

Emergency Operations Plan

Emergency Support Function – 10

Hazardous Materials

I. PURPOSE.

This Emergency Support Function (ESF) Annex describes expected mission execution for the preparedness and response phases and identifies the responsibilities assigned to its members. This Annex is utilized in conjunction with the Emergency Operations Plan which provides an overview of Horry County's approach to emergency operations and the emergency management organization. During a compulsory effort of saving life and property, ESF-10 agencies and representatives will utilize this plan to meet needs of the public and private entities of Horry County.

This Annex will define the role of the hazardous materials agencies/representatives in providing resources related to the protection of the citizens, visitors and their property when Horry County is threatened or impacted by a major or catastrophic incident. This ESF-10 is responsible for providing details of EOC operations pertaining to hazardous materials technical advice and evaluations, hazardous materials scene evacuation procedures, containment and control procedures, fire suppression as it relates to a hazardous materials incident and emergency medical services as it relates to a hazardous materials incident.

II. MISSION.

The Hazardous Material ESF-10 will ensure effective employment of all available local hazardous materials assets and resources that may be used during large-scale emergencies or disasters involving CBRNE/TIC materials.

III. SITUATION AND ASSUMPTION.

Horry County is susceptible to a multitude of natural and man-made disasters. These disasters, depending on their magnitude, have the ability to damage structures and lifelines that will rapidly overwhelm the capacity for Horry County to effectively assess the disaster and response of basic and emergency human needs.

During any type of disaster or large-scale emergency, first responders, hazardous materials technicians and specialist will be faced with a tremendous challenge of overwhelming demands in providing help and assistance to the public. The stress of high emergency call volume with physical and emotional constraints, such as fatigue, sight of death and destruction from CBRNE/TIC incident, extrication and rescue needs and a multitude of injured victims from exposure to a hazardous material, will appear to be an endless battle within the disaster. The activation of ESF-10 provides a signal that a catastrophic disaster has occurred and the operations of the hazardous materials support function will require a well organized, highly educated and specially trained staff to meet the challenges that are ahead.

IV. PARTICIPATING COUNTY DEPARTMENTS AND SUPPORT AGENCIES.

- A. Primary:** Regional COBRA Team(s)

B. Support:

1. Horry County Fire Rescue
2. City of Conway Fire Rescue
3. Town of Loris Fire Department
4. Murrells Inlet/Garden City Fire Rescue
5. Myrtle Beach International Airport Fire Rescue
6. City of Myrtle Beach Fire Rescue
7. City of North Myrtle Fire Rescue
8. Town of Surfside Beach Fire Rescue
9. Technical Representatives (as needed)

V. NATIONAL INCIDENT MANAGEMENT SYSTEM (N.I.M.S.) TRAINING

All personnel operating in an assigned position in the EOC will be trained on principals of the National Incident Management System in accordance with current guidance from the Department of Homeland Security. Refer to the website <http://training.fema.gov/IS/crslist.asp> for more information on all programs. The minimum requirements are as follows:

- A. IS-100.a Introduction to the Incident Command System
- B. IS-200.a ICS for Single Resource and Initial Action Incidents
- C. IS-700.a An Introduction to NIMS
- D. IS-800.b An Introduction to National Response Framework

VI. CONCEPT OF OPERATIONS.

- A. When the EOC is activated, the Emergency Operations Branch Director will confirm that the ESF-10 Coordinator position has been staffed to assist in all large-scale hazardous materials incidents and other special emergency service operations; limited rescue operations; evacuation procedures and assist in other life safety and property conservation operations.
- B. The ESF-10 Coordinator will establish and maintain lines of communication to facilitate coordination of activities and resources with all Horry County EOC ESFs, the South Carolina EOC and other agencies/representatives who may provide assistance during major response operations.
- C. Agencies and representatives assigned to ESF-10 will be alerted according to prescribed Horry County EOC activation EOP.
- D. All ESF-10 personnel will report to their pre-designated locations unless otherwise directed by their supervisor at the time they are notified of the emergency. Pre-designation of duties and responsibilities will facilitate a reduction in response time. Routine operations will be handled by individual hazardous materials services standard procedures.
- E. State and federal support will be called upon as needed with requests channeled through the Horry County EOC to the South Carolina EOC. Horry County EMD or the ESF-10 Coordinator in the EOC will make requests to the state EOC for additional resources through ESF-7 when all local hazardous materials resources have been exhausted.
- F. The ESF-10 Coordinator is responsible for assisting in the coordination effort of all available hazardous material response manpower, equipment and materials available to manage life safety, incident stabilization and property conservation during and after a hazardous materials disaster based on the incident commander's (if established) requests.

