuee locator and providing liaison service between support parish reception centers and shelters inside and outside the parish.

### **United States Department of Agriculture, Tangipahoa Parish, Emergency Board Chairperson**

- Responsible for the dissemination of agricultural advisors to affected Parish Farms and other agribusiness concerns.

### **Private Utility Companies**

- Representatives report to the Emergency Operations Center if needed.

### **Louisiana Military Department**

- Provides personnel and equipment to support direction and control actions at the scene and/or the Emergency Operations Center.

### **State Departments and Agencies, including Southeastern Louisiana University**

- Responsible for activities of mitigation, preparedness, response and recovery as directed by state law and the State of Louisiana Emergency Operations Plan.

### **Federal Departments and Agencies**

- Responsible for activities of mitigation, preparedness, response, and recovery as directed by state and federal law and the National Response Framework.



# TANGIPAHOA PARISH EMERGENCY OPERATIONS PLAN (EOP)

## Emergency Support Function (ESF) Assignment of Responsibilities Chart

	ESF #1 – Transportation	ESF #2 – Communications	ESF #3 – Public Works & Engineering	ESF #4 – Firefighting	ESF #5 – Emergency Management	ESF #6 – Mass Care, Housing, and Human Services	ESF #7 – Resources Support	ESF #8 – Public Health and Medical	ESF #9 – Search and Rescue	ESF #10 – Oil Spill, Hazardous Materials	ESF #11 – Agriculture	ESF #12 – Energy	ESF #13 – Public Safety and Security	ESF #14 – Community Recovery, Mitigation, & Economic Stabilization	ESF #15 – Emergency Public Information
American Red Cross					P		S								
Atmos Utility												P			
Council on Aging	S														
Department of Child and Family Services					S										
Department of Wildlife and Fisheries								S			S		S		
DOTD	S		S												
Acadian Ambulance	S				S			S							
Entergy Utility												P			
Finance Department					S		P							S	
Fire Departments				P	S			S	P	P					S
Hospitals								S							
Louisiana State Police	S							S	P				S		
National Guard	S	S			S	S	S	S					S		
Office Public Health					S	S		P							
Public Information														S	P
Public Works Department			P		S		P	P				P	P		
Housing/Sheltering					P										
Southeastern Louisiana University		S			S								S		
State Fire Marshal				S	S			S							
Tangipahoa Parish OHSEM	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P
Tangipahoa Parish Public Schools	S		S		S	S								S	
Tangipahoa Parish Sheriff's Office	S		S	S	S		S	S	S				P		S
Emergency Comms/911		P			S			P						S	
Wastewater Districts			S				S								
Water Districts			S				S								
Tangi BEOC														S	
Volunteer/Donations Management					S		S							S	

P= Primary

S= Support



## DIRECTION AND CONTROL

The Tangipahoa Parish President legally designates the planning and carrying out of emergency responsibilities.

### Authority to Initiate Actions

It is provided that this plan:

- Is the official operations source for the Parish of Tangipahoa, governing and otherwise pertaining to all disasters related to administrative and operational tasks of the Parish.
- Is authorized by and promulgated under the authority contained by those local, state, and federal statutes listed herein.
- Has the occurrence of the GOHSEP, and by that authority, the concurrence of all other branches of the State Government that operate under their direction and/or coordination under Public Law 93-288 and Louisiana and the Louisiana Emergency Assistance and Disaster Act of 1993 – Act 800.

It is understood that all Parish departments and agencies and boards of local government are an integral part of this plan

They exist as part of the planning elements:

- Specifically named departments with specific responses.
- All other departments of parish government, which by virtue of their association constitute a large reserve of material and manpower resources. At the direction of the Parish President, such departments may be requested to supplement specifically assigned disaster response roles vital to the well-being of the Parish.

The executive group is aware of its responsibility to provide accurate and timely information to the public, especially in times of emergency. The mechanism by which this service is provided is fully addressed in ESF-15.

### Command Responsibility for Specific Action

The Parish President, under the authority provided by Louisiana Revised Statute 29:721-728 and various ordinances enacted by the Tangipahoa Parish council, has the responsibility for preparing for and responding to the many potential hazards faced by Tangipahoa Parish. The Parish President's authority shall include, but not be limited to, the declaring of an emergency or disaster condition within his political jurisdiction.

In accordance with Revised Statute 29:730.2 - In the event of an emergency or a disaster within the parish, each municipality in the parish shall provide available resources, including manpower, materials, equipment, and services, as determined reasonably necessary by the parish president to cope with the emergency or disaster.



Authority of Municipalities to Respond – Revised Statute 29:737. Municipal officials have the authority to respond as needed in accordance with this revised statute.

The OHSEM Director acts as the Chief Advisor to the Parish President during any declared emergency affecting the people and property of Tangipahoa Parish. Various Parish agencies and departments under the direction and authority of the OHSEM will conduct emergency operations.

State and Federal officials will coordinate their operations through the Parish President or his designated representative.

## Emergency Operations Center (EOC)

The Tangipahoa Parish Emergency Operations Center is located 114 N. Laurel St. Amite, LA 70422

Should relocation of direction and control be necessary because of enemy threat or other widespread situation involving the primary EOC, the alternate EOC would be activated. Alternate EOC is located at The Clausen Building, 15485 West Club Deluxe, Hammond, LA 70403.

## CONTINUITY OF GOVERNMENT

### General

Succession for the Parish President will be in accordance with the Tangipahoa Parish Home Rule Charter, Parish ordinances and policies of the Tangipahoa Parish Government.

Agencies and other local political subdivisions other than the Parish, will establish continuity of government through standard operating procedures, ordinance, executive order and/or memo.

It is the responsibility of the elected officials to ensure that all legal documents of both a public and private nature recorded by the designated official (i.e., tax assessor, sheriff's office) be protected and preserved in accordance with applicable state and local laws. Examples include ordinances, resolutions, minutes of meetings, land deeds, and tax records.

## ADMINISTRATION AND LOGISTICS

### Agreements and Understandings

The Emergency Operations Center is the primary site for all emergency operations. If the Emergency Operations Center becomes unusable, the alternate Emergency Operations Center will be used.

### Use of Local Firms

When major disaster assistance activities are carried out by contract or agreement with private organizations, firms or individuals, preference will be given, to the extent feasible and practicable



to those organizations, firms, and individuals residing or doing business primarily in the affected area.

### Emergency Purchasing

Parish procedures provide for the purchasing of emergency equipment and supplies. Authorization for emergency purchasing will be directed by the Parish President or designee.

The Parish President has the authority to order any emergency purchases and/or authorize the contracting of any emergency services, which might be required.

### Record and Reports

OHSEM has the responsibility for submitting local reports to GOHSEP.

The Tangipahoa Parish Homeland Security and Emergency Management Director through the Parish Finance Department maintains records of expenditures and obligations in emergency operations.

Agencies are responsible for reporting to Tangipahoa OHSEM. Each agency will maintain records and reports, including expenditure reports detailing operations and activities during the emergency in respective jurisdictions.

WebEOC will be the mechanism used to capture all records and reporting for Tangipahoa Parish. All requests for support to GOHSEP will be input into WebEOC. WebEOC training will be conducted annually to ensure personnel are familiar with and have access to the system (login and passwords).

### Nondiscrimination

There will be no discrimination on grounds of race, color, religion, nationality, sex, age, handicap, or economic status in the execution of disaster preparedness or disaster relief and assistance functions.

### Preservation of Historic Properties

In the event of a disaster involving known historic properties in Tangipahoa Parish, the Department of Community Development will identify said historic properties within the designated disaster area for public assistance purposes.

### Resources and Disaster Relief

State agencies are expected to assist local efforts after local resources are deemed insufficient.

Federal and state disaster assistance will supplement, not substitute for any relief provided by the parish. Possible reimbursement by the Federal Government for emergency work, restoration



or replacement is contingent only upon a Presidential Declaration implemented under Public Law 93-288, Part II. It is the purpose of the Basic Plan to cover all aspects of Local response only, not contingent on any extraordinary State or Federal assistance.

Support by military units and the National Guard may be requested through GOHSEP. Military assistance will complement and not be a substitute for parish participation in an emergency response. Military forces will remain at all times under military command but will support and assist parish forces. Requests for military services should be “mission” oriented and include objectives, priorities and specific information to accomplish assignments within the parish.

Tangipahoa Parish personnel and equipment may be sent to assist other political subdivisions outside the parish upon authorization and in accordance with local, state, and federal laws.

Assistance needed with sheltering, feeding, etc. as necessary will be requested by executing mutual aid agreements with the American Red Cross, other volunteer groups, neighboring parishes and GOHSEP. If more assistance is needed beyond state capabilities, GOHSEP will coordinate requests to the Federal Emergency Management Agency for a presidential declaration of an emergency or major disaster to allow supplemental federal assistance to be provided. Tangipahoa Parish Government may contract with a private company to assist in sheltering operations according to local, state and federal procurement policies.

## PLAN DEVELOPMENT, MAINTENANCE, AND EXECUTION

### General

Tangipahoa Parish Homeland Security and Emergency Management Director has the overall responsibility for emergency planning, coordination of resources, and provision of direction of disaster operations.

### OHSEM Director

- May activate this plan at any time.
- Maintains and updates this plan as required.

### Local Elected Officials

- Ensure legal documents of both public and private nature recorded by the designated official are protected and preserved in accordance with state and local laws.
- Serve on executive group with parish president.
- Ensure accurate and detailed records are kept throughout all emergencies. WebEOC will be used to capture all records to include requests for assistance. All expenditures must be captured and recorded to facilitate federal reimbursement.



## Directors of Supporting Agencies

- Maintain internal plans, implementing procedures and resource data to ensure effective response to an emergency.
- Responsible Directors of all agencies should recommend changes at any time and provide the necessary information as personnel changes occur.

This plan applies to all Tangipahoa Parish boards, commissions, and departments assigned emergency responsibilities and to all elements of local government. This plan shall be reviewed at least once a year (in the form of a simulated emergency if need be) to provide practical operations experience to those who have emergency operations responsibilities.



## APPENDICES TO BASIC PLAN:

### Tangipahoa Parish Government Organization

#### Tangipahoa Parish Government Organization Appendix

Name	Title
Robby Miller	Parish President
Joe Thomas	Chief Administrative Officer
Ronda Durbin	Executive Assistant
Roshanda Johnson	Director, Human Resources
Andy Currier	Director, Public Works
Missy Cowart	Director of Finance
Ginger Cangelosi	Director, Economic Development
Tracie Schillace	Director, Planning Department
Bridget Bailey	Director of Community Development
Dawson Primes	Director, Homeland Security and Emergency Management
Charles (Chippy) Fitz	Director, Animal Control/Services
Tina Roper	Director, Workforce Development
Fred Piazza	Director, Maintenance
Connie Henry	Landfill Administration Manager
Donnie Colona	Landfill Operations Manager
Tonya Mabry	Director, Housing Authority
Chris Chappell	Director, Internal Compliance
Nic Leblanc	Certified Building Official
Charles Terrell	Road and Bridge Superintendent
Lane Taillon	Director, Florida Parishes Arena
John Dunnington	Chief Information Officer
Nathan Diamond	Director, Code Enforcement
Jeffrey Barthelemy	Director, Special Projects/Detention Center Liaison

## Definitions and Acronyms

**Agency:** A division of government with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or as assisting or cooperating (providing resources or other assistance).

**Agency Representative:** A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

**Area Command (Unified Area Command):** An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

**Assessment:** The evaluation and interpretation of measurements and other information to provide a basis for decision-making.

**Assignments:** Tasks given to resources to perform within a given operational period that are based on operational objectives defined in the IAP.

**Assistant:** Title for subordinates of principal Command Staff positions. The title indicates a level of technical capability, qualifications, and responsibility subordinate to the primary positions. Assistants may also be assigned to unit leaders.

**Assisting Agency:** An agency or organization providing personnel, services, or other resources to the agency with direct responsibility for incident management. See also: Supporting Agency.

**Available Resources:** Resources assigned to an incident, checked in, and available for a mission assignment, normally located in a Staging Area.

**Branch:** The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the



division group in the Operations Section, and between the section and units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.

**Chain of Command:** A series of command, control, executive, or management positions in hierarchical order of authority.

**Check-In:** The process through which resources first report to an incident. Check-in locations include the incident command post, Resources Unit, incident base, camps, staging areas, or directly on the site.

**Chief:** The ICS title for individuals responsible for management of functional sections: Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established as a separate section).

**Command:** The act of directing, ordering, or controlling by virtue of explicit statutory, regulatory, or delegated authority.

**Command Staff:** In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

**Common Operating Picture:** A broad view of the overall situation as reflected by situation reports, aerial photography, and other information or intelligence.

**Communications Unit:** An organizational unit in the Logistics Section responsible for providing communication services at an incident or an EOC. A Communications Unit may also be a facility (e.g., a trailer or mobile van) used to support an Incident Communications Center.

**Cooperating Agency:** An agency supplying assistance other than direct operational or support functions or resources to the incident management effort.

**Coordinate:** To advance systematically an analysis and exchange of information among principals who have or may have a need-to-know certain information to carry out specific incident management responsibilities.

**Deputy:** A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task. In some cases, a deputy can act as relief for a superior and, therefore, must be fully qualified in the position. Deputies can be assigned to the Incident Commander, General Staff, and Branch Directors.



**Dispatch:** The ordered movement of a resource or resources to an assigned operational mission or an administrative move from one location to another.

**Division:** The partition of an incident into geographical areas of operation. Divisions are established when the number of resources exceeds the manageable span of control of the Operations Chief. A division is located within the ICS organization between the branch and resources in the Operations Section.

**Emergency:** Absent a Presidential declared emergency, any incident(s), human-caused or natural, that requires responsive action to protect life or property. Under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, an emergency means any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.

**Emergency Operations Centers (EOCs):** The physical location at which the coordination of information and resources to support domestic incident management activities normally takes place. An EOC may be a temporary facility or may be located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. EOCs may be organized by major functional disciplines (e.g., fire, law enforcement, and medical services), by jurisdiction (e.g., Federal, State, regional, county, city, tribal), or some combination thereof.

**Emergency Operations Plan:** The "steady-state" plan maintained by various jurisdictional levels for responding to a wide variety of potential hazards.

**Emergency Public Information:** Information that is disseminated primarily in anticipation of an emergency or during an emergency. In addition to providing situational information to the public, it also frequently provides directive actions required to be taken by the general public.

**Emergency Response Provider:** Includes Federal, State, local, and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities.

**Evacuation:** Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.

**Event:** A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.

**Federal:** Of or pertaining to the Federal Government of the United States of America.



**Function:** Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration. The term function is also used when describing the activity involved, e.g., the planning function. A sixth function, Intelligence, may be established, if required, to meet incident management needs.

**General Staff:** A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief and the Finance/Administration Section Chief.

**Group:** Established to divide the incident management structure into functional areas of operation. Groups are composed of resources assembled to perform a special function necessarily within a single geographic division. Groups, when activated, are located between branches and resources in the Operations Section.

**Hazard:** Something that is potentially dangerous or harmful, often the root cause of an unwanted outcome.

**Incident:** An occurrence or event, natural or human-caused, that requires an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wild land and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health and medical emergencies, and other occurrences requiring an emergency response.

**Incident Action Plan (IAP):** An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for management of the incident during one or more operational periods.

**Incident Command Post (ICP):** The field location at which the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

**Incident Command System (ICS):** A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to aid in the



management of resources during incidents. It is used for all kinds of emergencies and is applicable to small as well as large and complex incidents.

ICS is used by various jurisdictions and functional agencies, both public and private, to organize field-level incident management operations.

**Incident Commander (IC):** The individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources. The IC has overall authority and responsibility for conducting incident operations and is responsible for the management of all incident operations at the incident site.

**Incident Management Team (IMT):** The IC and appropriate Command and General Staff personnel assigned to an incident.

**Objectives:** Statements of guidance and direction necessary for selecting appropriate strategy(s) and the tactical direction of resources. Incident objectives are based on realistic expectations of what can be accomplished when all allocated resources have been effectively deployed. Incident objectives must be achievable and measurable, yet flexible enough to allow strategic and tactical alternatives.

**Initial Action:** The actions taken by those responders first to arrive at an incident site.

**Initial Response:** Resources initially committed to an incident.

**Intelligence Officer:** The intelligence officer is responsible for managing internal information, intelligence, and operational security requirements supporting incident management activities. These may include information security and operational security activities, as well as the complex task of ensuring that sensitive information of all types (e.g., classified information, law enforcement sensitive information, proprietary information, or export-controlled information) is handled in a way that not only safeguards the information, but also ensures that it gets to those who need access to it to perform their missions effectively and safely.

**Joint Information Center (JIC):** A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the scene of the incident. Public information officials from all participating agencies should co-locate at the JIC.

**Joint Information System (JIS):** Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public



affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.

**Jurisdiction:** A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, State, or Federal boundary lines) or functional (e.g., law enforcement, public health).

**Liaison:** A form of communication for establishing and maintaining mutual understanding and cooperation.

**Liaison Officer:** A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

**Local Government:** A county/parish, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; or a rural community, unincorporated town or village, or other public entity. See Section 2 (10), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

**Logistics:** Providing resources and other services to support incident management.

**Logistics Section:** The section responsible for providing facilities, services, and material support for the incident.

**Major Disaster:** As defined under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5122), a major disaster is any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant disaster assistance under this Act to supplement the efforts and available resources of States, tribes, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

**Management by Objective:** A management approach that involves a four-step process for achieving the incident goal. The Management by Objectives approach includes the following: establishing overarching objectives; developing and issuing assignments, plans, procedures, and protocols; establishing specific, measurable objectives for various incident management functional activities and directing efforts to fulfill them, in support of defined strategic objectives; and documenting results to measure performance and facilitate corrective action.



**Mitigation:** The activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident.

Mitigation measures are often informed by lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

**Mobilization:** The process and procedures used by all organizations (Federal, State, local, and tribal) for activating, assembling, and transporting all resources that have been requested to respond to or support an incident.

**Multi-agency Coordination Entity:** A multi-agency coordination entity functions within a broader multi-agency coordination system. It may establish the priorities among incidents and associated resource allocations, deconflict agency policies, and provide strategic guidance and direction to support incident management activities.

**Multi-agency Coordination Systems:** Multi-agency Coordination Systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of Multi-agency Coordination Systems include facilities, equipment, emergency operation centers (EOCs), specific multi-agency coordination entities, personnel, procedures, and communications. These systems assist agencies and organizations to fully integrate the subsystems of the NIMS.

**Multi-jurisdictional Incident:** An incident requiring action from multiple agencies that each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

**Mutual-Aid Agreement:** Written agreement between agencies and/or jurisdictions that they will assist one another on request, by furnishing personnel, equipment, and/or expertise in a specified manner.

**National:** Of a nationwide character, including the Federal, State, local, and tribal aspects of governance and polity.

**National Disaster Medical System:** A cooperative, asset-sharing partnership between the U.S. Department of Health and Human Services, the U.S. Department of Veterans Affairs, the U.S. Department of Homeland Security, and the U.S. Department of Defense. NDMS provides



resources for meeting the continuity of care and mental health services requirements of the Emergency Support Function 8 in the Federal Response Plan.

**National Incident Management System:** A system mandated by HSPD-5 that provides a consistent nationwide approach for Federal, State, local, and tribal governments; the private-sector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity. To provide for interoperability and compatibility among Federal, State, local, and tribal capabilities, the NIMS includes a core set of concepts, principles, and terminology. HSPD-5 identifies these as the ICS; Multi-agency Coordination Systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and the collection, tracking, and reporting of incident information and incident resources.

**National Response Framework:** A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.

**Nongovernmental Organization:** An entity with an association that is based on interests of its members, individuals, or institutions and that is not created by a government but may work cooperatively with government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

**Operational Period:** The time scheduled for executing a given set of operation actions, as specified in the Incident Action Plan. Operational periods can be of various lengths, although usually not over 24 hours.

**Operations Section:** The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, divisions, and/or groups.

**Personnel Accountability:** The ability to account for the location and welfare of incident personnel. It is accomplished when supervisors ensure that ICS principles and processes are functional and that personnel are working within established incident management guidelines.

**Planning Meeting:** A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).

**Planning Section:** Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the IAP. This

section also maintains information on the current and forecasted situation and on the status of resources assigned to the incident.

**Preparedness:** The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process. Preparedness involves efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. Within the NIMS, preparedness is operationally focused on establishing guidelines, protocols, and standards for planning, training and exercises, personnel qualification and certification, equipment certification, and publication management.

**Preparedness Organizations:** The groups and for that provide interagency coordination for domestic incident management activities in a non-emergency context. Preparedness organizations can include all agencies with a role in incident management, for prevention, preparedness, response, or recovery activities. They represent a wide variety of committees, planning groups, and other organizations that meet and coordinate to ensure the proper level of planning, training, equipping, and other preparedness requirements within a jurisdiction or area.

**Prevention:** Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

**Private Sector:** Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, and private voluntary organizations (PVO).

**Processes:** Systems of operations that incorporate standardized procedures, methodologies, and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.

**Public Information Officer:** A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

**Publications Management:** The publications management subsystem includes materials development, publication control, publication supply, and distribution. The development and



distribution of NIMS materials is managed through this subsystem. Consistent documentation is critical to success, because it ensures that all responders are familiar with the documentation used in a particular incident regardless of the location or the responding agencies involved.

**Qualification and Certification:** This subsystem provides recommended qualification and certification standards for emergency responder and incident management personnel. It also allows the development of minimum standards for resources expected to have an interstate application. Standards typically include training, currency, experience, and physical and medical fitness.

**Reception Area:** This refers to a location separate from staging areas, where resources report in for processing and out-processing. Reception Areas provide accountability, security, situational awareness briefings, safety awareness, distribution of IAPs, supplies and equipment, feeding, and bed down.

**Recovery:** The development, coordination, and execution of service- and site-restoration plans; the reconstitution of government operations and services; individual, private sector, non-governmental and public-assistance programs to provide housing and to promote restoration; long-term care and treatment of affected persons; additional measures for social, political, environmental, and economic restoration; evaluation of the incident to identify lessons learned; post-incident reporting; and development of initiatives to mitigate the effects of future incidents.

**Recovery Plan:** A plan developed by a State, local, or tribal jurisdiction with assistance from responding Federal agencies to restore the affected area.

**Resources:** Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

**Resource Management:** Efficient incident management requires a system for identifying available resources at all jurisdictional levels to enable timely and unimpeded access to resources needed to prepare for, respond to, or recover from an incident. Resource management under the NIMS includes mutual-aid agreements; the use of special Federal, State, local, and tribal teams; and resource mobilization protocols.

**Resources Unit:** Functional unit within the Planning Section responsible for recording the status of resources committed to the incident. This unit also evaluates resources currently committed to the incident, the effects additional responding resources will have on the incident, and anticipated resource needs.



**Response:** Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

**Safety Officer:** A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

**Section:** The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, Finance/Administration, and Intelligence (if established). The section is organizationally situated between the branch and the Incident Command.

**Span of Control:** The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

**Staging Area:** Location established where resources can be placed while awaiting a tactical assignment. The Operations Section manages Staging Areas.

**Strategic:** Strategic elements of incident management are characterized by continuous long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve the adoption of long-range goals and objectives, the setting of priorities; the establishment of budgets and other fiscal decisions, policy development, and the application of measures of performance or effectiveness.

**Strike Team:** A set number of resources of the same kind and type that have an established minimum number of personnel.

**Strategy:** The general direction selected to accomplish incident objectives set by the IC.

**Supporting Technologies:** Any technology that may be used to support the NIMS is included in this subsystem. These technologies include ortho-photo mapping, remote automatic weather stations, infrared technology, and communications, among various others.



**Task Force:** Any combination of resources assembled to support a specific mission or operational need. All resource elements within a Task Force must have common communications and a designated leader.

**Technical Assistance:** Support provided to State, local, and tribal jurisdictions when they have the resources but lack the complete knowledge and skills needed to perform a required activity (such as mobile-home park design and hazardous material assessments).

**Terrorism:** Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or of any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping. See Section 2 (15), Homeland Security Act of 2002, Pub. L. 107-296, 116 Stat. 2135 (2002).

**Threat:** An indication of possible violence, harm, or danger.

**Tools:** Those instruments and capabilities that allow for the professional performance of tasks, such as information systems, agreements, doctrine, capabilities, and legislative authorities.

**Tribal:** Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 stat. 688) [43 U.S.C.A. and 1601 et seq.], that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

**Type:** A classification of resources in the ICS that refers to capability. Type 1 is generally considered to be more capable than Types 2, 3, or 4, respectively, because of size; power; capacity; or, in the case of incident management teams, experience and qualifications.

**Unified Area Command:** A Unified Area Command is established when incidents under an Area Command are multi-jurisdictional. (See Area Command.)

**Unified Command:** An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross-political jurisdictions. Agencies work together through the designated members of the UC, often the senior person from agencies and/or disciplines participating in the UC, to establish a common set of objectives and strategies and a single IAP.

**Unit:** The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.



**Unity of Command:** The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective.

**Volunteer:** For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs services without promise, expectation, or receipt of compensation for services performed. See, e.g., 16 U.S.C. 742f(c) and 29 CFR 553.101.



## Acronyms

**ALS** Advanced Life Support

**DOC** Department Operations Center

**EMAC** Emergency Management Assistance Compact

**EOC** Emergency Operations Center

**EOP** Emergency Operations Plan

**FOG** Field Operations Guide

**GIS** Geographic Information System

**HAZMAT** Hazardous Material

**IAP** Incident Action Plan

**IC** Incident Commander

**ICP** Incident Command Post

**ICS** Incident Command System

**IC** Incident Command

**IMT** Incident Management Team

**JIS** Joint Information System

**JIC** Joint Information Center

**LNO** Liaison Officer

**NDMS** National Disaster Medical System

**NGO** Nongovernmental Organization

**NIMS** National Incident Management System

**NRP** National Response Plan

**POLREP** Pollution Report



**PIO** Public Information Officer

**PVO** Private Voluntary Organizations

**SITREP** Situation Report

**SWEAT-MSO** Report of Sewage, Water, Electrical, Academics, Trash - Medical, Safety & Other post disaster

**SO** Safety Officer

**SOP** Standard Operating Procedure

**UC** Unified Command

**US&R** Urban Search and Rescue



## ESF 1: Transportation

### I. PURPOSE AND SCOPE

#### Purpose

Emergency Support Function (ESF) 1 provides for the acquisition, provision, and coordination of transportation for people and material for emergency and disaster situations. The services and activities provided under this ESF will include the identification, acquisition, arrangement, mobilization and coordination of available parish government, school board, transportation agency, private industry and voluntary transportation equipment, manpower and technical expertise to meet the requirements of providing essential transportation services before, during and after emergencies and disasters.

#### **Parish Departments**

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)  
Department of Public Works  
Public Information Office  
Tangipahoa Parish Code Enforcement  
Tangipahoa Parish Internal Compliance

#### **Agency Partners**

Tangipahoa Parish Sheriff's Office (TPSO)  
Tangipahoa Parish School System  
Council on Aging

#### **State and Federal Partners**

Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)  
Louisiana Department of Transportation and Development (DOTD)  
Louisiana State Police (LSP)

### II. SITUATION AND ASSUMPTIONS

#### Situation

- The primary responsibility for ESF-1 rests with the Tangipahoa Parish Government EOC Transportation Coordinator who will coordinate and arrange transportation as necessary in the event of an evacuation.
- Tangipahoa Parish may experience disaster conditions that require transportation assistance for portions of the parish. As of the 2020 Census population estimates, Tangipahoa Parish Population is 133,157.

- The Tangipahoa Office of Homeland Security and Emergency Management (OHSEM) will assist with the coordination of evacuees.
- Due to the many vulnerabilities and hazards within Tangipahoa Parish, every resident is within a risk area. Disaster conditions may be caused by natural, technological and or human caused hazards.
- The principal means of transportation in an emergency for persons living, working or traveling in areas of risk in Tangipahoa Parish is the private automobile, augmented by parish bus transportation.
- In the event of an emergency requiring evacuation, transportation, and registration will be arranged for five groups of persons:
  - School and University students while in session.
  - Children in the custody of day care centers (Day Care Facilities).
  - Institutionalized persons in hospitals, nursing homes, and prisons. (Evacuation Facility)
  - Non-institutionalized disabled persons without means of transportation. (EMS Provider)
  - Persons without access to transportation.
- Tangipahoa Parish Sheriff's Office and Municipal Law Enforcement Departments will be the primary agencies for the removal of stalled vehicles assisted by parish and municipal public works. If the vehicle is unable to be pushed from the roadway local tow services may be requested through that agencies dispatch center. If local tow services are unavailable Parish and Municipal Public works equipment may be used to remove vehicles. Impediments blocking state roads within Tangipahoa Parish will be the primary responsibility of DOTD with the assistance of parish and municipal public works.
- Traffic and Access control points will be established and manned by the Louisiana State Police, Tangipahoa Parish Sheriff's Office, and Municipal Police Departments. Evacuee guidance will be directed through the Public Information EOC Coordinator to the public via the TangiAlert Notification System and media outlets.
- Assistance from Regional transportation providers will be requested through the Parish EOC and in accordance with Mutual Aid Agreements.

## Assumptions

- While all residents of Tangipahoa Parish live within a risk area, it is unlikely that a parish wide evacuation order would be necessary with the exception of a foreign attack, Homeland Security Event, or large wildfire.
- For planning purposes, it is presumed the Emergency Operation Coordinators will be activated and the Emergency Operations Center is operational.
- Residents should act in their own interest and evacuate the area when told to do so.
- Evacuation will occur when there is sufficient warning of the threat. For planning purposes, it is presumed a percentage of the people at risk will evacuate before being directed to do so.

## III. CONCEPT OF OPERATIONS

### By Phases of Emergency Management

#### Mitigation

- Tangipahoa Parish may established the position of Transportation EOC Coordinator within the EOC.
- OHSEM is continuously working with committees, taskforces, and other agencies to improve the efficiency of future evacuations.
- OHSEM identifies potential evacuation areas through hazard analysis, established evacuation procedures have been identified.
- Tangipahoa Parish provides citizens with appropriate information to prepare for evacuations and transportation needs. This information can be found on the Tangipahoa Parish Government Website (<https://tangipahoa.org/government/emergency-preparedness/new-resident-emergency-resources/>).
- Local public works departments and DOTD maintain both state and local roadways so that emergency evacuation is possible at all times.

#### Preparedness

- Ensure appropriate access control to evacuated areas.
- Tangipahoa Parish will provide support for essential operations and services in the risk area.
- Plan for essential workers to commute to hazardous areas.
- Ensure protection of property areas that have been evacuated.
- Ensure provisions that have been made for the return of people to their homes.
- Ensure plans are in place for the movement of special needs populations.
- Policy and decision authority for reentry into evacuated areas. Protocols for a phased re-entry process designed for the safe, orderly and timely return of citizens, emergency responders, businesses, and critical service providers following a wide-scale evacuation when immediate re-entry by everyone is neither prudent nor possible.
- Tangipahoa Parish has identified segments of the population who will require special consideration during an evacuation in order to prepare guidelines and procedures to provide assisted transportation to evacuate.

#### Response

- The Parish President has the ultimate authority to order an evacuation. Louisiana Revised Statutes 29:727 Section F-5 [Direct and compel the evacuation of all or part of the population from any stricken or threatened area within the boundaries of the parish if he deems this action necessary for mitigation, response, or recovery measures]. In a case where there is not sufficient time, the incident commander with the cooperation of the OHSEM Director is delegated to authorize an evacuation by authority of this plan.
- Evacuees will be advised to move from the risk area via the safest available route.



- The TangiAlert Notification System, AlertFM, Tangi 96.5 and Kajun 107.1, the Emergency Alerting System (EAS), Southeastern's public radio station KSLU (90.9) and media organizations in neighboring jurisdictions will be used to keep evacuees and the general public informed on evacuation activities and the specific actions they should take. The use of Telephone Alerting System will supplement these services.
- The modes of transportation that will be used to move evacuees are as follows:
  - Personal vehicles
  - School Buses
  - Handicapped equipped vans.
  - Ambulances
  - Commercial Buses
- Residents who do not have transportation should call the Emergency Operations Center (EOC) to arrange for pick up.
- Designated shelters have been identified throughout the parish; this is discussed in further detail in ESF-6.

## Recovery

- When the emergency is concluded, the EOC will release transportation assets to their responsible owners and compile an after-action report on the operation.
- OHSEM will work with the Public Information Officer as detailed in ESF-15, to assist in disseminating information regarding return procedures to various media and the Parish website.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Responsibilities

#### Parish President

- Requires the OHSEM Director or designee to report to the Emergency Operations Center (EOC) when notified of an emergency situation.
- Coordinates with the Sheriff a statement on the parish's policy on people that do not comply with evacuation instructions. The statement addresses the consequences for not evacuating and the services that will be discontinued or interrupted in the evacuation area.
- Determines evacuation instructions or an evacuation order when appropriate.

#### Homeland Security and Emergency Management Director

- Makes recommendations to the Parish President on the appropriate evacuation option to implement.
- Identifies evacuation routes with the assistance of the EOC Coordinators; primarily the Law Enforcement EOC Coordinator.

- With the assistance of the Law Enforcement EOC Coordinator and DOTD EOC Coordinator, estimates the traffic capacity of each designated evacuation route.
- With the assistance of the Law Enforcement EOC Coordinator, selects evacuation routes from risk area to designated mass care facilities.
- Examines access to evacuation routes from each part of the risk area.
- Oversees the implementation of the evacuation movement control plan.
- Coordinates with all Law Enforcement officials.
- Ensure that the Shelter Management Teams are clear on location of mass care facilities outside of the risk area that will be used to house evacuees.
- Reviews known information about the emergency situation and makes recommendations to the Parish President on the appropriate evacuation option to implement.
- Coordinates the opening of routes and shelter areas with neighboring parishes.
- Assists, as appropriate, the animal care and control agency's efforts to evacuate animals at risk during catastrophic emergency situation.

### ESF-1 Coordinator

- Coordinate where appropriate, uses buses and drivers to support the overall evacuation effort.
- Identify central assembly area for picking up people without transportation.
- Development of plans and procedures for the coordination of transportation during an emergency.
- Development and maintenance of agreements with parish transportation providers for the use of vehicles in the event of an emergency.
- Coordinates the movement of persons requiring transportation at the time of an emergency.
  - School students while school are in session.
  - Children in the custody of Day Care Centers.
  - Institutionalized persons
  - Non-institutionalized disabled persons without means of transportation.
- Satisfies transportation requests from the other EOC Coordinators during an emergency.
- Serve as liaison between parish government and rail, river, and air transportation systems.
- Recruit backup emergency vehicle drivers.
- Prepare status charts and maps with pickup points and routing.

### Law Enforcement EOC Coordinator

- Provide traffic control during evacuation operations. Operation considerations include:
  - Route assignment, departure scheduling.



- Raid capacity expansion.
- Entry control for outbound routes.
- Perimeters for inbound routes.
- Traffic flow, including dealing with breakdowns.
- Secures, protects, and houses prisoners that must be evacuated.
- Assists in the evacuation of the risk area, as necessary.
- Protects property in the evacuated area.
- Limits access to the evacuated area.

## Public Information EOC Coordinator

- Disseminates the following types of instructional materials and information to evacuees:
  - Identification of the specific area to be evacuated.
  - List of items that evacuees should take with them.
  - Departure times.
  - Pick Up Points for people requiring transportation assistance.
  - Evacuation routes.
  - Locations of shelters or mass care facilities outside of the evacuation area.
- Keeps evacuees and the general public informed on evacuation activities and the specific actions they should take.
- Disseminates information on appropriate actions to protect and care for companion and farm animals that are to be evacuated or left behind.

## Public Works EOC Coordinator

- Responsible for verifying the structural safety of routes that will be used to evacuate people.
- Coordinates and assists with the removal of debris and stalled vehicles when necessary to clear an evacuation.

## Health and Medical EOC Coordinator

- Ensures patient population is reduced in hospitals, nursing homes, and other health care facilities, if evacuation becomes necessary.
- Ensures transport and medical care is provided for the patients being evacuated.
- Ensures continued medical care is provided for patients who cannot be moved when hospitals, nursing homes, and other healthcare facilities are evacuated.

## School Services EOC Coordinator

- Evacuates students from school buildings when the situation warrants or when directed to do so by appropriate authority.
- Closes school facilities and releases students from school when directed to do so by appropriate authority.

- Coordinates, where appropriate, the use of school buses and drivers to support the overall evacuation effort.

### Animal Control EOC Coordinator

- Makes an initial estimate of the numbers and types of animals that may need to be evacuated.
- Coordinates with the Transportation EOC Coordinator to arrange travel routes and to schedule the timing for evacuation of farm animals, animals in kennels, veterinary hospitals, pet stores, animal shelters, and wildlife from the risk area.
- As appropriate, mobilizes transportation vehicles that may be used to evacuate the animals.
- Implement evacuation by sending evacuation teams to load and transport the animals being evacuated.
- As appropriate, dispatches search and rescue to look for animals left behind by their owners, stray animals, and others needing transport to a safe location.

### All organization tasked by the Emergency Operations Plan

- Make provisions to protect and secure facilities and equipment not taken out of the area to be evacuated.
- Identify and make provisions to relocate the organizational equipment and supplies that will be moved from the evacuation area.

In a catastrophic event, some support agencies may contribute little or no support in a situation where they may be overwhelmed carrying out primary responsibilities.

## V. DIRECTION AND CONTROL

The Transportation EOC Coordinator is responsible for the implementation of ESF-1 with the assistance of the OHSEM Director and all other EOC Coordinators.

## VI. CONTINUITY OF GOVERNMENT

See Base Plan.

## VII. ADMINISTRATION AND LOGISTICS

- If transportation needs exceed available resources, the Transportation EOC Coordinator will report the situation to the OHSEM Director, who will seek additional resources from Region 9 Parishes and from the state and federal government.
- Every agency providing emergency transportation support will maintain records of the operations, including cost records that can be used after the emergency to obtain reimbursement from state and federal sources.



## VIII. PLAN DEVELOPMENT, MAINTENANCE AND EXECUTION

The OHSEM Director in coordination with the Transportation EOC Coordinator is responsible for developing, maintaining and coordinating plans procedures, arrangements, and agreements in support of this ESF.

