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I. INTRODUCTION

A. Purpose

This hazard specific annex provides Trumbull County Ohio, and its political subdivisions the basis for a systematic approach to the problems created by the threat or the occurrence of any type of hazardous material incident, by identifying the responsibilities, functions, operational procedures, and working relationships between and within governmental entities and their various departments, private support groups, and individual citizens. This annex specifically addresses hazardous material responses and is an integral part of the Trumbull County Emergency Operations Plan. The following have the authority to activate this plan: the Incident Commander, Director of the Trumbull County Emergency Management Agency or designee, or the Chief Elected Official of the jurisdiction.

The goal of this annex is to save lives and protect property by developing programs, training, and emergency operational capabilities that mitigate the effects of, prepare for, respond to, and recover from, an emergency caused by hazardous materials or extremely hazardous materials (EHS) released in Trumbull County.

B. Plan Basis ORC 3570.04 (A)(7)

1. The Hazard Analysis for the EHS facilities in Trumbull County was developed using the National Response Team (NRT) Hazardous Materials Emergency Planning Guide (NRT-1). The facilities are given the opportunity to review the analysis that is developed.
2. The CAMEO suite of software is used to maintain the records for the facilities reporting in Trumbull County. The chemical release modeling is also done with this modeling for the Hazard Analysis.
3. The information reported is used to develop the Hazard Analysis and the assumption is made toward the largest numbers provided for the quantity of chemicals stored.
4. The geographic assumptions made for the Hazard Analysis is rural area since Trumbull County is a mostly rural area with the majority of the land devoted to farming.
5. Local Weather Factors

- a. The climate of Trumbull County is generally mild. The average temperature of Trumbull County is 48.81°F. The County is subject to considerable precipitation, averaging 41.90 inches per year. Wind is generally from the Southwest at an average of 18.07 mph.

C. Relationship to Other Plans **ORC 3750.04 (B)**

This Annex is coordinated and shared with surrounding LEPC Districts and taken into consideration in mutual aid agreements, in addition to the following:

1. Trumbull County Emergency Operations Plan creates an umbrella for protecting the health, safety and property of the public from all hazards. This plan identifies mitigation, preparedness, response and recovery activities relevant to all hazards
2. County HAZMAT Response Team SOPs establish operational concepts and activities for the team activation, assessment, personnel safety, site control, identification, containment, command post, staging areas, monitoring, on site/off site response coordination, and recovery.
3. Extremely Hazardous Substances (EHS) Fixed Facility Contingency Plans. Each such facility is required to develop an on-site plan that specifies notification, emergency response organization and responsibilities, response procedures and coordination procedures for interfacing with off-site authorities and response forces. Some EHS facilities have a spill response plan, while many others may only have a fire and evacuation plan. Some of these plans have been coordinated with the local fire departments.
4. Hospital Plans. Hospitals within the area, which are capable of handling contaminated patients, have Standard Operating Procedures (SOPs) or Standard Operating Guidelines (SOG's) for the decontamination and treatment of patients arriving at their facilities as a result of a chemical incident.
5. The Ohio Hazardous Materials/ Weapons of Mass Destruction Plan (Emergency Support Function #10) describes the procedures, responsibilities, and methodology by which the State of Ohio will respond to hazardous materials emergencies. The Plan identifies the types of support offered by the various State agencies, and how

it is activated and interfaced with the local hazardous materials plan in combating a hazardous materials incident.

6. The Regional Contingency Plan provides for a coordination of a timely response by various Federal agencies and other organizations to discharges of oil, and releases of hazardous substances, pollutants, and contaminants. The Plan will be activated by a request of regional Federal agencies through the Ohio Emergency Management Agency or by the Nuclear Regulatory Commission (NRC) when it is notified of an incident. The Plan will direct Federal functions and will be coordinated through the Incident Commander.
7. The National Contingency Plan provides for a coordinated Federal response to a large-scale hazardous material incident. A request for activation is made the same as for the Regional Plan above. It is used when regional Federal resources are insufficient to handle the situation. If the situation warrants, a Federal On-Scene Coordinator will direct efforts in coordinating Federal assistance with State and local agencies.

II SITUATION AND ASSUMPTIONS

A. Situation

A hazardous material incident could occur in any place in the county, but the cities where industries that use hazardous materials are located and areas where transportation (railway, roadway and airway) routes cross are the most vulnerable.

1. Fixed Facility Risks ORC 3750.04 (A) (1), (2), (5), (7)

Facilities are scattered throughout the county. The southern portion of Trumbull County is heavily industrialized with steel mills, automobile related assembly, and other industrial facilities. Farming and light industry are the primary business in the northern half of the county. See Tab 1 for a list of EHS facilities.

a. Land Use

Trumbull County has a total area of 636 square miles, of which 618.30 square miles is land and 18 square miles is water. Based upon 2013 census information, land use/land cover was as follows:

Urban	16.47%
Cropland	28.43%

Pasture	03.40%
Forest	42.26%
Open Water	02.72%
Wetlands	06.64%
Bare/Mines	00.09%

b. Water Resources

- (a) According to the Trumbull Soil and Water Conservation District, there are three watersheds in Trumbull County. These include the Grand River Watershed, the Mahoning River Watershed, and the Pymatuning/Shenango Watershed.
- (b) Lakes, reservoirs, and swamps: Paramount Lake, Valley Lake, Kinsman Lake, Coalburg Lake, Squaw Valley Park Lake, Westwood Lake, Yankee Lake, Herr Pond.
- (c) Streams, rivers, and creeks: Maple Creek, Little Duck Creek, Little Deer Creek, Grapevine Creek, Garden Creek, Deacon Creek, Confusion Run, West Branch Mahoning River, Walnut Creek.

c. Local Planning Factors: **ORC 3750.04 (A)(7)**

(a) Recreational Areas

- (i) Parks in Trumbull County include: Gustavus Center Historic District, Mosquito Creek State Park, Mosquito Creek State Wildlife Area, Grand River State Wildlife Area, Fowler Center Historic District, Mesopotamia Village Historic District, Price Field, Eastwood Field, and Laurel Park.

(b) Interrelationship of Hazards

- (i) Several chemical facilities are contained within Trumbull County's 100 year floodplain and are thereby subject to flooding. This could result in contamination of the rivers and reservoirs. Based on USGS earthquake studies, an earthquake could affect all fixed site chemical facilities resulting in multiple releases and complex response problems.

2. Transportation Risks **ORC 3750.04 (A)(3)**

a. Roadways

Route I-80 and the Ohio Turnpike, passes through the southern part of the county. Other major routes in the county include Rt. US 422, Rt. 11, Rt. 82, Rt. 5, Rt. 46 and a host of other state routes.

(a) Trumbull County's highway systems, are used as the main arteries through the industrialized heartland of mid-America, unfortunately this also brings the constant dangers associated with heavily used industrial transportation routes.

b. Rail

(a) Rail lines are concentrated along the southern half of the county.

c. Air Risks

(a) One commercial airport is located in Trumbull County; it is located in Vienna Township and is also home to the 910th Airlift Wing, of the U.S. Air Force Reserve.

