

Emergency Operations Plan

Emergency Support Function – 9

**Search and Rescue**

**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-9 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 departments/representatives that are responsible for search and rescue operations, by providing detailed information related to preparedness and response actions developed for the protection of the citizens, visitors and their property when Horry County is threatened or impacted by a major or catastrophic incident. This ESF is responsible for providing details of EOC operations pertaining to search and rescue technical advice and evaluations, urban search and rescue services, high angle rescue, woodland or wildland rescue, water rescue confined space rescue and limited hazardous materials operations during a search and rescue operation.

**II. MISSION.**

The Search and Rescue ESF-9 will ensure effective employment of all available search and rescue assets and resources that may be used during large-scale emergencies or disasters requiring technical search and rescue intervention.

**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, search and rescue technicians and first responders 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, large fires, collapsed structures, extrication and rescue needs and a multitude of injured victims, will appear to be an endless battle within the disaster. The activation of ESF 9 signals a truth that a catastrophic disaster has happened and the operations of the search and rescue ESF will require a well organized and trained program to meet the challenges that are ahead.

**IV. PARTICIPATING COUNTY DEPARTMENTS AND SUPPORT AGENCIES.**

- A. Primary:** Local Urban Search and Rescue Team (USAR)

**B. Support:**

1. City of Myrtle Beach Fire Rescue
2. Horry County Fire Rescue
3. City of Conway Fire Rescue
4. Town of Loris Fire Department
5. Murrells Inlet/Garden City Fire Rescue
6. Myrtle Beach International Airport 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 ESF personnel 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-9 Coordinator position has been staffed to assist in all search and rescue efforts; extensive rescue operations; water rescue operations; wild land search and rescue; evacuation procedures and assist in other life safety and property conservation operations.
- B. The ESF-9 Coordinator is responsible for assisting with the coordination effort of all available search and rescue service manpower, equipment and materials available to manage life safety, incident stabilization and property conservation during and after a disaster based on the incident commander's (if established) requests.
- C. Agencies and representatives assigned to ESF-9 will be alerted according to prescribed Horry County EOC activation EOP.
- D. All ESF-9 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.
- 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-9 Coordinator in the EOC will make requests to the state EOC for additional resources through ESF-7 when all local firefighting or rescue resources have been exhausted.
- F. The Regional Urban Search and Rescue Plan will be utilized as the Standard of Operations.
- G. The ESF-9 Coordinator will assist in the development of tactics based on the objectives from the Executive Group.

- H. The ESF-9 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.
- I. Each search and rescue agency or representative will maintain authority within its own jurisdiction. However, during a countywide disaster, the EOC ESF-9 Coordinator is responsible for overall synchronization of search and rescue activities.
- J. Under disaster conditions, the ESF-9 Coordinator will assist in the coordination of all search and rescue services from the EOC. Routine operations will be handled by individual search and rescue service standard procedures.
- K. 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-9 positions should use the ESF-9 Situational Report Form (Form# 2.09.1).

L. 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 the EOC Briefing and Meeting SOP, in support of the EOC Action planning process. The successful development of the EOC Action Plan will

strongly depend on how involved and effective each agency/representative is in the planning process.

4. Review the EOC Action Plan SOP for more details.

#### **L. Information Display and Management**

1. During the Horry County EOC activation, all agencies and representatives in ESF-9 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 (SOPs, SITREPs, checklists, etc.) utilized in the perspective ESFs will be located in a file box or binder with each ESF Coordinator.
3. A local list of available search and rescue 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 all search and rescue capable services is necessary to ensure emergency operational readiness. Each department, agency and/or representative responsible for search and rescue operations and providing life safety to the citizens and visitors of the county and local jurisdictions is strongly encouraged to develop standard operational procedures, instruction checklist and resource listings to support this plan.

#### **M. 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 Search and Rescue ESF-9 will assist in the evacuation process by providing personnel, specialized and technical assistance in supporting the safe removal of special needs population due to inability to safely evacuate a dangerous and potentially deadly environment. ESF-9 will also provide life safety measures during times of emergency evacuation. Each member of the ESF-9 should review the Emergency Evacuation Plan (Annex 6-12) located in your EOC section file box or on the HCEMD website, <http://www.horrycounty.org/depts/humanserv/epd/index.asp>.