## IX. APPENDICES

### Organizational Chart

Parish and Other Transportation Resources *(On file in EOC)*

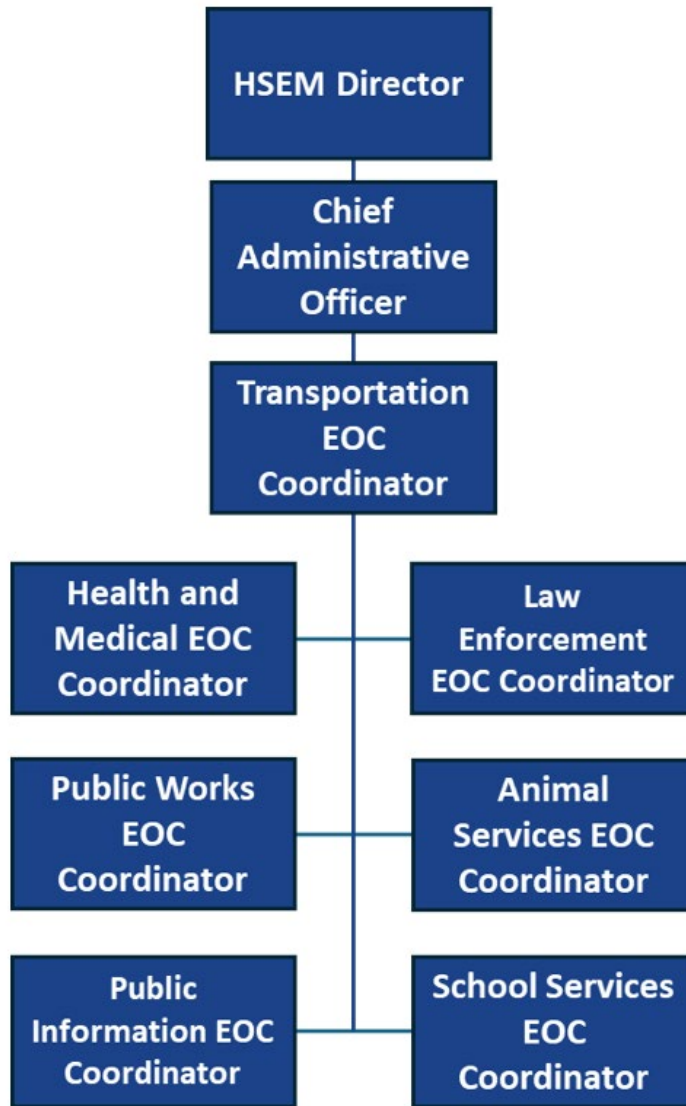
Staging Areas and Pick-up Points for evacuation *(On file in EOC)*

Evacuation Routes with Check Points *(On file in EOC)*

Key Material Supply Locations *(On file in EOC)*

Key Supply Routes. *(On file in EOC)*

## Transportation Organizational Chart Appendix



## ESF 2: Communications

### I. PURPOSE AND SCOPE

#### Purpose

Emergency Support Function (ESF) 2 monitors and supports communications infrastructure, coordinates communications support to response efforts, facilitates the delivery of information to emergency management decision makers, and assists in the stabilization and reestablishment of critical communications and Information Technology systems and applications during incidents.

In the event that normal means of communications become overburdened or destroyed, communications and information processing personnel shall use private industry, amateur radio teams and State and Federal assistance while re-establishing primary communications system.

#### Parish Departments

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)  
Tangipahoa Parish Communications District 1

#### State and Federal Partners

Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)  
Louisiana National Guard (Military Department)

### II. SITUATION AND ASSUMPTIONS

#### Situation

- Tangipahoa Parish is susceptible to many incidents, both natural and technological, that could result in an emergency declaration by the Parish President.
- In most cases, a declaration of an emergency by the Parish President would require emergency communications.
- Tangipahoa Parish Communications District 1, of Tangipahoa Parish, Louisiana was created on June 10, 1986. The District is charged with forming and operating an emergency response system for Tangipahoa Parish to be operated as a "911" system.
- The Tangipahoa Parish Communications District 1 (911 Center) operates continually, which includes emergency communications, at any time, with authorization from the OHSEM Director or as authorized by internal procedures.



- A continuous on-call status of the Emergency Operation Center staff, including communications personnel, ensures emergency assistance for the communications system.
- Tangipahoa Parish communications system is primarily based upon LWIN 700-mhz P25 Compliant State System. Highband VHF is used primarily by the Fire Department for paging. 150-174 Mhz is still in used by some agencies. Prioritize band usage and validate which bands for which agencies and equipment location.
- Emergency responders and EOC Coordinators are contacted by the Emergency Operations Center through the emergency notification system, as directed by the TPOSEM Director, when conditions warrant and/or stipulated by standard operating procedures.
- The Crisis Action Team will use GETS (Government Emergency Telecommunications Service) when necessary.
- The use of broadcast media, both radio and television, is considered a warning measure within this plan.
- Tangipahoa parish officials encourage the use of Weather Alert Radios (Tone Alert) for residents.
- Tangipahoa Parish has established through this plan that all incident management entities use common terminology for communications.

## Assumptions

- Due to design and construction, the existing communications system will survive or receive minimal damage from the effects of most disasters.
- Most declared emergencies would require supplemental communications systems.
- The Military Department will provide support if necessary.
- Utilization of spontaneous voluntary support from ham radio operators, radio clubs, and private organizations with sophisticated communications equipment.
- Some people who are directly threatened by a hazard may ignore, not hear, or not understand warnings issued by the government.
- Special needs groups such as hearing-impaired, sight-impaired, physically disabled, or institutionalized require special attention to ensure a workable warning system is established.
- Emergency response organizations such as the fire department(s), municipal police department(s) and Sheriff's Office may be called upon to help warn the public (their ability to participate is assumed).
- Radio and television stations will be willing to issue warning announcements.
- National Oceanic and Atmospheric Administration Weather Radio stations will disseminate watches and warnings issued by the National Weather Service; tone alert radios are automatically activated when such watches and warnings are issued.
- The warning and alert systems will be intact and functional.

- A warning period will be available for most emergency situations, although the amount of lead-time will vary from hazard to hazard. Proper use of this warning system would save lives, reduce injuries and protect property.
- At all times of the year non-English speaking transient employees reside within the Parish. Resources from the local churches and school district will be used to communicate with these residents. In addition, notifications will be made to the employers of non-English speaking transient employees through interrupters.
- Tangipahoa Parish Communications District 1 and Tangipahoa IT Department have preventative and recovery procedures in place for multiple hazards.
- Tangipahoa Parish Communications District 1 and Tangipahoa IT Department identifies vendors and customers that must be notified in the event of a network outage.
- Alternate sources for network equipment, network services, power supplies, and other resources have been identified.
- Key network groups including lead administrator, administrators, team leaders, technicians, and alternates will be available following a disaster.

### III. CONCEPT OF OPERATIONS

#### General

Communications plays a critical role in emergency operations. Extensive communication networks between government, volunteer, and private, facilities exist and operate throughout Tangipahoa Parish. Properly coordinated, this system provides effective and efficient response communications and interaction.

#### By Phases of Emergency Management

##### Mitigation

- Maintenance contracts are kept, ensuring the communication system is operational.
- Auxiliary power is available for all primary communication networks.
- Security has been provided for all radio equipment.

##### Preparedness

- Training is provided for Communication Specialists.
- Existing procedures are in place to set a standard protocol of communication among response agencies
- Emergency exercises or drills are conducted on an on-going basis.
- Backup of information that preserves organization information assets are monitored on a regular basis by the Lead Network Administration on an incremental basis.
- Backup media is stored at locations that are secure, isolated from hazards, and geographically separate from the location housing network components.



## Response

- The most common warnings are those issued for severe weather. Local hazards that could necessitate warning alerts include flash flooding, tornadoes and severe thunderstorms. Emergency Alert Stations and NOAA Weather radio will be monitored at all times.
- Warnings may be issued as a result of hazardous materials incidents. These are most likely to occur on the roadway, rail systems, and / or fixed facilities.
- A terrorism attack or attack by a foreign country is possible at any time and could take the form of a nuclear, chemical, biological, explosive or conventional incident. It is likely an attack would be preceded by a period of international tension. This would provide adequate time to prepare the public. It is possible, however, that the warning time may be as little as fifteen minutes. An accidental weapons launch is also a possibility.
- Warnings concerning terrorist activity could result from communications, with Federal, State and other Local agencies. The Department of Homeland Security will issue warnings and an overall threat level for the country, region, state, or local area.
- Tangipahoa Parish uses a multi-layer, overlapping system to advise persons living, working, or traveling within its boundaries of an emergency. The Emergency Operations Center shall be the official local warning point for Tangipahoa Parish.
- Key government officials and emergency response organizations are notified by:
  - Commercial telephones
  - TangiAlert Notification Center
  - Radios
  - Cell phones
  - Tangisafe.com
  - Tangipahoa Parish Amateur Radio Emergency Services.
- Public
  - TangiAlert Mass Notification, Alert FM, The Emergency Alerting System (EAS), Tangi 96.5 FM, Cajun 107.1 FM Hammond, New Orleans- WWL AM 870/FM 105.3, KSLU 90.9, Baton Rouge WJBO 1150 AM/ FM 102.5 and media organizations in neighboring jurisdictions will be used to communicate to the general public.
  - The public is issued alerts and warnings in accordance with the Tangipahoa Parish Hazard and Warning Matrix
  - IPAWS
- Special Locations
  - These include major industry, schools, hospitals, nursing homes, recreational facilities, institutions, and places of public assembly. Special locations are warned of an emergency with the use of:
    - TangiAlert Notification System
    - Alert FM
    - Weather Radios (Tone Alert)
    - Commercial telephone



- Radios
- Alert teams, equipped with portable sirens and public address speakers.
- Hearing Impaired Individuals: The TTY/TDD System may be used to warn these citizens.
- Non-English speaking transient employees: Through their employer.
- IPAWS
- Communications may be initiated by field units 911 Center and outside agencies to include federal, state and local neighboring jurisdictions.
- Other agencies may be communicated with as noted in section D of this annex.
- Emergency call-up communications personnel is activated along with Emergency Operation Center.

## Recovery

- The following recovery teams have been identified by Tangipahoa IT Department:
  - Emergency Management Team (EMT)
  - Disaster Recovery Team (DRT)
  - IT Technical Support (IT) for Networking
- Recovery team members will keep an updated calling list for all other members in the case of an emergency.
- All recovery team members should have the Network Disaster Recovery/Continuity Plan on them at all times, in the case of a network outage.
- All activities in this emergency phase will continue until such time as emergency communications are no longer required.
- Procedures for handling messages and logging information are located in the
- Tangipahoa Parish Emergency Operations Plan.
- Methods the Emergency Operation Center uses to communicate by agency:
  - Radios
  - Cell Phones
  - Commercial Telephones
  - Internet (Email & Instant Messaging)
  - Satellite Phones
  - Amateur Radio Emergency Services
  - Facsimile
  - WebEOC

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Responsibilities

#### All Organizations in ESF-2

- Maintain their existing equipment and follow established procedures for communicating with their organization personnel performing field operations.
- All organizations should keep the Emergency Operation Center informed of their operations at all times and maintain a communications link with the Emergency Operation Center
- Provide backup communications capabilities for the Emergency Operation Center
- Provide backup communication link between the Emergency Operation Center and mass care facilities, as needed through use of mobile and portable radio units.
- Activate backup or alternate communications systems, as necessary.
- Maintain emergency communications systems as long as necessary.
- When practical, protect equipment against electromagnetic pulse effects by disconnecting them from antennas and power sources.
- Phase down operations as appropriate.
- Clean, repair, and perform maintenance on all equipment before returning to normal operations or to storage.

#### IT Department

- Identify and assess network outage.
- Notify EOC Director of outages and recovery timeline.
- Evacuate area as necessary.
- Initiate remedial actions to recover network assets.
- Contact appropriate vendors and carriers.
- Initiate Disaster Recovery (DR) plan.

#### 911

- Identify and assess network outage.
- Notify EOC Director of outages, alternatives to 911 and a recovery timeline.
- Evacuate area as necessary.
- Initiate remedial actions to recover 911 assets.
- Contact appropriate vendors and carriers.
- Initiate disaster recovery plan.

#### Parish President

- When notified of an emergency situation reports to the Emergency Operation Center.



## Office of Homeland Security and Emergency Management

- When notified of an emergency situation, reports to the Emergency Operations Center.
- Direct the parish's overall emergency communication system and primary person responsible for establishment and maintenance thereof.
- Supports media center communications operations as needed.

## Military department

- Provides communications support to include personnel and equipment as directed by the governor.

## V. DIRECTION AND CONTROL

The OHSEM Director, under direction of the Parish President, is the principal authority for the Emergency Operations Center and its Emergency Communications Operations.

## VI. CONTINUITY OF GOVERNMENT

See Base Plan.

## VII. ADMINISTRATION AND LOGISTICS

### Administration

- All communications will be logged through any emergency classification.
- A complete listing of communications system expenditures will be maintained in the Emergency Operations Center.
- Communication expenditures will be submitted to GOHSEP for reimbursement.
- The Tangipahoa Parish Communication's District maintains Standard Operating Procedures that contain phone lists and radio (Talk Groups) frequencies that should be used to notify emergency personnel during emergency situations.

### Logistics

- The EOC has a dedicated emergency power generator.
- The 9-1-1 center has a dedicated emergency power generator
- Radio maintenance is available 24-hours a day.
- Electromagnetic Pulse, one of the effects of a nuclear detonation that is particularly damaging to radio equipment, had been considered. Plans call for the disconnecting of radios from antennas and power sources when an "Attach Warning" is issued. A portable radio unit will then be employed as a backup to maintain limited communication with field units. This procedure will be used until an "All Clear" is announced. Telephones will be used while operable.



## VIII. PLAN DEVELOPMENT, MAINTENANCE AND EXECUTION

- The Homeland Security of Emergency Management Director has the responsibility for coordinating revision for this annex and keeping attachments current.
- Directors of supporting agencies are responsible for maintaining internal plans, implementing procedures and resource data.
- All other agencies given responsibility in this plan are responsible for the maintenance of their respective annexes or appendices.

## IX. APPENDICES

**Communications Organizational Chart**

**Network Disaster Recovery/Continuity Plan** *(On file with 9-1-1, IT and EOC)*

**Alternate Locations** *(On file in EOC)*

**Incident/Disaster Form** *(On file in EOC)*

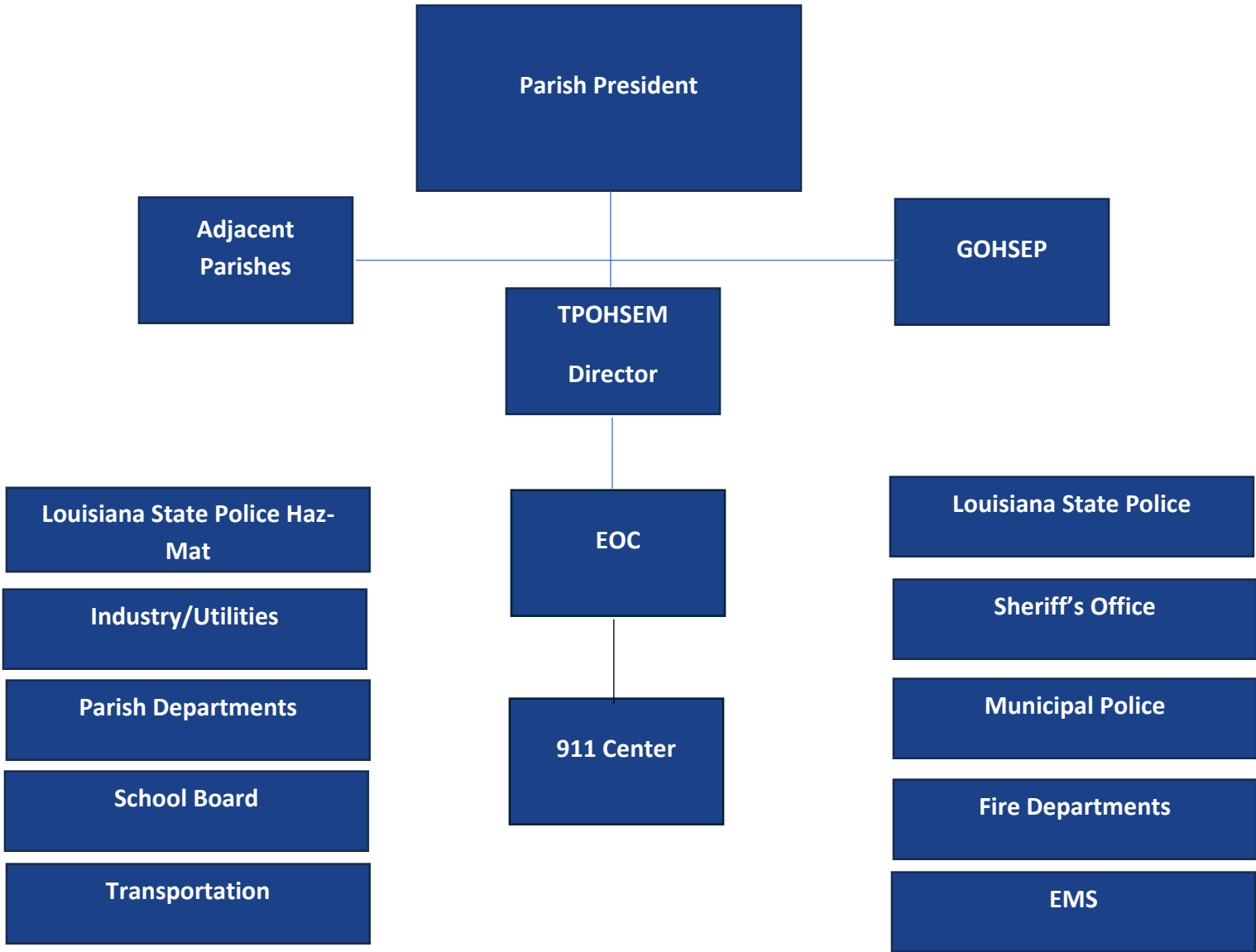
**Notification of Incident** *(On file in EOC)*

**Tangipahoa Parish Government Recovery Teams** *(On file in EOC)*

**Contact Lists** *(On file in EOC)*

**Approved Vendor List** *(On file in EOC)*

## Communications Organizational Chart Appendix



## ESF 3: Public Works and Engineering

### I. PURPOSE AND SCOPE

#### Purpose

Emergency Support Function (ESF) 3 provides for the coordination of all available public works, public utilities, engineering and construction resources and expertise in an emergency or disaster. It provides for the identification, agreement, mobilization and coordination of available parish government, private industry, and volunteer resources to provide essential services before, during and after emergencies and disasters.

#### Parish Departments

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)  
Public Works and Engineering

#### Agency Partners

Tangipahoa Parish Sheriff's Office (TPSO)

#### State and Federal Partners

Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)  
Louisiana Department of Transportation and Development (DOTD)

### II. SITUATION AND ASSUMPTIONS

#### Situation

- Tangipahoa Parish Public Works entities will provide all services associated with public works as references in this annex. The parish has multiple utility districts within its boundaries, including private and municipal.
- The Tangipahoa Parish Public Works and Engineering entities provide the following functions.
  - Landfill
  - Streets/Roads and Bridges
  - Drainage – Sandbags
- The Tangipahoa Parish Public Works and Engineering Department works in close coordination with all municipalities during disasters.
- The requirement for emergency public works and engineering services expands directly in proportion to the magnitude of the disaster.
- In all major emergencies the public works/utilities functions requirement will include, but not be limited to, street maintenance, drainage, and debris removal, to include landfill.

- The parish government has communication and a good working relationship with both private and public utilities. All private utilities have parish government on their priority restoration list.

### Assumptions

- Local government can handle most emergency situations. However, if local capabilities are exceeded, support will be requested from state and federal agencies.

## III. CONCEPT OF OPERATIONS

### General

- The day-to-day public works, public utilities, and private utility's organizational structure will remain intact during a major emergency.
- The parish government will use all local manpower, equipment, and materials as may be necessary to carry out its emergency functions.
- During a serious emergency, parish and municipal Public Works and Engineering will designate an Emergency Operations Center (EOC) representative to serve under ESF 3. This representative will be selected by the municipal and parish Public Works and Engineering from the agency not affected or least affected by the emergency. Due to manpower shortages, in some cases; a representative may not be available.

### By Phases of Emergency Management

#### Mitigation

- Each agency has internal procedures to ensure safe operations. Each agency/department maintains equipment and facilities to ensure their operation.

#### Preparedness

- Maintain readiness of equipment and supplies.
- Maintain roster of key personnel. Any changes should be sent to the EOC upon updating.
- Identify resources and keep resource list updated. This list includes but is not limited to: earthmoving equipment, dump trucks, road graders, fuel sources, etc., that could be used to support emergency operations. List is shared with the EOC as needed.
- The Department of Public Works and Engineering has procedures established to use private resources in the event local capabilities are exceeded.
- Review and monitor river gauges to determine when the public should be alerted of flooded roadways in the parish.



## Response

- Make emergency repairs as necessary.
- Provide support to other parish and city agencies if resources are available and assistance is requested.
- Maintain communications with other parish departments.
- Request state and other resources from the EOC if the need arises.

## Recovery

- Initiate damage assessment in coordination with other parish departments as directed by parish and city leaders.
- Ensure operation of equipment and assets. Make repairs and report damages to the EOC.
- If requested, assist in the demolition of public facilities considered unsafe for occupancy if legal and necessary.
- Conduct assessments of roadways following an event.

## IV. ORGANIZATIONS AND ASSIGNMENT OF RESPONSIBILITIES

### Organizations

- The head of each municipality, business, commission, board, department, and agency will retain control of assigned personnel and equipment. Under the provisions of NIMS Unified Command some autonomy may be lost.
- Each agency identified in this plan will require periodic training and exercise of all employees to include NIMS.

### Responsibilities

#### Office of Homeland Security and Emergency Management

- Coordination of emergency public works/utilities, and private utilities.
- Assist in the development of mutual aid agreements.
- Identification of private utility contact.
- Development of resources list.
- Review and update emergency plans annually.
- Development of emergency preparedness exercises.
- Maintain detailed reports/logs of entire emergency.

#### Parish and Municipal Purchasing Personnel

- Coordination of parish's private company contracts during emergencies.
- Maintenance of own emergency operations plan, accounting for company contracts and their assignments.
- Situation reporting.
- Maintenance of detailed log of department operations.

## Parish and Municipal Public Works and Engineering Department

- Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
- Emergency engineering and maintenance of roads and bridges.
- Situational reporting.
- Coordination with the Sheriff's Office, city police departments, and EOC to facilitate assets for traffic control and movement.
- Assistance to other departments with high water vehicle capabilities, if requested for rescue support.
- Assistance providing emergency transportation by providing drivers, if requested.
- Assistance of other departments with emergency debris and clean-up operations.
- Maintenance of detailed log of department operations.
- Assistance with damage assessment operations as part of survey teams.
- Provide status reports of field operations to the EOC.
- Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
- Assistance in providing shelter and food, if needed in an emergency, for public works employees in the field.
- Maintenance of an adequate supply of sand, sandbags, and public pick-up locations (most located at Fire Stations or Public Works facilities).
- Ensuring emergency power for all vital government facilities (buildings, drainage pumps, etc.).
- Inspecting, designating, and demolishing hazardous public infrastructures.
- Repairing and restoring essential services and vital facilities.

## Parish and Municipal Water and Wastewater Districts

- Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
- Situation reporting.
- Maintenance of detailed log of departmental operations.
- Providing department status reports to the EOC.
- Assistance with damage assessment operations as part of survey teams.
- Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
- Maintenance of essential department facilities and assistance in securing them against damage.
- Ensuring water supplies for all vital facilities.
- Repairing and restoring essential services.
- Parish and Municipal Water Departments will maintain a potable water supply and distribution plan.



## Private and Municipal Natural Gas Services

- Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
- Situation reporting.
- Maintenance of detailed log of department operations.
- Providing department status reports to the EOC.
- Assistance with damage assessment operations as part of survey teams.
- Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
- Maintenance of essential departmental facilities and assistance in securing them against damage.
- Provide emergency supply, if able, to all vital facilities.
- Repairing and restoring essential services.

## Utility Companies

### Electric Utilities

- Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
- Maintenance of updated parish maps.
- Situation reporting.
- Maintenance of detailed log of department operations.
- Assistance with damage assessment operations as part of survey teams.
- Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
- Maintenance of essential departmental facilities and assistance in securing them against damage.
- Repairing and restoring essential services and vital facilities.

### Telephone Service

- Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
- Maintenance of updated parish maps.
- Situation reporting.
- Maintenance of detailed log of department operations.
- Assistance with damage assessment operations as part of survey teams.
- Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
- Maintenance of essential departmental facilities and assistance in securing them against damage.
- Repairing and restoring essential services and vital facilities.

## Cable Communications

- Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
- Maintenance of updated parish maps.
- Situation reporting.
- Maintenance of detailed log of department operations.
- Assistance with damage assessment operations as part of survey teams.
- Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
- Maintenance of essential departmental facilities and assistance in securing them against damage.
- Repairing and restoring essential services and vital facilities.

## Solid Waste/Debris Clean-Up

- Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
- Coordination of solid waste/debris clean-up with public works and engineering and private contractors.
- Maintenance of detailed log of department operations.
- Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
- Maintenance of essential departmental facilities and assistance in securing them against damage.

## Damage Assessment Officer

- Coordinate damage assessment activities with the public works/utilities, private utility functions, and Parish Contract Debris and Monitor in the recovery phase.

## V. DIRECTION AND CONTROL

- Representative(s) of the public works/utilities and private utilities operating from the EOC will coordinate the assignment of personnel and equipment. Representatives of public works/utilities and private utilities will coordinate with the OHSEM Director in setting priorities for resources and activities in the field, when necessary.
- Private Utilities will maintain their own direction and control. Under NIMS Unified Command some autonomy may be lost.
- Mutual aid forces will operate under the direct supervision of their own supervisors. The OHSEM Director will coordinate the call-up and deployment of mutual aid forces if requested to do so by the Parish and Municipal Public Works/Utilities Directors (Superintendents).



- Volunteer and auxiliary forces will work under the supervision of the OHSEM Director in the jurisdiction where they are deployed.
- Assisting military forces will work under the direct supervision of their own superiors but will serve under the direction of the OHSEM Director where they are deployed. The OHSEM Director will coordinate the use of forces with the EOC National Guard Liaison.

## VI. CONTINUITY OF GOVERNMENT

See Base Plan.

## VII. ADMINISTRATION AND LOGISTICS

- The Public Works and Engineering Director will ensure that public works/engineering activities are administered in an orderly and efficient manner. The OHSEM Director will give priority to requests by the public works and engineering director for additional resources and personnel to support public works activities.
- The Public Works and Engineering Director will ensure that procedures for the emergency hiring of private contractors and individuals to assist in response and recovery efforts are developed.

## VIII. PLAN DEVELOPMENT AND MAINTENANCE

- The OHSEM Director, in coordination with the Public Works and engineering Director, has the responsibility for coordinating revision of this annex, keeping attachments current.
- Directors of supporting agencies bear the responsibility of maintaining internal plans, implementing procedures and resource data to ensure effective response to an emergency. Plans should be provided to the EOC.
- All other agencies given the responsibility in this plan, in coordination with the OHSEM, are responsible for maintenance of their respective annexes or appendices.

## IX. AUTHORITIES AND REFERENCES

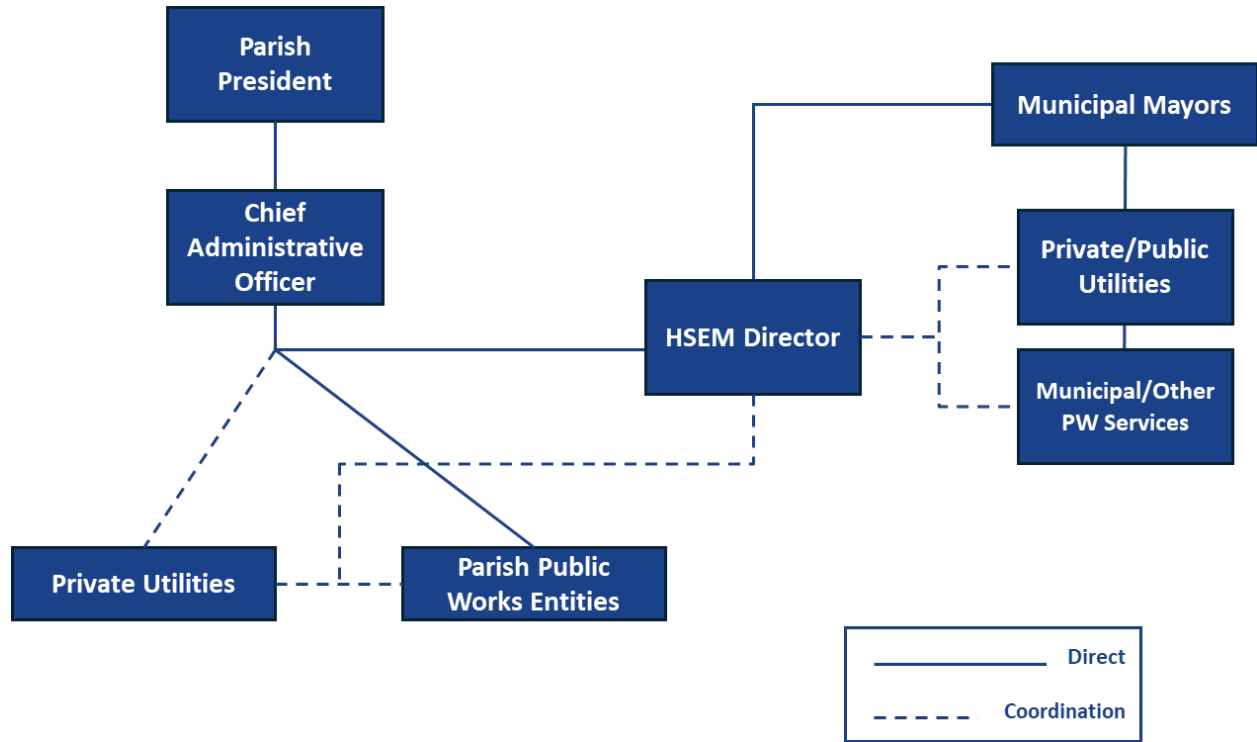
See the Authorities and References Annex of this EOP.

## X. APPENDICES

### Public Works Resources

- Parish Resource List, (on file in EOC)*
- Utility Contact List, (on file in EOC)*
- List of Mutual Aid Agreements, (on file in EOC)*
- List of Contractors, (on file in EOC)*
- List of Equipment Suppliers, (on file in EOC)*
- List of Materials Suppliers, (on file in EOC)*

## Organizational Chart Appendix



## ESF 4: Firefighting

### I. PURPOSE AND SCOPE

#### Purpose

Emergency Support Function (ESF) 4 provides for the detection, control, and suppression of rural and urban fires caused by natural or technological events. Services provided under this ESF shall include actions taken through the application of equipment, manpower, and technical expertise to control and suppress fires that have or threaten to become disasters. Provision of such services will be in accordance with mutual aid compact agreements with local governments, private industry, and other Parishes using established recognized standards of firefighting methods under the Incident Command System. It is the purpose of this Annex to establish fire services plans and procedures to save lives, prevent injury, and protect property, as well as to support Tangipahoa Parish protective response actions during emergency situations and disasters.

#### **Parish Departments**

Tangipahoa Parish Fire Districts

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)

Public Information Office

#### **Agency Partners**

Tangipahoa Parish Sheriff's Office (TPSO)

Volunteer Fire Departments

#### **State and Federal Partners**

Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)

Louisiana State Fire Marshall's Office

### II. SITUATION AND ASSUMPTIONS

#### Situation

- The Tangipahoa Parish Fire Departments have the responsibility of fire prevention, control, and suppression along with emergency medical services (EMS) and search and rescue.
- Tangipahoa Parish Fire Services consist of multiple Fire Protection Districts. The Fire Departments are comprised of careers and volunteer firefighters.
- It's the responsibility of each Fire Chief to advise municipal, Parish, and State leaders on needed changes to fire and zoning codes.

- The Louisiana Fire Marshall's Office will be responsible for enforcing applicable state fire codes. Municipalities will have the responsibility for the enforcement of municipal fire codes.
- The Louisiana Department of Agriculture and Forestry has the primary state responsibility for wild land firefighting. That responsibility includes coordination with support agencies to make sure that they develop and maintain plans and procedures.
- The support State agencies for firefighting are responsible for developing and maintaining plans, procedures, and asset inventories to support the ESF-4 Coordinator. State support agencies include, but are not limited to:
  - The Louisiana National Guard (LANG)
  - Department of Environmental Quality (DEQ)
  - State Fire Marshal
  - Department of Transportation and Development (DOTD)
  - Department of Wildlife and Fisheries (LDWF)
  - Volunteer Organizations
- A major disaster or catastrophic event may result in many urban and rural fires. Ignition sources that would normally be of lesser concern grow in their potential under a disaster condition.
- In disaster conditions, these fires could spread rapidly, cause great damage, and threaten lives and property. Fire departments in the immediate vicinity of the disaster would most likely be totally committed to the immediate area and may be stretched beyond their response capacity. Their own and other firefighting resources would be difficult to obtain, manage, coordinate, and utilize due to the disruption of communication, transportation, utility, and water systems within disaster locales.
- Tangipahoa Parish fire departments support each other with mutual aid through fire alarm dispatch. In addition, some fire departments support each other with automatic aid through fire alarm dispatch.
- In addition to detection, control, and suppression of rural and urban fires caused by natural or technological events, Tangipahoa Parish Fire Departments may be called upon to provide support for public alert notification.

## Assumptions

- Existing fire personnel and equipment will be able to handle most emergency situations through the use of the existing mutual and automatic aid agreements.
- Fire/Rescue will handle coordination and direction of the local efforts, including volunteers.
- Fire resources and personnel will be tasked with a variety of missions, many of which may not directly relate to fire suppression.
- Secondary events or disasters will threaten lives and property as well as firefighting personnel.

## III. CONCEPT OF OPERATIONS

### General

Due to the many hazards that may affect Tangipahoa Parish, the fire service in general may be called upon to perform duties outside of fire control, suppression, and prevention. Fire service will provide both basic incident command and support, depending upon the emergency. All incident management activities will be in accordance with the National Incident Management System.

### By Phases of Emergency Management

#### Mitigation

- The State Fire Marshal enforces fire codes within Tangipahoa Parish. The municipal fire departments enforce them within their jurisdictions.
- Each fire department within Tangipahoa Parish conducts fire prevention activities at least annually. Activities include programs in area schools and fire safety training at area businesses.
- Residential smoke detectors are distributed by some fire departments to low-income families and the elderly.
- The State Fire Marshal will inspect shelters and key facilities for fire safety.
- The Tangipahoa Parish fire departments train citizens in fire suppression through the Tangipahoa Community Emergency Response Team Program.

#### Preparedness

- Maintain fire service resources, such as apparatus and personal protective equipment.
- Training of personnel in fire service practices to include:
  - Basic firefighting
  - Fire Fighter I
  - Hazardous Materials operations – Technician level within the Hammond HazMat Team.
  - Incident Command utilizing the National Incident Management System
  - Emergency Medical Services (EMS)
  - Search and Rescue
- Confined Space Rescue, Open Water Rescue, as well as Swift Water Rescue training is provided to designated firefighters within Tangipahoa Parish.
- Development of communication procedures to be used prior to, during, and after an emergency.
- Each fire department maintains fire pre-plans.
- Minimum standards for training are set by the Fire District 1 Administrator with the Fire Chief of each respective department.
- The fire service is represented on the Local Emergency Planning Committee (LEPC) and the Parish Emergency Management Advisory Committee (PEMAC).



## Response

- Provide fire suppression for emergencies involving fire or potential fire to include public shelters.
- Respond to hazardous materials incidents and provide a command post, along with incident command, until the arrival of the Hammond Fire Department HazMat Team and/or the Louisiana State Police HazMat Unit. Notify appropriate agencies (State Police, Department of Environmental Quality, U.S. Coast Guard, etc.)
- Provide both urban and rural search and rescue operations as needed.
- Support Public Alert Notification.
- Provide support to the Hammond HazMat Team with the decontamination of emergency responders.
- Advise the EOC of protective action recommendations for the public at risk.
- Through the Fire Service Coordinator within the EOC, provide auxiliary and volunteer support.
- Mobilize and pre-position response resources when it is apparent that state firefighting resources will be required.
- Respond to medical emergencies as first responders.
- Clear roads for access to emergency scenes.
- Assist in the establishment of control zones for emergency scenes.
- Support needed evaluations or shelter-in-place operations.
- Provide or assist in water shuttle operations.

## Recovery

- Relay damage information from the field to the EOC.
- Assist in decontamination of emergency workers.
- Assist in damage assessment.
- Assist the State Fire Marshal with arson investigations.
- Assist Municipal and/or Parish Department of Public Works with debris removal from roadways.
- Assist in body recovery operations.
- Provide critical Incident Stress trained individuals for responders.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Responsibilities

#### Fire Departments

- Coordinate all fire service activities within their jurisdiction.
- Fire prevention.
- Public Alert/Notification.
- Support for radiological protection as needed.
- Provide fire suppression for shelters.
- Responding and establishing incident command for hazardous material incidents.
- Assist in debris removal.
- Establish mutual aid agreements.
- Assist in search and rescue operations.
- Respond to confined space, open water, and swift water rescue operations.
- Assist in medical emergencies.
- Alert all emergency support services to the dangers associated with technological hazards and fire during emergency operations.

#### Louisiana Department of Agriculture and Forestry

- Primary responsibility for forest fires.
- Support for local fire control operations.
- Aerial detection and support.
- Assist in Search and Rescue operations.

#### U.S. Department of Agriculture and Forest Service

- Primary responsibility for forest fires on federal lands.

#### Military Support

- Support for local fire control operations.

#### Louisiana State Fire Marshals Office

- Fire code enforcement.
- Arson investigation.
- Advise public officials on needed changes to fire and zoning codes.