B. Assumptions

1. With the large amounts of hazardous chemicals being used and transported within Trumbull County accidental releases will occur.
2. It can be assumed from past history, that most small spills will be contained and cleaned up by facility personnel.
3. In the event of an accidental release, responding agencies will secure the scene, and alert the public of which protective steps to take.
4. Once made aware of an emergency, the citizens of Trumbull County will follow directions given for their safety.
5. This plan will provide for a coordinated response from the spiller and their plans, the State/Federal government and their plans, and the local response forces.
6. Local Weather Factors
 - a. The climate of Trumbull County is generally mild. The average temperature of Trumbull County is 48.81°F. The County is subject to considerable precipitation, averaging 41.90 inches per year. Wind is generally from the Southwest at an average of 18.07 mph.
7. Population/Demographics
 - a. According to the 2013 census, the population of Trumbull County totaled 206,442 people. The population density is

approximately 340 people per square mile. The 2013 census indicated that nearly 95% of the population spoke English as their first language.

- b. According to 2013 census data, there were 86,760 households between years 2008-2012, out of which 21.2% had children under the age of 18 living with them and 18.8% had someone living alone who was 65 years of age or older. Commuting methods for residents 16 years of age and older (97,485 in total) were as follows (2013 census data including years 2008-2012);

	Trumbull County	%	Ohio
Workers 16 Years and Over	85,547	100%	5,196,293
Car, Truck, or Van—Drove Alone	74,428	87.00%,	83.14%
Car, Truck, or Van—Carpooled	6,364	7.44%,	8.34%
Public Transportation	317	0.37%,	1.71%
Walked	1,061	1.24%,	2.28%
Other Means	1,092	1.28%,	1.08%
Worked at Home	2,285	2.67%,	3.46%

The average commuting time was 22.6 minutes.

III CONCEPT OF OPERATIONS

A. Mitigation -

- 1. The LEPC has conducted a Hazard Analysis for EHS sites. These analyses were conducted to determine each sites' potential vulnerable zones should a release occur at the site. The summaries are used by first responders to determine what materials are needed to respond to a potential release at each site. Facilities can use these results to take steps to prevent the likelihood of a release

B. Preparedness Activities

1. Mutual Aid

Plans have been developed that will allow the sharing of resources which are capable of responding to a hazardous materials release.

ORC 3750.04 (A) (10)

- a. Mutual aid agreements have been signed with all contiguous counties.
- b. The Trumbull County Hazardous Materials Response Team has signed a mutual aid agreement with the following county hazardous materials response teams: Ashtabula, Geauga, Lake, and Portage

- c. The Ohio Response System facilitates the acquisition of resources from across the State and was developed under the Ohio Intrastate Mutual Aid Compact (IMAC), Ohio Revised Code Section 5502.41, which was enacted into law on December 23, 2002.
2. Training **ORC 3750.04 (A)(11)**

Programs are provided to ensure response readiness and are targeted towards the following facility personnel, emergency response personnel, and medical personnel.

 - a. Trumbull County response personnel (fire, law, and medical) are trained to meet the required standards in accordance with SARA Title I, Section 126 (appears as OSHA standard 29 C.F.R 1910.120, and commonly referred to as Hazardous Waste Operations and Emergency Response (HAZWOPER)).
 - (a) The minimum level of training for Trumbull County responders is the Awareness level.
 - (b) All fire departments in the county shall maintain, as a minimum level of training, Operations level.
 - (c) Hazardous Materials Response Team members who work in hot zones shall maintain, as a minimum, Technical level.
 - (d) Incident Commanders shall also have Incident Command training.
 - (e) Personnel assigned to hazmat decontamination shall have special decontamination training in addition to the levels of training mentioned above.
 - (f) All levels of training require yearly proficiency testing.
 - (g) EMS personnel shall train to the standards outlined above but will also train to NFPA 473 Standard for Competencies for EMS Personnel Responding to Hazardous Materials/Weapons of Mass Destruction Incidents
 - (h) Facility personnel shall train under their own authority and guidance. However, the LEPC may offer education programs that are open to facility personnel.

- b. In accordance with EPA and NFPA standards, each agency will maintain appropriate documentation of each personnel's training. Tab 5 shows the training requirements for agencies within the county.
- c. Trumbull County LEPC receives grant funding from the State Emergency Response Commission (SERC) which may be applied to training expenses. Responders may request training utilizing this funding with the Trumbull County LEPC's approval and scheduling. Below is a partial list of training sources;
 - (a) The Ohio Fire Academy Direct Delivery web site provides a list of hazardous materials courses which can be taught within the county. This site also provides a list of qualified instructors which can be sorted by county. The OFA web site is at:
https://www.comapps.ohio.gov/sfm/fire_apps/fmac/dd_courses/default.aspx
 - (b) The Ohio Fire Academy also offers a variety of hazardous materials courses which may be scheduled on-campus. A course listing can be found at:
https://www.comapps.ohio.gov/sfm/fire_apps/fmac/course_reg/CourseList.aspx
 - (c) The Ohio Emergency Management Agency (OEMA) teaches a variety of hazardous materials courses, and provides instruction on conducting hazard analysis, exercising emergency operation plans, and other basic emergency preparedness courses. Courses are available to all county response and support agencies. Course schedules can be found at the OEMA website,
<http://www.ema.ohio.gov/Training.aspx>
 - (d) FEMA's National Emergency Training Center is home to Emergency Management Institute (EMI) and the National Fire Academy (NFA) and is located in Emmetsburg, MD. EMI offers a range of on-line and resident course dealing with emergency preparedness. EMA courses and schedule can be found at <http://training.fema.gov/EMI>. NFA offers direct delivery and resident courses. NFA courses

and schedule can be found at

<http://www.usfa.fema.gov/nfa>.

(e) The Center for Domestic Preparedness (CDP) is located in Anniston, AL and offers Weapons of Mass Destruction (WMD) training. A course listing and schedule can be found at <https://cdp.dhs.gov/>

d. While each jurisdiction is responsible for maintaining their own training program, the Trumbull County LEPC will conduct an annual training-needs assessment to determine which courses should be supported/sponsored with SERC funds. This will be done to maximize class enrollment and to ensure levels of training and certifications are maintained.

3. Public Education

a. The Trumbull County Special Operations Response Team, Hazardous Materials Branch conducts trainings. The LEPC holds an annual conference.

4. Resources Management **ORC 3750.04. (A)(8)**

a. Resource Management is a critical component to all response operations. To that end, the Trumbull County EMA has developed a Resource Manual which has identified a variety of resources which may be useful during a hazardous materials incident.

b. These resources include Type 1, 2, and 3 hazardous materials response teams, clean-up contractors, suppliers of personal protective equipment (PPE); heavy equipment owner/operators, etc.

c. The Trumbull County EMA is available to assist responders with resource allocation. The Resource Manual is kept in hard copy form at the Trumbull County Emergency Management Agency.

C. Response Procedures

1. Initial Notification **ORC 3750.04 (A) (6),(7)**

Systems and methods utilized to receive and disseminate notifications regarding a chemical release.

a. The heads of each Emergency Management organization within the county are as follows; Emergency Management Agency Director, Fire Departments Fire Chiefs, Police Departments Police Chiefs, HAZMAT Departments HAZMAT Chiefs.