- G.** The ESF-10 Coordinator will assist in the development of operational tactics based on the objectives set by the Executive Group.
- H.** Each hazardous materials response agency or representative will maintain authority within its own jurisdiction. However, during a countywide disaster, the EOC ESF-10 Coordinator is responsible for overall synchronization of hazardous materials activities.
- I.** Situation Reports (SITREP)

A Situation Report (SITREP) will be produced for each Operational Period. The initial SITREP will be completed within the first hour after activation. The Situation Analysis Unit Leader will coordinate with Section Liaisons and Branch Directors to receive timely SITREPs to coincide with the EOC briefings and the Executive Group Planning Meetings.

1. Each EOC position will complete their part of the ESF SITREP, providing a comprehensive and accurate report, and turn it into their respective ESF Coordinator for completion by 06:00 and 16:00. The ESF Coordinator will then provide the completed ESF SITREP to the appropriate Branch Director no later than 06:30 and 16:30.
2. The Branch Directors will collaborate and complete their portion of the Section SITREP while coordinating with the Operations Section Liaison. The Operations Section Liaison gives the final Operations Section SITREP to the Situation Analysis Unit Leader at 7:30 and 17:30.
3. The Situation Analysis Unit Leader will generate the EOC SITREP and provide copies to the EOC Manager for approval at 08:30 and 18:30 in preparation of the Executive Group Planning Meetings.
4. Once the SITREP has been reviewed and approved by the EOC Manager or Assistant Manager, the Situation Unit Leader will send the SITREP to the State Emergency Operations Center (SEOC) by 09:00 and 19:00 each operational period.
5. All ESF-10 positions should use the Search and Rescue Situational Report Form (Form# 2.10.1).

J. EOC Action Plan

1. When the EOC is activated the Planning Section, while coordinating with other sections (Operations, Logistics and Finance) will prepare a written action plan. The EOC Action Plan will set forth objectives, based on the Executive Groups recommendations and tasks to be completed during the next operational period.
2. Essential to the development of each operational period action plan are the section and ESF SITREPs. The future operational period objectives are derived from the previous operational period SITREPs.
3. All ESF Coordinators will attend the appropriate action planning meetings, according to the EOC Action Plan and EOC Briefing and Meeting SOP, in support of the EOC Action Planning process.
4. The successful development of the EOC Action Plan will strongly depend on how involved and effective each agency/representative is in the planning process.
5. Review the EOC Action Plan SOP for more details.

M. Information Display and Management

1. During the Horry County EOC activation, all agencies and representatives in ESF-10 will use WebEOC for systematic information sharing and documentation efforts. Reference the WebEOC User's Guide for more information on proper program operation.
2. To maintain documentation redundancy, hardcopy documents for all forms utilized in the perspective ESFs will be located in a file box or binder with each ESF Coordinator.
3. A local list of available hazmat response resources, to include assets and personnel, should be maintained in the EOC.
4. Horry County IT will have all county assets inventoried and is available through ESF-2 in the City Works program.
5. Coordination between hazardous materials response agencies/representatives is necessary to ensure emergency operational readiness. Each department, agency and/or representative responsible for hazardous materials mitigation and providing life safety to the citizens and visitors of the county is strongly encouraged to develop standard operational procedures, instructions and resource listings to support this plan.

N. Evacuation

Evacuations will be coordinated with the EOC to ensure the evacuees are moved to an appropriate shelter and those with special needs receive appropriate transportation in the time of need. The Hazardous Materials ESF-10 will assist in the evacuation process by providing personnel, specialized and technical assistance in the safe removal of special needs population due to the inability to safely evacuate a dangerous and potentially deadly environment. ESF-10 will also provide life safety measures during times of a hazardous materials incident evacuation. Each member of the ESF-10 should review the Emergency Evacuation Plan (Annex 7-12) located in your EOC section file box or on the HCEMD website, <http://www.horrycounty.org/depts/humanserv/epd/index.asp>.

O. Mutual Aid and Augmentation Forces

1. Be aware that a requisition for resources may take as much as 72 hours to arrive from the first call of assistance, based on distance from incident, type of resource, condition of shipping route and contract details and delays.
2. Support may also be requested from the federal government through the SCEOC. These requests should be channeled through the Horry County EOC ESF-7.
3. All explosive material responses **REQUIRE** notification of the jurisdictional fire service and a certified Explosive Ordnance Disposal Unit (SLED, Horry County Police Bomb Squad).
4. The United States Coast Guard (USCG) will be contacted for hazardous material responses that occur in all waterways, rivers, marinas, bays, sounds and ocean.
5. South Carolina Department of Natural Resource will be contacted for hazardous material responses that occur in rivers, waterways, inland marinas, lakes and ponds.
6. South Carolina Department of Health and Environmental Control will be contacted on hazardous material responses that occur on land and water (not including ocean).