## V. DIRECTION AND CONTROL

- Each department's respective Fire Chief will be responsible for coordinating all emergency fire services operations. Each agency will be responsible for operations within its respective jurisdictions.
- If an accident spreads into more than one jurisdiction or is occurring in multiple jurisdictions, a unified command system shall be utilized to include all Fire Chiefs' jurisdictions that are being affected.
- A fire service representative will assist in direction and control from the EOC, this representative may be from the responding department or from another department, but the primary responsibility will be the Tangipahoa Parish Fire District #2 administrator.

## VI. CONTINUITY OF GOVERNMENT

See base plan.

## VII. PLAN DEVELOPMENT AND MAINTENANCE

It is the responsibility of each fire department to ensure its own operational capabilities. The Fire District 1 Administrator with the respective Fire Chiefs will coordinate the planning of all fire services as related to emergency preparedness operations.

## VIII. AUTHORITIES AND REFERENCES

See the Authorities and References Annex of this EOP.

## IX. APPENDICES

**Organizational Chart** *(On file with each department)*

**Responsibility Chart** *(On file with each department)*

**Parish Firefighting Resources** *(On file in the EOC)*

**Mutual Aid Agreements updated periodically as needed:** *on file in respective fire departments.*

## ESF 5: Emergency Management

### I. PURPOSE AND SCOPE

#### Purpose

**Emergency Support Function (ESF) 5** Emergency Management encompasses all emergency activities conducted by parish and local governments, private industry and volunteer organizations before, during, and after natural and technological emergencies and disasters. The ESF includes potential hazards and capabilities, the development of plans, procedures, agreements and arrangements that pertain to emergencies and disasters, training of parish government, local government and volunteer personnel and exercising of plans. When emergencies occur, ESF 5 will include activating the parish Emergency Operations Center (EOC), collecting, communicating, and analyzing information about impending and impacting emergencies, assessing the impact and damages from emergencies, coordinating evacuation activities, setting all available resources into motion, and restoring the affected people and property to their pre-disaster condition, wherever possible.

### II. SITUATION AND ASSUMPTIONS

#### Situation

- The Tangipahoa Parish Director of Homeland Security and Emergency Preparedness, duly appointed by the Parish President and in accordance with the Tangipahoa Parish Home Rule Charter, is responsible for the direction and control of any declared emergency within Tangipahoa Parish.
- Public officials designate the EOC as the interfacing point for decision-making, coordination, administration, emergency response, and resource management.
- In the event that any emergency threatens the lives and property of the people of Tangipahoa Parish, the EOC would be activated providing local conditions permitted.
- Any unmet needs of the parish may be resolved through terms established in letters of agreement with regional support parishes and through the efforts of GOHSEP.
- The Tangipahoa Parish EOC is located at 114 N Laurel St, Amite City, LA 70422. The facility has external and internal security controls. If the Parish EOC is unavailable for any reason, an alternate EOC will be established at The Clausen Building, 15485 West Club Deluxe, Hammond, LA 70403.
- The Tangipahoa Parish Emergency Operations Center has established implementing procedures for EOC functions, layout, use of displays and message forms, and procedures for bringing the EOC to full readiness on a continuous 24-hour basis.

## Assumptions

- The EOC or an alternative facility is available.
- All equipment needed to accomplish any task within the EOC is available.
- Hazards could individually or in combination cause a grave emergency situation in any area of the parish. It is also assumed that these risks will vary greatly in scope and intensity, ranging from small in area to encompassing the entire parish.
- Actions to minimize the effects of any disaster will be conducted as soon as possible by parish officials and affected parish agencies after the response.
- State agencies are expected to assist local efforts after local resources are deemed insufficient.
- Federal and state disaster assistance will supplement not substitute for any relief provided by the parish.

## III. CONCEPT OF OPERATIONS

The Emergency Operation Center is used as a centralized management center to facilitate policy making coordination, and overall direction of responding forces in large-scale emergency situations.

The OHSEM Director has the responsibility for management of the EOC. In the absence of the OHSEM Director, the Deputy EOC Director will fulfill the responsibilities of the director unless another individual is directed to do so by the Parish President.

### By Phases of Emergency Management Mitigation

- The Primary Emergency Operations Center utilizes security and access control measures.
- The OHSEM has completed a hazard analysis (THIRA) of the Parish indicating a wide variety of potential problems that could and have threatened the community in the past year. OHSEM Copy is maintained in Parish and State WebEOC
- A list of all special events held within the parish, such as festivals and concerts, will be submitted annually to GOSHEP. All parish departments and outside agencies, as well as personnel with emergency responsibility in the EOC have been identified and procedures have been established to activate the same. These organizations will also identify alternate operation sites that can be used, if needed.
- Resources needed to sustain the activated EOC have been identified and their availability determined.
- Communications equipment, compatible with other departments and agencies, is kept updated and functional.

- Public awareness programs include:
  - Tours of the Emergency Operation Center and an explanation of its purpose and functions.
  - Printed educational materials are distributed throughout the parish. The Public Information Officer releases public information and educational information.

## Preparedness

OHSEM develops and maintains the Parish's Emergency Operations Plan with its ESF and Hazard specific annexes and appendices along with operational procedures for EOC activation and staff duties. These procedures are maintained at the EOC.

- Provisions will be made to protect personnel within the parish from exposure to hazardous substances. Procedures have been developed to protect personnel at the Emergency Operations Center from environmental hazards.
- The EOC's Executive Group serve as Direction and Control to manage the parish response.
- The EOC is divided into functional branches, which are:
  - OHSEM Emergency Services
  - Parish Operations
  - Mass Care/Sheltering
  - Infrastructure
- The EOC has adequate provisions for food, water, and housing for its assigned staff.
- A preventative maintenance program is adhered to for all equipment, fixed or mobile, and regulatory scheduled testing of this equipment is performed.
- Training sessions and briefings are conducted for emergency staff assigned to the EOC. Exercises in the EOC and in the field are also conducted and hotwash is completed with the entire staff.
- The degree of activation of the EOC may vary depending upon the emergency.
- Communications equipment is tested with field representatives on a regular basis.
- EOC personnel are trained in the use of WebEOC.

## Response

- **The EOC is activated according to the degree of level of the emergency and as directed by the OHSEM Director. There are two EOC activation levels:**
  - Crisis Management Team Activation
  - Full EOC Activation
- The decision to activate the EOC will be made by the Executive Group.
- In the event of EOC activation, operational materials for each emergency function will be placed at designated locations in the Operations Room for use by operational coordinators. The operational materials contain the needed supplies, message and reporting forms and the implementing procedures for that department or emergency function.



- 12-hour shift briefings are held for all EOC Coordinators, the Parish President, and administrative staff.
- All operations will be coordinated through the EOC when activated.
- Incident Command System:
  - The Incident Command System is “scene specific.” The Incident Commander in coordination with the Emergency Operations Center, will develop a management structure based on the needs of the incident. As the incident grows in size and complexity so will the management structure.
  - The function of Incident Command is to provide overall management at the incident site.
  - The Incident Commander is responsible for activation of the on-scene command post in which he directs, controls, and orders resources, including people and equipment.
  - All actions taken by any incident commander will be in accordance with federal, state and local laws and with the benefit of the lives and property of the citizens of Tangipahoa Parish in mind.
- Information Processing
  - An activity log begins at the onset of the emergency and maintained in WebEOC for the duration. The log contains records of key disaster-related data. A copy of all logs of this type will be retained in WebEOC.
  - All EOC personnel will keep activity logs. These will include disaster-related information, which will be reported from the field.
- The Tangipahoa Parish Sheriff’s Office and TPG Code Enforcement will provide security for the EOC.
- Communications equipment is tested with field representatives.
- Tangi Task Force Conference calls are conducted daily to update The Parish President, Sheriff, Mayors, and Police Chiefs of municipalities within Tangipahoa Parish..
- The OHSEM Director or Incident Commander may implement protective actions for the public. The Parish President must be advised of any protective action implementation.
- Emergency workers will be allowed into risk area(s) if conditions are safe and/or appropriate personal protective equipment is available.
- Emergency workers will communicate to each other and responding agencies through communication systems already designated or through systems that are designated by the Incident or Unified Command.

## Recovery

- Recovery operations commence as soon as possible after the emergency; debris clearance from roadways should be the first priority to allow assistance into the affected area(s).

- Damage assessment reports are captured in survey 1-2-3 and disseminated to assigned damage assessment teams once emergency conditions have terminated.
- The OHSEM Director organizes damage assessment, including the collection and the reporting of appropriate data to include hazardous facilities, bridges, roads, etc. and advise on priority repairs and unsafe structures.
- All EOC and field personnel are phased down to begin a deactivation.
- The EOC will be brought back to its pre-emergency staffing conditions along with the needed equipment and supplies.
- Data collection of logs, forms, expenditures, equipment usage, materials and personnel begins at onset of emergency. Document all emergency work performed by parish and local resources, to include photographs and video.
- After Action Review will be conducted. Upon the recommendation from the OHSEM director and Incident or Unified Command, the Parish President will authorize re-entry.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Responsibilities

**All organizations tasked by this All-Hazards Plan are responsible for:**

- Report to the EOC when activated.
- Ensures that organization staff member(s) tasked to work in EOC during emergencies have authority to commit resources.
- Provides support to the Incident Command if needed.
- Incident dependent, establish a protocol for interfacing with State/Federal responders.
- Coordinate with the Public Information Officer and the Parish President before releasing information to the media for public consumption.
- Document all emergency work performed by parish and local resources, to include photographs and videos.
- Compile damage reports from appropriate agencies and prepare documentation for submission to state and federal agency representatives.
- Continue to monitor restoration activities.

### Parish President

- When notified, reports to the EOC.
- If necessary declares local state of emergency.
- Assumes overall authority for response and recovery operations
- Updates municipal leaders as situation dictates.

## Office of Homeland Security and Emergency Management Director

- Immediately notifies the Parish President, Sheriff, Mayor(s) (Executive Group) of significant emergency situations that could affect the parish.
- Declares the official Emergency Classification level for emergencies or disasters.
- Activates and manages the EOC when directed to do so by the Parish President.
- Advises and briefs the Parish President and other key members of the emergency response organization on the emergency situation.
- Recommends actions to the Parish President to protect the public from the life-threatening consequences associated with the emergency situations.
- When directed by parish President relocates staff to alternate Emergency Operation Center in order to continue response operations.
- Terminates operations and de-activating the EOC.
- Appoints a Damage Assessment Coordinator.
- Provides an Impact Assessment Team, defines the responsibilities of each team member and provides responsibilities of each team member. Provides training in assessment techniques.
- Determines the type and level of training required for emergency operations assignments.
- Requires training of instructors in all phases of emergency operations needs for classroom instruction.
- Coordinates exercise design team as well as training of team members, controllers, simulators, and evaluators.
- Ensures scheduling, design, and evaluation of exercises.
- Ensures briefing of all department heads and agencies on plans, procedures and training for their personnel.
- Provides assistance to the PIO in providing instructional and educational materials for the public.
- Designates department heads, emergency service groups and EOC staff sections as responsible for training their own personnel in their primary functions.

## Sheriff (ESF 13/ Secondary 1,2,9,10,15)

- When notified reports to and/or sends a representative to the EOC.
- Serves as chief law enforcement officer for Tangipahoa parish.
- Notifies the EOC of the situation if the original notification did not come from EOC.
- Responsible for sending a representative to the EOC.
- Manages law enforcement resources and direct law enforcement operations.

## Public Information Officer (ESF Primary 15)

- When notified, reports to the EOC.



- Responsible for drafting press releases and developing talking points for parish president that are incident specific.

### **Lily Pad Operations Coordinator (ESF Primary 1)**

- When notified, reports to the EOC.
- Responsible for coordinating and obtaining transportation resources to ensure the movements of people who need assistance in evacuating the risk area.

### **School Services Coordinator (ESF Secondary 5,6,7,8, and 15)**

- When notified, reports to the EOC.
- Coordinates protective action measures for schools within Tangipahoa Parish to include private schools.
- Evacuate students if appropriate.
- When directed by appropriate authority, makes schools available for use as mass care facilities.
- Conducts damage assessment of school facilities.

### **Health & Medical Coordinator (ESF Primary 8/ Secondary 1,5,6,7,9, and 10)**

- When notified, reports to the EOC.
- Coordinates the health and medical treatment activities of all response organization involved in providing medical assistance to disaster victims.
- Coordinates with the Coroner's Office as necessary, to include operations of temporary morgues, and identification of victims.
- Collects information and reports damage/status of health and medical facilities and equipment to the EOC.

### **Fire Services Coordinator (ESF Primary 4 and 10/ Secondary 2,5,6,7,8 and 9)**

- When notified, reports to the EOC.
- Responsible for the communication link between Fire Department's / field operations and the EOC.

### **Public Works Coordinator (ESF Primary 3/ Secondary 1,5,7,12, and 14)**

- When notified, reports to the EOC.
- Responsible for the communication link between field operations to include Parish and Municipal Public Works, Water and Wastewater Operation and the EOC.

### **State Police**

- When notified, reports to the EOC.
- Serves as on scene coordinator for HAZMAT and state highway incidents.
- Coordinates contraflow within the state

## State Wildlife and Fisheries Representative (ESF Primary 13/ Secondary 1,2,9,10, and 15)

- Coordinate enforcement and Search and Rescue operations.

## National Guard Liaison (ESF Secondary 1-15)

- When notified, reports to the EOC.
- Coordinates resource request between the Parish, the Louisiana National Guard and GOHSEP.

## Technical Advisor (Private Industry)

- Responsible for explaining and advising EOC Coordinators on technical issues pertaining to industrial facilities.

## Municipal Coordinator (ESF Secondary 1-15)

- When notified, reports to the EOC.
- Serves as liaison between the EOC and local municipal leaders.
- Assist with resource management on a parish wide basis.

## State Department of Transportation and Development (ESF Secondary 1 and 3)

- When notified, reports to the EOC
- Coordinates the removal of impediments from state highways being used as an evacuation route.
- Provides barricades and signage for road closure associated with evacuation.
- Coordinates resources between the State DOTD and the EOC.

## Animal Control Coordinator (ESF Primary 11)

- Manages public and private sector efforts to meet the animal services needs that arise including:
- Rescue and capture of animals that have escaped confinement.
  - Evacuation of animals if applicable.
  - Sheltering if applicable.
  - Care or injured, sick, and stray.
- Activates emergency response teams (evacuation, shelter, medical treatment, search and rescue, etc.) as needed.
- Prepares a resource list that identifies the agencies/ organizations that are responsible for providing the supplies (medical, food, and other necessary items) needed to treat and care for injured and sick animals during large-scale emergencies and disasters.
- Coordinates response activities with the appropriate representative in the EOC.
- Coordinates the rescue of injured or endangered household pets.

## County Agent

- Coordinates emergency activities with agriculture interest within Tangipahoa Parish.

- Advises EOC Coordinators on matters concerning agriculture.

### Red Cross- Sheltering

- Respond and support activities to include but not limited to:
  - Sheltering
  - Mass Feeding
  - Immediate Personal Disaster Assistance

### Volunteer Services Coordinator

- Coordinate the use of Volunteers Services before, during and post emergency disasters.
- Coordinate and administer the donation of goods and services.

### Southeastern Louisiana State University

When notified, reports to the EOC.

- Serves as a liaison between the EOC and the University.
- Coordinates Public Alert/ Notification and Warning methods between the Parish and the University.
- Coordinates the implementation of protective actions on the University Campus.
- Coordinates resource management between the University and the Parish.

### Emergency Operations Support Staff

#### Parish Purchasing

- Handles all procurement requests from response organizations.
- Coordinates implementation of resource management activities with parish tasked organizations.

#### Tangipahoa Parish Coroner's Office

- Has primary responsibility for Mass Fatalities/Casualty events, to include establishing temporary morgues, coordination of body removal and notification of family members.

#### Auxiliary Communication Operators

- Responsible for assisting Communications Operators.

#### Fire Departments

- When notified of an emergency situation, the fire department shall send response teams/personnel, equipment and vehicles to the emergency site, staging areas or other locations as appropriate.
- The fire department will manage fire/rescue resources, direct fire operation, rescue injured people during emergency operations and assist in determining the need for evacuation in and around the emergency scene.



- The fire department will assist as appropriate in the alerting or evacuation of people at risk in and around the emergency scene.

## V. DIRECTION AND CONTROL

The OHSEM Director, under direction of the Parish President, is the principle authority for the overall response to an emergency situation.

## VI. CONTINUITY OF GOVERNMENT

Lines of succession to each department head are made in accordance with standard operating procedures established by each department.

## VII. ADMINISTRATION AND LOGISTICS

### Administration

- All parish agencies are required to submit reports to the Emergency Operation Center relating to their agency's expenditures and obligations during emergency conditions.
- Responsibility for submitting local government reports to the Governor's Office of Homeland Security and Emergency Management rests with OHSEM. They include:
  - Daily situation
  - Resource consumption
  - Resource shortfalls
- The OHSEM is responsible to report on the status of the mass care services being provided by volunteer agencies and other non-governmental organizations.
- The format for submission of reports or requests for assistance are established by the Governor's Office of Homeland Security and Emergency Preparedness(GOHSEP).

### Logistics

- Each organization tasked in this All-Hazard Plan is expected to provide its own logistical support during the initial phase of response operations. Additional support should be obtained through the EOC.
- When the parish's resources prove to be inadequate during emergency operations, request should be made to obtain assistance from other local jurisdiction, higher levels of government, and other agencies.
- OHSEM has entered into mutual aid agreements with other officials throughout Louisiana to share resources during emergencies. Copies of written agreements are kept on file in the Emergency Operations Center.



## VIII. PLAN DEVELOPMENT, MAINTENANCE AND EXECUTION

- The OHSEM Director has the responsibility of coordinating revision of this annex.
- Directors of supporting agencies bear the responsibility of maintaining internal plans, implementing procedures and resource data to ensure effective response to an emergency.
- All other agencies given responsibility in this plan, in coordination with the OHSEM are responsible for maintenance of their respective annexes or appendices.

## IX. APPENDICES

**Appendix 1: EOC Floorplan**

**Appendix 2: Operational Rhythm Template**

**Appendix 3: EOC SOP**

**Appendix 4: Links to Relevant FEMA Forms**

**Appendix 5: Critical Infrastructure – *(On file in EOC)***

## Appendix 1: EOC Floorplan Appendix







## Appendix 3: EOC SOP

### **Tangipahoa Parish Emergency Operations Center (EOC) - Standard Operating Procedures**

The EOC will be activated upon direction of the Tangipahoa Parish President in consultation with the Office of Homeland Security and Emergency Management Director.

The EOC is established primarily for direction and control purposes. Operating crews and personnel should remain at their respective agency or department emergency headquarters. Only EOC staff, ESF representatives and other authorized personnel should report to the EOC.

During emergency operations, media personnel will not be allowed in any area of the EOC. The only exception will be for the media to take pictures (file footage) when prior approved by the OHSEM Director, or the Public Information Officer (PIO) who shall escort, or arrange for an escort with the media for this purpose.

During emergency operations, all information released to the public or to the media shall be released by the ESF-15 Emergency Public Information Officer in coordination with the Parish President and OHSEM Director. Any release which recommends a course of action to the public shall first be approved by the OHSEM Director and Parish President.

The operations room is restricted to EOC staff, ESF representatives and other authorized personnel.

Hallways are to be kept clear at all times. They are not to be used as lounging areas.

Due to no designated break area, food and drinks may be consumed in the EOC but great care must be given not to spill in the work area.

EOC staff, ESF representatives and other authorized personnel are expected to bring with them, information and resource data necessary to the operation of their activity from the EOC.

Each department or agency is expected to arrange its own staffing schedule, so as to maintain continuous representation at their center for the duration of an emergency operation. If conditions require it, alternates should remain at the center during rest breaks.

EOC staff, ESF representatives and other authorized personnel should maintain a detailed journal of activities in WebEOC. If WebEOC is unavailable, alternative documentation methods (paper logs, spreadsheets, etc.) should be utilized to ensure continuity of records. This helps in briefing on-coming personnel if the period of the emergency requires operating in shifts. It also serves as a valid reference during post-emergency activities such as critiques and requests for federal assistance.



A standard schedule or “Operational Rhythm” will be established. The Operational Rhythm establishes important times for meetings (Staff meetings, UCG, etc.), shift changes, ESF briefings, and informational updates. These times are subject to change based on the schedule of the Parish President and Executive Group.

The EOC will operate in 12-hour shifts from \_\_\_\_\_ to \_\_\_\_\_. Shift change briefs will be held at the beginning of each new shift in order to make sure the incoming staff is informed of the latest developments.

## Appendix 4: Links to FEMA Forms

All FEMA ICS forms are located on the FEMA website:

<https://training.fema.gov/icsresource/icsforms.aspx>

- Common Forms
  - Activity Log (ICS Form 214)
    - General listing of major events, actions or occurrences for each agency involved. Each staff member is responsible for maintaining a log of his/her activities.
  - Incident Log (ICS Form 213RR)
    - All requests for assistance are received and transmitted on this form.
  - Radio Operators Log (ICS Form 233CG)
    - Used to record radio messages, unit status, etc.
  - Road Condition/Closures Form
    - Listing of roadways and conditions affected by emergency/disaster.
  - Security Log (ICS Form 211)
    - Record of all persons entering the EOC.
  - Incident Briefing Form (ICS Form 201)
    - Provides IC with information about the incident.
  - Radio Communications Plan (ICS Form 205)
    - Provides frequencies for each operational group
  - Incident Organization Chart (ICS Form 207)
    - Indicates which organizational elements are currently active

## ESF 6: Mass Care, Sheltering and Human Services

### I. PURPOSE AND SCOPE

#### Purpose

Emergency Support Function (ESF) 6 provides Mass Care, including shelter, mass feeding and housing and Human Services support for victims of natural and technological emergencies and disasters. Mass Care as referred to within this plan is a function of several Emergency Operations Center (EOC) Coordinators to include Tangipahoa Parish Office of Homeland Security and Emergency Management Director, Tangipahoa Parish Housing Authority, Department of Children and Family Services, Office of Public Health, and American Red Cross.

- Mass Care will provide shelter during the emergency period and immediately following the disaster, in which victims are housed as a result of evacuation or, on a limited basis, pending repair of dwellings or assignment and movement into temporary housing. Emergency shelter is not intended for prolonged periods of occupancy due to the emergency nature of the activity and the requirements for mass feeding, bedding, and adequate sanitary facilities. Shelter will include the mass feeding of victims and emergency workers through a combination of fixed sites, mobile feeding units, and bulk distribution of food.
- Mass Care will coordinate with the Regional Office of Public Health to ensure the provision of medical care for the Regional Medical Special Needs Shelter (MSNS).
- Mass Care will coordinate with the Health & Medical EOC Coordinator to provide emergency first aid for victims and emergency workers at shelters and designated sites, and referral to appropriate medical facilities.
- Mass Care will collect and provide information about individuals in the emergency area through a Disaster Welfare Information system. Such information will be used to aid reunion of families and individuals separated by the emergency or disaster.
- Human services include all government and relief organization actions to provide immediate assistance to victims of emergencies and disasters. It will include the provision and expedited processing of federal benefits claims, veterans benefits and tax returns.
- Human services may include, as appropriate, crisis counseling and supportive mental health services and such commodities as water, ice, and other basic needs.

## Parish Departments

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)  
Tangipahoa Parish Housing Authority

## Agency Partners

Tangipahoa Parish Sheriff's Office (TPSO)  
American Red Cross  
Emergency Medical Services  
Tangipahoa Parish School System

## State and Federal Partners

Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)  
Louisiana Department of Health (LDH)  
Louisiana Department of Children and Family Services (DCFS)

## II. SITUATION AND ASSUMPTIONS

### Situation

- Tangipahoa Parish could experience a variety of situations that would require mass care due to emergencies or disasters that have a direct or indirect consequence upon the parish. In these instances, reception centers and/or shelter facilities will be designated for incarcerated, institutionalized, special needs groups, residents, and transient persons to include evacuees from other areas.
- Tangipahoa Parish is susceptible to numerous conditions that may require the mobilization of ESF 6. These include emergencies and disasters occurring within Tangipahoa Parish, its neighboring parishes, and portions of the State of Louisiana.
- Tangipahoa Parish will establish reception centers for fast occurring localized emergencies or disasters. Reception centers for purposes of this plan will be designated sites which evacuees may be directed outside that hazard area for a period of less than 18 hours. Reception centers may have limited resources and may not provide even basic provisions including food and water.
- Shelters have been established within Tangipahoa Parish for use during local, regional, and state or national emergencies or disasters.

### Assumptions

- In addition to established shelters, private persons, churches, clubs, and community organizations may open additional shelters.
- Not all residents will use shelters. It has been estimated that 17% of the population will seek American Red Cross designated shelters, 52% will go to a friend or relative's house, and 22% will use a hotel or motel whereas 9% will not evacuate.
- American Red Cross will serve as the principal organization responsible for operating mass care facilities during disasters.

- Some emergencies or disasters may strike with little or no warning time, in these cases only reception centers may be activated.
- Military support, as approved by the Governor, will be available to support mass care operations.
- The support of jurisdictions in pre-designated shelter sectors will provide similar mass care services when evacuees cannot be cared for in Tangipahoa Parish or when mitigating circumstances deem necessary.

### III. CONCEPT OF OPERATIONS

#### General

The primary services offered within ESF 6 are as follows:

- Reception Centers
- Shelters
- Short-Term Housing
- Mass Feeding
- Emergency First-Aid
- Human Services Assistance

Tangipahoa Parish shall coordinate and provide directly for reception centers, shelters, mass feeding, and emergency first aid. Victims needing short term housing and human services assistance will be directed to the designated state agencies and the Federal Emergency Management Agency (FEMA).

The Tangipahoa Parish Shelter Program is provided through the efforts of the OHSEM, the Louisiana Department of Children and Family Services, American Red Cross, and the School District. The agencies are utilized to afford the best available protection for those seeking shelter.

In addition to localized emergencies or disasters that may require sheltering, Tangipahoa Parish has been established as a hurricane host shelter parish within the State of Louisiana Emergency Operations Plan.

All shelter locations are determined by conditions such as elevation, and location of shelters relative to an incident. Where practical, available public and private facilities will be used as shelters, with the exception of sheltering outside of the jurisdiction. In which case the host jurisdiction will provide shelter facilities as they see fit.

Tangipahoa Parish will keep evacuees and the public informed on mass care facilities through the use of any and all communications systems available.

The arrangements of operation of each mass care facility shall be as follows:

- The primary mode of transportation to a shelter facility will be by private vehicle. Public emergency transportation will be provided where necessary and available.
- Sex offenders will be self-identified and directed to the Louisiana State Police who will provide transportation and sheltering.

## By Phases of Emergency Management

### Mitigation

- Tangipahoa Parish, the American Red Cross, and the Louisiana Department of Children and Family Services have determined the requirements for adequate shelters, their location, and facilities available for supporting evacuees.

### Preparedness

- The EOC shall maintain the approximate number of people requiring special needs, shelter locations, and shelter management teams.
- The American Red Cross and OHSEM maintains lists of shelter personnel (name, phone number and availability).
- State and local emergency preparedness personnel and volunteers shall attend Red Cross shelter management classes and GOHSEP training classes when offered.
- Shelter supplies are stocked and maintained by the American Red Cross Central Louisiana Area Chapter.
- All state, local government agencies and the American Red Cross that are tasked within this plan are responsible for internal plans, training, exercising, and acquisition of equipment.

### Response

- The OHSEM Director or designated representative, in conjunction with recommendations from the Incident or Unified command, will make the determination of which mass care services shall be rendered for an emergency or disaster.
- If determined that opening a shelter is appropriate, the EOC shall notify the American Red Cross, Louisiana Department of Children and Family Services and other necessary personnel responsible for opening the shelters. A parish representative may be in each shelter.
- The EOC may provide a designated shelter liaison official that will be responsible for monitoring the activities of the shelter.
- The EOC shall make public information announcements to the media for general distribution.
- The type of event and the number of persons will determine assignment of evacuees to shelters and feeding facilities needed.
- The EOC through the Health and Medical EOC Coordinator shall coordinate first-aid services as needed.



- The OHSEM Director shall coordinate with disaster relief organizations and the American Red Cross to offer mass feeding services for victims.
- Communication to and from the Mass Care sites will be supported and backed up by the Louisiana Council of Amateur Radio Clubs.
- The OHSEM in coordination with the Incident or Unified Command will identify and establish emergency shelter facilities for emergency workers within commuting distance.

## Recovery

- Analyze transportation and re-entry conditions and problems.
- For extended stay:
  - Develop staffing levels within the EOC.
  - Coordinate with private, local, state, and federal agencies to ensure the continuation of mass care services.
- OHSEM and the American Red Cross will coordinate with FEMA for relocation of shelter residents into temporary housing.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Organization

- Provides overall direction as established within the Tangipahoa Parish Base Plan and established under Louisiana RS 29:727 Responsible for “Declaring Emergency or Disaster”.

### Responsibilities

#### Parish President

- Provides overall direction as established within the Tangipahoa Parish Base Plan and established under Louisiana RS 29:727 Responsible for “Declaring Emergency or Disaster”.

#### Office of Homeland Security and Emergency Management

- Manages the EOC, oversees its activation, and ensures it is staffed to support all mass care efforts.
- Coordinates with the American Red Cross, Salvation Army and other public service non-profit organizations, and personnel to perform mass care operations jobs.
- Coordinates volunteer efforts to include the activities of volunteers from outside the jurisdiction and the assistance offered by unorganized volunteer and neighborhood groups within jurisdiction toward mass care operations.
- Reviews information to be provided to the public on mass care activities.
- Coordinates planning requirements with outside jurisdictions that have been identified as potentially hazard free and have agreed to house evacuees in their mass care facilities.
- Coordinates the provision of mass care needs for personnel performing medical duties during emergencies.
- Determines the need and extent of mass care operation.

- Establishes Information Points/Reception Centers and/or shelters to meet the needs of the public.

### **Tangipahoa Parish Housing Authority / American Red Cross**

- Coordinates ESF-6 activities on behalf of Tangipahoa Parish.
- Responsible for shelters and shelter operations during any disaster in which sheltering is necessary to include the following: registration, staffing, lodging, feeding, processing evacuee information, etc.
- Provides training for Shelter Managers.
- Shelter Managers will be assigned through the American Red Cross in coordination with the OHSEM Director.
- The designated shelter management team determines the management structure of shelter facilities.
- The shelter manager shall determine services provided to shelter patrons by determining availability, feasibility, and necessity. The American Red Cross shall conduct all shelter stocking and re-supply.
- Provides psychological first aid (crisis counseling) for disaster victims.
- Provides adequate signage or marking to designate shelters that are operational.
- The American Red Cross, in coordination with OHSEM, may upgrade reception centers or last resort shelters to normal operating shelter status and provide for adequate resources.
- The American Red Cross in coordination with OHSEM and the Louisiana Department of Children and Family Services will assure availability of welfare assistance and services to eligible victim of emergencies and disasters.
- Establishes service centers for granting relief to emergency/disaster victims and the dissemination of such information, as necessary.
- Evaluates the individual needs of person requiring shelter.

### **Law Enforcement EOC Coordinator**

- Responsible for providing security at designated shelters.
- Provides traffic control during evacuee movement to mass care facilities.

### **Public Information EOC Coordinator**

- Makes public announcements about availability of mass care facilities.

### **School Services EOC Coordinator**

- Responsible for making School Board resources available.
- Coordinates the transportation of school children to mass care facilities.
- Responsible for coordinating and obtaining transportation to resources to ensure easy movement of people into mass care facilities.



## Health and Medical EOC Coordinator

- Coordinates the use of health and medical resources and personnel involved in providing medical assistance to mass care facilities.
- Assists facilities that provide care for medical needs populations.
- Medical Need Sheltering will be provided by the Department of Health and Hospitals. The Department of Health and Hospitals shall be the final authority as to the requirements of “Medical Needs”.

## V. DIRECTION AND CONTROL

- All shelter activities will be coordinated through the EOC.
- Shelter management will be responsible for the operation of their individual shelters.

## VI. CONTINUITY OF GOVERNMENT

See Base Plan.

## VII. ADMINISTRATION AND LOGISTICS

### Records and Reports

- All EOC Coordinators and personnel are responsible for keeping an accurate log of all activities and communications that take place in their capacity.
- Shelter Managers are responsible for the shelter logs and registration documents associated with mass care facilities.

## VIII. PLAN DEVELOPMENT AND MAINTENANCE

- The OHSEM Director, in coordination with the Public Works and engineering Director, has the responsibility for coordinating revision of this annex and keeping attachments current.
- Sheltering EOC Coordinator and all other agencies given responsibility in this plan, in coordination with OHSEM, are responsible for maintenance of their respective annexes or appendices.

## IX. AUTHORITIES AND REFERENCES

See the Authorities and References Annex of this EOP.

## X. APPENDICES

**List of Shelters, with Addresses, Capacity, and Contact Information** *(On file in EOC)*

**Call Out List of Shelter Managers and Workers** *(On file in EOC)*

**Call Out List of First-Aid Providers** *(On file in EOC)*

**Call Out List of Crisis Counseling and Mental Health Providers** *(On file in EOC)*

**List of Human Service Providers** *(On file in EOC)*

## ESF 7: Logistics/Resource Support

### I. PURPOSE AND SCOPE

#### Purpose

Emergency Support Function (ESF) 7 provides the resource support activities needed in emergencies and disasters. Resource support deals with the personnel, services, facilities, equipment, materials, and supplies needed for emergency and disaster operations, whether from governmental, private, or volunteer groups.

#### Parish Departments

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)  
Building Permits  
Public Works Department  
Public Information Office  
IT/Telecommunications Department  
Parks and Recreation Department

#### Agency Partners

Tangipahoa Parish Sheriff's Office (TPSO)

#### State and Federal Partners

Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)  
Federal Emergency Management Agency (FEMA)

### II. SITUATION AND ASSUMPTIONS

#### Situation

- The OHSEM Director will designate the Resource Manager for Tangipahoa Parish: at present, the Resource/Logistics Section Chief is the Purchasing Agent.
- Resources that Tangipahoa Parish may need:
  - Personnel including skilled and labor professionals.
  - Communication equipment.
  - Vehicles for passengers, cargo, and debris removal.
  - Heavy equipment for public works applications and materials building.
  - Pumps.
  - Useful materials and tools such as:
    - Fuel
    - Sand
    - Sandbags
    - Plastic Sheeting



- Shovels
- Picks
- Chainsaws
- Hatchets.
- Mass Care supplies:
  - Medicine and first-aid supplies
  - Potable water
  - Food
  - Bedding
  - Blankets
  - Cots
  - Sanitation Supplies
  - Lighting.
- Portable Generators.
- Tangipahoa Parish has Mutual-Aid Agreements with neighboring jurisdictions through the Homeland Security Regional Group and higher levels of government and will be implemented on an as needed basis at the onset of an emergency.

## Assumptions

- The Resource Manager will maintain a resource inventory.
- Initial Sustainability:
  - Response agencies will sustain themselves during the first 24 hours of an emergency
  - Households and businesses located in the area directly affected by the incident will sustain themselves during the first 72 hours of an emergency.
- There is a potential for donations, given any emergency, even a forecasted emergency that generates sustained media coverage. The Donations/Volunteer Coordinator will be responsible for coordinating, storing, and distributing donations. At present, the Office of Community Development Director assumes this role.
- Performance of the resource management function will depend on the availability of a large pool of volunteers.
- Mutual-aid resources may be limited due to the parties being affected themselves by the emergency and being unable to provide the resources.
- Pressure on the resource management function to supply unmet needs of response agencies may be reduced by assistance from the next higher level of government.

## III. CONCEPT OF OPERATIONS

### General

#### Priorities

- Disaster victims will take precedence in the allocation of resources. The Resource Manager in consultation with the OHSEM Director will set specific priorities at the onset of an emergency.

#### Initial Sustainability

- Response agencies are to sustain themselves during the first 24 hours of an emergency.

#### Supplier of Last Resort

- Emergency service agencies should exhaust their own channels of support, for example, mutual-aid agreements with similar agencies in other jurisdictions, before turning to the resource management function.

#### Costs

- Purchase prices, and contract costs, where possible, should be established. Even if eligible for reimbursement, costs should initially be considered the responsibility of the requesting agency.

#### Coordination with Volunteer Agencies

- Tangipahoa Parish will coordinate with volunteer agencies through the EOC and Louisiana VOAD.

#### Local, State, and Federal Coordination

- The local EOC.
- The Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)
- The FEMA Regional Office

#### By Phases of Emergency Management

##### Mitigation

- Plan resource services to be provided in an emergency.
- Coordinate activities through OHSEM.
- Plan coordination and utilization of all available resources during an emergency.
- Plan and train adequate personnel in order to reap maximum achievement for the following divisions of government:
  - Sheriff's Office or Police Departments
  - Fire Departments
  - State Health Departments
  - State Office of Family Support
  - Public Utilities



- Assess the impact of emergencies and disasters on available resources and identifiable needs.

## Preparedness

- Identify emergency resources and sources for requesting assistance.
- The Tangipahoa Parish Purchasing Department maintains a listing of current resource providers.
- Prepare and update a list of needed resources.
- Coordinate resources with other agencies and volunteers in order to maintain adequate resources.
- Maintain current mutual aid agreements.
- Maintain personnel, listings, and resource contacts in a state of readiness appropriate to existing and anticipated emergency conditions.

## Response

- The Resource Management should be among those initially notified of an emergency. When a warning is available, suppliers with whom agreements exist will be notified of the intent to activate any needed agreements.
- The OHSEM Director will activate the Resource Manager. It will be the Resource Manager and the OHSEM Director's discretion whether or not to activate additional facilities and personnel. This decision will be made after meeting with the executive group. Upon activation, the Resource Manager will provide for prompt and effective acquisition, distribution and use of personnel and material resources.
- Evaluate and fulfill resource support requests for impacted areas.
- Anticipate impact and assess initial reports to identify potential resource needs.
- Maintain tracking system for all required resources.
- Coordinate the location and use of storage sites as staging areas for deployment of personnel, assets, and materials.