- b. As required by ORC 3750.06 (A) Notice of Release of Hazardous Substance, the owner or operator of a facility in which a hazardous chemical is produced, used, or stored and from a release occurs in an amount equal to or exceeding the reportable quantity shall provide immediate notification of the release. This section does not apply to any release that does not extend beyond the site or sites on which the facility is located, as noted in ORC 3750.06 (E).
 - c. As required by ORC 3750.06 (B) Notice of Release of hazardous Substance, the owner or operator of a vessel from which a release of a hazardous chemical occurs in an amount equal to or exceeding the reportable quantity shall provide immediate notification of the release
 - d. As required by ORC 3750.06 (A) and (B), the owner or operator of a facility or vessel from which a release of oil occurs in an amount equal to or exceeding the reportable quantity shall provide immediate notification of the release.
 - e. Notifications required by ORC 3750.06 are as follows
 - (a) **Fire department** having jurisdiction where the release occurred. Emergency notifications shall be made by calling 9-1-1. This notification will be made for any leak, spill, or fire involving any hazardous material regardless of the originating source (fixed facility, pipeline, transportation vessel, etc.).
 - (b) **Community Emergency Coordinator of the LEPC.** Messages may be left 24 hours a day, seven days a week by calling 330-675-6602. This is not an emergency response line.
 - (c) **Director of the Ohio EPA.** The 24 hour emergency spill hotline can be accessed by calling 800-282-9378.
 - f. Information should be obtained from the caller and relayed to responding units without delaying a timely response this form can be found in Tab 12. (LEPC Reporting Form)
 - g. In all hazardous materials incidents, in all hazardous materials incidents, Initial notification of Response Agencies will be used; see Tab 6.
2. Incident Assessment
- a. To facilitate the proper incident management, response levels have been developed according to the threat posed. All incidents will be initially classified as a Level I response.

- (a) **Level I – Potential Emergency Condition.** An incident that can be handled by first response agencies and does not require evacuation of people other than those within the involved structure or the immediate outdoor area. This incident is confined to a small space and does not pose any immediate threat to life or property.

Contact: Fire Department
Emergency Medical Services
Police Department
Local Elected Officials
Public Information Officers
Ohio EPA
National Response Center
(If SARA release)

- (b) **Level II – Limited Emergency Condition.** An incident involving a greater hazard or larger area which poses a potential threat to life or property and which may require evacuation of the surrounding area.

Contact: All Agencies in Level I
Trumbull County Special
Operations Response Team,
Hazardous Materials Branch
Medical System
EMA Staff
Public Works Department
Health Department
Red Cross
Public Utilities
Law Enforcement

Also, mutual aid to support above agencies, as needed

- (c) **Level III – Full Emergency Condition.** Incidents involving a severe hazard or a threat to life and property and will probably require large scale

evacuations; and/or an incident that will require the expertise of county, state, federal agencies. This is an incident which activates the County EOC and interoperable communication assets.

Contact:

All Level I and II Agencies,
Plus the following as needed:
Mutual Aid
Fire,
Law Enforcement
Emergency Medical Services Ohio
Emergency Management Agency,
US EPA, USOG, ATSDR, FEMA and
OSC/RR

- b. As the incident level is determined, the incident commander will implement an appropriate public protective action based on the hazards and the weather conditions. Depending upon the seriousness of the incident, protective actions could include sheltering in place, evacuation, and notification of contaminated food or water supplies.
- c. Ongoing incident assessment may be completed by a number of agencies and will be under the direction and control of the Incident Commander.
 - (a) The Trumbull County Health Department and the Ohio EPA will assist in the coordination of monitoring and assessment the impact of the substance released upon the on and off-site areas. As appropriate, these agencies will provide input to the Incident Commander and EOC about response personnel safety, citizen protection, water and food safety, and waterways in the affected area. Monitoring data will be provided and used to make decisions about containment, cleanup, recovery, and re-entry.

- (i) The Trumbull County Health Department has no capability to monitor or sample hazardous materials.
 - (ii) Health Department Methods and Procedures - The health departments within the county will follow procedures referred to in Annex H.
- (b) Fire Department Methods and Procedures - Refer to the Local Response in the TCHMRT Standard Operating Guide.
 - (i) All fire departments in Trumbull County have air monitoring equipment capable of detecting explosive atmospheres, CO₂ and oxygen levels.
- (c) EMS Methods and Procedures - Refer to the EMS Response to HAZ-MAT Incidents Treatment and Transport in the TCHMRT Standard Operating Guide, Medical Program.
- (d) Health and Medical Methods and Procedures
 - (i) Hospital(s) Methods and Procedures - All hospitals within Trumbull County can receive contaminated patients. At the time of an incident, EMS will be in contact with the hospital to receive instructions.
- (e) Law Enforcement Methods and Procedures – Local Law Enforcement would respond as needed.
- (f) Response Personnel Safety - The ultimate responsibility for the safety of all individuals at an emergency scene rests with the incident commander (IC) with assistance from the safety officer. The IC must be aware of the status of operations and be prepared to alter, suspend, or terminate those operations that are identified as unsafe or dangerous.
- (g) Safety Officer Procedures – The safety officer is responsible for all preparation, safety of all manpower in hot zone and assures all back up and safety procedures are followed. The safety officer will assume entry officer's responsibilities and serve a dual role unless control officer appoints a separate entry officer to assist, oversees the layout and entry and exit of hot, warm, and cold zones. (Ref. TCHMRT SOG pg. 29)

- (i) Medical Surveillance - Ref. Medical Program in TCHMRT (pg. 2-18)
 - (ii) Establishment of Exclusion Zones -
 - (iii) Ref. Section 8 Strategy and Tactics pg. 54-57 of the TCSORT SOG.
 - (iv) Personnel Protective Equipment (PPE) - Ref. TCSORT SOG Personal Protective Equipment Respiratory Program Summary, pg. 63-68.
- d. Protection levels
 - (a) **Level A** Protection should be worn when the highest level of respiratory, skin, eye, and mucous membrane protection is needed.
 - (b) **Level B** Protection should be worn when the highest level of respiratory protection is needed, but a lesser level of skin and eye protection is required. This is the minimum level recommended for initial site entries until the hazards have been further identified and defined by monitoring, sampling and other reliable methods of analysis.
 - (c) **Level C** Protection should be worn when the type of airborne substance is known, concentrations are measured, criteria for using air purifying respirators is met, and when skin/eye exposure is unlikely. Periodic monitoring of the air must be performed.
Decontamination Methods and Procedures - Decontamination procedures are to be utilized to prevent chemicals from being carried out of the exclusion zone and limit exposure to others. The level of decontamination required will be determined by the degree of exposure or amount of contact with the chemical(s) involved. The County has a Standard Operating Procedure for providing decontamination.
- e. Personal Protection of Citizens -
 - (a) **General**
 - (i) The incident commander (IC) will obtain the resources necessary to contain and control the incident area. The IC will be responsible to determine the impact on the population and take actions necessary to preserve life and property.
 - (b) **Procedures**

- (i) The following policies and procedures are for the personal protection of citizens potentially affected by a hazardous materials incident. The IC will determine which procedure is applicable to incident at hand. The procedures include the protection strategies of: in-place sheltering, evacuation, water/food supply protection, relocation or storm drain/sewage system protection.
- (c) **In-place Sheltering**
 - (i) In some cases, advising people to stay indoors and to attempt to reduce the flow of air into a structure may be the most effective protective option. This strategy will be used by emergency responders when it has been recognized that people cannot be evacuated from an area prior to the arrival of a toxic cloud. Ref. to Annex J (Evacuation)
- (d) **Evacuation**
 - (i) Evacuation can be completely effective in protecting the public if it can be accomplished prior to the arrival of the toxic cloud at a particular location. The effectiveness of evacuation is dependent upon the time required to evacuate an area compared to the time available before the plume arrives.
 - (ii) The responsibility for ordering an evacuation rests with the chief elected officer (CEO) of the impacted area. However, the IC may order an evacuation if time and conditions do not permit the CEO to be notified and make a timely order.
 - (iii) The following concerns will be addressed by the IC when hazardous materials are involved. Annex J (Evacuation) will otherwise apply.
- (e) **Shelter and Mass Care**
 - (i) Annex K (Shelter and Mass Care) addresses this and can be referred to as needed.
 - (ii) The TCHMRT or local EMS will send trained personnel to shelters to handle screening, and decontaminate evacuees if they have been

exposed or contaminated by hazardous materials.