#### **N. 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. Mutual aid can be requested from (or provided to) the state through the SCEOC once all local resources have been exhausted. These requests should be channeled through ESF-7.
3. Support may also be requested from the federal government through the SCEOC. These requests should be channeled through ESF-7.
4. For all water search and rescue operations, the United States Coast Guard (USCG) and the South Carolina Department of Natural Resources (DNR) should be notified. DNR will also assist with land search and rescues.

#### **O. 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-9 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**

#### Local Urban Search and Rescue Team

1. Serving in a primary role of the ESF-9, the local Urban Search and Rescue representative will function as the ESF-9 Coordinator and has the following responsibilities:
  - a. Exercise overall responsibility for the coordination of ESF-9 activities.
  - b. Serve as the ESF-9 Coordinator in all EOC briefings and meetings.
  - c. Coordinate and complete the ESF-9 SITREP and give to 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-9 to the EOC Emergency Operations Branch Director pertaining to relative activities in field operations and the search and rescue.
4. Verify that a system of redundancy is in place for documentation and information gathering.
5. Maintain a current knowledge of all available assets in the WebEOC Resource Manager that can be used for search and rescue purposes. Work with ESF-7 to obtain any assets outside of your agency.
6. Request the activation of the Hazardous Materials ESF-10 (if not currently activated) and work closely with the ESF-10 Coordinator to support the search and rescue operations that may involve CBRNE/TIC concerns.
7. The Local Urban Search and Rescue Team will continue to function under their SOP with the actions of ESF-9 supporting the team's effort of saving lives and reducing injury.

### **B. Support**

1. County and Municipal Fire Services
  - a. Assign a Search and Rescue Operations Liaison in the EOC from the county and municipal fire jurisdictions for constant operation coordination efforts with ESF-9, as needed. (This will be for services with search and rescue capability.)
  - b. Provide a rescue and extrication operations plan for special operations within the jurisdiction during a disaster.
  - c. Maintain an inventory of current search and rescue resources and equipment and work closely with ESF-7 to obtain any assets not available within the municipality's reserve.
  - d. Coordinate with ESF-7, assistance in obtaining recovery and/or replacement of resources used for search and rescue service operations.
  - e. Maintain a current knowledge of all available assets in the WebEOC Resource Manager that can be used for search and rescue purposes. Work with ESF-7 to obtain any assets outside of your agency.
  - f. Maintain communication capabilities with search and rescue operational personnel.

- g. Verify that all Mutual Aid Agreements with Horry County and other local agencies are up-to-date and valid.
2. South Carolina Urban Search and Rescue Task Force
- a. Will provide assistance and support based on the SC Task Force-1 SOP when local search and rescue assets are exhausted.
  - b. Additional resources that may be needed for USAR operations will be requested by the ESF-9 Coordinator and through ESF-7.

### **VIII. ANNEX MAINTENANCE.**

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

## **Emergency Support Function (ESF-9) Search and Rescue**

### **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: Local Urban Search and Rescue Team**

#### **Support:**

- City of Myrtle Beach Fire Rescue
- Horry County Fire Rescue
- City of Conway Fire Rescue
- Town of Loris Fire Department
- Murrells Inlet/Garden City Fire Rescue
- Myrtle Beach International 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 Search and Rescue Annex
- Participate in county exercises and conduct annual ESF-9 training to validate the Search and Rescue 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 Search and Rescue Annex.

#### **Response**

- Follow the guidance of the Regional USAR SOPs located in Horry County Emergency Management Department (2560 Main Street, Suite 4, Conway, SC 29526)
- Develop a system to quickly identify and establish county-wide search grids.
- Identify high occupancy structures, critical facilities and other places of public assembly having potential for mass casualty.
- Maintain inventory of resources and equipment.
- Determine present and future need for Search and Rescue and other on scene resources.
- Obtain, coordinate Search and Rescue resources as requested by the incident commander.
- Coordinate search and rescue activities with the appropriate tasked organizations.
- Identify incident sites or situations requiring Search and Rescue services to include:
  - Urban Search and Rescue
  - Water Rescue
  - Wild Land Search and Rescue