## Recovery

- Resource support activities will continue on as needed basis, or at the conclusion of the emergency or disaster. The Resource Manager will continue to monitor resource needs determined by department heads and supervisors to determine when operations can cease.
- Once resources are deemed no longer operationally appropriate, equipment and other pertinent resources will undergo the demobilization process.



## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The OHSEM Director and the Resource Manager have the primary responsibility for obtaining, organizing and coordinating resource support.

## V. DIRECTION AND CONTROL

Direction and Control is provided in the Base Plan.

## VI. CONTINUITY OF GOVERNMENT

Continuity of Government is provided in the Base Plan.

## VII. ADMINISTRATION AND LOGISTICS

- In the event Tangipahoa Parish resources become overwhelmed during an incident; the Resource Manager will begin resource requisition through local partnerships. If those Mutual Aid Agreements are inadequate to meet the demands of the incident, resources will be requested from the State through WebEOC.
- Every agency providing resource support services will maintain records of the operations, including cost records.

## VIII. PLAN DEVELOPMENT AND MAINTENANCE

The OHSEM Director in coordination with the Transportation EOC Coordinator is responsible for developing, maintaining and coordinating plans procedures, arrangements, and agreements in support of this ESF.

## IX. AUTHORITIES AND REFERENCES

See the Authorities and References Annex of this EOP.

## X. APPENDICES

**Donations Management and Volunteer Management Plan** – *(On file at the EOC)*

**Parish Equipment List** – *(On file at the EOC)*

**List of Volunteer Resources to include Citizens Corps** – *(On file at the EOC)*

## ESF 8: Public Health

### I. PURPOSE AND SCOPE

#### Purpose

Emergency Support Function (ESF) 8 provides public health and sanitation, emergency medical, dental, and hospital services, crisis counseling and mental health services to disaster victims and workers, to supplement local medical personnel and facilities. Public health and sanitation refer to the services, equipment and staffing needed to protect the health and general welfare of the public from communicable diseases, contamination, and epidemics; the development and monitoring of health information; inspection of food and water quality and sanitation measures; immunizations; laboratory testing; animal and vector control; inspection of public drinking water supplies and sewage treatment services. Medical care refers to emergency and resident medical and dental care; doctors, technicians, supplies, equipment, ambulance and emergency medical services, hospitals, clinics, and units, planning and operation of facilities and services. Crisis counseling and mental health refer to the provision of professional personnel, services, and facilities essential to relieve victim trauma and mental health problems caused or aggravated by a disaster or its aftermath.

#### **Parish Departments**

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)  
Emergency Medical Services (EMS)  
Environmental Affairs/Mosquito Control  
Tangipahoa Parish Fire Districts  
Tangipahoa Parish Animal Services  
Public Works Department

#### **Agency Partners**

Tangipahoa Parish Sheriff's Office (TPSO)  
American Red Cross  
Tangipahoa Parish Coroner  
Tangipahoa Parish Hospitals

#### **State and Federal Partners**

Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)  
Louisiana Department of Health (LDH)

## II. SITUATION AND ASSUMPTIONS

### Situation

- Tangipahoa Parish could experience disaster conditions at any time that would require the activation of health and medical resources.
- Tangipahoa Parish may be impacted by natural, technological, or man-made hazards that could require the activation of ESF 8.
- The Louisiana Department of Health (LDH) conducts capability assessment of medical facilities.
- Tangipahoa Parish has established the position of Health and Medical Coordinator within the Emergency Operations Center (EOC) to carry out the provisions of this plan.

### Assumptions

- In large scale disaster or any situation where needs exceed ability to cope, any of the following may occur:
  - Multiple physical casualties with a variety and range of urgency and disabilities.
  - Physical facilities will be overtaxed, over utilized, damaged or inaccessible.
  - Health related supplies may be over utilized or unavailable.
  - Communications via telephone, fax, electronic mail, and standard radio may be interrupted.
  - Infrastructure support for health facilities may be interrupted so that water, power, gas, food supplies, etc. may be impaired.
  - Personnel to provide medical care may be limited due to injury, personal concerns/needs or limited access to facilities where they work.
  - Access to casualties to assessment, transport and treatment facilities may be limited.
- Public and private medical, health, and mortuary services resources located in the jurisdiction will be available for use during disaster situations; however, resources within the parish are very limited.
- Large-scale emergencies and disaster threat situations may affect large areas of the jurisdiction, other parishes and large portions of the state.
- Emergency measures to protect life and health during the first 12 to 24 hours after the disaster in all likelihood will be exclusively dependent upon local area resources to include neighboring parishes.
- Resources available through area and regional medical, health, and mortuary services mutual aid agreements will be provided for use during the disaster situation.
- Hospitals, nursing homes, and other critical care in-patient facilities will maintain back-up supplies stored on site (food, water, and basic medical supplies) to maintain operations for a minimum of three days.

### III. CONCEPT OF OPERATIONS

Tangipahoa Parish in cooperation with the Louisiana Department of Health, Office of Public Health, and Health Resources & Services (HRSA/HHS) is responsible for the provisions of mobilizing and managing health and medical services and for coordinating delivery of those services to Parish residents in emergency situations.

#### By Phases of Emergency Management

##### Mitigation

- Tangipahoa Parish has conducted a hazard/vulnerability analysis on the entirety of the population to identify possible disaster scenarios.
- The Louisiana Department of Health provides services to prevent or reduce the impact of potential hazards through Communicable Disease Control programs and Environmental Health Programs that prevent unwanted effects of our environment on public health.
  - Communicable Disease Control Services:
    - Tangipahoa Health Unit has screening, diagnosis, and treatment programs of infectious and/or chronic diseases along with programs to prevent the spread of infectious diseases.
    - Immunizations prevent the spread of disease through the provision of general, childhood, influenza, and travel immunizations.
    - Tuberculosis Control provides screening and treatment for TB clients not served by the private medical sector.
    - Communicable Disease Control and Epidemiology provides investigation and control of communicable disease outbreaks, including bioterrorism incidents.
  - Center for Environmental Health
    - Water Quality – Monitor water quality for small public drinking water systems and provide consultation on water quality problems.
    - Wastewater disposal – monitor and regulate on-site sewage systems and provide consultation on sewage related issues.
    - Vector/Nuisance Control – respond to public complaints provide community education about rodents, insects, wild animal bites, and pet related diseases.
    - Food Protection – regulate and inspect all restaurants and permanent food service establishments, and temporary food service establishments; provide consultation regarding food safety issues to industry and consumers.

## Preparedness

- Health and Medical Care Facilities keep a 96-hour inventory of medical supplies, medications, and equipment.
- Nursing home directors are responsible for submitting plans for resident evacuation and transportation to the OHSEM Director annually for review.
- All emergency medical, health care, and mortuary services have established plans, training, and participation in local/state/regional exercises.
- A Health and Medical EOC Coordinator and relief have been assigned to direct and coordinate emergency medical operations during times of disasters.
- The Louisiana Department of Health, Office of Public Health provides for and administers numerous programs for disaster preparedness. These programs involve: Planning, Training, Exercising and acquisition of emergency equipment and supplies.
- The Louisiana Hospital Association coordinates the DHH/HRSA preparedness activities.
- Through the HRSA/HHS, area hospitals have designated plans for expansion of medical services.

## Response

- Acadian Ambulance Service will establish a medical command post at the disaster site, with a recommendation from the Incident or Unified Command.
- In the instance of a mass fatalities incident the EOC shall contact the Parish Coroner's Office and brief on current status. If deemed necessary by the coroner, mortuary services shall be expanded using all jurisdictional assets available and mutual aid if necessary.
- Health and medical response team efforts will be coordinated through the EOC Health and Medical Coordinator.
- Medical care and transportation of the injured shall be coordinated by all involved agencies through the Health and Medical EOC Coordinator (Tangipahoa Regional Medical Center).
- Nursing homes and other health care facilities shall, upon contact by the Health and Medical EOC Coordinator, prepare for a possible evacuation by reducing the patient population and continuing care for those that cannot be evacuated.
- The Office of Public Health will be the lead agency concerning Public Health emergencies.
- The Office of Public Health is the lead agency for coordination and distribution of the National Strategic Stockpile.
- If the need arises or a request is received by OHSEM, the Office of Public Health will be tasked with the distribution of Chem-Packs.
- The local health and medical facilities in collaboration with HRSA/HHS shall be responsible for the following:
  - Implement internal and/or external hospital disaster plan.
  - Establish and maintain field and inter-hospital communications through the 800 MHz radio system.

- Coordinate with local emergency responders to isolate and decontaminate incoming patients, if needed, to avoid the spread of chemical or bacterial agents to other patients and staff.
- Coordinate with other hospitals and with EMS on the evacuation of patients from affected hospitals, if necessary.
- Depending on the situation, deploy medical personnel, supplies, and equipment to the disaster site(s) or retain them at the hospital.

## Recovery

- Recovery operations will be coordinated through the Health and Medical EOC Coordinator in the EOC.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Responsibilities

#### Parish President

- Provides overall direction as established within the Tangipahoa Parish Basic Plan and established under Louisiana RS 29:727.
- Makes public announcements about the status of emergency medical services provided and risks the general population faces due to the incident.

#### Homeland Security and Emergency Management

- Manages the EOC, oversees its activation, and ensures it is staffed to support all health and medical operations.
- Coordinates with the local chapter of the American Red Cross, Salvation Army, other public service non-profit organizations, and personnel to perform health and medical functions.
- Coordinates volunteer support efforts to include the activities of volunteers from outside the jurisdiction and the assistance offered by unorganized volunteer and neighborhood groups within the jurisdiction toward health and medical operations.
- Work with the Public Information EOC Coordinator to develop information provided to the public on health, medical and public safety topics.
- Verify the provision of health and medical needs for personnel performing medical duties during emergencies by their respective agencies.
- Review and verify the emergency plans for home health agencies and nursing homes, including transportation and other community support requirements.

#### Sheriff and Law Enforcement EOC Coordinator

- Responsible for providing security at designated shelters and POD sites.
- Provides traffic control during evacuee movement to mass care facilities.



- Be included in the planning and mitigation activities with Home Health Care Agencies and Nursing Homes.
- Coordinates with other agencies to provide transportation, communications, administrative supplies, and supporting manpower.
- Coordinate with State and Federal Officials for the security and transportation of Receiving Staging & Storing (RSS) of Strategic National Stockpile (SNS).

## School Services EOC Coordinator

- Responsible for making School Board resources available.

## Health and Medical EOC Coordinator

- Coordinates the use of Health and Medical resources and personnel involved in providing medical assistance to emergency medical facilities.
- Assists facilities that provide care for special needs populations to include assisting in an evacuation and assisting in care if not able to evacuate.
- The Health and Medical EOC Coordinator shall provide for emergency resource management and acquisition of needed equipment and supplies.
- Responsible for coordinating and obtaining transportation resources to ensure movement of the injured into Emergency Medical Facilities.
- The Health and Medical EOC Coordinator along with the OHSEM Director shall assess the personnel resources necessary to properly mitigate the emergency. Upon such conclusion, the Health and Medical EOC Coordinator will attempt to augment the necessary health/medical personnel.
- In the event that the State Medical Officer declares inoculation necessary, the Health & Medical EOC Coordinator in collaboration with the Office of Public Health (OPH) will disperse emergency workers to sites in order to provide this service to the general public.
- Health and sanitation will be received by the Health & Medical EOC Coordinator and distributed to the public by the EOC using any and/or all communications equipment available.
- The Health & Medical EOC Coordinator will coordinate with the HRSA/HHS Coordinator to contact all jurisdictional facilities and mutual aid facilities that may be capable of being expanded into emergency treatment centers for disaster victims.
- Responsible for the tracking of the injured and dead in a disaster.
- Assist in coordinating health/medical services at reception and shelter congregate care facilities.
- Provides for the establishment and operation of an emergency medical care center for essential workers in the hazardous area following the evacuation of the general population.
- Coordinate with the Office of Public Health on environmental health activities regarding waste disposal, refuse, food and water supplies, and mosquito/vermin control.



- Provide for inspection and assessment of food processing facilities and products storage in order to protect public health.
- Coordinate with the Office of Mental Health and Red Cross to provide crisis counseling for emergency workers.

### Fire Service EOC Coordinator

- Assist Health and Medical EOC Coordinator.
- Coordinate the Fire Service Medical Response and Mutual Aid Medical Resources.

### Sheltering EOC Coordinator

- Establish crisis counseling for emergency workers and victims.
- Provide provisions for the feeding of emergency workers and the sheltered general population where necessary.
- Upon request of the Health and Medical EOC Coordinator shall provide personnel where needed to support mitigation of the incident.

## V. DIRECTION AND CONTROL

- All health/medical activities shall be coordinated through the Health and Medical EOC Coordinator in the EOC.
- Health and medical facilities will be responsible for the operation of their facilities to include maintaining an appropriate inventory of medical supplies, medications, and equipment.

## VI. CONTINUITY OF GOVERNMENT

Lines of Succession for each department head are made in accordance with standard operating procedures established by each department. Also found in Base Plan.

## VII. ADMINISTRATION AND LOGISTICS

### Records and Reports

- All EOC staff are responsible for keeping an accurate log of all activities and communications that take place in their capacity.

## VIII. PLAN DEVELOPMENT AND MAINTENANCE

- The OHSEM Director has the responsibility for coordinating revision of this annex, keeping attachments current.
- Directors of supporting agencies bear the responsibility of maintaining internal plans, implementing procedures and resource data to ensure effective response to an emergency.
- All other agencies given responsibility in this plan, in coordination with OHSEM, are responsible for maintenance of their respective annexes or appendices.



## IX. AUTHORITIES AND REFERENCES

See the Authorities and References Annex of this EOP.

## X. APPENDICES

**Parish Health and Medical Resources** *(on file in EOC)*

**Municipal Health and Medical Resources** *(on file in EOC)*

**Hospitals in Parish** *(List of licensed bed capacity and emergency bed capacity) (on file in EOC)*

**Nursing Homes in Parish** *(on file in EOC)*

**Medical Augmentees** *(list by specialty) (on file in EOC)*

**Medical Transportation Resources** *(on file in EOC)*

**Special Needs Shelters** *(List and give capacity) (on file in EOC)*

**Mental Health Resources** *(on file in EOC)*

## ESF 9: Search and Rescue

### I. PURPOSE AND SCOPE

#### Purpose

Emergency Support Function (ESF) 9 provides a trained and equipped emergency rescue response force with the capability to perform search and rescue operations during emergencies and/or disasters. The service and activities provided under this ESF will include locating, removal from stricken area, and identification of survivors, the injured in need of medical treatment and decontamination, the marooned, and the dead.

#### **Parish Departments**

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)  
Public Information Office (PIO)  
Tangipahoa Parish Fire

#### **Agency Partners**

Tangipahoa Parish Sheriff's Office (TPSO)  
Tangipahoa Parish 911  
Emergency Medical Services (EMS)  
Tangipahoa Parish Coroner's Office  
Tangipahoa Parish Hospitals  
Volunteer Fire Departments

#### **State and Federal Partners**

Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)  
Louisiana State Fire Marshall  
Louisiana Department of Wildlife and Fisheries (LDWF)

### II. SITUATION AND ASSUMPTIONS

#### Situation

- Tangipahoa Parish is subject to severe structural damage from a variety of man-made, technological and or/disasters. Any of these emergencies may provide a need for special assistance in order to locate the injured, missing, or dead residents within the boundaries of the incident.
- The Tangipahoa Parish Sheriff's Office will coordinate open land search and rescue missions with assistance provided by Fire Departments upon request.
- Individual Fire Departments will be the lead agency for coordinating urban search and rescue missions.

- Due to a limited number of resources, fire, sheriff, and municipal law enforcement agencies may combine efforts.

## Assumptions

- An organized, trained, and well-equipped search and rescue team will have the capability to minimize injuries or loss of life within Tangipahoa Parish.
- State and federal agencies, to include USAR Teams, are expected to assist local efforts after local resources are deemed insufficient.

## III. CONCEPT OF OPERATIONS

### General

#### Daily Rescue Operations

- First responder agencies within Tangipahoa Parish shall maintain, on a 24-hour basis, search and rescue capability.

#### Volunteer Search and Rescue Associations

- The day-to-day rescue forces of Tangipahoa Parish are augmented by volunteer search and rescue organizations. Any operational activity shall be coordinated through the EOC.

#### Natural, Man-Made, and Technological Hazards

- The day-to-day rescue capability will be augmented by the parish's search and rescue volunteers during natural and technological disasters to any extent necessary to effectively manage an ongoing incident. The operation may also require the mobilization of far reaching professional services. These may be acquired through mutual-aid agreements, state agencies or military support.

Each SAR Team will be controlled by the Incident Commander(s) (IC) at the scene(s) using the ICS structure. The IC will be determined at the time of the incident and by the type of incident. All participating SAR teams will coordinate their efforts with the IC.

### By Phases of Emergency Management

#### Mitigation

- In addition to continuous plan review and updating, public awareness programs have been developed in an effort to reduce accidents on land and on area waterways.

## Preparedness

- Rescue and Emergency Medical Technicians (EMTs) are trained on a regular basis in rescue techniques by the responsible agency or organization.
- All rescue equipment is tested, maintained and repaired as required by the responsible agency or organization.
- Response plans are revised at regular intervals and updated accordingly by OHSEM.

## Response

- The EOC should serve as the central location for interagency coordination and executive decision-making, including all activities associated with ESF-9.
- Services provided by rescue groups include but are not limited to;
  - Maintenance of law and order
  - Locating any overdue boaters
  - Directing and controlling traffic during emergency operations
  - Assisting in alerting and evacuating people in and around the designated emergency zone
  - Initiation of search and rescue missions as necessary
  - Evacuation and relocation as required
  - Emergency Operations Center (EOC) coordination as appropriate
  - Mobilization of support activities as required
  - Administering emergency first-aid.
- For SAR operations with Mass Fatalities, the EOC will activate the Parish Mass Fatality Plan. The Parish Mass Fatalities Plan is the responsibility of the Tangipahoa Parish Coroner's Office.
- Animals found during SAR will be turned over to Animal Services for proper care and treatment.

## Recovery

- First responder agencies within Tangipahoa Parish shall maintain response operations as necessary. This may include expanding the duties of the Search and Rescue Team.
  - Public information activities
  - Initiate return when mission completed
  - Secure and return to normal duty.
  - Inventory equipment and replace losses
- When SAR is no longer required the lead agency and/or ESF-9 Coordinator will close out all missions and render a report (s).

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Coordination

- Rescue operations call for any rescue operation to be managed by the on-scene commanders.
- Any rescue operations initiated during a “State of Emergency Declaration” shall be managed by the on-scene commander and channeled through the EOC.

### Operations

- Day-to-day rescue operations are the assigned duties of first responder agencies within Tangipahoa Parish.
- Volunteer Search and Rescue Associations will provide support when dispatched at the request of the Tangipahoa Parish Fire Departments.

## V. DIRECTION AND CONTROL

- Direction and control of the total rescue requiring rescue operations and additional resource support will be channeled through the responding fire department to OHSEM.
- Direction and control for search and rescue operations in Tangipahoa Parish may be conducted as a joint venture involving more than one agency or rescue group and commanded by OHSEM.
- The command structure during any emergency will be the same as day-to-day operations unless otherwise stipulated by the Parish President or their designee.

## VI. CONTINUITY OF GOVERNMENT

Lines of Succession for each department head are made in accordance with standard operating procedures established by each department. Also see Base Plan.

## VII. ADMINISTRATION AND LOGISTICS

### Administration

- OHSEM is charged with the responsibility of coordinating with representatives of all search and rescue groups to ensure that necessary changes are made in the emergency operations plans or procedures.

### Logistics

- The Sheriff’s Office or Fire Department(s) shall maintain its own logistical support during the initial phase of 72 hours of any response operation. Additional support may be obtained through the EOC or IC as needed.



## VIII. PLAN DEVELOPMENT AND MAINTENANCE

- The OHSEM Director has the responsibility for coordinating revision of this annex, keeping attachments current.
- Directors of supporting agencies bear the responsibility of maintaining internal plans, implementing procedures and resource data to ensure effective response to an emergency.

## IX. AUTHORITIES AND REFERENCES

See the Authorities and References Annex of this EOP.

## X. APPENDICES

**Continuity of Operations Guidance for SAR in the Absence of National Guard Assets – (On file in EOC.)**

## ESF 10- HAZMAT

### I. PURPOSE AND SCOPE

#### Purpose

Emergency Support Function 10 (ESF) provides for an effective and efficient response to and recovery from hazardous materials (HAZMAT) and radiological incidents that threaten the environment of the parish and the lives and property of its citizens. The purpose of this document is to identify procedures, protocols, and responsibilities for response personnel when responding to a hazardous material emergency in Tangipahoa Parish. ESF 10 coordinates parish, local government and private resources responding to and remedying oil spills, HAZMAT incidents and radiological releases. Actions in this function can range from the detection of a release of spill, through the provision of initial response actions, to the request of state assistance and procurement of a contractor, to coordination of joint local parish, state and federal operations under the Incident Command System, to the final inspection and approval of remedial and restoration work.

#### **Parish Departments**

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)  
Tangipahoa Parish Fire Districts

#### **Agency Partners**

Tangipahoa Parish Sheriff's Office (TPSO)  
Hazardous Materials  
Emergency Medical Services (EMS)  
Volunteer Fire Departments

#### **State and Federal Partners**

Louisiana State Police (LSP)

### II. SITUATION AND ASSUMPTIONS

#### Situation and Assumptions

- All hazardous materials, locations and community vulnerable areas have been properly identified for response personnel. (Hazards Analysis)
- All response personnel including command and field personnel have received the necessary training to fulfill their responsibilities and implement response actions as per 29CFR1910.120, NFPA and the State of Louisiana.
- Hazardous Material can be any substance or material that in quantity may be harmful or injurious to humans, domestic animals, wildlife, economic crops, or property when

released into the environment, or any substance defined in the state law. Hazardous Materials are classified in one of the nine classes:

- Class 1 - Explosives
  - Class 2 - Gas (compressed, liquefied or dissolved under pressure)
  - Class 3 - Flammable/combustible liquids
  - Class 4 - Flammable solids or substances
  - Class 5 - Oxidizers/organic peroxides
  - Class 6 - Poisonous and infectious substances
  - Class 7 - Radioactive substances
  - Class 8 – Corrosives
  - Class 9 – Miscellaneous dangerous substances.
- Tangipahoa Parish Fire Department personnel are trained at the HAZMAT Operations level. Additional personnel are trained at the Technician level. Chiefs and Assistant Chiefs are trained as Incident Managers.
  - The Basic response by local officials to a hazardous materials incident in this Parish would be similar regardless of the method by which the release takes place. However, the outside agencies called to respond will differ based on the type, kind and amount of a release.

### III. CONCEPT OF OPERATIONS

#### By Phases of Emergency Management

The concept of operations implemented during a hazardous materials emergency will be compliant with *29 CFR 1910.120*.

All incidents involving the release of hazardous materials of any kind should be regarded as such, until verified or eliminated. The Tangipahoa Parish Fire Departments are responsible for the coordination and management of any hazardous materials incidents on the local level.

Other agencies and departments may be required to respond to hazardous materials incidents such as Emergency Medical Services, Tangipahoa Parish Sheriff's Office, Public Works or other departments. These departments must operate in accordance with their agency/department guidelines but must coordinate their activities with the Incident Commander on the scene. All hazardous materials incidents should be managed using the National Incident Management System (NIMS). Tangipahoa Parish Fire Departments should follow all necessary reporting requirements.

The Tangipahoa Parish Fire Departments are the designated agency to have access to all facilities within the Parish pursuant to state and local laws. Louisiana State Police Hazardous Materials Unit has state jurisdiction for response and coordination with local responders during HAZMAT incidents. Tangipahoa Parish Fire Departments must follow all notification procedures and coordinate closely with Louisiana State Police (LSP).



## By Phases of Emergency Management

### Mitigation

- Research and catalog the types of Hazardous Materials located in the Parish and transiting through the parish.
- Test and validate HAZMAT plans as necessary.
- Major Transportation routes being used by companies in Tangipahoa Parish should be identified.
- Facilities that manufacture, store or use potentially dangerous materials in the parish are identified and maintained in the Parish EOC and with the Tangipahoa Parish Fire Departments.

### Preparedness

- The Fire Departments and OHSEM will develop plans, procedures, and protocols for response to specific hazardous materials, specific sites, and specific transportation methods of hazardous materials.
- All Hazard EOP and HAZMAT Plans, procedures and protocols should be tested and evaluated by Tangipahoa Parish Fire Departments and by industry.
- Emergency Response Personnel should be trained in the identification and recognition of hazardous materials and the use of all appropriate reference materials.
- Evacuation routes and procedures have been identified and tested and should be publicized for the general public. Evacuation routes are discussed in the Evacuation Annex.
- The Tangipahoa Parish Fire Departments will maintain a HAZMAT capacity to respond to and prepare for possible emergencies.
- Training in handling hazardous materials incidents is on-going and should include Fire Department, EMS, Law Enforcement, Public Health, EOC, Dispatchers and other government personnel.

### Response

- The owners, processors, transporters and custodians of oil and petroleum products and hazardous materials have the first responsibility for reporting releases, spills, activating response and remediation activities and paying for the cost of such activities incurred by governmental or private organizations.
- Parties responsible for accidents (spills, releases etc.) are responsible for all costs associated with cleanup and removal of HAZMAT incident within Tangipahoa Parish. The Tangipahoa Parish Fire Departments will consult with contractors for cleanup and removal if there is no responsible party.
- HAZMAT personnel working with the Emergency Operations Center should identify appropriate zones in relation to a HAZMAT incident and communicate these to all



- necessary response agencies (Hot Zone, Warm Zone, Cold Zone). HAZMAT personnel should monitor these zones to ensure safety of responders and public is paramount.
- The Superintendent, Volunteer Chiefs, and/or their designated ESF 10 Coordinator will coordinate information during hazardous materials (HazMat) incidents to the OHSEM Director and ESF 6 Coordinator when residents must be evacuated, and sheltering is needed. Residents who are identified by the Tangipahoa Parish Fire Departments as being in the hot zone will be taken to areas deemed as a safe location and appropriate for sheltering.
  - OHSEM is responsible for activating the EOC, coordinating support activities, acquiring additional technical advice, declaration of an emergency (As requested by the Operations Chief or On Scene Commander), furnishing personnel and equipment from other parish agencies and departments, and forwarding all forms and information required to LSP and GOHSEP as needed. OHSEM will also notify residents through the Tangipahoa Parish Alert System. OHSEM will notify any other parishes that would be affected.
  - Department of Operations and Public Services are responsible for providing manpower and special equipment such as bulldozers, dump trucks, water pumps, and other equipment as the situation dictates and requested. These support agencies will provide technical assistance with clean up procedures.
  - Emergency Medical Service is responsible for monitoring the health and welfare of all responders on scene for a HAZMAT incident and providing and/or coordinating emergency medical treatment, triage, and transportation, if necessary.
  - Tangipahoa Parish maintains emergency contracts with HAZMAT response organizations that can be called out to assist with land and water HAZMAT situations. These companies maintain a 24/7 capacity to respond and recover to HAZMAT incidents.

## Recovery

- Tangipahoa Parish Fire Departments HAZMAT personnel shall determine when the respective incident has been stabilized and safe. Information sources such as DEQ, EPA, DHH, and LSP and industry should always be considered and documented when making this determination. This information should be passed as formal communications through Dispatch to all responders, support elements, EOC, Parish Government, and the Public.
- Agencies such as DEQ, EPA, DHH, and LSP will be called upon to execute their authority and responsibility of over-seeing cleanup operations when required.
- Tangipahoa Parish will work with DEQ and the responsible party in clean-up operations to stay abreast of cleaning procedures, impact, and assist in determining when complete.

- Once resources are deemed no longer operationally appropriate, equipment and other pertinent resources will undergo the demobilization process.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Tangipahoa Parish includes the incorporated areas of eight municipalities and unincorporated areas under the jurisdiction of rural fire protection districts. The authority and responsibility of all hazardous materials emergencies rest within the Tangipahoa Parish's fire department as fire protection function. The authority at each level of local government follows constitutional and regulatory requirements. Authorities for the issues of evacuation are described within the Tangipahoa Parish Multi-Hazard Emergency Plan. Authorities associated with filed response activities specific to hazardous materials emergencies rest with the Incident Commander (IC).

### Responsibilities

#### Office of Homeland Security and Emergency Management

- Support the fire departments, or any other designated lead agency during a HAZMAT incident.
- Upon notification OHSEM should establish a notification to other parish departments as needed using Tangipahoa Parish Emergency Notification System (TangiAlert) or by other means.
- Upon confirmation that a HAZMAT threat exists, OHSEM will activate to the appropriate level.
- When an evacuation is deemed necessary due to the situation, OHSEM Director should work with Parish President to declare the appropriate level of emergency.
- OHSEM should initiate American Red Cross and other departments/agencies or non-governmental agencies that may be needed for evacuation and other human service's needs.
- OHSEM should operate and maintain TangiAlert throughout the incident to ensure good information flow throughout the incident.

#### Fire Districts

- Upon report of HAZMAT incident, the responsible fire district will dispatch appropriate number of personnel and resources.
- The first arriving unit will survey the situation to determine if an emergency exists. Should an emergency exist, control of the situation will be assumed by the initial responding unit until it is relieved by a Tangipahoa Parish Fire Departments Officer/Chief or HAZMAT supervisor.
- The first arriving HAZMAT personnel will assess the situation to determine severity. Life safety, hazard containment/control and protecting the environment are the priorities in any event.



- Immediately identify the chemicals involved in the release. Refer to the Emergency Response Guide (ERG) and/or National Institute for Occupational Safety and Health (NIOSH) pocket guide to determine stand-off distances and if evacuation will be necessary. Consider all applicable factors such as wind speed/direction, precipitation etc.
- When evacuation is necessary, immediately begin coordination for the quickest and most efficient evacuation. Depending on wind direction and volume of the release, a shelter in place order may be more effective than an evacuation. Responders must consider all factors and make a timely decision. If evacuation is the ultimate decision, the IC will coordinate with TPSO to facilitate evacuation.

## V. DIRECTION AND CONTROL

As per *29 CFR 1910.120* and Louisiana's Title 33, Part V, Subpart 1, Chapter 101.10112 (A) the implementation of the National Incident Management System's – Incident Command Systems is mandatory and becomes the basis of authority for all hazardous materials response activities.

## VI. ADMINISTRATION AND LOGISTICS

### Plan Administration

- This document will be incorporated within the Tangipahoa Parish Multi-Hazard Emergency Response Plan, ESF 10- Hazardous Materials and Radiological Annex. All administrative changes will be the responsibility of the Tangipahoa Parish Multi-Hazard Emergency Response Plan's Administrator.

### Record of Changes

- The content of this appendix will be reviewed and revised annually or at any time significant or substantive change is identified by any person, agency, or party having a responsibility contained within this appendix. A record of these revisions will be maintained within this appendix.

### Definitions

- Decontamination- The process of removing any contaminate or chemical from any person, personal protective equipment, object or geographic area, etc. including any injured person prior to removal from the scene of the release.
- Hazardous Material- Any material regulated by the State of Louisiana or the US EPA under the Superfund Amendments and Reauthorization Act (SARA Title III) or under Louisiana's Title 33, Part V, Subpart 1.
- ICS- Incident Command System as defined by *29 CFR 1910.120* and Louisiana's Title 33, Part V, Subpart 1, Chapter 101.10112(A).
- NIMS- National Incident Management System



- OSHA- Occupational Safety and Health Administration
- PPE- Personal Protective Equipment as required by 29CFR.1910.120

## Training

- The training of **all personnel** associated with the response process is critical to the success of the plan implementation. All personnel to receive HAZMAT training will include at least a minimum of the following:
  - 911 Dispatch Center Personnel
  - Incident Command Personnel
  - Initial Response Personnel  
i.e. Fire, Police, EMS, and Government Support Personnel
  - Specialized Hazardous Materials Response Personnel
  - EOC Personnel
  - Parish Officials.
- The training of response personnel will be specific to the responsibilities of their response. For example-
  - Hazardous Materials Awareness
  - Hazardous Materials Operations Level
  - Hazardous Material Technician level
  - Hazardous Materials Specialist
  - NIMS
  - Incident Commander.

## VII. PLAN DEVELOPMENT AND MAINTENANCE

The process of plan development and maintenance is continued within the Tangipahoa Parish Multi-Hazard Emergency Response Plan. The Director of the Office of Homeland Security and Emergency Management is responsible for the maintenance and review of the plan document on an annual basis or if any significant revision to the plan is required.

## VIII. AUTHORITIES AND REFERENCES

See the Authorities and References Annex of this EOP.

## IX. APPENDICES

**Continuity of Operations Guidance for SAR in the Absence of National Guard Assets – (On File in the EOC)**

## ESF 11- Agriculture

### I. PURPOSE AND SCOPE

#### Purpose

Emergency Support Function (ESF) 11 provides protection for the State's food supply to ensure that the population of the Parish is provided adequate and healthy nutrition during and after natural and technological emergencies and disasters. It is also concerned with diseases that could affect small animal, as well as with animal evacuation, sheltering, and health care.

#### **Parish Departments**

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)  
Tangipahoa Parish Animal Services

#### **State and Federal Partners**

Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)  
Louisiana Department of Wildlife and Fisheries (LDWF)  
Louisiana Department of Agriculture and Forestry (LDAF)  
Louisiana Department of Environmental Quality (LDEQ)  
Louisiana State Animal Response Team (LSART)

### II. SITUATION AND ASSUMPTIONS

#### Situation and Assumptions

- An emergency or disaster may adversely affect pets within Tangipahoa Parish. The lives of animals may be threatened, as well as the disruption of evacuation, or the interruption/destruction of the various businesses involving animals.
- Because estimates indicate that more than 60% of households in the U.S. have a pet, it is critical that animal emergency plans are developed that coordinate with plans for human emergency response, in order to facilitate (and not disrupt) human emergency response.
- Efficient response and recovery efforts assure rapid return to economic soundness of the livestock/pet industry, and public health protection, as well as the benefit of the human-animal bond of pets in the human recovery process following a disaster.

## III. CONCEPT OF OPERATIONS

### General

- The Louisiana Department of Forestry at the State level and the Tangipahoa Parish County Agent at the Local level are responsible for the coordination of all ESF-11 administrative, management, planning, training, preparedness, mitigation, response, and recovery activities to include developing, coordinating, and maintaining ESF-11 Standard Operating Procedures. All ESF-11 supporting agencies will assist the Louisiana Department of Agriculture and Forestry (LDAF) in the planning and execution of the above. All ESF-11 personnel will be trained on the principles of the National Incident Management System (NIMS) and Incident Command and integrate those principles into all ESF-11 planning and response operations.
- Critical ESF-11 functions include, but are not limited to, developing:
  - Veterinary medical care at all levels (Local, State, and National) as necessary to protect animal health, the animal industries, and public health
  - A back-up support service at a Local and State level to assist animal owners, when necessary, in protecting and caring for their animals during and after disaster
  - Maintaining and prioritizing lists of animal pests/diseases of national and jurisdictional significance
  - A public information program enabling the majority of agricultural premises to develop and carry out their own individual emergency response plans under most circumstances.
- Under the general coordination of LDAF, appropriate agencies/groups will provide assistance to agricultural entities throughout the State in order to provide maximum safety, medical care and to assist in public health protection for the state. Each agency/organization will operate under its mandated Federal, State, or organizational regulations and will maintain complete administrative and financial control over their activities.

### By Phases of Emergency Management

#### Mitigation

- Develop and maintain a database of locations and contact information for animal and agricultural premises, cultural and natural resources, including supporting industries, veterinary, medical and non-medical volunteers, and agencies that are able to provide care and rescue assistance.
- Coordinate natural, cultural, and historic resource identification and vulnerability assessments.
- Support requests and directives resulting from the Governor and/or FEMA concerning mitigation and/or re-development activities.
- Document matters that may be needed for inclusion in agency or State/Federal briefings, situation reports, and action plans.

## Preparedness

- Tangipahoa Parish is dependent on the LDAF to develop plans for the protection of animal health and security including the response to an outbreak of a highly contagious animal/zoonotic disease, whether accidentally or intentionally introduced.
- Coordinate with the Tangipahoa Parish County Agent plans for the safety of companion animals prior, during, and after a natural or man-made event.
- Through coordination with LDAF, develop plans for the protection of animal health to include ensuring the safety of the manufacture and distribution of foods and distribution of drugs given to companion animals.
- Participate in State exercises and conduct an annual ESF 11 exercise to validate this annex and supporting SOPs.
- Participate in training programs for Parish animal and agriculture emergency coordinators and other interested persons.
- Coordinate with the Tangipahoa Parish County Agent to release information annually on disease and disaster planning as well as safety for animals and plants/crops through news releases, brochures, or websites for agribusinesses within Tangipahoa Parish.
- Coordinate the development and maintain a database of locations and contact information for animal and agricultural premises, including supporting industries.
- Develop and maintain a database of all Parish animal and agriculture emergency plans and a list of all parish animal and agricultural emergency coordinators.
- Through the LDAF Office of Animal Health Services develop and maintain a database of medical and non-medical volunteers and agencies that will provide care assistance.
- Coordinate Communication with ESF-15 concerning storage of animal related donated goods preceding a known disaster.
- Ensure all ESF-11 personnel integrate NIMS principles in all planning. All ESF personnel will complete all required NIMS training.
- Implement systems that communicate animal issues with the Office of Public Health.

## Response

- Coordinate and manage an animal or disease outbreak or incident that would affect animal health.
- Coordinate response with LDAF for animal and agricultural issues that impact animal or public.
- Provide animal safety through coordination of additional emergency animal sheltering and stabling for small animals as well as rescue and transportation to shelter with the coordination and support of LDAF.
- Coordinate triage and follow-up medical care for animals with local veterinary clinics or with the LDAF Office of Animal Health.
- Coordinate public information with the LDAF concerning animal and food safety and/or contamination issues.