(f) **Emergency Public Information (EPI)**

- (i) Ref. to Annexes C (Notification and Warning) and D (Emergency Public Information) Sample EAS messages for chemical incidents is in Annex D.
- (ii) In a Chemical Emergency, the timely notification and warning of the general public is imperative.
- (iii) The IC for Level I incidents will act as the public information officer and coordinate any EPI.
- (iv) Level II incidents, the IC may carry out the role, or delegate the PIO function to the senior officer on-scene, or activate the defined County PIO.
- (v) Level III incidents, the PIO will be as defined in Annex I (Emergency Public Information).
- (vi) The mode of notification during a chemical emergency will be primarily door-to-door when toxic fumes/clouds are not an immediate threat.
- (vii) Public media alerts (EAS, live radio/television interviews, emergency telephone notification system (Reverse Alert), weather radio and cable interrupt) will be used in Level II and III incidents.
- (viii) Sirens are to be used as an attention-getting device only and to direct the public to tune/monitor their EAS stations.
- (ix) See Annex I for more information on EPI procedures and sample EAS messages.
- (x) When it is determined that releases or products of combustion from a Trumbull County incident could leave the district, the IC will notify the director of Emergency Management for Trumbull County and the neighboring district.
- (xi) Media representatives will be treated with respect and located to a defined media site. All efforts will be given for live camera footage and interview opportunities. However, no media representative will be allowed into either the warm or hot zones under any circumstance.
- (xii) The IC or the public information officer (PIO) will brief media representatives at regular,

announced intervals. The senior law enforcement official on-scene will direct all media to the defined media site, and instruct them on the IC's intentions. If a joint information center (JIC) is established or the EOC is activated, the on-scene media will be directed to report to those sites for interviews and press briefings.

f. **Support Service Methods and Operations**

- (a) These groups normally will provide support in the forms of obtaining equipment from the local ODOT garage or county engineer's office for evacuation support or spill containment. Local water and waste treatment services may be impacted necessitating their temporary shutdown, or they can provide information regarding sewer and runoff information.
- (b) Volunteer groups, such as the American Red Cross will also be used to support shelter and stress management.

g. **Ongoing Incident Assessment**

- (a) Initial Incident Assessment at a fixed facility will be the responsibility of the facility and its qualified personnel. They will promptly establish communications with the IC and provide information regarding the types, quantities, characteristics and spill movement trends. Assessment at a transportation incident will be accomplished by the IC in consultation with the driver.
- (b) The IC will insure that the OEPA is contacted. The OEPA along with the Trumbull County Special Operations Response Team, Hazardous Materials Branch will assist in assessment and monitoring the release as well as assess its impact, both on- and off-site.
- (c) These agencies will gather and maintain a detailed log of all sampling results. They will advise the IC regarding decisions about response personnel safety, citizen protection, and the use of food and water in the area affected by the release. The OEPA will assist in decisions about containment and clean-up.

- (d) Trumbull County will depend on the Trumbull County Special Operations Response Team, Hazardous Materials Branch to contain the incident.
3. Direction and Control **ORC 3750.04 (A)(4)**
- a. Incident Command
 - (a) Will be established at all incident scenes. The first on-scene agency will assume command and confirm the hazards involved. No personnel shall approach the site without proper PPE and decontamination support.
 - (b) The first senior fire officer at the scene will assume command until
 - (i) A higher ranking fire officer of the same department arrives or
 - (ii) It is determined that the actual incident is located in another jurisdiction; in which case, Command will be relinquished to the senior fire officer having jurisdiction.
 - (iii) If after an incident briefing it is determined that the location will impact more than one jurisdiction, then a Unified Command structure will be established. The ICS structure established according to NIMS ICS. ICS command Structure Flow Chart is located at Tab 14.
 - (c) Once Command has been established, an Incident Command Post will be identified by a green rotating beacon/light, or green flag.
 - (d) When activated for a hazardous materials incident, the communication will be handled in accordance with Annex B Communications.
 - (e) Depending upon the emergency classification, and upon Incident Command instructions, standardized notification procedures will be used; see Tab 2.
 - b. EOC activation
 - (a) The Incident Commander and the EOC Manager shall maintain a common operating picture. This may be accomplished in a variety of ways and may include one or more of the following:

- (i) Deployment of EOC/EMA Liaison to the scene
 - (ii) Radio, mobile, landline communication
 - (iii) Video feed
 - (iv) Fax, email, SMS, Incident Action Plan (IAP)
 - (v) Press briefings, staff briefings, etc.
 - (b) Emergency Operation Center may be activated by a request from the Incident Commander, or by the Trumbull County EMA Director or his/her designee in the occurrence of a Level II, or higher, emergency (described in the EOP Basic Plan). EOC activation and deactivation checklists are located at Tab 10 & 11.
 - (c) The primary EOC is located at 640 North River Road Suite B Warren Ohio 44483. A back-up/alternate EOC will be activated, if necessary, to an uninvolved area of the county.
 - (d) The EOC is the central point for coordinating the operational, logistical, and administrative support needs of response personnel at the incident site.
 - (e) The EOC is capable of being operated continuously for the duration of an incident. Maximum staffing will be maintained during periods of full activation of the EOC. If a shift change is needed, staff will work 12-hour shifts and will switch randomly to ensure continuity of operations.
4. **Communication Among Responders ORC 3750.04 (A)(6)**
- a. Trumbull County has a broad spectrum of emergency communications resources which can provide communications necessary for most emergencies. In severe emergencies, augmentation may be required.
 - b. Initial communication channels will be established based upon the jurisdiction having authority in which the release has occurred. As determined by the Incident Commander, tactical channels may be assigned and interoperable communication assets may be deployed to assist with expanded operations. All appropriate communication networks and centers will coordinate and assist as needed.
 - c. All public safety agencies in Trumbull County have two-way radio communications with their respective Dispatch Centers. Most, if not all, public safety agency response

vehicles have multi-channel radios which allow for inter-agency communications. The State Fire Net has been designated as a Command frequency during multi-agency responses to a hazmat or mass-casualty incident. See Annex B Communications for a list of resources and frequencies.

- d. Trumbull County Dispatch Center can cross-patch frequencies as needed/requested and has access to MARCS radios.
- e. The Trumbull County Mobile Command Post can cover all frequencies, including all 800 MHz frequencies.

