

# Comprehensive Emergency Management Plan



**Horry County Emergency Management**  
*June 2016*

*Blank Intentionally*



# OFFICE OF THE COUNTY ADMINISTRATOR

P.O. Box 1236  
Conway, South Carolina 29528-1236

## LETTER OF PROMULGATION

The Horry County Comprehensive Emergency Management Plan (CEMP) is hereby approved and promulgated. This CEMP has been coordinated with the South Carolina Emergency Operations Plan and meets the requirements set forth in the South Carolina State Law, Title 25, Chapter 1, Article 450, paragraph 2, and South Carolina State Regulations, Chapter 58, Article 1, paragraph C-1.

The Horry County Council has adopted, by resolution, the National Incident Management System and its principals for use by all Horry County departments and agencies. This emergency operations plan supports the National Incident Management System (NIMS) which is a nationwide template enabling federal, state, local and tribal governments and private sector and non-governmental organizations to work together effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents regardless of cause, size or complexity. First responders in all organizations are encouraged to implement the training and everyday use of 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. This system is known as the Incident Command System (ICS). ICS is the combination of facilities, equipment, personnel, procedures, and communications operating with a common organizational structure, designed to aid in the management of resources during incidents. ICS is used for all kinds of emergencies and is applicable to small as well as large and complex incidents.

This updated CEMP reflects and establishes the policy of Horry County as it has evolved in concept of all-hazard emergency planning and operations as well as ICS. These procedures are designed to prevent the loss of life, minimize damage to property, and provide immediate assistance to the victims of a disaster, whether from natural hazard, accident or terror.

The Emergency Operations Plan section of the CEMP will be activated and implemented by the County Administrator. In the event the County Administrator is not available, the Horry County Emergency Management Director may order the activation and implementation of this plan.

The Horry County Emergency Management Department is charged with the responsibility of implementing this Comprehensive Emergency Management Plan through coordination with all county departments, agencies, and other involved organizations.

---

County Administrator

---

Date

## APPROVAL AND IMPLEMENTATION

The Horry County Comprehensive Emergency Management Plan for 2016 is intended to provide a complete emergency management guide using existing organizations and lines of authority to allow the county to meet its responsibilities before, during, and after an emergency or disaster occurs.

This publication, dated June 2016, supersedes the Horry County Comprehensive Emergency Management Plan dated June 2015, which should be discarded.

I delegate authority to the following HCEMD personnel to make specific modifications to the plan and without my signature.

1. Director, Randall S Webster;

The Horry County Comprehensive Emergency Management Plan, Section 2 – Response, Emergency Operations Plan has been reviewed and updated in accordance with the provisions of State Regulation 58-101 and the Comprehensive Preparedness Guide (CPG) 101. This plan is effective upon receipt and will be activated and implemented by the County Administrator. In the event the County Administrator is not available, the Horry County Emergency Management Director may order the activation and implementation of this plan.

---

County Administrator

---

Date

## EXECUTIVE SUMMARY

### Introduction

This Comprehensive Emergency Management Plan was written by the Horry County Emergency Management Department and constitutes an important part of a county wide emergency management program. In the past, government action was taken primarily only during a disaster and after a disaster struck. Today, there is a need for a comprehensive emergency management system to be in place at local, state and federal levels of government that deals effectively with emergency situations not only during and after an emergency, but also before one occurs. This CEMP outlines actions to be taken by local government to establish such an approach to emergency management. This plan provides:

- A. Guidance in preparing for, responding to, recovering from, and mitigating emergencies and disasters threatening life or property within Horry County.
- B. A framework that will guide organization response during emergencies or disasters.
- C. A framework of interagency and county-wide cooperation to enhance disaster preparedness, response, recovery and mitigation.

Each department, organization and coordinating agency is to become familiar with the plan to insure efficient and effective execution of emergency responsibilities. Each must also develop and maintain Standard Operating Procedures (SOPs). This is a strategic document that will continue to be evaluated, updated, and refined to meet the county's changing needs.

### Developing a Comprehensive Approach

Dealing with disasters is a continuous and complex job. Through implementation of measures aimed at preparedness, timely and adequate response during an actual occurrence and provision of both short and long-term recovery assistance after the occurrence of a disaster, lives can be saved and property damage minimized. This total ongoing operation is called Comprehensive Emergency Management and it emphasizes the interrelationship of activities, functions, and expertise necessary to deal with disasters. This Comprehensive Emergency Management Plan contains six separate sections that deal with each part of this ongoing operation.

### Comprehensive Emergency Management Plan Organization

The CEMP consists of the following sections:

**SECTION 1** - The Preparedness Section of the CEMP is currently being developed. It will describe critical tasks and activities necessary to build, sustain and improve the operational capability to prevent, protect against, respond to and recover from emergencies/disasters. (TBP)

**SECTION 2** - The Response Section contains the Emergency Operations Plan (EOP) and the Emergency Support Function (ESF) Annexes. The EOP provides the structure and the processes for a national approach to domestic incident management and integrates the efforts of Federal, State, local, tribal, private sector, and non-governmental organizations. The ESF Annexes identifies and describes the critical functions that need to be performed during emergencies and disasters.

**SECTION 3** - The Recovery Section contains the Short-Term Recovery Plan. The Short-Term Recovery plan provides an overview of actions and the implementation of programs needed to help individuals and communities return to a new normal. Detailed recovery functions are addressed in the Recovery Support Function (RSF) Annexes.