- Track the activities, data, and statistics from activated agencies before, during, and after the disaster. This information will be summarized for situation reports to ESF-5 and captured for final compilation.
- Coordinate with ESF-7 regarding storage sites and staging areas for animal food and medical supplies as needed.
- Coordinate through LDAF and with ESF-1, ESF-3, and ESF-8 for the removal and proper disposal of animal waste, and dead animals.

## Recovery

- Coordinate with the Tangipahoa Parish County Agent and LDAF for repopulation of animals or reestablishment of plants into recovered area.
- Coordinate the phase-down of animal emergency services through various support agencies, and within framework of Emergency Operations Center (EOC) and ESF guidelines.
- Organize and publicize lost and found data to achieve animal/owner reunion. Coordinate final return to owner, long term maintenance, placement, or disposition of animals that cannot be returned to their normal habitat or that have been separated from their owners.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Parish President

- Authorizes the commandeering of structures and lands for use in the implementation of this plan.
- Makes public announcements concerning ESF 11 matters in coordination with LDAF and the Tangipahoa Parish Animal Services.

### Homeland Security and Emergency Management

- Coordinates with GOHSEP, Tangipahoa Parish County Agent, and the Louisiana Department of Agriculture and Forestry.
- Coordinates volunteer support efforts to include the activities of volunteers from outside the jurisdiction and the assistance offered by unorganized volunteer and neighborhood groups within the jurisdiction toward emergency animal care operations.
- Reviews information to be provided to the public concerning ESF 11 matters.
- Develops the list of possible sites to be used during ESF 11 operations.

### Law Enforcement

- Responsible for providing security at designated ESF 11 sites as needed and manpower is available.
- Provides traffic control during evacuation.



## School Services Officer

- Responsible for making School Board resources available.

## Animal Services

- Coordinates the use of ESF 11 resources and personnel involved in providing animal emergency medical assistance.
- Coordinates all ESF 11 provisions with agribusinesses within Tangipahoa Parish.

## V. DIRECTION AND CONTROL

All ESF 11 activities will be coordinated through the Tangipahoa Parish Emergency Operations Center and GOHSEP ESF 11.

## VI. CONTINUITY OF GOVERNMENT

Lines of Succession for each department head are made in accordance with standard operating procedures established by each department. Also see Base Plan.

## VII. ADMINISTRATION AND LOGISTICS

All Emergency Operation Center Staff and personnel are responsible for keeping an accurate log of all activities and communications that take place in their capacity.

## VIII. PLAN DEVELOPMENT AND MAINTENANCE

- The OHSEM Director, in coordination with the Tangipahoa Parish County Agent and LOAF Coordinator, has the responsibility for coordinating revision of this annex, keeping attachments current.
- The Tangipahoa Parish County Agent and all other agencies given responsibility in this plan, in coordination with the OHSEM, are responsible for maintenance of their respective annexes or appendices.

## AUTHORITIES AND REFERENCES

See the Authorities and References Annex of this EOP.

## IX. APPENDICES

**List of Food and Animal Health and Safety Organizations** *(On file in Animal Services)*

**List of Major Food Items Produced in the Parish** *(On file in Animal Services)*

**List of Animal Shelters** *(On file in Animal Services)*

**List of Animal Health Caregivers** *(On file in Animal Services)*

## ESF 12- Energy

### I. PURPOSE AND SCOPE

#### Purpose

Emergency Support Function (ESF) 12 provides for a coordinated response to maintain or re-establish natural gas, electric, water, and sewer utility services within a disaster area to best serve the needs of the parish's population. Services under this ESF include the restoration, on a priority basis, of natural gas, electric, water, and sewer utilities subjected to interruption or destruction by emergencies and disasters.

#### **Parish Departments**

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)  
Public Works Department

#### **Agency Partners**

DEMCO  
Entergy  
Washington-St. Tammany Electric Cooperative  
Tangipahoa Water District  
Spectrum  
COX Internet  
Atmos Energy  
Kentwood Gas  
Livingston Gas  
Center Point Energy  
Phone, Internet, Cable and Communications Companies

#### **State and Federal Partners**

Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)  
Federal Emergency Management Agency (FEMA)

### II. SITUATION AND ASSUMPTIONS

#### Situation

- The primary electric utility within Tangipahoa Parish is Entergy. In addition, Washington/St Tammany COOP and DEMCO also have a presence within the parish.



- The primary gas utilities are provided by Atmos Energy. In addition, Kentwood Gas, Livingston Gas, Center Point Energy, and the Town of Madisonville in the vicinity of Hwy 122 has a presence within the parish.
- All critical infrastructures within Tangipahoa Parish are dependent upon electrical utilities.
- Health care facilities, water treatment facilities, wastewater treatment facilities and communication facilities may have limited back-up power.
- Critical infrastructure within Tangipahoa Parish will be on a priority restoration list.

## Assumptions

- Utility providers maintain emergency plans for mitigation, preparedness, response, and recovery for emergencies that may affect Tangipahoa Parish.

## III. CONCEPT OF OPERATIONS

### General

- All utility providers will maintain an Emergency Operations Plan and in coordination with Tangipahoa Parish exercise their plan as needed.
- Utilities may use all available manpower, equipment, and material to carry out their task, including those of other departments as approved by the Parish President.
- The Parish President is responsible for the overall recovery of Tangipahoa Parish and may direct when and where utilities may be restored first, to ensure the quickest and safest recovery.
- Utility providers will send a representative to the Emergency Operations Center (EOC) to coordinate the response and recovery to major emergencies.
- The Parish President may direct the OHSEM Director or other authority to acquire personnel and equipment needed to restore services to the affected public.

### By Phases of Emergency Management

#### Mitigation

- The design of utility systems will offer basic protection from disaster related events.
- Identify potential emergency energy issues and collaborate to develop or recommend hazard mitigation plans, protocols, procedures, projects and/ or policies to prevent or mitigate their effects.
- Proper maintenance of utility right of ways helps prevent effects of disasters.
- Utility providers provide Public Information Brochures to residents with information on preparing their homes during disasters to assist in maintaining the integrity of utility systems.

## Preparedness

- All utilities develop and maintain internal agency operational plans and procedures.
- Utilities participate in Parish emergency planning meetings.
- Utility providers maintain mutual aid agreements with other electric utilities to ensure the quickest recovery during a disaster.
- Tangi Task Force conference call with Parish president; all utilities included.

## Response

- If possible, protect the integrity of utility systems and coordinate activities with the EOC.
- Analyze affected areas to determine operational priorities and emergency repair procedures with utility field personnel.
- Monitor and coordinate the restoration of electric and natural gas services to normal community functioning.
- Coordinate with utilities on the provision of temporary, alternate, or interim sources of emergency fuel and power for impacted populations.
- All departments will assume a systematic approach to restoration.

## Recovery

- Begin the restoration of utilities in disaster affected areas if safe to do so.
- Restore utilities on a priority basis, giving extra emphasis to vital facilities.
- Coordinate recovery efforts with the Emergency Operation Center.
- Continue to provide energy emergency information, education, and conservation guidance to the public in coordination with the ESF 15

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Utilities

Provide for the planning, response and recovery to emergency events that may affect Tangipahoa Parish. Coordinate efforts before, during, and after with the Emergency Operations Center.

### Electric Utilities

- Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
- Maintenance of updated parish maps.
- Situation reporting.
- Maintenance of detailed log of department operations.
- Assistance with damage assessment operations as part of survey teams.
- Maintenance of emergency equipment and assistance to ensure that all equipment is functional.



- Maintenance of essential departmental facilities and assistance in securing them against damage.
- Repairing and restoring essential services and vital facilities.

## Telephone Service

- Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
- Maintenance of updated parish maps.
- Situation reporting.
- Maintenance of detailed log of department operations.
- Assistance with damage assessment operations as part of survey teams.
- Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
- Maintenance of essential departmental facilities and assistance in securing them against damage.
- Repairing and restoring essential services and vital facilities.

## Cable Communications

- Maintenance of own emergency operations plan, accounting for key personnel and their assignments.
- Maintenance of updated parish maps.
- Situation reporting.
- Maintenance of detailed log of department operations.
- Assistance with damage assessment operations as part of survey teams.
- Maintenance of emergency equipment and assistance to ensure that all equipment is functional.
- Maintenance of essential departmental facilities and assistance in securing them against damage.
- Repairing and restoring essential services and vital facilities.

## Office of Homeland Security and Emergency Management

- OHSEM is responsible for the activation of the Emergency Operations Center, coordination of support activity, technical advice, declaring emergencies when required, and coordinating additional personnel and equipment when required.
- 48 hours prior to predicted incident, OHSEM Director will contact utility representatives.
- 24 hours prior to predicted incident, OHSEM Director will conduct a conference call with all utility providers supplying services to Tangipahoa Parish.



## V. DIRECTION AND CONTROL

- (A) Representative(s) of public and private utilities operating from the EOC will coordinate the assignment of personnel and equipment. Representatives of all utilities will coordinate with the OHSEM Director in setting priorities for resources and activities in the field, when necessary.
- Private Utilities will maintain their own direction and control. Under NIMS Unified Command some autonomy may be lost.

## VI. ADMINISTRATION AND LOGISTICS

The Parish EOC may be located at the on-scene command post and is designed as the interfacing point for decision-making, coordination, administration, resource information exchange, and emergency response management by Parish officials and other appropriate persons.

## VII. PLAN DEVELOPMENT AND MAINTENANCE

The OHSEM Director will be responsible for maintaining and updating this plan with collaboration from public and private utilities within Tangipahoa Parish.

## AUTHORITIES AND REFERENCES

See the Authorities and References Annex of this EOP.

## VIII. APPENDICES

### Critical Infrastructure GIS Mapping

### Service Areas Maps

### List of Government Utilities with 24-Hour Contact Information *(On file with the EOC)*

*Electric*

*Natural Gas*

*Water and Sewer*

### List of Private Utilities with 24-Hour Contact Information *(On file with the EOC)*

*Electric*

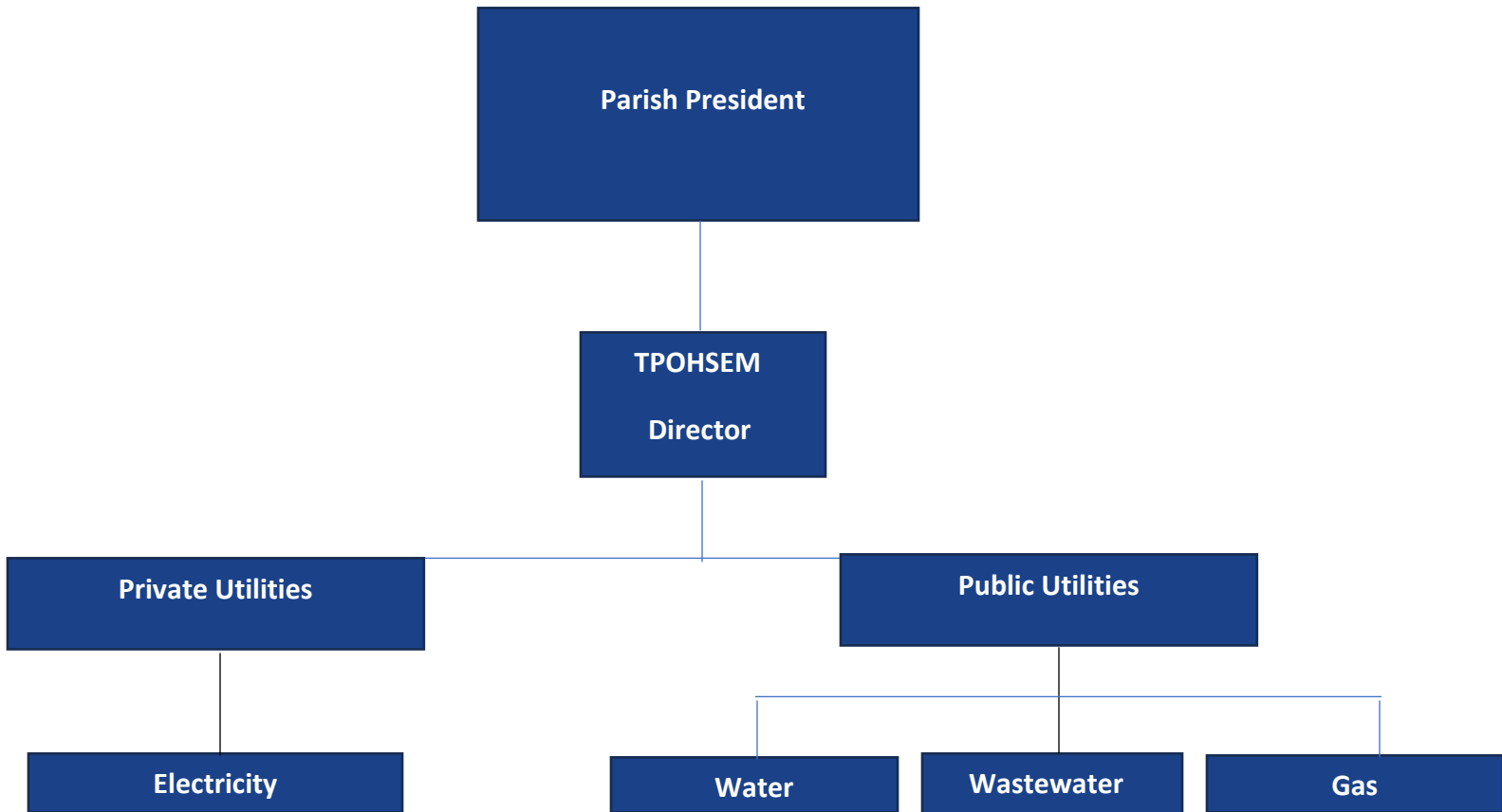
*Natural Gas*

*Water and Sewer*

*Telecommunications*

### Agreements on Priorities for Utility Restoration, updated annually *(On file in the EOC)*

## Organizational Chart Appendix





## ESF 13- Public Safety and Security

### I. PURPOSE AND SCOPE

#### Purpose

Emergency Support Function (ESF) 13 provides for the provision of law enforcement, emergency police, and public safety services and legal authority in an emergency or disaster. Services under this ESF include the identification, mobilization, and coordination of available Parish and municipal government and other public safety and legal manpower, expertise, and equipment to minimize the adverse impact of an emergency or disaster on life and property in the affected area. Routine and emergency law enforcement, investigation, bomb disposal, traffic and crowd control, area access control, security, assistance with communications and transportation, determination of legal authority ramifications, and related functions are included.

#### **Parish Departments**

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)  
Public Works Department  
Engineering Department

#### **Agency Partners**

Tangipahoa Parish Sheriff's Office (TPSO)  
Municipal Law Enforcement Departments

#### **State and Federal Partners**

Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)  
Louisiana State Police (LSP)  
Louisiana Department of Wildlife and Fisheries (LDWF)  
Louisiana National Guard (LANG)



## II. SITUATION AND ASSUMPTIONS

### Situation

- Tangipahoa Parish has Municipal, Parish, State, Federal and Railroad law enforcement agencies within its boundaries, which may be called upon to respond to emergency situations.
- The Tangipahoa Parish Sheriff's Office, Municipal Police Departments, Louisiana Department of Wildlife and Fisheries and the United States Coast Guard conducts enforcement activities on waterways.
- State and Federal agencies will support the operations of law enforcement within Tangipahoa Parish.
- The primary means of incarceration within Tangipahoa Parish is the Tangipahoa Parish Jail.
- Existing mutual aid agreements provide a seamless integration between municipal departments and the Sheriff's Office. Therefore, no special activation is needed to request assistance from law enforcement agencies within Tangipahoa Parish.
- The Tangipahoa Parish Police Chiefs Association has established a mutual aid between all municipal law enforcement agencies and the Tangipahoa Parish Sheriff's Office. The mutual aid agreement is automatic, and no special activation is required.
- The Louisiana Sheriffs Association and the Municipal Police Chiefs Association have established a state-wide mutual aid, which may be activated through the Parish Sheriff or Municipal Police Chief(s).
- As established by Louisiana State Law, the Sheriff is the chief law enforcement officer for the Parish.

### Assumptions

- Any hazard could potentially cause an emergency situation in any area of the Parish, which would require assistance from law enforcement agencies.
- Emergencies or disasters that extend beyond 72 hours will require additional outside law enforcement personnel to relieve local forces.
- Local law enforcement will generally be able to provide adequate police control through existing resources within Tangipahoa Parish and neighboring jurisdictions.
- Communications 700 Mhz, LWIN used by all law enforcement agencies in parish.
- All Tangipahoa Parish Law Enforcement agencies are equipped with LWIN 700 MHz radios.
- In the event local resources are deemed insufficient, unmet needs of local law enforcement may be resolved through terms established in letters of agreement with support parishes, as well as, through the efforts of the Governor's Office of Homeland Security and Emergency Preparedness and other state agencies.



- Adjacent local Parish prisons, State Correctional Centers and / or The Federal Bureau of Prisons, will have available space to serve as a relocation or reception area for evacuated prisoners.

### III. CONCEPT OF OPERATIONS

#### General

- The Tangipahoa Parish Sheriff's Office will provide support for the Emergency Operation Center (EOC) and will provide staff to support its operations, to include personnel to manage law enforcement resources, and direct law enforcement operations.

#### By Phases of Emergency Management

##### Mitigation

- To assist in the prevention of crime and other civil disobedience, local law enforcement agencies maintain high visibility within Tangipahoa Parish to discourage would-be criminals, including terrorist activities.
- All law enforcement agencies are responsible for enforcing local, State and Federal laws; in particular, laws that affect traffic management and weight limits are important in reducing the number of hazardous materials transportation incidents.
- Law enforcement agencies encourage the support of residents in preventing crime and other emergency situations through the following programs:
  - Neighborhood Watch
  - DARE and other drug related programs
  - Firearms Safety and Awareness training
  - Senior Citizens Crime Prevention
  - Prescription Takeback Program
  - Organized Crime Taskforce
  - Crimestoppers.

##### Preparedness

- All law enforcement agencies participate in preparedness activities as follows:
  - Planning
  - Training
  - Exercises
  - Personnel Qualification and Certification
  - Equipment Acquisition and Certification
  - Mutual Aid
  - Publications Management.
- Training is the primary means in which local law enforcement agencies maintain a high degree of readiness. Tangipahoa Parish Deputies and Municipal Officers are P.O.S.T. (Peace Officer Standards and Training) certified and continuing education is required annually.



- All law enforcement officers in Tangipahoa Parish are encouraged to receive HazMat Awareness level training.
- Each law enforcement agency has established patrol zones. This shall establish borders to assist in disseminating warnings to the public.
- All law enforcement agencies have access to equipment for specialized response.
- All law enforcement agencies have access to interoperable communications equipment.
- All law enforcement agencies shall participate in the emergency planning process and review all plans for emergency operations that relate to law enforcement.
- All law enforcement agencies will work with the OHSEM in determining critical facilities that may need additional security in a disaster.

## Response

- Establish or participate in the Incident Command or Unified Command.
- In municipalities the Police Chief will establish incident or unified command and will continue as the lead agency unless relieved and / or relinquished from these duties by another organization.
- The Sheriff's Office will establish incident or unified command and will continue as the lead agency for incidents in unincorporated areas unless relieved from these duties by another organization.
- If the need for more officers is necessary, Louisiana State Law RS 13:5537 authorizes the Parish Sheriff to appoint and commission Special Deputy Sheriffs who shall have the powers of police and may arrest offenders for any law violations.
- If additional law enforcement resources are needed the Municipal Police Chief and Sheriff's Office may request neighboring parish and municipal resources directly if the EOC is not activated. Requests can also be made through the Law Enforcement Coordinator at the EOC when the EOC is activated, using Tangipahoa Parish WebEOC.
- If a state agency or a regional agency is needed it should be requested through the Law Enforcement Representative or OHSEM Director at the EOC.
- All Tangipahoa Parish law enforcement agencies are responsible for the following actions in accordance with their Standard Operating Procedures (SOP):
  - Coordination of all law enforcement activities in the parish.
  - Provide mobile units for warning operations (See ESF - 2 Communications).
  - Security for key facilities, resources, reception centers, lodging and feeding, emergency shelters, and PODs.
  - Provide air (State Police and Civil Air Patrol) and marine units, as available, for other operations.
  - Assists with delivering radiological monitoring kits if needed.
  - Assist the State Police Bomb Squad in EOD incidents.
  - Responding to hazardous materials incidents.
  - Maintain law and order.
  - Relocation and housing of prisoners during any emergency.



- Assisting in alerting and evacuating people in and around the designated emergency zone or risk area.
- Controlling access to the scene of the emergency or the area that has been evacuated to protect citizens, travelers, and responders.
- Protecting public and private property in the affected area by establishing an evacuation perimeter to secure the designated emergency area.
- Traffic control during evacuation operations. Operation considerations may include any or all of the following:
  - Road expansion, as needed.
  - Entry control for outbound routes.
  - Perimeters for inbound (supply) routes.
  - Assistance to maintain traffic flow, as needed.
  - Local law enforcement agencies shall also maintain security and protection for evacuated prisoners.
  - Crowd control, riot, and security in Disaster Application Centers, reception centers, lodging and feeding facilities, and emergency shelters.
  - Provide assistance in damage assessment.

## Recovery

- Local law enforcement recovery duties shall be essentially the same as the response phase.
- Law enforcement agencies shall assist in body recovery operations.
- Law enforcement agencies shall conduct or assist in criminal investigations.
- As established by procedure, all law enforcement agencies will assist with damage assessment.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Responsibilities

#### Sheriff and Municipal Police Chiefs

- Responsible for advising the Parish President and the OHSEM Director on emergency matters and making available law enforcement resources.
- Responsible for proper training of personnel to respond to any reasonable emergency.
- Responsible for the maintenance and upgrade of departmental communication systems, as appropriate, for the health and safety of officers, as well as the citizens of Tangipahoa Parish.
- Provides and supports the operation of the EOC when activated.
- Provides for the negotiations of Mutual Aid agreements with Parish, municipal, and private public safety and security organizations.
- The Law Enforcement liaison coordinates field operations, resources, and communications from the EOC.



- GOHSEP through ESF 13 shall provide the necessary assistance to local law enforcement agencies with approval from the Governor.

## Louisiana State Police

- Provide traffic control on state roads.
- Perform normal law enforcement activities.
- Provide support to local operations as needed.

## Southeastern Louisiana University Police

- Provide law enforcement activities within Southeastern Louisiana State University Campus.
- Provide support for local operations.

## Louisiana Department of Wildlife and Fisheries

- Performance of normal law enforcement activities
- Provide support for local operations.
- Provides water evacuation and rescues within the parish.

## Louisiana National Guard

- Provide support for local operations (when authorized).

## Public Works

- Responsible for positioning traffic control devices (e.g., barricades and signs).

## V. DIRECTION AND CONTROL

### Command and Management

- The Incident Command System (ICS) will be established at the onset of any emergency and will be conducted in accordance with NIMS.
- All actions taken by any member of local law enforcement will be in accordance with Federal, State, and Local laws, as well as with the benefit of the lives and property of the citizens of Tangipahoa Parish in mind.

## VI. CONTINUITY OF GOVERNMENT

Lines of succession of each department head will be according to the Standard Operating Procedures established by said department. Also see Base Plan.

## VII. ADMINISTRATION AND LOGISTICS

### Recordkeeping and Reporting

- Records of expenditures and obligations incurred during the response to an emergency are maintained by each individual agency and made available to the Parish President or designee on request, to assist in the application of reimbursement funds from FEMA.
- All records of expenditures and obligations incurred during the response to any emergency shall be documented and turned in by the incident commander.

### Logistics

- Local law enforcement shall maintain its own logistical support during the initial phase of any response operation. Additional support may be obtained through the EOC or Incident Command as needed.

## VIII. PLAN DEVELOPMENT AND MAINTENANCE

- The OHSEM Director in coordination with ESF 13 Primary and Secondary Agencies have the responsibility for coordinating revision of this annex and keeping attachments current.
- Directors of supporting agencies bear the responsibility of maintaining internal plans and implementing procedures and resource data to ensure effective response to an emergency.
- All other agencies given responsibility in this plan, in coordination with the OHSEM, are responsible for maintenance of their respective annexes or appendices.

## IX. APPENDICES

### Organizational Chart

**Terrorism Plan** *(On file with the EOC)*

**Partish Public Safety Resources** *(On file with the EOC)*

**Municipal Public Safety Resources** *(On file with the EOC)*

**Private Security Organizations** *(On file with the EOC)*

**Traffic Control Points for Evacuation** *(On file with the EOC)*



## ESF 14- Community Recovery, Mitigation and Economic Stabilization

### I. PURPOSE AND SCOPE

#### Purpose

ESF-14 is concerned with long-term policies and programs for community recovery, mitigation, and economic stabilization. This ESF provides for the recovery of the Parish from the long-term impacts and consequences of emergencies and disasters. The ESF addresses the stabilization of the Parish and local economies, as well as measures taken to reduce or eliminate risk from future emergencies and disasters. This Annex provides for the recovery of Tangipahoa Parish and its affected area(s) from long-term impacts and consequences of emergencies and disasters.

#### **Parish Departments**

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)

Building Permits

Planning Department

Department of Community Development

Finance Department

Environmental Affairs

Public Information Office

Information Technology and Telecommunications

Tangipahoa Parish Fire Districts

#### **State and Federal Partners**

Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)

Federal Emergency Management Agency (FEMA)

## II. SITUATION AND ASSUMPTIONS

### Situation

- Long-term disaster recovery could vary in time from a few weeks to a few months or possibly longer.
- Recovery activities may continue after the EOC has closed, requiring recovery operations to be conducted and managed on an ongoing basis from a different location.

### Assumptions

- If a Presidential Disaster Declaration has been made, the State of Louisiana will form a JFO (Joint Field Office).
- A housing recovery plan may need to be formulated to assist current or displaced residents to evaluate their housing options.
- A comprehensive economic development plan may need to be established.
- Depending on the type and scope of the incident, Federal resources and/or funds may be available for public and/or private (individual and businesses) assistance.
- Long-term recovery planning and activities could include mitigation efforts to reduce the potential hazard of similar disasters in the future.

## III. CONCEPT OF OPERATIONS

### By Phases of Emergency Management

#### Mitigation

- As part of the recovery process, the Parish President and the OHSEM Director will work with local and state authorities to include both Tangipahoa Parish Recovery Authority and the Louisiana Recovery Authority to identify mitigation opportunities and develop plans, programs, and initiatives to reduce or eliminate the effects of future emergencies and disasters. Some initiatives include post-disaster zoning and land-use ordinances.

#### Preparedness

- The Parish President through the OHSEM Director will develop, maintain, and update plans, procedures, arrangements, and agreements to identify and deal with the issues and concerns related to the Parish's recovery from the effects of emergencies and disasters. This includes the infrastructure, provision of essential utilities, and stabilization of the economy.
- The OHSEM Director will develop and maintain listings of those resource agencies and organizations at the parish, state, and federal level, as well as private industry and volunteer organizations that could furnish assistance during and after an emergency and disaster.
- Tangipahoa Parish has and maintains a Hazard Mitigation Plan.
- Parish and Municipal leaders will attend training on Disaster Recovery periodically.



## Response

- As an emergency develops and upon activation of the Parish EOC, the OHSEM Director will coordinate an assessment of the impact of the event that will include the identification of needs related to the Parish's potential recovery effort.
- The OHSEM Director, in close coordination with each EOC Staff Officer, will assess the impact of the event(s) on the Parish's capability to restore and provide essential utility services to the residents and businesses, including the identification of potential recovery issues.
- Based on these assessments, the OHSEM Director and EOC Staff will alert, activate, and mobilize those resource agencies whose capabilities would best be suited to responding to the emergency.
- The Parish President may establish a Tangipahoa Parish Recovery Authority to guide and administer recovery efforts within Tangipahoa Parish.
- Once established, the Tangipahoa Parish Recovery Authority shall work closely with the Louisiana Recovery Authority and make such applications for disaster recovery assistance and/or the Federal Emergency Management Agency (FEMA) on behalf of Tangipahoa Parish and its municipalities.

## Recovery

- The Parish President, OHSEM Director, Municipal Administrators, and Parish Directors will conduct a comprehensive assessment of the long-term consequences of emergencies and disasters, particularly those disasters that have a catastrophic impact on the Parish's infrastructure, the provision of essential public utilities, and the economic viability of the parish.
- The Tangipahoa Parish Recovery Authority, if established, shall coordinate the overall recovery efforts within Tangipahoa Parish and shall appoint an Executive Director who shall administer its activities.
- A Recovery Coordinator shall be appointed by the Parish President, if the Parish President determines not to establish the Tangipahoa Parish Recovery Authority, it will be the responsibility of this position to coordinate the development of a Long-Term Recovery Operations Plan.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

- The Parish President through the OHSEM Director are primarily responsible for initiation, organizing, and coordinating Community Recovery and Economic Stabilization.
- Parish and Municipal departments are responsible for developing and maintaining plans, procedures and asset inventories to support the recovery initiative.



## V. DIRECTION AND CONTROL

Direction and Control will be exercised as provided in the Base Plan.

## VI. CONTINUITY OF GOVERNMENT

See base plan.

## VII. ADMINISTRATION AND LOGISTICS

- If local and state resources are inadequate to the tasks assigned, the OHSEM Director will seek additional resources from neighboring parish, regional and state support agencies.
- Each Parish and Municipal government, agency or organization providing services will maintain records of the operations, including cost records that can be used after the emergency to obtain reimbursement from state or federal resources.

## VIII. PLAN DEVELOPMENT AND MAINTENANCE

- Plan maintenance will be as provided in the base plan.

## IX. APPENDICES

List of economic development organizations – *On file in EOC*

## ESF 15- Emergency Public Information

### I. PURPOSE AND SCOPE

#### Purpose

Emergency Support Function (ESF) 15 provides information and external communications to inform people about the threats from natural and technological emergencies and disasters. ESF-15 also provides information about the precautions and response measures that the Parish and local governments are taking to protect and preserve life and property, using all available methods and media. ESF-15 will also advise people of actions they need to take before and during emergencies and disasters. Public information provided before, during, and after disasters and emergencies will provide clear, concise, and accurate information on the existing situation in the disaster area. Every effort shall be made to minimize and counter rumors, hearsay, and half-truths.

#### Parish Departments

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)  
Public Information Office

#### Agency Partners

Tangipahoa Parish Sheriff's Office  
Municipal Governments  
Tangipahoa Parish Fire Districts

### II. SITUATION AND ASSUMPTIONS

#### Situation

- It is the general public's perception that the news media (collectively) is the principal source of their emergency information. Therefore, it is essential that procedures be clearly established to serve this purpose.
- The need to inform the public in a timely and efficient manner must be agreed upon by all segments of the communications media and those agencies responsible for informing the public during times of emergency. Written agreements spelling out the scope, in detail, of such an arrangement should be published, disseminated, and reviewed on a regular basis.
- It should also be recognized that educating the public on an ongoing basis as to all of the possible hazards that they could be confronted with should be an ongoing project between the emergency service delivery system and the media.



- All types of public information should be of such a nature as to create an atmosphere where all segments of society have responsibilities in mitigating disasters.
- The Tangipahoa Parish Citizen Corp. Council meets on a regular basis and will determine the needs of the community for information concerning volunteerism and emergency preparedness information.

## Assumptions

- Procedures for the dissemination of emergency information will be pre-determined through meetings with the management and directorships of the affected organizations.
- A review of procedures will be conducted on a regular basis with the working media, in that the working media personnel are constantly relocating. Making the media an integral part of the Emergency Operations Plan and Procedures is also an on-going project. Provisions for media other than the local media will be arranged for and space provided. Coordinating the need for the public to be truly and accurately informed will be the basic guideline of all efforts in the area of emergency public information.

## III. CONCEPT OF OPERATIONS

### General

Emergency information efforts before, during and after specific events will focus on the particular situation and not deviate or include information that is not pertinent. Where possible, emergency information will begin with as much educational background as time and the event will permit. Otherwise, the information given will be of an instructional and operational nature on such things as warnings, evacuation, and shelter precautions.

During crisis periods, the public needs and wants to know detailed information, and every effort will be made to keep them informed of the general progress of events. Rumor control will be addressed in this plan and every possible effort to report positive information regarding emergency response will be made to maintain confidence in the government and reassure citizens that the situation is under control. The use of public feedback, where possible, will be used to measure the effectiveness of the program.

All educational programs are aimed at increasing the public's awareness of potential hazards they can or will encounter and the possible means of dealing with them. Dissemination of this vital information relies heavily on the cooperation of the commercial media and local efforts of OHSEM.

The Public Information Officer (PIO) shall implement a procedure to ensure authenticity of all sources.



## By Phases of Emergency Management

### Mitigation

- Survey and analyze the geographical area of responsibility to determine appropriate precautionary activities necessary to mitigate prior to the event (e.g., emergency levying or evacuating).
- Utilize trained staff personnel for the development and production of hazard awareness programs within the community with schools, civic groups, and others.
- Maintain an active program with the media in all phases of emergency preparedness in education, instructions, and action plans.
- Actively coordinate mitigation, preparedness, response, and recovery plans with municipal mayors.
- Develop the Emergency Alerting System (EAS), exercise it regularly, and have written agreements and procedures for the activation of the EAS.
- Identify a resource person(s) to assist in communicating with non-English speakers who may be in Tangipahoa Parish during an emergency. Maintain a resource list in the EOC. The Tangipahoa Parish School Board will serve as an initial contact for assistance with such requests.

### Preparedness

- Develop a mutually agreed upon public educational program for consideration of all hazards and with particular emphasis on seasonal hazards such as severe weather, tornadoes, or flooding.
- Prepare and distribute on a regular basis all pertinent operational and procedural changes as they are developed in the various ongoing programs and distribute to the municipal mayors and media.

### Response

- Distribute press releases and emergency information packets.
- Coordinate rumor control through aggressive public relations activities.
- Schedule news conferences on a regular basis.

### Recovery

- Continue emergency public information programs.
- Assess effectiveness of information and education programs.
- Compile chronological record of events.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Responsibilities

#### Parish President

- In coordination with the OHSEM Director, shall appoint a PIO who will be the official parish spokesperson in charge of releasing public information. The Parish PIO provides a media room in the EOC for media briefings and possible onsite broadcasting capabilities. The OHSEM Director may assume this responsibility if a PIO is not available.
- When an emergency event affects a municipality, the Parish President will coordinate the releasing of emergency public information with the mayor.

#### Office of Homeland Security and Emergency Management

- Assume the position of PIO if none is present.
- Develop and maintain the parish's emergency public information and education programs in coordination with the PIO representing municipal, parish, and state agencies.
- Maintain a close working relationship with all media sources.
- Provide official public information essential to the public based on a thorough review of all public information statements prior to release, and consultation with the Parish President.
- Develop procedures for the proper use of the TangiAlert Emergency Notification System Operational Plan for the area.
- Coordinate the use of mobile public address equipment for possible dissemination of disaster information and instruction with the Sheriff's Office, municipal police and fire department.

#### Public Information Officer

- Maintain a current list of all media sources for releases.
- Activate and operate the Parish Media Center and rumor control.
- Gather and coordinate all matters pertaining to emergency public-related information and education with the OHSEM Director and Parish President.
- Coordinate disaster information with other local and state agencies, municipal mayors, and all Parish Departments.
- Provide news releases for the media.
- Establish procedures for the flow of emergency information and distribution of educational materials, using all media sources available (e.g., newspaper, radio, television) and the use of EAS.
- Disseminate appropriate all-hazard pre-planned emergency educational packet materials, as lead-time permits, that can be printed in newspapers and used by radio and television as preparatory guidance for the public.

- Receive and compile authoritative information that has been authenticated through all possible sources and reviewed and cleared for release by the Parish President and the OHSEM Director for dissemination to the media.
- Coordinate a rumor control network, which will include field personnel, the National Weather Service (NWS), support agencies (e.g., Sheriff's Office and the media), as well as monitoring news releases for accuracy or appointing an individual to do the same.
- Keep GOHSEP informed of local releases.
- Coordinate the activities of the Parish Media Center and Rumor Control.
- Have telephone numbers periodically publicized for ready use of the public to obtain emergency information.
- Maintain a chronological record of the disaster events.
- Provide for the continued dissemination of information after the emergency for such situations as restricted areas and services, contacting relatives, relief services of state and federal governments, American Red Cross, Salvation Army, etc.
- Address the needs of handicapped citizens such as the blind, deaf, and non-institutionalized elderly and non-English speaking, through media specialized telephones, door-to-door public address, or through bilingual outlets.
- Maintains a chronological record of emergency events sufficient to reconstruct activities.

## The Media

- Designate a representative(s) to work with the OHSEM Director to review and become familiar with the Tangipahoa Parish EOP.
- Cooperate in coverage of public education programs including the use of pre-planned emergency educational packets that address all types of hazards.
- Assist Parish officials and the Parish PIO in verifying field reports for accuracy and become a part of the rumor control.

## V. DIRECTION AND CONTROL

### General

The OHSEM Director is responsible for the development and implementation of all emergency educational and informational programs for Tangipahoa Parish. The OHSEM Director will appoint the PIO, with the consent of the Parish President, to be responsible for the actual implementation and use of the plans and procedures when the given situation arises. All releases to the media will be cleared through the Parish President and released through the EOC.

### Educational Programs

The educational program for Tangipahoa Parish is multi-faceted. It includes, but is not limited to:

- Informing the media, thus informing the public of newly developed techniques and approaches of emergency preparedness.



- The use of lectures and presentations to interested organizations, schools, and other agencies to explain hazards, mitigation, preparedness, response, and recovery programs.
- The distribution of educational materials.

## Public Information Programs

Tangipahoa Parish exercises plans and procedures yearly; as a part of this effort, local media is invited to participate and report on these events. Information is provided and community awareness is raised through the local media reports.

## VI. CONTINUITY OF GOVERNMENT

See Base Plan.

## VII. ADMINISTRATION AND LOGISTICS

### Media

- All media contacts are on file with the PIO.

### Films and Publications

- Films and publications dealing with various aspects of emergency preparedness are available through the EOC, GOHSEP, or the Federal Emergency Management Agency (FEMA).

### Record and Reports

- The OHSEM Director will maintain records of all public information, activities, and pre-recorded emergency messages at the EOC. The PIO will obtain all necessary reports and messages from the EOC.