5. Containment and Scene Stabilization **ORC 3750.04 (A)(4)**

a. Containment

- (a) Containment of a released hazardous material is incident specific.
- (b) Containment methodology is dependent upon many variables that influence the incident. The variables such as the amount and type of chemical spilled, soil conditions, proximity to water, weather conditions, and proximity to populated areas must be taken into consideration when determining the most advantageous containment method.
- (c) Some general stabilization and containment methods that are used are:
 - (i) Dikes: The placement of a barrier to contain the material in a confined space.
 - (ii) Absorbents: Materials or agents capable of absorbing or collecting the spilled material.
 - (iii) Chemical agents: Used to disperse, dissolve, neutralize, or congeal the released material.
 - (iv) Surface collecting agents: Causes a film to form on the surface for controlled thickness layer and ease of removal.
 - (v) Biological agents: Microbiological agents, cultures, enzymes, or nutrients for biodegradation of the material.
 - (vi) Burning agents: Used to accelerate the materials burning for improved controllability. Some of the above methods require approval before being

used. Approval will come from the OEPA on-scene coordinator and the emergency response office.

- b. The county will call upon any local or state government should additional resources be required. The IC will work with the spiller in providing containment for the incident. As the incident progresses, TCSORT will assess the need for removing, increasing or altering existing containment techniques.
- c. Cleanup and Reentry
 - (a) The County will rely upon the TCSORT and OEPA to monitor and survey the area. Based on consultations with these individuals, the IC declares when it is safe to return the area to its normal use. This information will be passed along to the public by the acting PIO in a timely fashion.
 - (b) The local health department will ensure water supplies and food stuffs are safe for consumption before allowing people back into the area. The health dept. will provide guidance regarding these items through the PIO to the public.
 - (c) Responders must also consider the containment of runoff water from firefighting operations if necessary.
 - (d) Cleanup operations are as incident specific as the containment operations. Cleanup operations are dependent on many of the same variables that effect the containment operation.
 - (e) The cleanup must be coordinated with the Trumbull County Health Department, the Ohio EPA, and the Ohio Division of Natural Resources if necessary.
 - (f) The spiller is legally responsible for the cleanup of the incident to include the restoration of the area when necessary. If the spiller is not able to clean up the spill itself, a contractor will be hired to do it. The Ohio EPA can supply a list of approved cleanup contractors.
- d. Re-entry operations are also incident specific.
 - (a) Once safe concentration levels have been reached, the local agencies with advice from others will make the determination to remove protective actions and allow people to re-enter the area.

- (b) The final decision for re-entry rests with the IC and the Chief Elected Official for the affected area.
- e. Disposal Procedures
 - (a) The County will rely upon the OEPA to oversee the spiller's removal of the contaminants. The IC will coordinate with the OEPA and the spiller to promptly take steps to secure a cleanup and disposal contractor.
 - (b) Failure by the spiller to do so in a timely fashion or if the spiller cannot be determined, the IC will arrange for cleanup and disposal.
 - (c) Costs will be billed to the spiller if known. The County does not have the capability for disposal of hazardous materials.
- f. Documentation
 - (a) The TCSORT has forms relating to a hazardous material call in which it responds.
 - (b) The Incident Commander will prepare a report that summarizes the incident including cause of incident, incident critique, damage assessment, expenditures, and conclusions.
 - (c) The Emergency Management Agency will document actions taken at the EOC, if activated.
 - (d) Public Safety Communications Specialists and any person(s) designated to coordinate communications will prepare a report(s) documenting which communication systems, including back-up systems, were utilized and describe any unusual delays or breakdowns.
 - (e) The spiller is responsible for documentation of a release. They are to prepare and submit to the LEPC and Ohio EPA, a report in accordance with ORC 3750.06(D). This will be submitted within thirty (30) days of when the release occurred. The report shall contain updates of the information provided in the original release notification and the following:
 - (i) Actions taken to respond to and contain the release;
 - (ii) Any known or anticipated acute or chronic health risks associated with the release;

- (iii) Advice regarding medical attention necessary for exposed individuals as appropriate
 - (iv) A summary of all actions taken by the owner or operator to prevent the recurrence of such a release.
 - g. After Action Report/Review (AAR)
 - (a) An After Action Report/Review is to determine whether the response worked properly, if the plan requires amending, if documentation is complete, or whether the spill requires an investigation.
 - (b) A short form AAR is located in Tab 17.
 - (c) The Incident Commander will determine when an after action report/review of the incident will be held.
 - (i) All responding agencies will be present to discuss lessons learned.
 - (ii) Each agency will also provide to the IC at that time a report detailing their actions for cost recovery and historical record.
 - (iii) The LEPC shall receive copies of the above reports to determine if planned procedures were followed or if the plan requires revision.
 - (iv) Any revisions made will be documented and submitted to the LEPC for inclusion into the plan.
 - (v) An Emergency Action Flow chart can be found in Tab 13.
 - h. Investigative Follow-Up
 - (a) Will follow any current state guidance.
 - i. Cost Recovery Procedures
 - (a) The agencies involved should follow Ohio Revised Code Chapter 3745.13 in recovering costs.
 - (b) If this is not applicable, the LEPC may request reimbursement from USEPA under the Superfund legislation for cost recovery, (40 C.F.R 310 - Reimbursement to Local Governments for Emergency Response to Hazardous Substances Releases.
- 6. Response Personnel Safety **ORC 3750.04 (A)(4)**
 - a. The ultimate responsibility for the safety of all individuals at an emergency scene rests with the IC.

- b. The IC must be aware of the status of operations and be prepared to alter, suspend, or terminate those operations that are identified as unsafe or dangerous.
- c. The IC will assign a person the task of personnel accounting, this person will be responsible for accounting of all personnel working in or near the hazardous material incident.
- d. The IC will also assign a safety officer to the scene.
- e. To reduce the risk to first responders' health and safety, procedures are employed such as;
 - (a) Medical surveillance
 - (i) Medical surveillance will be conducted for personnel working in the hot and warm zones.
 - (ii) EMS personnel will maintain surveillance of responders who may be affected by toxic exposure.
 - (iii) Personnel working in the cold zone should be made aware of the signs and symptoms of exposure to ensure that they are capable of identifying the migration of a toxic product.
 - (b) Establishment of exclusion (control) zones
 - (i) Exclusion zones will be established to limit the exposure of personnel. Exclusion zones are defined as hot, warm, and cold.
 - (ii) The hot zone is the area where contamination does or could occur. All first response personnel entering the hot zone will wear prescribed levels of PPE. An entry and exit checkpoint will be established at the perimeter of the hot and warm zone to regulate the flow of personnel and equipment.
 - (iii) The warm zone is the area where decontamination operations occur. All personnel working decontamination operations will wear prescribed levels of PPE. An entry and exit checkpoint will be established at the perimeter of the warm and cold zones to regulate the flow of personnel and equipment.
 - (iv) The cold zone is the area that is the area where the command post should be located, equipment and manpower staged.