P. Damage Assessment

An initial EOC priority is to gather as much intelligence about the extent of damage and the impact on people as soon as possible. All agencies and representatives in ESF-10 will submit an initial damage assessment report to ESF-23 when the situation allows. Information for damage assessments may be provided to or requested from ESF-23 throughout the response and recovery process of the incident or disaster. Utilize the SITREP to document all damage assessment information provided by field personnel.

VII. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES.

A. Primary

Regional COBRA Team

1. Serving in a primary role of the ESF-10, the Regional COBRA representative will function as the ESF-10 Coordinator and has the following responsibilities:
 - a. Exercise overall responsibility for the coordination of ESF-10 activities.
 - b. Serve as the ESF-10 Coordinator in all EOC briefings and meetings.
 - c. Coordinate and complete the ESF-10 SITREP and give to the Planning Section Liaison.
 - d. Coordinates with the Emergency Operations Branch Director.
2. Provide reports from field personnel on damage assessment through window surveys.
3. Maintain a consistent flow of information and communication from ESF-10 to the EOC Emergency Operations Branch Director pertaining to relative activities in field operations and the hazardous materials incident.
4. Verify that a system of redundancy is in place for documentation and information gathering.
5. The local hazardous materials teams and the regional COBRA team will continue to function under their SOP with the actions of the Horry County ESF-10 supporting the teams effort of saving lives and reducing injury.

B. Support

1. County and Municipal Fire Services
 - a. Assign a Hazardous Materials Operations Liaison in the EOC from the county and municipal fire jurisdictions, for constant county and municipal operation coordination efforts with ESF-10 as needed. (This will be for services with hazardous materials response capability.)
 - b. Provide hazmat fire suppression, protection and prevention plan for response within the jurisdiction during a disaster.
 - c. Provide a hazmat response plan for hazmat incidents within the jurisdiction during a disaster.
 - d. Maintain an inventory of current fire service resources and equipment and work closely with ESF-7 to obtain any assets not available within the county and municipality's reserve.
 - e. Coordinate with ESF-7, the recovery and/or replacement of resources used for hazardous materials service operations.
 - f. Maintain a current knowledge of all available assets in the WebEOC Resource Manager that can be used for hazmat service purposes. Work with ESF-7 to obtain any assets outside of your agency.

- g. Maintain communication capabilities with hazardous materials service operational personnel.
 - h. Verify that all Mutual Aid Agreements with Horry County and other local agencies are up-to-date and valid.
2. Other technical services such as USCG, DHEC, USDA, Civil Support Team, DNR, etc.

VIII. ANNEX MAINTENANCE.

The Operations Section Liaison has the responsibility of coordinating, developing and maintaining the Hazardous Materials Annex in association with the Emergency Operations Branch Director and the designated Hazardous Materials ESF Lead Agency. The Hazardous Materials Annex will be updated in conjunction with the EOP as stated in Section 6, Plan Development and Maintenance.

Emergency Support Function (ESF-10) Hazardous Materials

General ESF Actions

Horry County Emergency Management takes a comprehensive approach to emergency planning; therefore, ESF actions for recovery and mitigation are included in those specific plans.

Primary: Regional COBRA Team

Support:

- Horry County Fire Rescue
- City of Conway Fire Rescue
- Town of Loris Fire Department
- Murrells Inlet/Garden City Fire Rescue
- Myrtle Beach International Airport Fire Rescue
- City of Myrtle Beach Fire Rescue
- City of North Myrtle Beach Fire Rescue
- Town of Surfside Beach Fire Rescue
- Technical Representatives (as needed)

***Please refer to the EOP, IV, B, 8 for general preparedness and response actions.**

Preparedness

- Assist with the coordination, development and maintenance of the Hazardous Materials Annex.
- Participate in county exercises and conduct annual ESF-10 training to validate the Hazardous Materials Annex and supporting documents.
- Ensure all personnel train on and integrate NIMS principals in all planning as outlined in the Annex.
- Ensure procedures are in place to document costs for any potential reimbursement.
- Maintain a list of resources, assets and personnel that are crucial for the functionality of the Hazardous Materials Annex.
- Maintain Mutual Aid Agreements with other agencies crucial for response operations.
- Maintain a list of Tier II facilities for the use by all hazardous materials response agency or representative.

Response

- Follow the guidance of the Coastal Hazardous Materials Response Plan and the Regional COBRA SOPs located in Horry County Emergency Management Department (2560 Main Street, Suite 4, Conway, SC 29526)