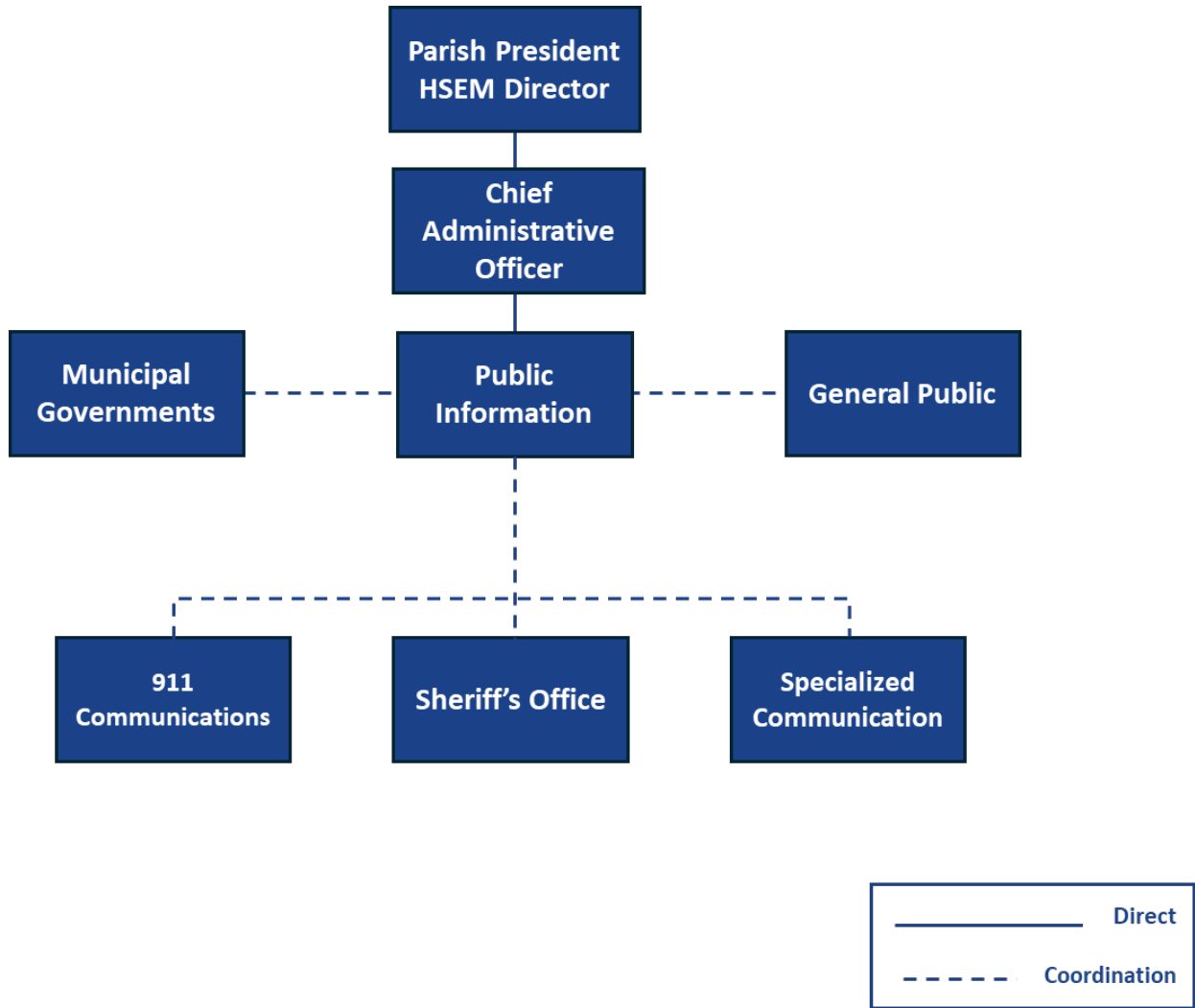
### Needs and Deficiencies

- Necessary equipment, supplies, services, and communication systems to support the public information response will be reviewed and included in budget preparation.

## VIII. PLAN DEVELOPMENT, MAINTENANCE AND EXECUTION

The OHSEM Director in coordination with the Parish Public Information Officer will be responsible for the development and implementation of this plan. The Director will maintain the plan through periodic reviewing, testing and updating and will also designate a staff person, under the Director's direction, to maintain an inventory of essential emergency public information and educational materials.

## Public Information and Education Organizational Chart Appendix



## Bridge Collapse Annex

### I. PURPOSE AND SCOPE

#### Purpose

The purpose of this annex is to establish procedures to ensure the effective response of Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM) and other Tangipahoa Parish departments and agencies. These departments may have roles and responsibilities during the event of a bridge collapse within Tangipahoa Parish.

### II. SITUATION AND ASSUMPTIONS

#### Situation/Assumptions

- A bridge collapse could be the result of natural or human-caused incidents including but not limited to floods, earthquakes, explosives, or acts of terrorism.
- A bridge collapse in Tangipahoa Parish could disrupt essential services to a large number of the population of Louisiana.
- Tangipahoa Parish has multiple high use bridges.
- A bridge collapse within the parish could result in a multi-jurisdictional event that will require mutual aid and interagency planning and response. A collapse could also result in partnership effort among local, state, and federal governments.

### III. CONCEPT OF OPERATIONS

#### By Phases of Emergency Management

##### Mitigation

- Conduct survey of all bridges within the parish.

##### Response

- Guidance should be provided to parish personnel for emergency actions that need to be taken to ensure public safety and to prevent additional damage to the affected structure(s).

##### Recovery

- Recommendations will be provided for the repairs of damaged bridges and provide the estimated cost.
- Maintain information for all inspections, including operational status, general description of damage repair activities, and rough cost repairs.



## IV. LINES OF SUCCESSION

Lines of succession to each department head are according to the standard operating guidelines established by each department.

## V. PLAN DEVELOPMENT AND MAINTENANCE

Tangipahoa Parish OHSEM will assume primary responsibility for coordinating the plan with state entities ensuring the most up to date measures are being implemented into the plan.

## CBRN Annex

### I. PURPOSE AND SCOPE

#### Purpose

This Annex details responsibilities for the managed response to a chemical, biological, radiological, or nuclear (CBRN) emergency and can be used in conjunction with other plans designed for the safety and protection of the population.

Intentional attacks using weaponized or nonweaponized chemical, biological, radiological, and nuclear materials can cause great harm and pose significant threats. Weaponized materials can be delivered by using conventional bombs, improvised explosive materials, enhanced blast weapons, and even non-explosive dispersion devices (including canisters and envelopes).

Non-weaponized chemical materials are typically categorized as “hazardous materials” (HAZMAT). Releases may require extended clean-up efforts and/or law enforcement investigations, and they may therefore result in residents being unable to be in their homes for long periods of time.

#### **Parish Departments**

Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM)  
Tangipahoa Parish Sheriff's Office  
Tangipahoa Parish Fire Districts  
Municipal Police Departments

#### **State and Federal Partners**

Louisiana Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)  
Louisiana State Police (LSP)  
Louisiana National Guard (Military Department)

#### **Chemical**

A chemical emergency occurs when a hazardous chemical has been released and has the potential for harming people's health. Chemical releases can be unintentional, as in the case of an industrial accident, or intentional, as in the case of a terrorist attack.

Chemical Warfare Agents have been developed by military organizations for use in warfare. Examples are nerve agents such as Sarin and VX, mustards such as sulfur mustards and nitrogen mustards as well as choking agents such as phosgene. It might be possible for terrorists to obtain these chemical warfare agents and use them to harm people.

Chemicals other than chemical warfare agents that have harmful effects on humans are referred to as toxic industrial chemicals (TICs) or toxic industrial materials (TIMs). These are chemicals such as chlorine, ammonia and benzene, among many others. Many items found in the home such as cleaning products fall into this category. Whether intentional or accidental, these products can have a harmful or deadly effect on humans.

## Biological

Biological agents are naturally occurring organisms such as bacteria, viruses or fungi that could affect human health in a variety of ways from mild reactions to death. Some of these organisms have been weaponized on an industrial level such as Anthrax. However, incidents can be caused organically (naturally) or weaponized at a very basic level. Biological incidents may include potential releases of material that pose an actual or perceived hazard to public health, safety, national security, and/or the environment. There are more than 1,200 different kinds of biological agents, some of which can be used as biological weapons. This annex covers two types of biological emergencies – unintentional or unplanned biological agent releases, and intentional biological agent releases.

A biological attack may or may not be immediately obvious. Due to the nature of biological agents, a biological attack can be carried out long before anyone may be aware that one has occurred. Most biological agents used in an attack are odorless and colorless and could be emitted with little notice and be difficult to track.

## Radiological

Radiation is always present in our environment, yet our everyday exposure to minute amounts of radiation from natural and man-made sources is not cause for alarm. However, the effects caused by excessive, acute amounts of radiation may be a significant public health and safety concern. As a result, there is a need to prepare for events involving extreme exposure to radiation sources. Radiation refers to ionizing or nuclear radiation which cannot be visibly seen, smelled, heard, or detected by human means. Radiation can only be detected with special instruments which differentiate radiological emergencies from other types of emergencies such as earthquakes and floods.

This annex covers two types of radiological emergencies: (1) unintentional or unplanned radiological materials releases (RMRs) and (2) intentional radiological releases. Unintentional radiological releases include incidents such as radiological transportation accidents, nuclear power accidents, and “fixed facility” accidents. Intentional radiological releases include events of nuclear terrorism by means of radiological dispersal devices (RDDs) or exposure devices (REDs).

## Nuclear

A nuclear blast, produced by explosion of a nuclear detonation, involves the joining of atoms (fusion) or the splitting of atoms (fission) to produce an intense pulse or wave of heat, light, air pressure, and radiation. A nuclear detonation produces an explosion far surpassing that of any conventional explosive. This event would be catastrophic and would involve local, state and federal response.

## Scope

This annex addresses CBRN plans and procedures to save lives, prevent injury, and protect property. During CBRN incidents, the local population are vulnerable to exposure and potential harm depending on the nature of the release/attack.

## II. SITUATION AND ASSUMPTIONS

### Situation

- Tangipahoa Parish is susceptible to CBRN incidents either accidental or purposeful (terrorist or criminal acts).
- CBRN incidents can create a situation where residents will need to shelter in place or evacuate.
- CBRN incidents can potentially overwhelm first responders and medical facilities.
  - Mass decontamination
  - Large numbers of affected patients
  - Residents self-present at Emergency Rooms with psychosomatic symptoms
- Highly trained HAZMAT personnel are essential to quick resolution of the incident.

### Assumptions

- Qualified HAZMAT personnel are on duty or on call 24/7.
- HAZMAT detection equipment is serviceable, functional and available.

## III. CONCEPT OF OPERATIONS

### By Phases of Emergency Management

#### Mitigation

- While the number of transportation lines that transport potentially dangerous materials is vast, the major transportation routes that these companies use have been identified. Industrial sites that manufacture, store, or use potentially dangerous materials have been identified

#### Preparedness

- Emergency Response Plans have been written and tested by government and industry in the Parish.
- Emergency Response Personnel will be trained in the identification of hazardous materials and the use of reference material through their agencies.



- Evacuation routes and procedures will be identified, tested, and publicized for the general public.
- Maintenance will be performed on HAZMAT equipment regularly to ensure it is functional.
- HAZMAT personnel will conduct equipment training on a regular basis to ensure responders are proficient.
- Training events and exercises will occur on an annual basis.

## Response

- Upon the report of a CBRNE accident or incident, the respective local fire department will dispatch to the scene at least one engine and a chief officer. Additional equipment can be assigned as per the policy of the department. The Fire Department and the dispatch center will notify OHSEM upon dispatch.
- The first arriving unit on the scene will survey or size-up the situation to determine if a disaster or potential disaster exists. Should either situation exist, the Tangipahoa Parish Fire Department HAZMAT will be requested immediately. Control of the situation and incident command will be assumed by the initial responding fire department officer until relieved by a Chief officer, who will:
  - Identify the CBRNE hazard involved.
  - Conduct appropriate firefighting and rescue response, as the situation permits. If fire does not exist, but there is danger for ignition, extinguish all ignition sources in the hazardous area.
  - Immediately establish a Forward Unified Command Post at the location of his discretion.
  - Determine if evacuation is necessary. If so, initiate evacuation procedures immediately. Determine the area to be cleared of the general populace to ensure their safety as well as the safety of those members of the emergency services involved in the hazardous material operation.
  - Follow standard operating guidelines of the national incident management system and unified command system.
  - Initiate other measures which may be required for the specific situation at hand.
- The area to be evacuated can be determined through:
  - Information given in the publication of the Office of Hazardous Material, U.S. Department of Transportation, titled, "**EMERGENCY RESPONSE GUIDEBOOK FOR HAZARDOUS MATERIALS**" (ERG).
  - Information from any printed document of the carrier, such as Waybill or Bill of Lading.
  - Information on the label of the containers (placards).
  - **Advice from CHEMTREC (1-800-424-9300)** or other such agencies whose purpose is to supply such information.

- Information or advice from an official representative of the shipper, manufacturer, or user (consignee).
  - Information contained in the NFPA publication "HAZARDOUS MATERIALS."
- When deemed necessary to evacuate beyond the area of the immediate scene due to the type of hazardous material, the amount of material, weather conditions, location of incident, exposure, type of carrier, fire present or probable --- then the following shall be carried out:
  - Notify the law enforcement agency that will evacuate the populace, establish traffic control, secure the area from unauthorized entry, and protect from looting.
  - Notify Homeland Security and Emergency Preparedness who will activate the Emergency Operation Center, dispatch equipment and personnel to the scene to assist, notify the appropriate Red Cross representative to shelter and care for evacuees, have emergency declared if necessary, supply weather information, assist with transportation, coordinate Parish Departments required for support activity, and establish contact with mass news media to keep public informed, giving correct information and instructions frequently to keep panic under control.
  - Notify designated fire department personnel.
  - Establish a Unified Command at a safe location.
  - The Command Post will issue Press Releases and Statements relative to the incident at hand through the EOC.
- Law enforcement
  - Will provide traffic and crowd control at the scene as requested by the Incident Commander (IC). The senior law enforcement officer at the command post shall determine the routes to be used for evacuation as well as for incoming personnel so as not to endanger the lives of those reporting to the incident site or those evacuating.
- Emergency Preparedness
  - Upon notification of a hazardous materials incident, the Homeland Security and Emergency Preparedness Office will maintain an alert status notifying other parish departments concerned. Personnel and equipment will be made ready should assistance be requested or required.
  - On confirmation of a hazardous materials incident which could be or is a threat, the Homeland Security and Emergency Preparedness Office will go on active stand-by with skeleton force at the Emergency Operating Center and will notify the appropriate Red Cross officials.
  - When it is determined that due to location, weather conditions, time of day, type of hazardous material, or chemical involved, that large numbers of citizens must be evacuated and/or a disaster emergency must be declared, the Emergency Operating Center will be activated to coordinate the efforts of other parish agencies and personnel. Notification will be given to the Red Cross Chapter and

operational units of the Homeland Security and Emergency Preparedness Office will be activated to assist as required.

- Other agencies:
  - The Homeland Security and Emergency Preparedness Director and/or Fire Chief may notify the State Police HAZMAT Response Team.
  - The **62<sup>nd</sup> Weapons of Mass Destruction – Civil Support Team (62<sup>nd</sup> CST)** has an extensive array of identification, modeling, and response resources to assist the incident commander in the response. This 24/7 on call, free state resource should be requested through GOHSEP for response assistance. The direct line to the 62<sup>nd</sup> CST Commander is **225-319-4723**.

## Recovery

- The Homeland Security and Emergency Preparedness Director and local Fire Chief or their designee on-scene, shall determine when the respective incident has been stabilized and made safe. At such time, entry of residents or employees will be allowed, and traffic control as well as other support elements will be released in an orderly way through the Emergency Operations Center and the on-scene Unified command post.
- Agencies such as the Department of Environmental Quality and the U.S. Coast Guard will be called upon to execute their authority and responsibility to oversee cleanup operations. Local chemical cleanup companies have been identified and can provide the necessary services should the situation warrant.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Responsibilities

#### Parish President

- When notified of an emergency situation reports to the Emergency Operation Center

#### Director OHSEM

- Report to EOC when notified of a HAZMAT incident
- Determine whether or not the EOC needs to be opened based on the severity of the incident.
- Communicate with the Incident Commander

#### Fire Departments

- Maintain HAZMAT Technicians within each district
- Ensure are personnel are HAZMAT Operations level qualified
- Conduct regular HAZMAT training
- Ensure all HAZMAT equipment is serviced and operational at all times
- Responsible for HAZMAT scene Incident Command



## Law Enforcement

- Responsible for security on scene
- Responsible for evacuation routes
- If an evacuation is necessary, responsible to informing local residents within the evacuation area.

## V. DIRECTION AND CONTROL

The OHSEM Director, under direction of the Parish President, is the principle authority for the Emergency Operations Center and its Emergency Communications Operations.

## VI. CONTINUITY OF GOVERNMENT

See Base Plan.

## VII. PLAN DEVELOPMENT, MAINTENANCE AND EXECUTION

Tangipahoa Parish OHSEM will be responsible for maintaining and updating this Annex. The local Fire Departments will maintain SOPs for hazardous materials response.

## Civil Disturbance/Unrest Annex

### I. PURPOSE AND SCOPE

#### Purpose

The purpose of this annex is to outline the general concepts of operations and responsibilities for the response and coordination of agencies during a civil disturbance within Tangipahoa Parish. This annex will outline the organizations, their responsibilities, and procedures that are applicable to a civil disturbance event. Civil Unrest is generally understood to include both violent and non-violent group acts such as protests, riots and sporadic acts of violence.

### II. SITUATION AND ASSUMPTIONS

#### Situation/Assumptions

- In any disaster, primary consideration is given to the preservation of life, then incident stabilization and property preservation. Additionally, time and effort must be given to providing critical life-sustaining needs.
- In a catastrophic incident, damage control and disaster relief will be required from the State and Federal government, other local governments, and private organizations.
- The Tangipahoa Parish Emergency Operations Center (EOC) may or may not be activated in support of a civil disturbance event. EOC activation will be determined based on the scope and scale of the event.
- Residents could be displaced, requiring shelter and social service needs. Sheltering activities could be short term or long term depending on the severity of the incident.
- There is potential for the number of civil disturbance participants to rapidly expand in size.
- Civil disturbance can spread from one neighborhood to the next within a relatively short amount of time.
- There will be an overwhelming interest from the media.

### III. CONCEPT OF OPERATIONS

#### By Phases of Emergency Management

##### Preparedness

- Develop communications systems that provide for connectivity of all local law enforcement agencies and external agencies that may respond pursuant to inter-local agreements.
- Conduct drills and exercise to test plans, procedures and training.

## Response

- Establish and maintain reporting and coordination contact with cooperating jurisdictions and volunteer, county, regional, state, and federal agencies as appropriate.
- Revise EOP and/or any annexes or procedures as necessary and informed by the incident.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Responsibilities

#### Homeland Security and Emergency Management

- Stand up EOC depending on size and scope of incident

#### Law Enforcement

- Tangipahoa Parish Sheriff's Office will operate as the primary law enforcement agency.
- Municipal law enforcement agencies may operate as a support role depending on where the event occurs.
- All municipal departments will refer to the Department SOPs to facilitate appropriate response actions.
- Perform traffic control or evacuations and other appropriate situations.
- Perform traffic control for the return of evacuees, if needed.

#### Fire Departments

- In the event of Civil Disturbance, Fire services could be required. Be prepared to respond if needed.

#### Communications/IT

- PIO will be prepared to coordinate with OHSEM Director and Parish President for messaging and media relations.

## V. LINES OF SUCCESSION

Lines of succession to each department head are according to the standard operating guidelines established by each department.

## VI. PLAN DEVELOPMENT AND MAINTENANCE

Tangipahoa Parish Office of Homeland Security and Emergency Management will assume the primary responsibility of coordinating this annex with Tangipahoa Parish departments and will update as necessary.

## Flooding Annex

### I. PURPOSE AND SCOPE

#### Purpose

The purpose of this Annex is to provide a course of action to be used during a flooding event to minimize the potential for injury, loss of life and property damage that can from flooding. It outlines the organization, responsibilities, and coordination efforts of the Tangipahoa Parish Office of Homeland Security and Emergency Management and all Tangipahoa Parish agencies or departments.

### II. SITUATION AND ASSUMPTIONS

#### Situation/Assumptions

- Although Tangipahoa is not susceptible to coastal flooding caused by hurricanes, flooding can coincide with hurricanes.
- Hurricanes often bring torrential rains that result in flooding.
- Extensive rainfall upstream on local rivers could cause localized flooding.
- OHSEM stands ready to respond to floods within the parish.

### III. DEFINING THE HAZARD

A flood is the overflow of water onto land that is usually not inundated. Excess precipitation, produced from thunderstorms or hurricanes, is often the major initiating condition for flooding, and Louisiana can have high rainfall totals at any time of day or year. During the cooler months, slow-moving frontal weather systems produce heavy rainfalls, while the summer and autumn seasons produce major precipitation in isolated thunderstorm events (often on warm afternoons) that may lead to localized flooding. During these warmer seasons, floods are overwhelmingly of the flash flood variety, as opposed to the slower-developing river floods caused by heavy stream flow during the cooler months.

In Tangipahoa Parish, five of the six specific types of flooding are of main concern: riverine, flash, ponding, backwater, urban, and coastal.

- **Riverine flooding** occurs along a river or smaller stream. It is the result of runoff from heavy rainfall or intensive snow or ice melt. The speed with which riverine flood levels rise and fall depends not only on the amount of rainfall, but even more on the capacity of the river itself, as well as the shape and land cover of its drainage basin. The smaller the river, the faster that water levels rise and fall. Thus, the Mississippi River levels rise and

fall slowly due to its large capacity. Generally, elongated and intensely developed drainage basins will reach faster peak discharges and faster falls than circular-shaped and forested basins of the same area.

- **Flash flooding** occurs when locally intense precipitation inundates an area in a short amount of time, resulting in local stream flow and drainage capacity being overwhelmed.
- **Ponding** occurs when concave areas (e.g., parking lots, roads, and clay-lined natural low areas) collect water and are unable to drain.
- **Backwater flooding** occurs when water slowly rises from a normally unexpected direction where protection has not been provided. A model example is the flooding that occurred in LaPlace during Hurricane Isaac in 2012. Although the town was protected by a levee on the side facing the Mississippi River, floodwaters from Lake Maurepas and Lake Pontchartrain crept into the community on the side of town opposite the Mississippi River.
- **Urban flooding** is similar to flash flooding but is specific to urbanized areas. It takes place when storm water drainage systems cannot keep pace with heavy precipitation, and water accumulates on the surface. Most urban flooding is caused by slow-moving thunderstorms or torrential rainfall.
- **Coastal flooding** can appear similar to any of the other flood types, depending on its cause. It occurs when normally dry coastal land is flooded by seawater but may be caused by direct inundation (when the sea level exceeds the elevation of the land), overtopping of a natural or artificial barrier, or the breaching of a natural or artificial barrier (i.e., when the barrier is broken down by the sea water). Coastal flooding is typically caused by storm surge, tsunamis, or gradual sea level rise. **Tangipahoa Parish is not susceptible to coastal flooding.**

Based on stream gauge levels and precipitation forecasts, the National Weather Service (NWS) posts flood statements, watches, and warnings. The NWS issues the following weather statements with regard to flooding:

- **Flood Categories**
  - Minor Flooding: Minimal or no property damage, but possibly some public threat.
  - Moderate Flooding: Some inundation of structures and roads near streams. Some evacuations of people and/or transfer of property to higher elevations.
  - Major Flooding: Extensive inundation of structures and roads. Significant evacuations of people and/or transfer of property to higher elevations.
  - Record Flooding: Flooding which equals or exceeds the highest stage or discharge at a given site during the period of record keeping.
- **Flood Warning**
  - Issued along larger streams when there is a serious threat to life or property.

- **Flood Watch**
  - Issued when current and developing hydrometeorological conditions are such that there is a threat of flooding, but the occurrence is neither certain nor imminent.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Federal Government has adopted the National Incident Management System (NIMS) to manage emergency incidents and disasters from the first responder level to the highest levels of the Federal Government. NIMS is based on the Incident Command System (ICS) and the Unified Command System (UCS) and is flexible and appropriate to all types of incidents. Coordination between different levels of government will take place within the framework of NIMS as adopted by Tangipahoa Parish. Most, if not all Tangipahoa Parish agencies and departments will have roles, responsibilities and internal planning documents related to hurricane preparedness, response, recovery, and mitigation efforts. All involved agencies have established procedures and internal preparedness plans that are used during all phases of disaster response.

## V. APPENDICES

**Evacuation** (*On file in EOC*)

**Evacuation Timeline** (*On File in EOC*)

**State of Louisiana Contraflow Map** (*On File in EOC*)

## Hurricane Annex

### I. PURPOSE AND SCOPE

#### Purpose

The purpose of this Annex is to provide a course of action to be used during a Hurricane event to minimize the potential for injury, loss of life and property damage that can result during a Hurricane. It outlines the organization, responsibilities, and coordination efforts of the Tangipahoa Parish Office of Homeland Security and Emergency Management and all Tangipahoa Parish agencies or departments.

### II. SITUATION AND ASSUMPTIONS

#### Situation/Assumptions

- Hurricanes are the single biggest threat to all of south Louisiana. With any single hurricane having the potential to devastate multiple parishes during a single event, the risk of a tropical cyclone has the probability of impacting anywhere within the planning area for Tangipahoa parish.
- Hurricanes are a large natural hazard that occur regularly within Tangipahoa Parish.
- The annual chance for a hurricane to affect the parish and municipalities is an estimated 84%.
- The State of Louisiana H-hour timeline is set by GOHSEP and is an estimate of how many hours until tropical storm force winds reach the Louisiana Coast based on the current forward movement of the storm. Once the H-hour is established, it will only be modified if the timeline changes by more than 6 hours.
- The State of Louisiana outlines evacuation plans for coastal areas if they are expected to be in the cone of error for a hurricane that is a Category 3 or greater.

**III. DEFINING THE HAZARD**

Tropical cyclones are large-scale, rotating storm systems that originate over tropical or subtropical waters. They are characterized by a low pressure center, strong winds, and a spiral arrangement of thunderstorms that produce heavy rain. Tropical cyclones include hurricanes, tropical storms and tropical depressions.

Major hazards for Tangipahoa Parish from tropical cyclones may include storm surge, wind, tornadoes, inland flooding, excessive rainfall, and rip currents. Impacts of these hazards vary greatly depending on the size of the storm.

Although hurricane-force winds can cause significant damage to coastal communities, it is important to remember that storm surge inundation is the deadliest threat associated with hurricanes. Other life-safety hazards, such as inland flooding and tornadoes, may continue to occur as a storm moves inland and the hurricane is downgraded to a tropical storm or tropical depression.

Even though response and recovery requirements differ for each incident, the strategies contained in this document may be used to respond to any tropical cyclone. The three types of tropical cyclone are designated by sustained wind speed.

**Tangipahoa Parish Hurricane Potential Hazardous Impacts**

**Wind Impact**

The following table lists each type of tropical cyclone with one-minute average maximum sustained wind speed in miles per hour (mph), knots (kt), and kilometers (km/h).

Type	Wind Speed		
<b>Hurricane</b>	74 mph or higher	64 kt or higher	119 km/h or higher
<b>Tropical Storm</b>	39 mph to 73 mph	34 kt to 63 kt	63km/h to 118 km/h
<b>Tropical Depression</b>	38 mph or less	33 kt or less	62 km/h or less

The table below lists categories along the Saffir-Simpson Hurricane Wind Scale and provides a damage estimate for each.

Category	Speed	Damage Estimate
1	75 – 95 mph	Very dangerous winds that produce some damage. Well-constructed frame homes could have damage to roof, shingles, vinyl siding and gutters. Large tree branches snap and shallow-rooted trees may be toppled. Extensive damage to power lines and poles may result in power outages that could last a few to several days.
2	96 – 110 mph	Extremely dangerous winds cause extensive damage. Well-constructed frame homes could sustain major roof and siding damage. Many shallowly rooted trees may be snapped or uprooted and block numerous roads. Near total power loss is expected, with outages that could last from several days to weeks.
3	111 – 129 mph	Devastating damage occurs. Well-built framed homes may incur major damage or removal of roof decking and gable ends. Many trees may be snapped or uprooted, blocking numerous roads. Electricity and water may be unavailable for several days to weeks after the storm passes.
4	130 – 156 mph	Catastrophic damage occurs. Well-built framed homes can sustain severe damage with loss of most of the roof structure and/or some exterior walls. Most trees are snapped or uprooted and power poles downed. Fallen trees and power poles are isolates to residential areas. Power outages may last weeks to possibly months. Most of the area may be uninhabitable for weeks or months.
5	157 mph or higher	Catastrophic damage occurs. A high percentage of framed homes may be destroyed, with total roof failure and wall collapse. Fallen trees and power poles may isolate residential areas. Power outages could last for weeks to possibly months. Most of the areas are uninhabitable for weeks or months.

- High winds can directly impact structures in three ways: wind forces, flying debris, and pressure. By itself, the force of the wind can knock over trees, break tree limbs, and destroy loose items, such as television antennas and power lines.
- As winds increase, so does the pressure against stationary objects. Pressure against a wall rises with the square of the wind speed. For some structures, this force is enough to cause failure. The potential for damage to structures is increased when debris breaks the building “envelope” and allows the wind pressure to impact all surfaces.



## Tornadoes

- In addition to water and wind impacts, tropical cyclones may also spawn tornadoes capable of inflicting significant damage. Most hurricanes that make landfall generate at least one tornado, usually in the storm's front-right quadrant or in its rain bands.

## Inland Flooding

- Flooding from heavy rainfall creates another significant threat to life, safety and property even in places far from the coast. Preventable drowning deaths make up a significant portion of hurricane-related fatalities. Flash flooding of creeks and streams can quickly cause unexpected life-threatening conditions to occur.

## Power Outages

- Power outages are likely to occur throughout the impacted area as tropical storms and hurricanes make landfall. High winds, flooding, and falling debris may lead to outages in a variety of ways. Some scenarios may include: falling trees on power lines, lines making contact with one another or with tree limbs, and electric poles or other infrastructure sustaining serious damage. Extended periods of no power may lead to death caused by heat exposure, lack of medical devices, and possible generator misuse, leading to electrocution or carbon monoxide poisoning.

The above impacts are not all inclusive, as each storm is unique. Tangipahoa Parish planning efforts to keep emergency operations running and residents' safety remains the top priority

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Federal Government has adopted the National Incident Management System (NIMS) to manage emergency incidents and disasters from the first responder level to the highest levels of the Federal Government. NIMS is based on the Incident Command System (ICS) and the Unified Command System (UCS) and is flexible and appropriate to all types of incidents. Coordination between different levels of government will take place within the framework of NIMS as adopted by Tangipahoa Parish. Most, if not all Tangipahoa Parish agencies and departments will have roles, responsibilities and internal planning documents related to hurricane preparedness, response, recovery, and mitigation efforts. All involved agencies have established procedures and internal preparedness plans that are used during all phases of disaster response.

## V. APPENDICES

**Evacuation** *(On file in EOC)*

**Evacuation Timeline** *(On File in EOC)*

**State of Louisiana Contraflow Map** *(On File in EOC)*

**H-Hour Timeline** *(On File in EOC)*

## Infectious Disease/Pandemic Annex

### I. PURPOSE AND SCOPE

#### Purpose

This annex provides general guidance to Tangipahoa Parish Government Departments, Municipal Governments located in Tangipahoa Parish, and other stakeholders with duties and responsibilities during an emergency response specific to a pandemic or epidemic.

In preparation for, during or following an infectious disease event, Tangipahoa Parish Departments, local municipal departments, and other stakeholders will work in close coordination to limit illness and mortalities, preserve continuity of essential government functions, minimize economic loss, and minimize social disruption within communities.

### II. SITUATION AND ASSUMPTIONS

#### Situation

Tangipahoa Parish is subject to a number of hazards to include natural and manufactured. Cold weather-related incidents in the state and parish requires a coordinated response since the parish has multiple State highways that under normal circumstances would be the responsibility of the Louisiana Department of Transportation and Development (DOTD) to maintain. However, a large winter weather event such as long term icing of roads could prove to overwhelm any single agency and exhaust available resources beyond that agency's capabilities resulting in the need to use parish resources.

#### Mission

Tangipahoa Parish Government's mission during a Cold Weather related incident is to ensure local at-risk residents are provided shelter from the effects of cold weather when outside temperatures pose an immediate danger to the life and health of unsheltered people in the Parish.

Additionally, Tangipahoa Parish Government must maintain local roadways and other critical infrastructures that pose a hazardous condition within the Parish in a timely manner to protect life and property damage. This mission/task is achieved by providing guidance and establishing protocols for Parish departments, community partners and other stakeholders as well as coordinating the use of public and private resources during the emergency response. This document provides criteria which will:

- Initiate the Tangipahoa Parish Freeze / Inclement Weather Plan for at risk personnel without an adequate warming facility during defined weather conditions.



- Outline response & operational protocols for Tangipahoa Parish Government, The American Red Cross, Faith-Based Organizations and any other stakeholder when executing the warming shelter plan.
- Enable Parish, Municipalities, Churches and Private facilities, designated by the Director of OHSEM or their designee, to act as temporary warming shelters when the plan is in effect.
- Establish protocols and guidelines for a coordinated combined emergency response between Louisiana DOTD, Tangipahoa Parish Government and other stakeholders within the Parish.

### III. CONCEPT OF OPERATIONS

#### General

- Tangipahoa Parish Government will, to the maximum extent possible, provide initial emergency management (response) before, during and after a Pandemic Outbreak. The Parish President has the authority to declare a “State of Emergency” and to terminate it. “State of Emergency” is the authority for exercising the pre-delegated emergency authority. The Parish can request needed assistance by executing mutual-aid agreements with the American Red Cross, other volunteer groups, the private sector, neighboring parishes and the Louisiana Governor’s Office of Homeland Security and Emergency Preparedness (GOHSEP). GOHSEP will coordinate requests for additional assistance beyond its capabilities, including a request to the Federal Emergency Management Agency (FEMA) for a Presidential Declaration of an emergency or major disaster to allow for supplemental federal financial and technical assistance. Typically, during a Pandemic Outbreak other areas and regions may be affected as well. This could hinder and limit additional resources due to other commitments to those affected areas.

#### Phases of Management

##### Preparedness

- Preparedness activities serve to develop the response capabilities needed during an event, designing public-information programs and providing warning systems.

##### Response

- Emergency services are provided during the response phase. These activities help reduce casualties, damage, and speed recovery. Response activities include warning, evacuation, rescue, and similar operations addressed in this plan.

##### Recovery

- Recovery includes both short-term and long-term activities. Short-term operations seek to restore critical services to the community and provide basic public needs. Long-term recovery focuses on restoring the community to normal or improved state of affairs. The recovery period is also an opportune time to institute mitigation measures, particularly those related to the recent emergency.
- The Parish President will issue an order terminating a State of Emergency when emergency conditions no longer exist.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### General

Most departments/agencies of government have emergency functions in addition to normal, day-to-day duties. Emergency functions usually parallel or complement normal functions. Each department/agency is responsible for developing and maintaining emergency management procedures within their departments/agencies, these procedures will compliment Tangipahoa Parish's overall emergency management response.

Tangipahoa Parish Pandemic Emergency planning group has identified departments and personnel of local government agencies that have essential functions that will be required to ensure parish government continues to operate and support its citizens before, during and after a pandemic outbreak. Some departments may have overlapping duties and responsibilities to remedy Human Capital shortages to meet the need of the public.

### Assignment of Responsibilities

The following are the assignments of primary emergency functions to departments in Tangipahoa Parish as well as to any other concerned organizations necessary to carry out this emergency response to a Pandemic Outbreak.

### Parish President / Chief Administration Officer

- Initiating the execution of this Pandemic Plan and the Continuity of Operations Plan.
- Declaring and terminating a State of Emergency.
- Retaining overall control of all emergency decision during a declared declaration.
- Providing leadership throughout emergency crisis.
- Providing guidance for continuity of operations for parish government.
- Utilize administrative staff as needed.

### Parish Office of Homeland Security and Emergency Management (OHSEM)

- EOC functioning
- Communications
- Emergency public information
- Warning system implementation
- Military and other outside assistance coordination



- Emergency control and use of resources
- Training and education
- Rumor control
- Damage assessment
- Comprehensive emergency planning
- Coordination with organizations that provide service during an emergency.
- Serve as liaison to the governor's office of homeland security and the federal government.
- Provide information prior to an outbreak and continually during an outbreak to key departments to ensure timely responses and reaction to trigger points regarding to pandemic outbreak.
- Support nonprofit organizations in their emergency responses to a pandemic event when possible.
- Implement this operating plan, share reports horizontally, vertically, and ensure collaboration with community parish partners and participating agencies.
- Develop strategic points, convey and coordinate public outreaches to Tangipahoa Parish Government, Municipal Government and citizens through all available media resources.

### **Law Enforcement agencies shall be responsible for:**

- Maintaining law and order
- Controlling traffic
- Protecting vital installations and critical facilities
- Controlling and limiting access to the critical/key area
- Supplementing communications
- Integrating national guard support to law enforcement
- A significant decrease in the law enforcement and emergency response workforce will over-task available staff
- Secondary effects such as public demonstrations, looting, and civil unrest during a pandemic event or a concurrent disaster may lead to an increased need for law enforcement.
- Some law enforcement activities that may occur outside of normal duties may include situations of quarantine and/or isolation enforcement and support at sites of distribution of vaccinations and medications.
- Request for additional support for local law enforcement agencies when needed.

### **Parish Fire District #2 Administrator shall be responsible for:**

- Serving as fire representative between parish government and fire districts.
- Coordinate Fire Districts resource request.
- Maintain constant information flow to all Tangipahoa Parish Fire Districts.