- (c) Personal protective equipment (PPE).
 - (i) PPE is available in Trumbull County and follows USEPA guidance.
 - (ii) Level A protection should be worn when the highest level of respiratory, skin, eye, and mucous membrane protection is needed.
 - (iii) Level B protection should be worn when the highest level of respiratory protection is needed, but a lesser level of skin and eye protection is required. This is the minimum level recommended for initial site entries until the hazards have been further identified and defined by monitoring, sampling, and other reliable methods of analysis.
 - (iv) Level C protection should be worn when the type of airborne substance is known, concentrations are measured, criteria for using air purifying respirators is met, and when skin/eye exposure is unlikely. Periodic monitoring of the air must be performed.
- f. Decontamination
 - (a) Decontamination procedures are to be utilized to prevent chemicals from being carried out of the hot zone and limit exposure to others.
 - (b) The level of decontamination required will be determined by the degree of exposure or amount of contact with the chemical(s) involved.
 - (c) All Trumbull County fire departments are trained and equipped to perform gross decontamination operations.
 - (d) Neutralization and final decontamination may be beyond the scope of and capability of some of the Trumbull County fire departments and these responsibilities should be referred to Trumbull County Hazmat, contractors, EPA or other such agencies as determined by the IC.
- 7. Victim Treatment and Handling **ORC 3750.04 (A)(4)**
 - a. The EMS services for Trumbull County are provided by the various full-time and volunteer Fire departments within the county, and by privately-owned ambulance services.

- b. All emergency medical services are notified through Public Safety Answering Point (PSAP) facilities by dialing 911.
- c. All agencies have a first response assignment (primary) and backup agency assignment that is built into the 911 and dispatch procedures on file at the PSAP facilities.
- d. All EMS agencies have county-wide mutual aid agreements for backup as well as inter-county contracts for those agencies bordering on other counties.
- e. EMS crews must exercise caution to ensure that they become part of the solution, not the problem. Careful consideration must be given to protective clothing worn by EMS personnel.
- f. EMS personnel will employ measures to prevent contamination of the squad by contaminated patients. Patients will be properly packaged according to the agencies SOP for transport to the hospital.
- g. EMS personnel will ensure that the appropriate hospital is notified that patients are contaminated; the type of chemical that is involved, and to what level of decontamination the patient has been through if any.
- h. A survey of area hospitals indicates a variety of preparedness for dealing with chemically contaminated patients. The following chart indicates their capabilities at this time, based on information provided by them.
 - (a) Forum Health Hospital
 - (i) Decontamination station, chemical spill kit available for decontamination, contingency plan in place for chemical cases, computer program in E.R. for MSDS information, Utilizes triage procedure for mass casualties, training procedure established for accessing information related to decontamination and treating persons exposed to hazardous chemicals
 - (b) Humility of Mary Hospital
 - (i) Decontamination station, chemical spill kit available for decontamination, contingency plan in place for chemical cases, computer program in E.R. for MSDS information, Utilizes triage procedure for mass casualties, training procedure established for accessing information

related to decontamination and treating persons exposed to hazardous chemicals

8. Personal Protection of Citizens **ORC 3750.04 (A) (4), (9)**

Notifications and warnings can be disseminated to the public through several methods; siren activation, weather alert radios, the emergency alert system (EAS), and local print/broadcast media. Refer to Annex C Notification and Warning for more detailed information
- a. Evacuation Procedures
 - (a) Evacuation can be effective in protecting the public if it can be accomplished prior to the arrival of a toxic cloud at a particular location. The effectiveness of evacuation is dependent upon the time required to evacuate an area compared to the time available before the cloud arrives.
 - (i) A general evacuation involves the movement of most or all of the population in a risk area.
 - (ii) A selective evacuation involves a portion of the risk area population.
 - (iii) The IC will determine, based upon the hazard analysis, whether a general or selective evacuation will be ordered.
 - (iv) Refer to Annex J Evacuation for more detailed information.
 - (v) Refer to Annex Q Maps for more detailed information.
 - (b) Ingestion Advisory is recommended when surface and ground water supplies become contaminated by a hazardous material release. Prompt identification must occur in the event of a threat to the drinking water supply.
 - (c) Sewer/Sewage systems may become contaminated by a hazardous materials release and may impact treatment facilities and watersheds.
- b. Sheltering and Mass Care
 - (a) Sheltering and Mass Care provides for the protection of the population from the effects of a chemical release through the identification of shelters.

- (b) The TCHMRT or local EMS will send trained personnel to shelters to handle screening, and decontaminate evacuees if they have been exposed or contaminated by hazardous materials.
 - (c) Refer to Appendix A (Chemical Emergency Response)
 - (d) The American Red Cross is responsible for organizing shelter services in cooperation with the Department of Human Services and the Trumbull County EMA.
 - (e) Refer to Annex K Shelter and Mass Care for detailed information.
- c. In-Place Sheltering
 - (a) May be the most effective protective option.
 - (b) Advice people to seek shelter or stay indoors and attempt to reduce the flow of air into the structure may be the most effective protective option.
 - (c) This strategy will be used by emergency responders when it has been recognized that people cannot be evacuated from an area prior to the arrival of a toxic cloud. Ref. to Annex J (Evacuation)
- d. Emergency Public Information (EPI)
 - (a) Incident Commander
 - (i) Level I incidents will act as the public information officer and coordinate any EPI.
 - (ii) Level II incidents, the IC may carry out the role, or delegate the PIO function to the senior officer on-scene, or activate the defined County PIO.
 - (iii) Level III incidents, the PIO will be as defined in Annex I (Emergency Public Information).
 - (b) Notification
 - (i) In a Chemical Emergency, the timely notification and warning of the general public is imperative.
 - (ii) The mode of notification during a chemical emergency will be primarily door-to-door when toxic fumes/clouds are not an immediate threat.
 - (iii) Public media alerts (EAS, live radio/television interviews, emergency telephone notification system (Reverse Alert), weather radio and cable interrupt) will be used in Level II and III incidents.

- (iv) Sirens are to be used as an attention-getting device only and to direct the public to tune/monitor their EAS stations.
 - (v) When it is determined that releases or products of combustion from a Trumbull County incident could leave the district, the IC will notify the director of Emergency Management for Trumbull County and the neighboring district.
- (c) Media
- (i) The IC or the public information officer (PIO) will brief media representatives at regular, announced intervals.
 - (ii) The senior law enforcement official on-scene will direct all media to the defined media site, and instruct them on the IC's intentions.
 - (iii) If a joint information center (JIC) is established or the EOC is activated, the on-scene media will be directed to report to those sites for interviews and press briefings.
- (d) Ref. to Annexes C (Notification and Warning)

D. Recovery Procedures **ORC 3750.04 (A)(4)**

1. Cleanup and Disposal Activities

a. Clean-up

- (a) Coordinated by the IC, who will work with the Trumbull County EOC and/or the Ohio EPA on-scene coordinator as determined by the incident.
- (b) A private contractor may be secured to complete the following:
 - (i) Hydraulic and mechanical dredging
 - (ii) Excavating
 - (iii) Skimming
 - (iv) Pumping
 - (v) Dispersion/dilution
- (c) Treatment of spilled hazardous substances can be physical, chemical, or biological in nature. Treatment options are the responsibility of the operator.
- (d) Initial assessment of the incident is the responsibility of the fixed facility. It should be recognized that industrial capability to assess the situation is

supported by in-depth knowledge of the chemicals, facilities, and the environment.