**SECTION 4** – The Mitigation Section of the CEMP gives an overview of the critical foundation across the emergency management spectrum from preparedness through response and recovery. Detailed mitigation strategies and programs are addressed in the Mitigation Plan. The Horry County All-Hazards Mitigation Plan is maintained in a separate binder due to its size.

**SECTION 5** – The Continuity of Operations/Continuity of Government Plan provides a framework in which

Horry County, along with its officials, departments, agencies, and other entities, can plan and perform their respective essential functions during a disruption, disaster or national emergency. This plan is maintained in a separate binder due to its size.

**SECTION 6** – The Hazard-specific or function-specific appendices of the CEMP provides plans that are subordinate to the main document. These detailed plans require a unified, specialized response under the CEMP and are used in conjunction with the other sections. Appendices include:

- Appendix 6-1 – Horry County Earthquake Annex
- Appendix 6-2 – Horry County Hurricane Annex
- Appendix 6-3 – Horry County Riverine & Coastal Flood Annex
- Appendix 6-4 – Horry County Tsunami Annex
- Appendix 6-5 – Horry County Communication Annex
- Appendix 6-6 – Horry County Evacuation Annex
- Appendix 6-7 – Horry County Mass Fatality Annex
- Appendix 6-8 – Horry County Operational Areas Annex
- Appendix 6-9 – Horry County Re-entry Annex
- Appendix 6-10 – Horry County Mosquito Borne Virus Annex
- Appendix 6-11 – Horry County Severe Weather/Wildfire Annex
- Appendix 6-12 – Horry County Public Information Plan
- Appendix 6-13 – Horry County Solid Waste Authority Storm Debris Management Plan (separate binder)

### **Management Responsibility during an Emergency**

The Comprehensive Emergency Management Plan assigns responsibility for emergency management to the Horry County Emergency Management Department. Assignments are made within the framework of existing county capabilities and responsibilities and use the existing department's management organization and structure in place. Each county department has developed the management structure and procedures needed to fulfill the responsibilities assigned to it under the Plan. Each county department's responsibilities are outlined in their plans and procedures, which form part of the overall CEMP.

The Horry County Emergency Management Department will be in charge of coordinating activities related to emergency management including the coordination of resources, manpower and services, and the centralized direction of requests for assistance.

The county has the responsibility to assist the local levels of government in the event that they have fully committed their resources and are still unable to cope with any disaster. Similarly, the State of South Carolina is obligated to provide assistance to the county after resources have been utilized and the county is unable to cope with the disaster and requests assistance. The CEMP describes in detail how requests for assistance will be addressed among the various levels of government.

## **Record of Changes**

The Horry County Emergency Management Director ensures that necessary changes and revisions to the plan are prepared, coordinated, published and distributed.

This plan will undergo revision whenever:

- It fails during an emergency.
- Exercises or drills reveal deficiencies or “shortfalls.”
- County government structure changes.
- Community situations change.
- State requirements change.
- Federal requirements change.
- Any other condition occurs that causes conditions to change.

The Emergency Management Department will maintain the plans on the Horry County Emergency Management website and will advise current stake holders, via email, that the plans are available for review.

The "Record of Changes" form is on the following page.

## **Record of Distribution**

In accordance with CPG-101 v2, 3-12, the emergency management department will send an annual notification in June to the Emergency Operations Alert roster. The email contains a link to the updated Emergency Operations Plan and a brief description on the approval and implementation. The email is tracked electronically and the distribution list is updated annually.



## TABLE OF CONTENTS

<b>SECTION: INTRODUCTION</b>	Page Number
Cover, Title Page .....	i
Letter of Promulgation .....	iii
Approval and Implementation .....	iv
Executive Summary .....	v
Record of Changes & Form .....	vii
Record of Distribution .....	vii
Table of Contents .....	ix
 <b>SECTION 1: PREPAREDNESS</b>	
Section 1-1 Training	
Section 1-2 Exercises	
Section 1-3 Public Information & Outreach Plan	
 <b>SECTION 2: RESPONSE</b>	
Section 2-1 Emergency Operations Plan	
Section 2-2 Logistics Plan	
Section 2-3 Logistic Section Emergency Support Functions	
Section 2-3 Operation Section Emergency Support Functions	
 <b>SECTION 3: RECOVERY</b>	
Section 3-1 Short Term Recovery Plan	
Section 3-2 Recovery Support Functions	
 <b>SECTION 4: MITIGATION</b>	
Section 4-1 Horry County All-Hazards Mitigation Plan (maintained in a separate binder due to its size)	
 <b>SECTION 5: CONTINUITY OF OPERATIONS / CONTINUITY OF GOVERNMENT</b>	
Section 5-1 Horry County Continuity of Operations/Continuity of Government Plan (maintained in a separate binder due to its size)	
 <b>SECTION 6: HAZARD/FUNCTION SPECIFIC PLANS</b>	
Appendix 6-1 – Horry County Earthquake Annex	
Appendix 6-2 – Horry County Hurricane Annex	
Appendix 6-3 – Horry County Riverine & Coastal Flood Annex	
Appendix 6-4 – Horry County Tsunami Annex	

Appendix 6-5 – Horry County Communication Annex

Appendix 6-6 – Horry County Evacuation Annex

Appendix 6-7 – Horry County Mass Fatality Annex

Appendix 6-8 – Horry County Operational Areas Annex

Appendix 6-9 – Horry County Re-entry Annex

Appendix 6-10 – Horry County Mosquito Borne Virus Annex

Appendix 6-11 – Severe Weather/Wildfire Annex

Appendix 6-12 – Horry County Public Information Plan

Appendix 6-12 – Horry County Solid Waste Authority Storm Debris Management Plan (maintained in a separate binder due to its size)