## Fire Districts Shall:

- Provide fire protection and the combating of fires
- Perform decontamination of hazardous material to the level of their expertise
- Assist with damage assessment and reporting of pandemic cases.
- Enforce necessary fire codes. (Fire Districts not having such capabilities will continue to rely on the State Fire Marshall's Office for the enforcement of those code)

## Parish Finance Department shall be responsible for:

- Monitor economic impact of a pandemic at the local levels.
- Maintaining economic stabilization as required.
- Maintaining list of suppliers, vendors and items of critical emergency need (through the Procurement Department).
- Serve as emergency purchasing agent during any declared emergency.
- Review all emergency relate contracts.
- Participate in recording and documenting absenteeism of parish employees.
- Initiate and account for all parish resource requested to state and Federal Emergency Management Agency (FEMA) involving the emergency response to a Pandemic outbreak.
- Submittal of vital information to employees through pay-roll literature.
- Update daily status report of personnel absenteeism.

## Parish Medical Director (Coroner) shall be responsible for:

- Emergency medical care
- Emergency hospital treatment
- Health advisories
- Supplying and using medical and health items
- Inoculations for the prevention of disease and aid in the distribution vaccines
- Sanitation
- Coordinating activities between local and state health providers
- Developing and maintaining a Mass Fatality Plan (MFP)
- Monitor the number of hospital admissions and deaths related to the outbreak through our Designated Regional Coordinator (DRC).

## Parish Facility Management shall:

- Provide support and resources to all critical facilities during a Pandemic outbreak ( Hand Sanitizer, Paper Towel, Signs for Rest Rooms reminding to wash hands)
- Provide building technicians for EOC, Central Office and any other critical facility deemed necessary by parish administration.
- Develop and maintain a plan for building layout to encourage social distancing of parish workers.

## Parish Public Information (PIO) shall,

- Release all public information relating to all emergencies and Pandemic Outbreak.
- Coordinate information flow with the state to ensure factual information is delivered to the local citizens.
- Develop adequate educational materials for dissemination to the parish employees and the public,
- Act as single point of contact for all media and new releases,
- Ensure that capabilities of live broadcast is available from the EOC and remotely.
- Implement process for closure and/or cancellation of public events and other large gatherings as determined necessary by LDH with support from law enforcement as needed.

## Parish Technology Department

- Maintain backup of all data on the parish network
- Backup of server and user data to Cloud for offsite storage
- copy financial data to backup server at EOC for possible accessibility through Virtual Private Networking remotely during the activation of Continuity of Operations Plan (COOP).
- Copying of critical data to portable hard drives for easy access
- Provide technical support to the EOC, Parish Administrative Complex and the Mobile Command Center if applicable.
- Maintain sufficient data processing equipment to support parish government operating 5% of its employees remotely (VPN).
- Ensure servers/ network/internet equipment is functioning.

## Parish Health and Human Services Department shall:

- Keep the healthcare community, Red Cross and other volunteer organizations informed via e-mail of the parish current emergency condition in cooperation with the parish Public Information Officer,
- Work with all volunteer organizations to assure availability of welfare assistance and services to eligible victims of emergencies pertaining to a Pandemic outbreak.
- Develop information to be distributed to all Tangipahoa Parish employees and citizens through public information office.
- Work in conjunction with Louisiana Department of Health regarding vaccination centers.
- Monitor number of confirmed cases of the virus by schools, parish government and municipal government.
- When available, distribute personal protective equipment (PPE) to Parish employees and other emergency support personnel offering emergency assistance in Tangipahoa Parish.
- Support Louisiana Department of Health regarding voluntary, or quarantine measures.

- Support municipal government and Louisiana Department of Health in their response to a pandemic event, including containment of the pandemic when possible.

## Parish Legal Council:

- Assist all department by providing advice on legal issues,
- Draft necessary forms and/or documents needed by various department on legal issues
- Work closely with the Public Information Officers on the release information to the public.

## Tangipahoa Parish Schools

- The educational system will be a primary pandemic communication channel for all health and educational related materials, with the ability to reach Principals, teachers, parents and students through DOE in coordination with LDH.
- Absenteeism will be monitored through a system of “trigger” points, and/or a sentinel system through DOE, and reported to LDH for consultation.
- All school closures and dismissals will be reported by DOE to LDH and GOHSEP.
- The closure of schools and childcare facilities will affect the workforce related to childcare. Any impact upon the workforce will have a corresponding influence on local, regional, and State economic communities.
- Decision points leading to the school closure recommendations will require multi-agency coordination and epidemiological data.
- Schools may be needed during a pandemic for other purposes such as vaccine distribution sites, or even medical triage centers.

## All Other Parish Departments Not Listed

- Develop department emergency operations plan for a Pandemic outbreak.
- Report employee absentee on a daily basis
- Identify department essential function needed to ensure parish government continues to function support the citizens of Tangipahoa Parish.
- Cross train critical essential employees with critical essential functions.
- Ensure adequate personal hygiene supplies are available in the department workspace.

## V. DIRECTION AND CONTROL

- The Tangipahoa Parish Pandemic Plan:
  - Is the official operations source for Tangipahoa Parish governing a response related to administrative and operational tasks when responding to a Pandemic outbreak.
  - Has legal standing by virtue of the letter of implementation signed by the Parish President.
  - has the concurrence of the Louisiana Governor’s Office of Homeland Security and Emergency Preparedness, and by that authority, the concurrence of all other

branches of the State Government that operate under their direction and/or coordination under Public Law 93-288 and Louisiana Homeland Security Emergency Assistance and Disaster Act of 2006.

- All parish departments, agencies and boards of local government are an integral part of this plan.
  - Specifically named departments with specific responses; other departments of parish government may constitute a large reserve of material and manpower resources; at the direction of the Parish President these departments may be requested to perform previously unassigned tasks or may be requested to supplement specifically assigned disaster response roles.
- **Command Responsibility for Specific Action**
    - The Parish President, under the authority provided by the Louisiana Homeland Security Emergency Assistance and Disaster Act of 2006, and the various ordinances enacted by the Tangipahoa Parish Government has the responsibility for identifying and minimizing the effects of the dangers to the Parish. This authority shall include but not be limited to the declaration of an emergency condition within the political jurisdiction.
    - The Emergency Management Director acts as the chief advisor to the Parish President during any declared emergency affecting the people and property of Tangipahoa Parish. Various Parish agencies and departments under the direction of the Tangipahoa Parish President will conduct emergency operations.
    - State and Federal officials will coordinate their operations through the Parish President or his designated representative.
  - **Emergency Operating Center (EOC)**
    - Tangipahoa Parish Government assumes direction and control activities relative to emergency operations from the primary EOC located at 114 N. Laurel St. Amite, LA 70422.
    - Should relocation of direction and control be necessary because of the primary EOC becoming inoperative, the parish will establish an alternate EOC.

## VI. CONTINUITY OF GOVERNMENT

Effective emergency management operations depend upon two important factors to ensure continuity of government from the highest to the lowest level: (1) lines of succession for officials/agency heads/authorized personnel and (2) preservation of records.

### Succession of Command

#### State Government Succession

- Article IV, Section 5(A) of the Constitution of Louisiana rests in the governor, the chief executive power of the State. The governor holds office for four years and can

immediately succeed himself/herself. Article IV, Section 5(J) further establishes the emergency management powers of the governor. Article IV, Section 14 of the Constitution provides for the line of succession to the governor as follows:

- Governor
- Lieutenant Governor
- Secretary of State
- Attorney General
- Treasurer
- Presiding Officer of the Senate
- Presiding Officer of the House of Representatives.

### Local Government Succession

- The Emergency Interim Local Executive Succession Act references government succession on a local level.
- The Tangipahoa Parish Home Rule Charter (3-7-B) provides for an orderly government succession should the Parish President become vacant for any cause. That line of succession is as follows:
  1. Parish President
  2. Parish Chief Administrative Officer

### Relocation of Government

Tangipahoa Parish provides for the relocation of needed elements of government to the Emergency Operating Center in Amite, Louisiana, during times of emergency. If the primary EOC is determined inoperable, isolated and /or unusable the OHSEM director shall issue relocation procedures to another location. It is to be understood that in a server case of a Pandemic Outbreak the health and well-being of the citizens and all responders to the pandemic will be taken into consideration for the relocation of government.

### Preservation of Records

#### State Level

- Each agency/department is responsible for maintaining and recording all legal documents affecting their organization and administration. It is the further responsibility of state officials to ensure that all records are secure and protected from elements of damage or destruction at all times.

#### Local Level

- It is the responsibility of the elected officials to ensure legal documents of both a public and private nature recorded by the designated official (i.e., tax assessor, sheriff's office) be protected and preserved in accordance with applicable state and local laws. Examples include ordinances, resolutions, and minutes of meetings, land deeds, and tax records.

## VII. ADMINISTRATION AND LOGISTICS

### Agreements and Understandings

- Should local government resources prove to be inadequate during emergency operations, the parish will seek assistance from other local jurisdictions, higher levels of government and other agencies in accordance with existing or emergency-negotiated mutual-aid agreements and understandings. Such assistance may take the form of equipment, supplies, personnel, or other available capabilities. Only duly authorized officials shall enter into agreements.

### Emergency Purchasing

- The Parish President has the authority to order any emergency purchases and/or authorize contracts for emergency services.

### Record and Reports

- Responsibility for submitting local government reports to the Louisiana Governor's Office of Homeland Security and Emergency Preparedness rests with the Tangipahoa Parish Emergency Management Director.
- Parish and municipal officials shall provide any requested records relating to their agency to the Parish EOC.
- Department Heads will record and report employee status daily.
- Parish government and municipalities shall provide bookkeeping procedures, maintain records of expenditures and obligations in emergency operations.
- The Parish Office of Homeland Security and Emergency Management will maintain all EOC operations records.

### Environmental Policy

- The State Department of Environmental Quality will assist local, state and federal agencies in the implementation of the National Environmental Policy Act.

## VIII. PLAN DEVELOPMENT, MAINTENANCE, AND EXECUTION

- Tangipahoa Parish Office of Homeland Security and Emergency Management has the overall responsibility for emergency planning, coordination of resources, and direction of disaster operations.
- Directors of supporting agencies have the responsibility for developing and maintaining internal plans, Standard Operating Procedures, Guidelines and Resource Data reporting to ensure prompt and effective disaster response to a Pandemic Outbreak.
- If a plan is to be effective, its procedures must be known and understood by those who are responsible for its implementation. The Director will brief the Parish President, Parish Government Directors and other appropriate officials in emergency management and in the implementation of this plan.



- The Tangipahoa Parish OHSEM Director will maintain and update this plan as required. Parish department directors, municipal officials and other entities as required by law should recommend periodic changes of personnel, available resources and operational planning. The Director will conduct an annual review and revise as necessary. Revisions will be forwarded to those on the distribution list.
- This plan shall be effective upon approval of the Tangipahoa Parish President.
- This Pandemic plan will be executed upon order of the Parish President, Director of OHSEM, or an authorized representative.
- This plan applies to all Tangipahoa Parish boards, commissions, and departments assigned emergency responsibilities and to all elements of local government.
- For training purposes and exercises, the Director may activate this plan as necessary to ensure a readiness posture. This plan should be activated at least once a year in the form of a simulated emergency, regardless of actual events, in order to provide practical controlled operations experience to those who have EOC responsibilities.

## Mass Fatalities Annex

### I. PURPOSE AND SCOPE

#### Purpose

The purpose of this plan is to provide employees of the Tangipahoa Parish Government's Office of Homeland Security and Emergency Management (OHSEM) with a comprehensive plan of action in the event of either a natural or manmade disaster including, but not limited to the following:

- Severe weather events such as hurricanes, tornadoes, etc.
- Manmade events such as explosion, hazardous materials release, plane crash, or criminal activity.
- Any other event that would adversely affect the daily lives of the citizens of Tangipahoa Parish.

This plan shall be placed into operation should the number of deaths arising from any of these disasters exceeds the normal capacities of the Tangipahoa Parish Coroner's Office.

#### Plan of Operations

A mass fatality is defined as an occurrence in which there are more human bodies to be recovered and examined than can be handled by the agency.

When a mass fatalities incident occurs, the following action plan shall be implemented by the Tangipahoa Parish Coroner's Office. This action plan will be in direct coordination with OHSEM.

#### Incident Management

Upon learning of a mass fatalities incident, the Incident Command System (ICS) shall be put into effect. An Incident Commander (IC) shall be appointed and all responding agencies shall report to the IC. By adhering to the ICS, agencies will ensure that the incident is effectively and efficiently managed.

The OHSEM shall be activated and fully staffed during any incident resulting in fatalities.

## II. SITUATION AND ASSUMPTIONS

### Situation

- The Tangipahoa Parish Sheriff's Office shall have the initial jurisdiction in response to investigation of any incident involving mass fatalities.
- The Tangipahoa Parish Sheriff's Office and/or Fire Department shall provide an organized Search and Rescue (SAR) Team depending on the type of incident.
- The scene will be evaluated for safety hazards and identify any possible chemical, biological, radiological or nuclear hazards.
- An evaluation team from the Tangipahoa Parish Coroner's Office will respond to the site of the incident to coordinate actions with other responding agencies and to evaluate the following:
  - Number of fatalities.
  - Condition of bodies.
  - Level of difficulty in recovery types and numbers of personnel and equipment needed.
  - Accessibility of the incident scene.
- The Tangipahoa Parish Coroner's Office will manage the assignment of autopsy of any remains and transport to a medical facility.
- The magnitude of this incident will determine if temporary facilities are necessary. This is at the discretion of the Coroner.
- Tangipahoa Parish OHSEM Director or Deputy Director shall be briefed at regular intervals.

### Assumptions

- The Tangipahoa Parish OHSEM shall be activated and fully staffed during any incident resulting in mass fatalities.
- Coordination with mortuary services will be available.
- All agencies involved with recovery operations have existing mutual aid agreements to supplement their efforts in preparation for a long-term event.
- State agencies are expected to assist local efforts after local resources are deemed insufficient.
- Any unmet needs of this jurisdiction may be resolved through terms established with support parish and OHSEM.

## III. CONCEPT OF OPERATIONS

Any mass fatality incident that would take place within the boundaries of Tangipahoa Parish would require coordination and cooperation of many agencies at several different levels of government.

The Coroner through the Emergency Operations Center (EOC) shall direct the overall coordination of a mass casualty incident, however, there are several incident command posts

within the perimeter of any incident. All responding agencies will provide 24-hour coverage for their respective duties in the parish.

During any major response, OHSEM staff shall be activated. All necessary parties shall be represented in the Emergency Operations Center.

## By Phases of Emergency Management

### Mitigation

- Mitigation efforts consist of designation of temporary morgue sites, development of mutual aid agreements with surrounding parishes and other entities able to provide assistance. It is also necessary to preplan and to provide for specialized training and equipment for the Coroner's Office.

### Preparedness

- Tangipahoa Parish OHSEM have written and maintained plans to respond to any incident that may have occurred within its jurisdiction.
- The Sheriff's Office shall maintain auxiliary personnel to assist its primary force as needed in a mass casualty incident.
- The Fire Departments shall maintain a mutual aid response plan to assist all departments when individual department resources are exceeded.
- Emergency Medical Technicians (EMT) are trained on a regular basis in rescue techniques by the responsible controlling organization or agency.
- The Coroner's Office shall coordinate its plans on an annual basis with providers to use private mortuary facilities.
- The Public Information Officer (PIO) shall maintain a working relationship with all members of the media to ensure that all emergency operations procedures for information dissemination are followed.
- All other agencies given responsibility in this plan, in coordination with the OHSEM, are responsible for maintenance of their respective annexes or appendices.

### Response

- OHSEM staff shall be activated, and the Director or Deputy Director should initiate communications to the Coroner's Office.
- All Operations will be coordinated through the EOC.
- The Tangipahoa Parish Coroner's Office shall assume the responsibility for the collection, identification, storage and dispatch of human remains.
- Law Enforcement agencies shall provide scene security as needed and/or requested by the Coroner's Office on-scene supervisor.
- Law Enforcement agencies shall provide traffic control during mass fatality operations. Operation considerations may include any or all of the following:



- Road expansion as needed.
- Entry control for outbound routes.
- Perimeters for inbound routes.
- Assistance to maintain traffic flow as needed.
- Law Enforcement Agencies shall provide crowd control and security in temporary mortuary sites and family reception centers.
- Notification of next of kin for all injured or missing victims: The Law Enforcement representative assigned to the EOC shall keep a log containing all next of kin notifications.
- Fire Services shall support the rescue operations and hazardous materials incidents. They also serve a supplemental Emergency Preparedness role of providing back-up support to the operation of the public warning system and support for radiological protection activities.
- Health and Medical shall support the efforts of the Search and Rescue Teams. Secondly they may support the Coroner in his activities.
- The Red Cross shall distribute any funds secured from voluntary collection programs.
- The Legal Advisor should keep aware of their legal obligations –and also of any special powers granted by law to include mass burial.

## Recovery

- All agencies tasked with the response assignments in reference to a mass fatalities incident shall maintain their assignments until they are ordered to stand down, or life within the affected area can return to pre-emergency normality. All resources from state and federal agencies shall become available in accordance with a governor or presidential disaster declaration.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Parish President

- When notified, reports to the EOC and is in charge of each disaster situation.
- As appropriate, directs implementation of protective actions for public safety.
- If necessary, directs EOC staff to relocate to alternate EOC to continue operations.
- As appropriate, terminates response operations and releases personnel.

### Tangipahoa Parish OHSEM Director

- When notified, reports to the EOC.
- Immediately notifies the Parish President of significant emergency situations that could affect the parish.
- Manages the EOC during emergencies.
- Responsible for identifying an Incident Commander, establishing a Command Post, and assigning appropriate personnel to the Incident Command Staff if any or all is applicable.



- When directed by the Parish President or when circumstances dictate, directs the EOC staff to contact all tasked organizations, and inform them of the situation and direct them to take the actions appropriate for the situation.
- Activates the EOC when situations warrant or when directed to do so by the Parish President.
- Advising and briefing the Parish President, GOHSEP Regional Coordinator and other key members of the emergency response organization on the emergency situation.
- Recommending to the Parish President actions to protect the public from the life-threatening consequences associated with the emergency situation.
- When directed by the Parish President or when conditions warrant such action relocating staff to alternate EOC in order to continue response operations.
- When directed by the Parish President terminating operations and de-activating the EOC.

## Sheriff's Office

- When notified, reports to the EOC.
- Notifies the EOC of the situation if the original notification did not come from the EOC.
- Responsible for sending a Senior Representative (Law Enforcement Officer) to the EOC, when the EOC has been activated during an emergency.
- Manages law enforcement resources and directs law enforcement operations.

## Coroner's Office

- When notified, reports to the EOC.
- Immediately notifies the Parish President of significant emergency situations that could affect the parish.
- Manages the EOC during emergencies.
- Responsible for identifying an Incident Commander, establishing a Command Post, and assigning appropriate personnel to the Incident Command Staff if any or all is applicable.
- When directed by the Parish President or when circumstances dictate, directs the EOC staff to contact all tasked organizations, and inform them of the situation and direct them to take the actions appropriate for the situation.
- Activates the EOC when situations warrant or when directed to do so by the Parish President.
- Advising and briefing the Parish President, GOHSEP Regional Coordinator and other key members of the emergency response organization on the emergency situation.
- Recommending to the Parish President actions to protect the public from the life-threatening consequences associated with the emergency situation.
- When directed by the Parish President or when conditions warrant such action relocating staff to alternate EOC in order to continue response operations.
- When directed by the Parish President terminating operations and de-activating the EOC.



## Search & Rescue Team

- Documenting the location of both survivors and fatalities at the scene as part of the investigation.
- Search and locate fatality victims once all survivors have been located and treated.
- Brief the Coroner on location of fatalities and assist with recovery.

## Louisiana State Police

- When notified, reports to the EOC.
- Responsible for coordinating support to law enforcement services to the Parish.

## Purchasing/Finance Departments

- Handles all procurement requests initiated by response organizations.
- Coordinates implementation of resource management activities with Parish tasked organizations.
- Records all purchases and expenditures for reimbursement.

## V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Mass Fatalities function is the responsibility of the Tangipahoa Parish Coroner who has overall authority. OHSEM will provide coordination for activities and resources.

## VI. LINES OF SUCCESSION

Lines of succession to each department head are according to the standard operating guidelines established by each department.

## VII. ADMINISTRATION AND LOGISTICS

- Coordination among local multi-agency upper administrators is vital to these operations. A location will be selected, and a Unified Command will be established. An on-scene Command Post, provided by a local agency, will be set up for the Incident Commander. It will function for as long as needed.
- All necessary records and reports will be maintained on each incident.
- Parish will work in collaboration with all State and Federal Partners as needed.

## VIII. PLAN DEVELOPMENT AND MAINTENANCE

- The OHSEM Director is responsible for maintaining and updating this annex. The Director will develop, coordinate, and maintain Standard Operating guidelines and any Mutual Aid Agreements to support Consequence Management parts of this plan.

## Severe Weather Annex

### I. PURPOSE AND SCOPE

#### Purpose

The purpose of this annex is to provide an outline of the coordination and response of Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM) and other Tangipahoa Parish departments and agencies. These departments or agencies may have roles and responsibilities before, during, and after a severe weather event in Tangipahoa Parish.

### II. SITUATION AND ASSUMPTIONS

#### Situation/Assumptions

- Inclement weather emergencies may occur at any time of the year in Louisiana.
- Inclement weather episodes may pose serious threats to public health, life safety, property, the environment, and the local economy.
- Major inclement weather episodes may require a multi-jurisdictional response.
- All Tangipahoa Parish departments and agencies should exercise their best efforts to develop and maintain standard operating guidelines for severe weather events.

#### DEFINING THE HAZARD

##### Severe Thunderstorms (High Wind, Hail, Lightning)

The term “thunderstorm” is usually used as a catch-all term for several kinds of storms. Here “thunderstorm” is defined to include any precipitation event in which thunder is heard or lightning is seen. Thunderstorms are often accompanied by heavy rain and strong winds and, depending on conditions, occasionally by hail or snow.

The Storm Prediction Center in conjunction with the National Weather Service (NWS) have the ability to issue advisory messages based on forecasts and observations. The following are the advisory messages that may be issued with definitions of each:

- **Severe Thunderstorm Watch:**
  - Issued to alert people to the possibility of a severe thunderstorm developing in the area. The expected time frame for these storms is three to six hours.
- **Severe Thunderstorm Warning:**
  - Issued when severe thunderstorms are imminent. This warning is highly localized and covers parts of one to several counties (parishes).

A variety of hazards might be produced by thunderstorms, including lightning, hail, tornadoes or waterspouts, flash floods, and high-speed winds called downbursts. Nevertheless, given all of these criteria, the National Oceanic and Atmospheric Administration (NOAA) characterizes a thunderstorm as severe when it produces one or more of the following:

- Hail of 1 inch in diameter or larger
- Wind gusts to 58 mph or greater
- One or more tornadoes

## **Tornadoes**

Tornadoes (also called twisters and cyclones) are rapidly rotating funnels of wind extending between storm clouds and the ground. For their size, tornadoes are the most severe storms, and 70% of the world's reported tornadoes occur within the continental United States, making them one of the most significant hazards Americans face. Tornadoes and waterspouts form during severe weather events, such as thunderstorms and hurricanes, when cold air overrides a layer of warm air, causing the warm air to rise rapidly, which usually occurs in a counterclockwise direction in the northern hemisphere.

The National Weather Service (NWS) has the ability to issue advisory messages based on forecasts and observations. The following are the advisory messages that may be issued with definitions of each:

- **Tornado Watch:**
  - Issued to alert people to the possibility of a tornado developing in the area. A tornado has not been spotted but the conditions are favorable for tornadoes to occur.
- **Tornado Warning:**
  - Issued when a tornado has been spotted or when Doppler radar identifies a distinctive "hook-shaped" area within a thunderstorm line.

Peak tornado activity in Tangipahoa Parish occurs during the spring, as it does in the rest of the United States. Nearly one-third of observed tornadoes in the United States occur during April. About half of those in Louisiana, including many of the strongest, occur between March and June.

## **Flooding**

A flood is the overflow of water onto land that is usually not inundated. Excess precipitation, produced from thunderstorms or hurricanes, is often the major initiating condition for flooding, and Louisiana can have high rainfall totals at any time of day or year. During the cooler months, slow-moving frontal weather systems produce heavy rainfalls, while the summer and autumn seasons produce major precipitation in isolated thunderstorm events (often on warm afternoons) that may lead to localized flooding. During these warmer

seasons, floods are overwhelmingly of the flash flood variety, as opposed to the slower-developing river floods caused by heavy stream flow during the cooler months.

In Tangipahoa Parish, five of the six specific types of flooding are of main concern: riverine, flash, ponding, backwater, urban, and coastal.

- **Riverine flooding** occurs along a river or smaller stream. It is the result of runoff from heavy rainfall or intensive snow or ice melt. The speed with which riverine flood levels rise and fall depends not only on the amount of rainfall, but even more on the capacity of the river itself, as well as the shape and land cover of its drainage basin. The smaller the river, the faster that water levels rise and fall. Thus, the Mississippi River levels rise and fall slowly due to its large capacity. Generally, elongated and intensely developed drainage basins will reach faster peak discharges and faster falls than circular-shaped and forested basins of the same area.
- **Flash flooding** occurs when locally intense precipitation inundates an area in a short amount of time, resulting in local stream flow and drainage capacity being overwhelmed.
- **Ponding** occurs when concave areas (e.g., parking lots, roads, and clay-lined natural low areas) collect water and are unable to drain.
- **Backwater flooding** occurs when water slowly rises from a normally unexpected direction where protection has not been provided. A model example is the flooding that occurred in LaPlace during Hurricane Isaac in 2012. Although the town was protected by a levee on the side facing the Mississippi River, floodwaters from Lake Maurepas and Lake Pontchartrain crept into the community on the side of town opposite the Mississippi River.
- **Urban flooding** is similar to flash flooding but is specific to urbanized areas. It takes place when storm water drainage systems cannot keep pace with heavy precipitation, and water accumulates on the surface. Most urban flooding is caused by slow-moving thunderstorms or torrential rainfall.

Tangipahoa Parish experiences ponding, flash flood, and urban flooding much more frequently and these types of flooding are considered to be a result of storm water from heavy precipitation and thunderstorms.

Based on stream gauge levels and precipitation forecasts, the National Weather Service (NWS) posts flood statements watches and warnings. The NWS issues the following weather statements with regard to floods:

- **Flood Categories**
  - Minor Flooding: Minimal or no property damage, but possibly some public threat.
  - Moderate Flooding: Some inundation of structures and roads near streams. Some evacuations of people and/or transfer of property to higher elevations.



- Major Flooding: Extensive inundation of structures and roads. Significant evacuations of people and/or transfer of property to higher elevations.
- Record Flooding: Flooding which equals or exceeds the highest stage or discharge at a given site during the period of record keeping.
- **Flood Warning**
  - Issued along larger streams when there is a serious threat to life or property.
- **Flood Watch**
  - Issued when current and developing hydrometeorological conditions are such that there is a threat of flooding, but the occurrence is neither certain nor imminent.

### **Extreme Fog or Super Fog**

Super fog is a weather phenomenon caused when smoke and moisture, often released from damp smoldering organic material such as leaves and brush, mixes with cooler, moisture-laden air. Particles from the smoke attach to the water molecules, leading to the production of thicker fog.

This weather phenomenon is to not be mistaken as smog. While super fog is a completely organic occurrence, smog is caused by man-made pollutions, e.g., vehicle emissions, industry dust.

Super fog typically wanders across low terrain when there are light winds and lower visibility to less than ten feet. Super fog has been proven to be exceptionally dangerous when present over highways. In 2023, St. John the Baptist Parish experienced a major chain reaction crash on Interstate 55, just near the Tangipahoa Parish line. The crash involved more than 168 vehicles, resulting in 63 individuals with injuries and 8 fatalities. This incident was a result from a super fog that had formed on the I-55 bridge in Manchac, Louisiana due to intense fog mixed with smoke from nearby marsh fires.

## **III. CONCEPT OF OPERATIONS**

See Base Plan and ESF Annexes.

## **IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

Organization and assignment of responsibilities for all emergency preparedness, response, and recovery activities will be controlled and coordinated in accordance with the Base Plan, and appropriate ESFs.

## **V. LINES OF SUCCESSION**

Lines of succession to each department head are according to the standard operating guidelines established by each department.



## VI. ADMINISTRATION AND LOGISTICS

- Coordination among local multi-agency upper administrators is vital to these operations. A location will be selected, and a Unified Command will be established. An on-scene Command Post, provided by a local agency, will be set up for the Incident Commander. It will function for as long as needed.
- All necessary records and reports will be maintained on each incident.
- Parish will work in collaboration with all State and Federal Partners as needed.

## VII. PLAN DEVELOPMENT AND MAINTENANCE

- The OHSEM Director is responsible for maintaining and updating this annex. The Director will develop, coordinate, and maintain Standard Operating guidelines and any Mutual Aid Agreements to support Consequence Management parts of this plan.
- The Sheriff is responsible for developing, coordinating, and maintaining all terrorism Crisis Management response procedures and Mutual Aid Agreements needed to support this annex.

## Terrorism Annex

### I. PURPOSE AND SCOPE

#### Purpose

This document provides a framework for the coordination of local and outside resources in dealing with a terrorist incident. The Parish authorities will endeavor to control and minimize potential effects on the public while acquiring and preserving the information needed to bring the terrorist(s) to justice. This document provides support to terrorism preparedness, warning and notification, response and recovery operations in Tangipahoa Parish.

### II. SITUATION AND ASSUMPTIONS

#### Situation

- The Federal Bureau of Investigation (FBI) defines terrorism as “the unlawful use of force or violence against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives.”
- The parish and municipalities have a limited number of law enforcement and public safety personnel.
- Times and methods of terrorist attacks, and/or advance knowledge of such attack is not going to be available on a regular basis. When such information is available, it will be disseminated through law enforcement channels.

#### Assumptions

- An act of terrorism may have major consequences that can overwhelm the capabilities of many local, State and/or tribal governments to respond and may seriously challenge existing Federal response capabilities.
- A terrorism event may not immediately be recognized as an act of terrorism.
- There will be multiple agencies involved in a response to a terrorist event, including local, State and Federal resources.
- Protective actions taken by citizens in the risk areas include sheltering in-place, evacuation and possibly quarantine/isolation.
- Biological incidents may not be apparent until widespread symptoms appear and are identified by the hospital or public health system.
- When a terrorist incident such as a bombing takes place, the terrorist(s) may plant secondary explosive or other types of devices to go off when responders arrive at the scene, thus targeting the response personnel themselves. Responders will need to check the scene carefully for secondary devices.



- When a terrorist incident has taken place, there will be a need to triage injured people, rescue distress individuals, recover bodies, reunite families and friends, demolish unsafe structures, remove chemical and biological hazards, and preserve crime scene evidence that will be needed to trace the terrorist(s) and/or construct a chain of evidence.

### III. CONCEPT OF OPERATIONS

Terrorist Incident Management consists of two components, Crisis Management and Consequence Management.

The Crisis Management Component (CRIMCO) will consist of all intelligence and law enforcement activities. As Chief Law Enforcement Office of the Parish, the Sheriff is in charge of CRIMCO activities.

The Consequence Management Component (COMCO) will consist of all Search and Rescue, Firefighting, Evacuation, Shelter, Medical, and other associated activities. The Parish President has the authority for all COMCO activities and may delegate the immediate response to the Director of the Parish Office of Homeland Security and Emergency Management (OHSEM) as appropriate. Such specialized activities as Hazardous Materials response may fall under either component as the situation dictates.

Terrorist incident preparations and operations of the parish will take place within the framework of the Four Phases of Emergency Management; Mitigation, Preparedness, Response, and Recovery, summarizing the terrorist threat analysis and showing how law enforcement and Homeland Security and Emergency Management agencies will work together.

Tangipahoa Parish actively monitors threats and will utilize the National Terrorism Advisory System (NTAS) for the most accurate threat information. The National Terrorism Advisory System (NTAS) is designed to communicate information about terrorist threats by providing timely, detailed information to the American public.



Tangipahoa Parish OHSEM and Public Safety Departments will ensure the public is aware and educated on the Department of Homeland Security “See Something Say Something” Campaign, as well as the LA-SAFE “See Something Send Something” Application. Both campaigns encourage citizens to report suspicious activity to leadership or law enforcement that may warrant further investigation is critical in keeping Tangipahoa Parish citizens and first responders safe. Concerns can be reported to leadership, or self-reported to the Louisiana State Police (LSP) Fusion Center Hotline at: **Fusion Center Hotline Number: 1-800-434-8007**

## By Phases of Emergency Management Mitigation

- The Louisiana Governor’s Office of Emergency Preparedness (GOHSEP), the Louisiana State Police (LSP), and other concerned agencies will coordinate continuing educational programs for government, business, and concerned citizens to enhance awareness.
- Tangipahoa Parish will encourage people in key positions to attend such programs as they are announced. Parish officials will circulate awareness materials to key people and conduct audits and inspections of possible target sites as requested, to heighten awareness.

## Preparedness

- This plan, its implementation, other related directives and documents will be maintained, reviewed, and updated as needed.
- The Parish will maintain such Memorandum of Agreement as are needed for cooperation, coordination and resources support with surrounding parishes organizations and parties.
- The Parish will ensure that the most up to date terrorism concepts are included in the regular emergency preparedness training and exercise schedule.
- The Parish will ensure that procedures exist to direct any advance knowledge of terrorist incidents to law enforcement channels in order that actions may be taken to prevent

the incidents. Such information will be safeguarded to ensure that it is not compromised.

- The Parish will ensure that chains of communication are opened and kept open among Local, Parish, and State law enforcement authorities to ensure that sensitive information is handled expeditiously and securely.
- In cases in which advance information is received by authorities, every effort will be made to preposition public safety personnel, emergency response personnel, and equipment to render effective aid as soon as possible to the event.
- Tangipahoa Parish requires cybersecurity training for all employees yearly.
- In order to be compliant with homeland security grant requirements, Tangipahoa Parish OHSEM submits a Nationwide Cybersecurity Review (NCSR) every year to the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP).

## Response

- If advance warning is received, some response agencies may be able to pre-stage people and equipment to reduce the overall response time.
- All response activities will be conducted according to the Incident Command System (ICS) and National Incident Management System (NIMS).
- When the potential threat or actual impact of the incident is great, the Parish President may declare a State of Emergency and mobilize all Parish resources in response to the threat. If the threat is too great to be handled by Parish resources, the State will be requested to support the operations through Web EOC.
- The Parish will establish an on-scene Incident Command Center for Consequence Management. Law enforcement authorities may establish a Law Enforcement Operations Center (LEOC) for Crisis Management. The two centers may be located together. A Parish representative shall be sent to the LEOC and a Law Enforcement representative shall be sent to the Parish EOC (ESF-13) to ensure that operations are coordinated.

## Recovery

- Recovery, as used in this plan, will mean the return of all operations to normal. Recovery operations will be conducted in accordance with the provisions of the Parish Emergency Operations Plan.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Organization and assignment of responsibilities for all emergency preparedness, response, and recovery activities will be controlled and coordinated in accordance with the Base Plan, and appropriate ESFs.

## V. LINES OF SUCCESSION

Lines of succession to each department head are according to the standard operating guidelines established by each department.

## VI. ADMINISTRATION AND LOGISTICS

- Coordination among local multi-agency upper administrators is vital to these operations. A location will be selected, and a Unified Command will be established. An on-scene Command Post, provided by a local agency, will be set up for the Incident Commander. It will function for as long as needed.
- All necessary records and reports will be maintained on each incident.
- Parish will work in collaboration with all State and Federal Partners as needed.

## VII. PLAN DEVELOPMENT AND MAINTENANCE

- The OHSEM Director is responsible for maintaining and updating this annex. The Director will develop, coordinate, and maintain Standard Operating guidelines and any Mutual Aid Agreements to support Consequence Management parts of this plan.
- The Sheriff is responsible for developing, coordinating, and maintaining all terrorism Crisis Management response procedures and Mutual Aid Agreements needed to support this annex.

## Wildfire Annex

### I. PURPOSE AND SCOPE

#### Purpose

This annex outlines the organization, operations, and coordination efforts of the Tangipahoa Parish agencies and departments who may have roles and responsibilities before, during, or after a wildfire event impacting Tangipahoa Parish.

### II. SITUATION AND ASSUMPTIONS

#### Situation/Assumptions

- Tangipahoa Parish residents may need to be alerted and evacuated without notice.
- Parish residents may require shelter due to evacuation or damage to their home.
- Smoke will be present and may cause visibility issues for residents and first responders of Tangipahoa Parish and other surrounding parishes.
- A wildfire may impact Tangipahoa Parish with little to no warning leading to insufficient emergency notification for parish residents.
- Tangipahoa Parish transportation, communications, power and gas supplies, and water supplies may be impacted or interrupted during a wildfire event.
- Electrical service and communication systems within the parish may be impacted due to downed powerlines or damage to transmitters/antennas.

### III. DEFINING THE HAZARD

A wildfire is combustion in a natural setting, marked by flames or intense heat. Most frequently wildfires are ignited by lightning or unintentionally by humans. Fires set purposefully (but lawfully) are referred to as controlled fires or burns. There are three different types of wildfires.

#### Types of Wildfires

##### Ground Fires

- Burn primarily in the thick layers of organic matter directly on the forest floor and even within the soil. Ground fires destroy root networks, peat, and compact litter. These fires spread extremely slowly and can smolder for months.

##### Surface Fires

- Burn litter and vegetative matter in the underbrush of a forest.

## Crown Fires

- Spread rapidly by wind and move quickly by jumping along the tops of trees. There are two types of crown fires – (a) passive (or dependent) crown fires rely on heat transfer from surface fire, whereas (b) active (or independent) crown fires do not require any heat transfer from below. Active crown fires tend to occur with greater tree density and drier conditions.

The conditions conducive to the occurrence of wildfires are not distributed equally across Louisiana. Although less frequent than in other areas, wildfires may occur in Tangipahoa Parish, Louisiana. Wildfire danger can vary greatly season to season and is exacerbated by dry weather conditions. Factors that increase susceptibility to wildfires are the availability of fuel (e.g., litter and debris), topography (i.e., slope and elevation affect various factors like precipitation, fuel amount, and wind exposure), and specific meteorological conditions (e.g., low rainfall, high temperatures, low relative humidity, and winds). The potential for wildfire is often measured by the Keetch–Byram Drought Index (KBDI), which represents the net effect of evapotranspiration and precipitation in producing cumulative moisture deficiency in the soil. The KBDI tries to measure the amount of precipitation needed to return soil to its full field capacity, with KBDI values ranging from 0 (moist soil) to 800 (severe drought).