- (e) The fixed facility is liable for damages resulting from a release and is motivated to provide timely and accurate assessment of each situation. Other assessment capabilities are:
 - (i) All Trumbull County fire departments have limited monitoring and assessment capability to include O₂, CO₂, and LEL.
 - (ii) The Trumbull County Hazmat team has assessment and monitoring capability.
 - (iii) The health department has limited ability to monitor and assess exposure in certain situations.
 - (iv) Ohio and US EPA have in-depth assessment and monitoring capability.
 - (v) Any agency taking samples or doing air monitoring and/or assessments must keep a detailed record of all samples and assessment to determine size and concentrations of spills and leaks. The Health Department shall work with Ohio EPA and/or other agencies in this monitoring and reviewing of samples and assessments.
 - (vi) Ohio EPA, and when applicable the Health Department, are tasked with recommending to the IC the proper clean-up methods and procedures to be followed.

b. Disposal Activities

- (a) Disposal activities will be coordinated by the Ohio EPA on-scene coordinator.
- (b) Treatment of contaminated soils and sediments is the responsibility of the fixed site or transporter/contractor.
- (c) When feasible, contaminated soils and sediments will be treated on site. Available technologies include;
 - (i) Incineration
 - (ii) Wet air oxidation
 - (iii) Solidification
 - (iv) Encapsulation

- (v) Solution mining (soil washing or flushing)
- (vi) Neutralization/detoxification
- (vii) Micro-biological degradation
- (d) Off-site transportation or storage, treatment, or destruction may be provided in cases where Ohio EOA determines such actions;
 - (i) Are more cost effective
 - (ii) Will create increased capability to manage
 - (iii) Are necessary to protect public health, welfare or the environment

2. Investigative Follow

- a. Investigative follow up may be instituted after the incident. Local, state, and federal agencies may be involved in this investigation.
- b. The object is to determine the circumstances prior to the actual cause of the incident. These investigations are not only helpful in assigning responsibility for the accident, but developing recommendations for actions.
- c. The IC will insure that the OEPA is contacted.
- d. The OEPA along with the Trumbull County Special Operations Response Team, Hazardous Materials Branch will assist in assessment and monitoring the release as well as assess its impact, both on- and off-site.
- e. These agencies will gather and maintain a detailed log of all sampling results. They will advise the IC regarding decisions about response personnel safety, citizen protection, and the use of food and water in the area affected by the release.
- f. The OEPA will assist in decisions about containment and clean-up.

3. Documentation & Critique

- a. Documentation
 - (a) Documentation will be completed by each agencies involved with an incident. Reports will be completed as soon as practical after the operation is concluded.
 - (b) Incident Command should have a completed Incident Action Plan (IAP) as required under SARA Title III and OSHA 1910.120.

- (c) Fire Department having jurisdiction should have available a report detailing incident specific information.
 - (i) This report should be filed under the Ohio Fire Incident Reporting System (OFIRS) and the National Fire Incident Report Systems (NFIRS).
- (d) EMS agencies should have pre-hospital care report(s) (excluding HIPA information).
- (e) Law enforcement agencies should have incident reports.
- (f) EOC should have Situation Reports or IAPs as dictated by the complexity of the incident.
- (g) American Red Cross should have a shelter/reception center activity report.
- (h) Health Department should have assessment or monitoring logs.
- (i) PSAPs should have detailed communication logs.
- (j) Coroner should have activity logs and death certificates.
- (k) Fixed facilities and transporters must provide follow-up notification, as outlined in ORC 3750.06 (D) and ORC 3750-25-25 (A) (2,) no later than 30 days after the release.
- (l) See Tab 7 for a list of the mandatory information required in this follow up notification.
- (m) The spiller is responsible for documentation of a release. They are to prepare and submit to the LEPC and Ohio EPA, a report in accordance with ORC 3750.06(D). This will be submitted within thirty (30) days of when the release occurred. The report shall contain updates of the information provided in the original release notification and the following:
 - (i) Actions taken to respond to and contain the release;
 - (ii) Any known or anticipated acute or chronic health risks associated with the release;
 - (iii) Advice regarding medical attention necessary for exposed individuals as appropriate

- (iv) A summary of all actions taken by the owner or operator to prevent the recurrence of such a release.
 - b. Critique
 - (a) An After Action Critique will be conducted on all Level II and III incidents to review the response and this Annex.
 - (b) The critique will be co-chaired by the jurisdiction's fire chief and the Director of the Trumbull County EMA.
 - (c) Logs and reports generated by the individual agencies will assist them during this meeting. The critique will help determine if the response actions were appropriate and effective, if there were deficiencies in the actions taken or if the plan that details agency response to such incidents is accurate or needs to be updated.
 - (d) A critique can also establish whether follow-up training of responders is needed.
 - (e) Notes from the critique and the incident reports will be used to make updates and corrections to this plan and SOP's/ SOG's of the responding agencies.
- 4. Cost Recovery
 - a. When emergency action is required to protect the public health or safety or the environment, any person responsible for causing or allowing an unauthorized spill, release, or discharge of material into or upon the environment, is liable to the municipal corporation, county, township, countywide emergency management agency established under section 5915.06 of the Revised Code, or regional authority for emergency management agency established under section 5915.06 of the Revised Code, or regional authority for Emergency Management, established under section 5915.07 of the Revised Code, having territorial jurisdiction, or responsibility for emergency management activities in the location of the spill, release, or discharge, for the necessary and reasonable, additional, or extraordinary costs it incurs in investigating, mitigating, minimizing, removing, or abating the spill, release, or discharge in the course of its emergency action but, to the extent criteria and methods for response actions prescribed under 40 C.F.R. 300, as amended, may

be applied to the type of material involved and the conditions of the spill, release, or discharge, that person is liable for those costs only if the political subdivision, countywide agency, or regional authority employed those criteria and methods in its emergency action.

- b. The officers of the Municipal Corporation, county, and township (all entities) involved in a Hazmat incident that involves the Trumbull County Hazmat Team will prepare an invoice for the cost incurred as a result of the hazmat call. A standard cost recovery program has been put in place for the County to deal with these invoices efficiently. Copy of this invoice is in Tab 16.
- c. All cost recovery charges are gathered by the Hazmat Chief or EMA Director.
- d. The EMA Director will combine all invoices into one standardized bill and forward to the County Prosecutors Office. A copy of invoice is in Tab 15.
- e. The Prosecutors office will review the bill and mail to the responsible party.

IV PLAN MAINTENANCE

A. Annual Plan Exercise ORC 3750.04 (A)(12)

The LEPC is responsible for scheduling, designing, conducting, and evaluating the chemical preparedness exercise. As outlined in ORC 3750.04 (C), the LEPC shall conduct an exercise of its plan at least annually. The Ohio Hazardous Materials Exercise Evaluation Guide (OHM-EEM) is the official document outlined in Ohio Administrative Code and shall be utilized in the design, conduct, and evaluation of an LEPC exercise. Exercise definitions can be found in OAC 3750-20-70.