Fire Intensity	
Level	Definition
1	Lowest Intensity: Minimal direct wildfire impacts. Location has a minimal chance of being directly impacted by a wildfire.
2	Low Intensity: Small flames usually less than two feet long; small amount of very short-range spotting possible. Fires are easy to suppress.
3	Moderate Intensity: Flames up to eight feet in length; short-range spotting is possible.
4	High Intensity: Large flames up to 30 feet in length; short-range spotting common; medium range spotting possible.
5	Highest Intensity: Very large flames up to 150 feet in length; profuse short-range spotting, frequent long-range spotting; strong fire induced winds.

## IV. NATIONAL WEATHER SERVICE GUIDANCE

Tangipahoa Parish relies on NWS New Orleans/Baton Rouge for wildfire predictions and guidance. Below are the wildfire bulletins that may be issued by the National Weather Service (NWS):

**Fire Weather Watch:** The NWS issues a Fire Weather Watch to alert firefighting agencies, land managers, and the public that coming weather conditions may result in extensive wildland fire occurrence or extreme fire behavior. A watch means critical fire weather conditions are possible within the next 12 to 72 hours. A Fire Weather Watch is one level below a warning, but fire danger is still high.

**Red Flag Warning:** NWS issues a Red Flag Warning to alert firefighting agencies and land managers to critical fire weather patterns that contribute to extreme fire danger or fire behavior. NWS issues a Red Flag Warning when fire conditions are expected to occur within 24 hours. A Red Flag Warning is the highest alert. During these times, the public should use extreme caution, because a simple spark can cause a major wildfire. Note that Red Flag Warning criteria involves multiple factors including relative humidity, sustained winds, moisture values.

**Extreme Fire Behavior:** The NWS issues an Extreme Fire Behavior alert when a wildfire is likely to rage of out of control. The behavior of such fires is often more difficult to predict because they behave erratically, sometimes dangerously. One or more of the following criteria must be met for the NWS to issue this alert:

- Moving fast: High rate of spread.
- Prolific crowning or spotting.
- The presence of fire whirls.
- Strong convection column

National Weather Service (NWS) Warnings/Watches	
<b>Red Flag Warning</b>	Fire conditions are expected to occur within 24 hours. A Red Flag Warning is the highest alert.
<b>Fire Weather Watch</b>	Coming weather conditions may result in extensive wildland fire occurrence or extreme fire behavior. A watch means critical fire weather conditions are possible within the next 12 to 72 hours.
<b>Extreme Fire Behavior</b>	The NWS issues an Extreme Fire Behavior alert when a wildfire is likely to rage of out of control.



## V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The responsibilities of the Tangipahoa Parish Fire Departments and other necessary agencies will be determined at the time of the wildfire emergency.

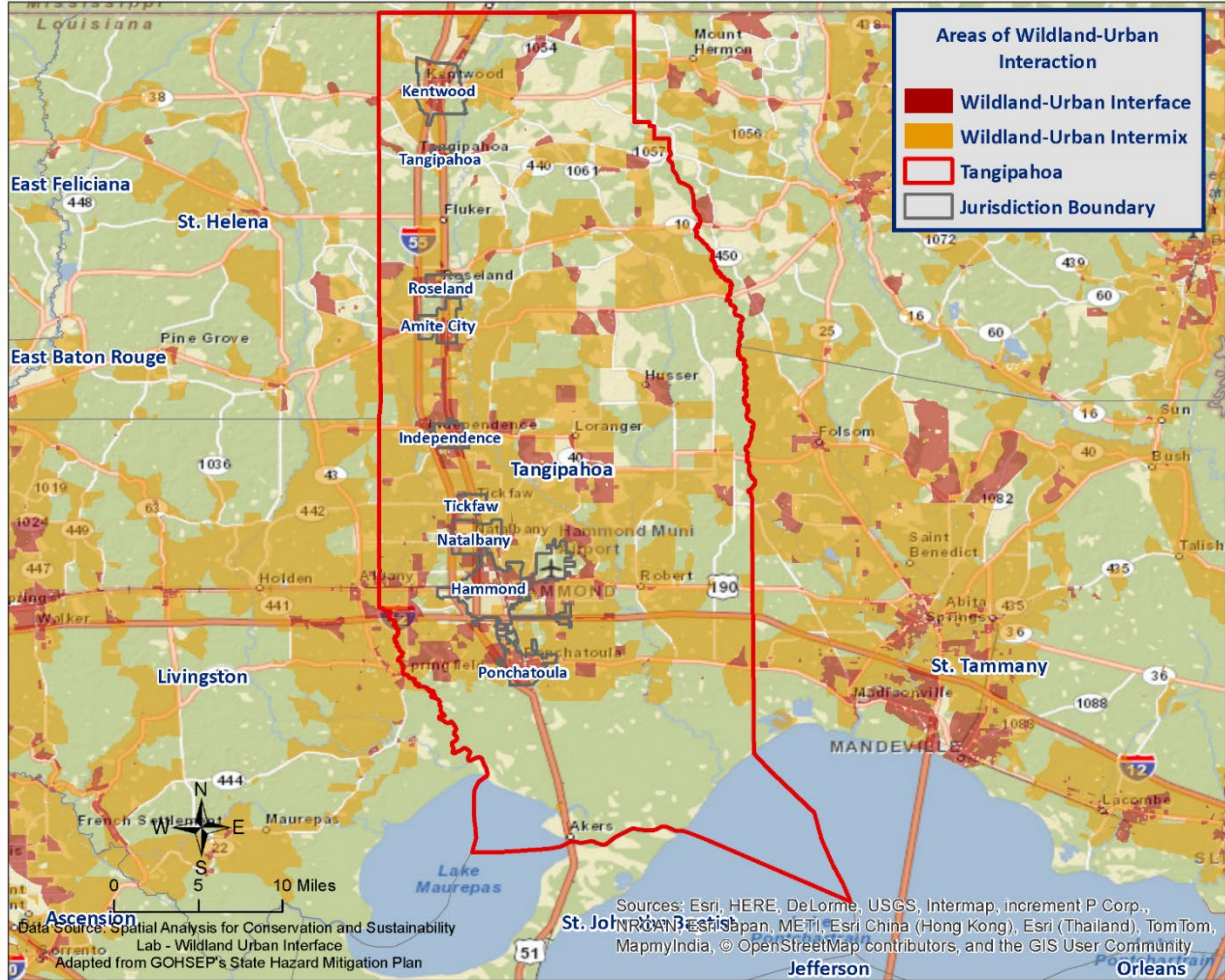
## VI. PLAN DEVELOPMENT AND MAINTENANCE

Tangipahoa Parish Office of Homeland Security and Emergency Management will assume the primary responsibility of coordinating this annex with Tangipahoa Parish departments and will update as necessary.

## VII. APPENDICES

**Areas of Wildland-Urban Interaction Map**

## Wildland-Urban Interaction Map



## Wintry Weather Annex

### I. PURPOSE AND SCOPE

#### Purpose

The primary purpose of this plan is to coordinate an emergency response to cold weather and freezing roadway conditions. This would include the opening of warming shelters to safeguard the lives of vulnerable at-risk individuals by providing temporary shelter during defined weather conditions issued by the National Weather Service (NWS) and responding to hazardous roadway conditions and executing protocols to protect critical infrastructures within the Parish. The threshold for activating this plan is when outside temperature according to the NWS is forecast in Tangipahoa Parish as a hard freeze of 26 degrees Fahrenheit, or below for duration of 2 plus hours. The primary coordination department for this plan is the Office of Homeland Security and Emergency Management (OHSEM) with the assistance of numerous Parish departments and other governmental and non-governmental agencies within the Parish and the State.

### II. SITUATION AND ASSUMPTIONS

#### Situation

Tangipahoa Parish is subject to a number of hazards to include natural and manufactured. Cold weather-related incidents in the state and parish requires a coordinated response since the parish has multiple State highways that under normal circumstances would be the responsibility of the Louisiana Department of Transportation and Development (DOTD) to maintain. However, a large winter weather event such as long term icing of roads could prove to overwhelm any single agency and exhaust available resources beyond that agency's capabilities resulting in the need to use parish resources.

#### Mission

Tangipahoa Parish Government's mission during a Cold Weather related incident is to ensure local at risk residents are provided shelter from the effects of cold weather when outside temperatures pose an immediate danger to the life and health of unsheltered people in the Parish.

Additionally, Tangipahoa Parish Government must maintain local roadways and other critical infrastructures that pose a hazardous condition within the Parish in a timely manner to protect life and property damage. This mission/task is achieved by providing guidance and establishing protocols for Parish departments, community partners and other stakeholders

as well as coordinating the use of public and private resources during the emergency response. This document provides criteria which will:

- Initiate the Tangipahoa Parish Freeze / Inclement Weather Plan for at risk personnel without an adequate warming facility during defined weather conditions.
- Outline response & operational protocols for Tangipahoa Parish Government, The American Red Cross, Faith-Based Organizations and any other stakeholder when executing the warming shelter plan.
- Enable Parish, Municipalities, Churches and Private facilities, designated by the Director of OHSEM or their designee, to act as temporary warming shelters when the plan is in effect.
- Establish protocols and guidelines for a coordinated combined emergency response between Louisiana DOTD, Tangipahoa Parish Government and other stakeholders within the Parish.

### III. CONCEPT OF OPERATIONS

#### Warming Shelter

When the initiating temperature threshold is forecasted by the NWS, the process of implementing this plan will begin with a recommendation from OHSEM to the Parish administration to activate the Plan. OHSEM will have readily available the information needed to support the decision to initiate the Plan i.e.- outside temperature, duration of sustainment of outside temperature below the threshold received from the NWS, shelter locations identified, American Red Cross's ability and time needed to staff the Warming Shelter as well as anticipated times of opening and closing the warming shelters. OHSEM will also provide anticipated roadway conditions forecasted by the NWS. If Parish administration agrees with the determination, the Freeze/Inclement Weather Plan will be initiated. Current conditions forecasted from the NWS and will dictate whether the plan is partially or fully activated.

Official notification from OHSEM will be necessary to initiate the plan. The director of OHSEM, or their designee, will notify the Public Information Office and other parish departments, community partners and other stake holders affected by the initiation of the plan. Notification to all participants will take place as early as possible to provide ample time to coordinate their efforts.

- OHSEM will determine the facility to be used and will maintain a list of other possible facilities that can be used as a warming shelters to include Government facilities, schools, recreation districts, churches, and other private facilities. These facilities will be given to the American Red Cross for survey to determine if they are suitable for use as a shelter.
- American Red Cross will initiate their standard protocol for staffing the warming shelters once notified by the OHSEM. Any deviation from their normal operating standards will be addressed to the OHSEM.

- While the Plan is in effect, if a shelter reaches its capacity, another shelter will open and be staffed by the American Red Cross. If American Red Cross staffing is not possible, The Louisiana Department of Health (LDH) Parish Health Unit will provide trained individuals that will be utilized to staff the shelter. If a shelter is occupied with minimal shelter clients those personnel will be consolidated in other warming shelters or other facility located in the Parish
- While this plan is in effect, OHSEM will ensure security is provided by local law enforcement agencies. This security can be either stationary or roving security.
- While this Plan is in effect, individuals who are under the influence of alcohol or controlled substances not prescribed to the individual will not be allowed into the shelter. Firearms are also prohibited in and around the Warming Shelter. Local Law Enforcement will be notified if an inebriated individual requests entry into the Warming Shelter. All personnel will abide by all facility regulations. While the Plan is in effect, operation of the facility will follow all current American Red Cross sheltering protocols.

### Roadway Conditions:

Tangipahoa Parish Public Works will be required to deploy operational resources capable of mitigating the effects of hazardous roadway conditions in conjunction with the Louisiana Department of Transportation and Development (DOTD). All equipment use and personnel usage will be tracked for possible reimbursements throughout the event. Roadway jurisdictions and responsibilities will be determined and agreed upon during DOTD's Pre-Mobilization Phase and continued throughout the event. A Pre-Event list of Roads and other Critical Infrastructures that typically poses some concerns can be found in Tab B of this Appendix. The critical task will be to maintain equipment and materials readiness and availability during the entire emergency response.

- Clear lines of communication with accurate operational information between OHSEM, Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP), Public Works Department, Municipalities and the DOTD liaison located within the Parish EOC is critical to the success of the overall emergency response.
- Operations will terminate only after all involved parties agree that all mission objectives have been achieved and the threat of hazardous roadways conditions no longer exist within the Parish.

## IV. TERMINATION

- Once weather conditions have improved where the warming shelter is no longer needed OHSEM and the American Red Cross will decide on its closing.
- Immediately after operations, Public Works department will replenish any depleted resources, conduct maintenance on all equipment. Equipment use, man hours worked and any other expenditure during the event will be consolidated in order to be submitted to administration.

- Once the warming shelter is closed and Roadways no longer poses a threat, OHSEM will facilitate an After-Action Review to determine the effectiveness in the execution of the Freeze/Inclement Weather Plan.

## V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Federal Government has adopted the National Incident Management System (NIMS) to manage emergency incidents and disasters from the first responder level to the highest levels of the Federal Government. NIMS is based on the Incident Command System (ICS) and the Unified Command System (UCS) and is flexible and appropriate to all types of incidents. Coordination between different levels of government will take place within the framework of NIMS as adopted by Tangipahoa Parish. Most, if not all Tangipahoa Parish agencies and departments will have roles, responsibilities and internal planning documents related to hurricane preparedness, response, recovery, and mitigation efforts. All involved agencies have established procedures and internal preparedness plans that are used during all phases of disaster response.

## VI. APPENDICES

**Warming Shelter Plan** *(On file with the EOC)*

**Shelter Locations** *(On file with the EOC)*

## Evacuation Annex

### I. PURPOSE AND SCOPE

#### Purpose

This annex provides the guidelines and direction for the orderly and coordinated evacuation of the population of Tangipahoa Parish should the need arise due to enemy attack, natural hazard, or other major incident. Evacuation plans can be adapted to the movement from small, isolated areas up to and including the entire Parish. This annex is to be used in conjunction with other annexes for the protection of the population.

### II. SITUATION AND ASSUMPTIONS

#### Situation

- There are several emergency situations, which might require an evacuation of part of, or all of Tangipahoa Parish. Small-scale, localized evacuations might be needed as a result of a flood, tornado, terrorism, hazardous material spill, or train wreck. Mass evacuation could be required in the event of a hurricane or nuclear attack.

#### Assumptions

- Communication channels will be established to provide the public with timely and accurate information with directions for their response to an emergency. Coordination with the media and a program of pre-disaster education will enable the public to understand and respond to information related to evacuation. The public will act in its own interest and evacuate dangerous areas when advised to do so by local government authorities. If necessary, local authorities will order and carry out a mandatory evacuation.
- During evacuation and re-entry, a small percentage of Parish residents will rely on the Parish for publicly assisted transportation to shelter location(s) for themselves and their animals.
- A percentage of the population requiring parish assistance to evacuate will have special needs which include but are not limited to the following.
  - Elderly
  - Medical Special Needs
  - Residents with pets
  - Sex Offender population
  - Lower income
- During evacuation the Parish will need assistance from the Tangipahoa Parish School Board in providing transportation from the Parish Satellite Collection Points (Lily Pads) to the Parish Pickup Point (PPP).



- Residents who are not signed up for the Critical Transportation Needs Evacuation (CTNE) program may call the Parish 911 dispatch center in need of transportation from the Parish.

### III. CONCEPT OF OPERATIONS

The ultimate responsibility for ordering an evacuation rests with the President of the Parish. The decision will be made after coordination with all public officials within the jurisdiction covered by the incident and the Homeland Security and Emergency Management Director and shall come from the Emergency Operations Center.

Emergencies that require evacuation may differ in type, size, intensity, speed of onset, and duration. Planning considerations will vary according to the specific hazard, but the objective is the same: the orderly movement of people from an endangered area. The number of people to be evacuated, and the time and distance of travel necessary to ensure safety will have to be determined as each emergency is identified. This plan is designed to facilitate the evacuation process regardless of the cause of the evacuation.

Specific issues to be addressed for evacuation are:

- Availability of evacuation routes, their capabilities, and their vulnerability to the hazard
- Type of transportation, and arrangements for those persons unable to supply their own transportation; including those people who are institutionalized or have handicaps.
- Security for evacuated areas
- Support for essential operations and services in the hazard area.
- Preparation of designated shelters for the reception of evacuees
- Reentry into the hazard area
- Dealing with potential impediments for evacuation
- Relocation of essential resources to the reception area

Pre-determined, detailed plans for specific hazards will be used when these emergencies occur. Appropriate annexes and SOPs will be used to coordinate the operation.

- Should a neighboring parish experience a major disaster requiring evacuation of its residents, Tangipahoa Parish might be called upon to act as a reception center for evacuees. Appropriate annexes and SOPs will be used to coordinate this operation.

#### Emergency Action Levels

Emergencies will be dealt with in a sequence described in the Base Plan. Preparations for evacuation will take place when an incident reaches the appropriate action levels.



## By Phases of Emergency Management

### Mitigation

- Identify hazards that could require evacuation.
- Identify potential areas that may require evacuation.
- Discourage development in hazard zones, especially residential development.
- Each year the Parish will review transportation plan to identify any necessary changes within to ensure a timely and orderly evacuation.

### Preparedness

- Identify those segments of the population that may require special consideration during an evacuation (i.e., handicapped, elderly, incarcerated, institutionalized, etc.)
- Plan evacuation routes, taking traffic capacities and road conditions into account.
- Develop an evacuation plan and procedures in conjunction with State plans. Review plans and procedures periodically and during periods of increasing readiness.
- Conduct a continuous public information program using every available communications resource to alert the public to potential hazards and plans for response.
- Coordinate with the media to refine techniques for alerting the public and testing the plan, with special consideration to contingencies for late evening or early morning hours. Develop warning materials for non- English-speaking people if needed.

### Response

- Notify appropriate agencies.
- Activate shelter operations if receiving evacuees. Contact officials (Red Cross, etc.), in the reception area as appropriate.
- Provide traffic and perimeter control to include any road service support groups when needed.
- Evacuate special populations.
- Provide information to the public (rumor control, current conditions, routes, etc.)
- Provide security for hazard areas and continuing operation of essential services when needed.
- The Superintendent of EMS will appoint a Medical Transportation Officer to coordinate the transportation of special medical needs patients during evacuations.
- If needed, the Tangipahoa Parish School Board will provide buses for evacuation from SCPs to the PPP.

### Recovery

- Assess damage in disaster areas.
- Initiate return where possible.
- Conduct traffic control.
- Perform public information activities.



- Establish a Disaster Assistance Center, if appropriate

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

Organization and assignment of responsibilities for all emergency preparedness, response, and recovery activities will be controlled and coordinated in accordance with the Base Plan, and appropriate ESFs. Tangipahoa Parish Government has the primary responsibility of emergency evacuations.

## V. LINES OF SUCCESSION

Lines of succession to each department head are according to the standard operating guidelines established by each department.

## VI. ADMINISTRATION AND LOGISTICS

- Coordination among local multi-agency upper administrators is vital to these operations. A location will be selected, and a Unified Command will be established. An on-scene Command Post, provided by a local agency, will be set up for the Incident Commander. It will function for as long as needed.
- All necessary records and reports will be maintained on each incident.
- Parish will work in collaboration with all State and Federal Partners as needed.

## VII. PLAN DEVELOPMENT AND MAINTENANCE

- The OHSEM Director is responsible for maintaining and updating this annex. The Director will develop, coordinate, and maintain Standard Operating guidelines and any Mutual Aid Agreements to support Consequence Management parts of this plan.
- The Sheriff is responsible for developing, coordinating, and maintaining all terrorism Crisis Management response procedures and Mutual Aid Agreements needed to support this annex.

## VIII. APPENDICES

**Evacuation Procedures** - *(on file in EOC)*

**Evacuation Checklists** – *(on file in EOC)*

## Points of Distribution (PODs) Annex

### I. PURPOSE AND SCOPE

#### Purpose

The purpose of this document is to establish policies and guidelines for requesting and opening Points of Distribution (PODs) within Tangipahoa Parish.

### II. SITUATION AND ASSUMPTIONS

#### Situation/Assumptions

- Tangipahoa Parish could experience disaster conditions that may require POD locations to provide emergency supplies, including, but not limited to: meals ready to eat (MREs), water, ice, and roofing tarps during the recovery stage of a disaster.
- Disaster conditions requiring PODs may be brought on by natural, technological and/or human-caused hazards and/or incidents.

### III. CONCEPT OF OPERATIONS

- The Tangipahoa Parish President, through the Tangipahoa Parish Office of Homeland Security and Emergency Management (OHSEM) Director will request POD sites to be established through the State's Governor's Office of Homeland Security & Emergency Preparedness (GOHSEP).
- Tangipahoa Parish and/or Municipalities will provide facilities or green space for the purpose of establishing a POD location in and around their jurisdictions and enter into a Cooperative Endeavor Agreement (CEA).
- The state will provide the Louisiana National Guard (ESF-16) to maintain and operate the POD location(s).
- The Louisiana National Guard will work with local law enforcement to ensure the safety of all personnel and citizens at POD site and to maintain appropriate traffic control measures at and around all POD sites.
- The Tangipahoa Parish President in consultation with Parish OHSEM Director will determine a time and date for deactivating each POD location.
- All PODs must be closed in order for residents of Tangipahoa Parish to receive Disaster Supplemental Nutrition Assistance Program (DSNAP) benefits.



## PODs Descriptions

There are currently 3 types of PODs provided by FEMA. These POD types are:

- Type III - serves 5,000 people a day.
- Type II - serves 10,000 people a day.
- Type I - serves 20,000 people a day.

Type I, II, and III pods are delivered in 40 ft containers and come with equipment such as forklifts, pallet jacks, cones and safety vests. These also have a dedicated POD manager that will track equipment and supplies.

GOHSEP has added a 4<sup>th</sup> type for remote locations classified as a Type IV. These PODs will serve less than 5,000 people a day. They can serve a population anywhere from 1 to 4,999. These will have no equipment or POD manager provided with them. The commodities will be pulled from Type I, Type II and Type III PODs at Tangipahoa Parish OHSEM's discretion. When commodities are pulled from the larger PODs, the POD Manager at that location will annotate what was taken for the Type IV locations and it will be logged for future re-supply. All of Tangipahoa Parish distribution sites have been identified as Type I, Type II or Type IV PODs and can be found in appendix 1 of this annex.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

### Considerations for Local Government

- The Parish OHSEM Director or designee have the responsibility to make the resource request for POD site(s) on behalf of Tangipahoa Parish to GOHSEP through WebEOC.
- The Tangipahoa Parish President, in conjunction with the OHSEM Director and municipalities will identify locations that meet the required needs of the state to establish a POD site.
- Each year OHSEM shall be responsible for reviewing a list of possible locations for POD sites within the parish in preparations annually.

## V. DIRECTION AND CONTROL

All staging plan activities will be coordinated through the Logistics Section Chief in the EOC. The Logistics Section will be responsible for the operation of every individual staging site during an emergency activation.

## VI. PLAN DEVELOPMENT AND MAINTENANCE

Tangipahoa Parish OHSEM will assume primary responsibility for this annex and its Standard Operational Guidelines. All other agencies will perform their respective functions.



## VII. APPENDICES

Appendix 1: POD Locations

Appendix 2: POD Setup Example



## Appendix 1: POD Locations

### **LEVEL I, II, III Locations**

#### **Amite**

Wal-Mart Supercenter  
1200 W. Oak St  
Amite, LA 70422  
985-748-7707  
30.728403, -90.529425

#### **Hammond**

Wal-Mart Supercenter  
2799 W Thomas St  
Hammond, LA 70404  
985-345-8876  
30.502039, -90.493626

#### **Ponchatoula**

Wal-Mart Supercenter  
1331 US 51 BUS  
Ponchatoula, LA 70454  
30.442795, -90.453316

### **LEVEL IV Locations (formerly known as Hub and Spoke)**

Champ cooper  
42530 la-445  
Ponchatoula, la 70454husser (white's seafood)  
55822 la 445  
Husser, la 70442

Independence City Hall  
473 west rr avenue  
Independence, la 70443

Kentwood High School  
603 9th street



Kentwood, La 70444

Loranger High School  
19404 Hiatt Road  
Loranger, La 70446

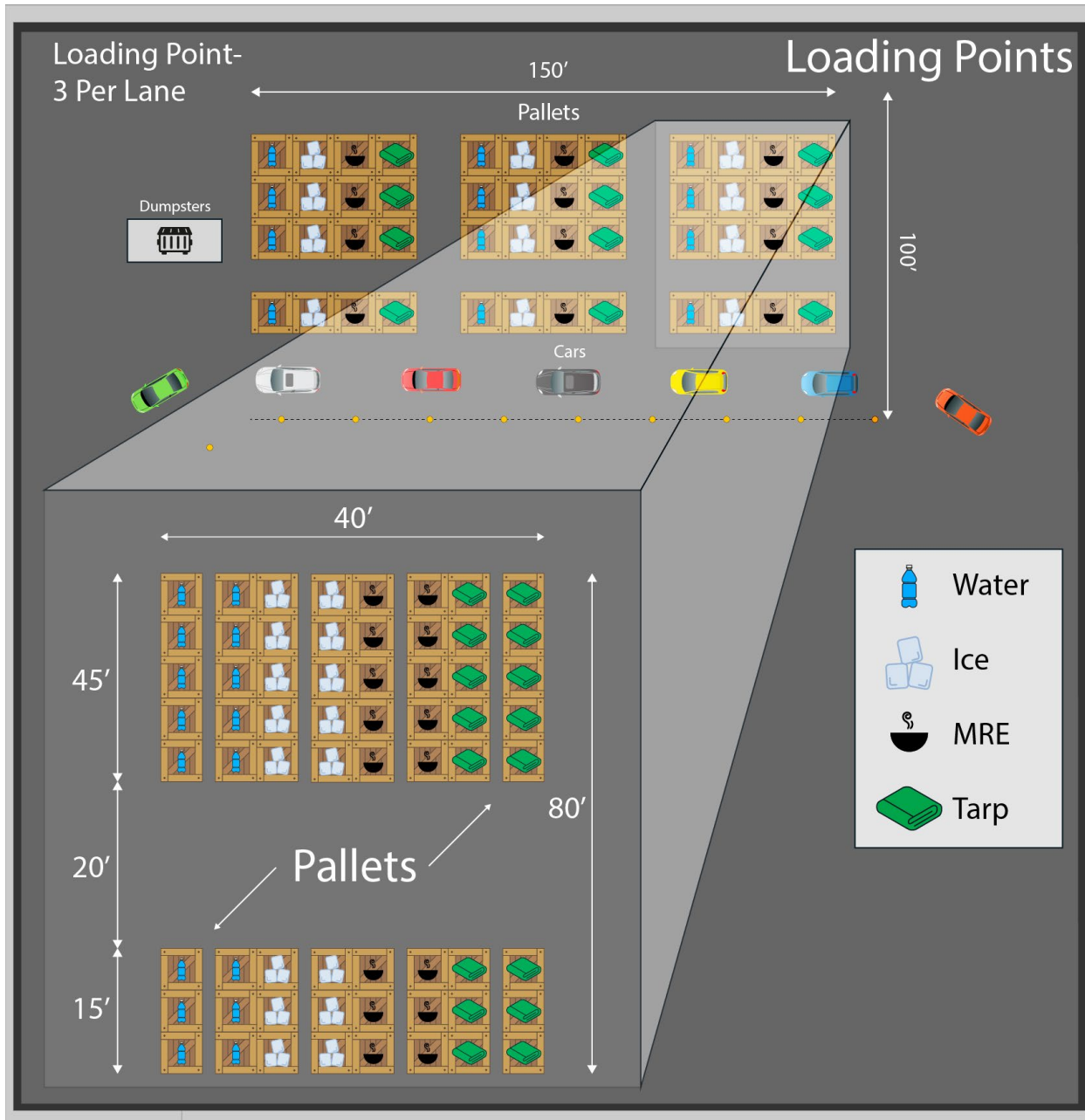
Roseland City Hall  
62438 Commercial Drive  
Roseland, La 70456

Tickfaw City Hall  
50081 Us-51  
Tickfaw, La 70466

Village Of Tangipahoa (Brown's Chapel Church)  
70427 Martin Luther King Drive  
Tangipahoa, La 70465

Wilmer Fire Department  
22115 La-10  
Kentwood, La 70444

## Appendix 2: POD Setup Example



## Post Disaster Assessment

### I. PURPOSE AND SCOPE

#### Purpose

The purpose of this annex is to establish procedures for accurate assessment and reporting of damage to public and private property that are a result from a disaster. These procedures are placed to ensure that the damage is restored to its natural order.

### II. SITUATION AND ASSUMPTIONS

#### Situation/Assumptions

- During the recovery phase of a disaster, the parish will conduct a systematic analysis of the nature of the damage to public and private property which estimates the extent of such damage based upon actual observation and inspection. Damage assessment will be performed on an urgent basis to provide an initial estimate of damage.
- When a disaster occurs of such magnitude that it could result in a Presidential Declaration, a damage assessment of public and private property is required for the parish and all of its political subdivisions to determine the extent of damage. This information will provide a basis for the determination of actions needed, the establishment of priorities, the allocation of local government resources in the disaster area during the early stages of the recovery effort, and what, if any, outside assistance will be required.
- Fast and accurate damage assessment is vital to effective disaster responses.
- Pre-arranged teams of local resource personnel will assess the damage.
- If promptly implemented, this plan can expedite relief and assistance for those adversely affected.

### III. CONCEPT OF OPERATIONS

#### Phases of Emergency Management

##### Mitigation

- Designate a Parish Damage Assessment Officer.
- Develop public awareness programs of building codes, ordinances, and the flood insurance program.



## Preparedness

- Identify resources to support and assist with damage assessment activities.
- Select and train personnel in damage assessment techniques.
- Review procedures for damage reporting.
- List all critical facilities and all parish buildings requiring priority assessment.

## Response

- Activate the damage assessment staff in the parish EOC.
- Assign disaster assessment teams and begin collecting data at onset of the event.
- Document all emergency work performed by local resources, including appropriate photographs.
- Compile damage reports for appropriate agencies.
- Inform officials of hazardous facilities, bridges, roads, etc.
- Report Damage to the State through WEBEOC.

## Recovery

- Continue damage assessment surveys.
- Advise on priority repairs and unsafe structures.
- Monitor restoration activities.
- Prepare documentation for submission to state and federal government.

Review building codes and land use regulations for possible improvements

## IV. DIRECTION AND CONTROL

The Parish Homeland Security and Emergency Management Agency is responsible for developing a damage assessment program. The Damage Assessment Officer is a member of the Parish EOC staff and is responsible for the training of the damage assessment teams.

## V. LINES OF SUCCESSION

Lines of succession to each department head are according to the standard operating guidelines established by each department.

## VI. ADMINISTRATION AND LOGISTICS

- Coordination among local multi-agency upper administrators is vital to these operations. A location will be selected, and a Unified Command will be established. An on-scene Command Post, provided by a local agency, will be set up for the Incident Commander. It will function for as long as needed.
- All necessary records and reports will be maintained on each incident.
- Parish will work in collaboration with all State and Federal Partners as needed.



## VII. PLAN DEVELOPMENT AND MAINTENANCE

- The OHSEM Director is responsible for maintaining and updating this annex. The Director will develop, coordinate, and maintain Standard Operating guidelines and any Mutual Aid Agreements to support Consequence Management parts of this plan.
- The Sheriff is responsible for developing, coordinating, and maintaining all terrorism Crisis Management response procedures and Mutual Aid Agreements needed to support this annex.

## Volunteer and Donations Management Annex

### I. PURPOSE AND SCOPE

#### Purpose

The purpose of this document is to establish guidelines for the parish to provide community donation distribution sites in an emergency situation.

### II. SITUATION AND ASSUMPTIONS

#### Situation/Assumptions

- Tangipahoa Parish could experience disaster conditions that would close local resources such as grocery stores, food banks, pharmacies, etc. due to power outages, damages, or supply chain disruptions. In these circumstances, Tangipahoa Parish may coordinate community donation distribution sites to provide critical necessities such as water, ice, tarps, cleaning supplies, medical supplies, baby supplies, etc. to residents.
- Should a major emergency or disaster occur, donations may be given and delivered to Tangipahoa Parish whether or not they are requested. Public Works in coordination with the Tangipahoa Parish EOC will oversee and provide direction for overall Community Donations Management.
- Donated goods may be offered to local volunteer groups or delivered directly to the Parish Government.
- The problem of unneeded donations can be reduced, but not eliminated, by developing and maintaining a current list of disaster needs, screening donation offers, and providing information to potential donors through the media on current needs and those items and services that are not required. Tangipahoa Parish Government will communicate the needs of those impacted through available messaging channels.

### III. CONCEPT OF OPERATIONS

#### Phases of Emergency Management

##### Mitigation

- Annual parish-wide identification of groups and resources available in the community.

##### Preparedness

- The EOC will assist in identifying and coordinating volunteer organizations that could provide assistance in operating jurisdictions donations management program.



## Response

- Prepare specific sites for donations management facilities and begin assembling needed equipment and supplies.
- Identify and activate staff for donations management operations.
- Coordinate with the State and/or Federal Donations Management Coordinator at the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP), as necessary.

## Recovery

- Determine which donations management facilities/sites will and will not remain activated.
- ESF-15 shall provide regular updates to the media on donations procedures, progress, and the Current Needs List, this includes goods and services that are needed and not needed.
- Continually assess donations management operations and determine when the donations management facilities should close down or be consolidated and when the donations management program can be terminated.
- Keep records of donations received.
- Continue coordination with the Federal and/or State Donations Management Coordinator at GOHSEP, as necessary.

## IV. DIRECTION AND CONTROL

All community resource activities in Tangipahoa Parish will be coordinated through the appropriate parish agency or department as dictated by the incident.

## V. RECORDS AND REPORTS

All records and reports are to be kept on file as required by the public records laws and legislation of the parish, state, and federal governments.

## VI. PLAN DEVELOPMENT AND MAINTENANCE

Tangipahoa Parish OHSEM will assume primary responsibility for this Annex and its SOP's. All other agencies will perform their respective functions.

## Warning Annex

### I. PURPOSE AND SCOPE

#### Purpose

This annex centers on establishing systems to disseminate to appropriate government officials and the general public timely forecasts of all hazards requiring emergency preparedness or response actions.

The most common warnings are those issued for natural disasters, such as flooding, hurricanes, tornadoes, winter storms, high winds, or a combination thereof. Warnings may also be issued for other major incidents as a result of human caused hazards, hazardous materials incidents at a fixed facility or in transit, building or bridge collapse, utility service interruptions, acts of terrorism and conflagration.

### II. SITUATION AND ASSUMPTIONS

#### Situation

- Residents of Tangipahoa Parish are often subjected to severe weather conditions, such as flash flooding, heavy rainfall, hurricanes, and tornadoes, requiring the dissemination of warnings.
- Accidents involving hazardous materials, such as chemical releases, transportation accidents, and train derailments can endanger the public. There is also a potential threat from enemy attack, radiological incidents and terrorism.
- The need to warn the public of impending danger could arise at any time. To reduce loss of lives, adequate and timely warnings must be provided. Appropriate action-oriented information must be supplied.

#### Assumptions

- A warning period will be available for most emergency situations, although the amount of lead-time will vary from hazard to hazard.
- Proper use of this warning period will save lives, reduce injuries, and protect property.

### III. CONCEPT OF OPERATIONS

#### Phases of Emergency Management

#### Mitigation

- Tangipahoa Parish utilizes the TangiAlert Emergency Notification System to alert residents of the parish via phone, text, or email in the event of an emergency.



## Preparedness

- The warning system should be tested on a regular basis.
- New personnel should be trained in the use of the warning system as needed.

## Response

- The Federal Emergency Management Agency (FEMA) has the responsibility for disseminating warnings and warning information to the State of Louisiana over the National Warning System (NAWAS). This information will be received by the (NAWAS) warning point at the Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) Post in Baton Rouge and will be broadcast over the State (NAWAS) network. The state will then relay warning information to the remaining emergency response agencies.
- Warning and status information may also be received from GOHSEP headquarters via telephone, email, FAX, or radio, from the U.S. Weather Bureau via telephone, text, email, or other emergency services such as other law enforcement agencies, weather watchers, fire departments, etc., via telephone or radio.

## Recovery

- The public will be informed using the warning system as to when the crisis has passed.

## IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

- The Communications Officer will supervise all activities in the Communications Center.
- The Homeland Security Emergency Management Director will initiate the warning functions.
- Radio Operators will man their assigned radios and properly transmit and receive messages.
- Rumor Control Monitors will check broadcasts for accuracy.
- Telephone Operators are responsible for properly screening and routing incoming calls.
- Law Enforcement and Fire personnel will provide mobile public address warning capabilities.



## V. DIRECTION AND CONTROL

The warning process will be initiated from the Emergency Operating Center. Once the network is activated, the responsibility for its continued operation belongs to the Homeland Security Emergency Management Director. All warning activities will be coordinated through the EOC staff.

### TangiAlert

- Emergency Notification System to alert residents of the parish via phone, text, or email in the event of an emergency.

### National Warning System (NAWAS)

- NAWAS is a nationwide dedicated telephone warning system. It operates on three levels of government: Federal, State, and Local. When an enemy attack is confirmed by the North American Aerospace Defense Command (NORAD) a warning is disseminated to 2,000 warning points throughout the United States simultaneously.

### National Weather Service (NWS)

- Current weather information and warnings are received through many communication sources which include but are not limited to; weather radio; text messaging, email, etc.

## VI. LINES OF SUCCESSION

Lines of succession to each department head are according to the standard operating guidelines established by each department.

## VII. PLAN DEVELOPMENT AND MAINTENANCE

Tangipahoa Parish OHSEM will assume primary responsibility for this Annex and its SOP's. All other agencies will perform their respective functions.