- 1. Types of Exercises are outlined in OAC 3750-20-76 as follows:
 - a. **Table-Top** is a discussion-based exercise designed to elicit constructive discussion by the participants as they evaluate plans and attempt to resolve questions of coordination and assignment of responsibilities. Each table top exercise shall demonstrate at least three but not more than five of the objectives defined in OHM-EEM.
 - b. **Functional** is an operation-based exercise designed to test the capability of an individual function, or complex activities within a function. The response activity is capable of being evaluated in isolation from other emergency management activities. An EOC or ICP is activated and used to

- demonstrate the use of command structure. Each functional exercise shall physically demonstrate at least four but no more than seven of the objectives defined in the OHM-EEM.
- c. **Full-Scale** is an operation-based exercise designed to evaluate the operational capability of the overall emergency management system in an interactive manner, and involves the testing of a majority of the functions of the plan. An EOC or ICP shall be activated to coordinate operational field capabilities. Each full-scale exercise shall physically demonstrate eight or more of the objectives as defined in the OHM-EEM.
 - d. **Actual Incidents** may qualify for an exercise. In order to qualify, the LEPC must submit, within 30 days of the completion of the response, a completed 30-Day Exercise Notice form identifying the exercise objectives were demonstrated by the actual response. Upon receipt of the form, the Ohio EMA will contact the LEPC to schedule a meeting to conduct an interview of all principal participants to determine whether or not the identified exercise objectives were successfully tested.
2. The execution of exercises is outline in OAC 357-20-78 which details the following:
- a. The SERC shall use a recurring four-year exercise cycle which begins on July 1st. For the purposes of this rule, “year” means the state fiscal year.
 - b. The LEPC shall conduct a minimum of one full-scale exercise within each four-year exercise cycle.
 - c. An EOC, as identified in the LEPC’s plan, must be fully activated and evaluated a minimum of once within each four-year exercise cycle.
 - d. During each four-year exercise cycle, the LEPC shall demonstrate at a minimum, all exercise objective identified in the OHM-EEM.
 - e. During each four-year exercise cycle, the LEPC shall follow all written procedures identified in the OHM-EEM.
 - f. No more than two actual incidents may be used an s an exercise during each four-year exercise cycle.
 - g. The exercise shall involve either a facility subject to the plan (as noted under ORC 3750.05) or a transporter of a

hazardous material as defined by regulations adopted under the “Hazardous Materials Transportation Act”.

- (a) For facility incidents, chemicals used in exercises can be any hazardous chemical on site as defined under the Occupational Safety and Health Act of 1970” as amended.
 - (b) For transportation incidents, chemicals used in exercises must be a regulated chemical cargo load governed by the “Hazardous Materials Transportation Act.”
3. Evaluation of each exercise will be conducted. The LEPC shall select qualified people to evaluate each of the chosen objectives. The SERC Facilitator, with the assistance from the exercise design team train the evaluators on their assigned roles. The evaluators will utilize the evaluation forms provided in the OHM-EEM. Immediately following the conclusion of an exercise, a critique will be conducted to allow participants, controllers, and evaluators and opportunity to discuss the results of and the lessons learned from the exercise.
4. Review of each exercise will be conducted by Ohio EMA who will produce a report on each exercise observed and submit the report to the SERC. The report shall be based upon the direct observation of the exercise and the evaluator’s findings. Each report shall include, but is not limited to the following:
 - a. A general statement on the results of the exercise,
 - b. Specific comments on any point of review within each selected exercise objective which was not adequately demonstrated,
 - c. Recommendations for plan improvements and corrective actions for those points of review within each selected exercise objective not adequately demonstrated,
 - d. A recommendation to either concur with the exercise or require a corrective action plan.
5. Public review of each full-scale exercise review report shall be made available in the form of a public critique as required under OAC 3750-20-84. The LEPC shall discuss the conduct and review of each full-scale exercise at a meeting open to the public in accordance with ORC 121.22. Discussions may be held at a regularly scheduled LEPC meeting or at a separately advertised

special meeting. The meeting will include discussion of issues concerning the exercise and public commentary.

6. Scheduling of Exercises

- a. The annual exercise cycle starts on July 1st and concludes on June 30th of the following year (follows the state fiscal year).
- b. The LEPC shall provide 30-Day and 60-Day Exercise Notices to the Ohio EMA as outlined in the OHM-EEM.
- c. The LEPC shall notify the Ohio EMA within 30 days of the response to an actual event if the committee intends to use the actual event in lieu of conducting an annual exercise.

B. Plan Review and Update **ORC 3570.04 (B) (C)**

1. All agencies assigned responsibilities in this Annex are responsible for developing or updating internal procedures that will assure a continuing acceptable degree of operational readiness to carry out their responsibilities.
2. As defined in ORC 3750.04 (C), the LEPC shall annually review this Annex. The review should include, without limitation, an evaluation of the need for funds, personnel, training, equipment, etc. and should be based upon experience and on deficiencies identified through exercises and changes to government structure or at any facility within the County so required.
3. Annually, a review will be made of reporting EHS facilities with the intent to update names and phone numbers of emergency coordinators, facility maps, transportation maps, and all other relevant data that may need updating.
4. Trumbull County EMA Director (aka the Community Emergency Coordinator), in coordination with the LEPC, shall be responsible for updating and distribution this annex,
5. Copies of all updated sections/pages will be sent to all plan holders. It is the responsibility of the copyholder to post such changes and then record the changes in the Records of Amendments sheet.
6. The LEPC shall annually submit the plan to the SERC (via Ohio EMA) not later than the 17th day of October for review and concurrence. Ohio EMA shall review the plan to ensure that it complies with 3750.04 (A) and rules adopted under ORC 3750.02 (B) (2) (a) and (b), and to ensure that it is coordinated with the plans of adjoining LEPC districts.

V AUTHORITIES AND REFERENCES

A. Legal Authorities

1. Federal

- a. Superfund Amendments and Reauthorization Act of (SARA), Title III: Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA). This sets the framework for EHS planning in the United States.
- b. Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA or Superfund). This provides Federal funds for responses to releases of Hazardous Substances and requires notification of the National Response Center (NRC) of accidental releases.
- c. Occupational Safety and Health Administration (OSHA), Standard 29 C.F.R 1910.120: Emergency Response to Hazardous Substance Release describes the training and planning required of those who will take part of an emergency response of hazardous materials. It also prescribes the use of an Incident Command System during a response.
- d. SARA, Title I, Section 126 Worker Protection Standards. This directed OSHA to develop training standards for persons responding to hazardous emergencies who may be exposed to toxic substances. OSHA established the HAZWOPER standards. These standards were adopted by the US EPA for non-OSHA states, such as Ohio.
- e. Oil Spill Pollution Act of 1990 (Public law 101-380). This defines that facilities with hazardous substances or oil under the Clean Water Act must have a facility plan for accidental releases.
- f. Clean Water Act of 1977 (Public Law 95-127). This amends the Federal Water Pollution Control Act regulating discharges of toxic pollutants into waterways...
- g. Clean Air Act.
- h. Hazardous Materials Transportation Uniform Safety Act of 1977 (HMTUSA) (Public Law 101-615). This established uniform licensing of hazardous materials transporters. It also established a training grant fund to supplement state training programs for LEPC's and fire departments.
- i. Resource Conservation and Recovery Act of 1976 (RCRA). (Public Law 94-580). This provides for the safe treatment and disposal of hazardous wastes from cradle to grave, and

defines that underground storage tank owners are financially responsible for cleaning up leaks.

- j. Toxic Substance Control Act of 1976 (TSCA) (Public Law 94-469). It defines the testing and screening of chemicals produced/imported into the United States.

2. State

- a. Ohio Revised Code (ORC) Chapter 3750: Emergency Planning (as amended). This is Ohio's version of the Federal EPCRA, and established the framework for EHS planning and response in Ohio.
- b. ORC Chapter 5502: Effects of SARA Title III on Emergency Management. LEPC's plan must be incorporated into the County's planning and preparedness activities.
- c. ORC Chapter 3745.13: Recovery of cost from persons causing environmental emergencies. This defines how costs incurred by an LEPC District during a response can be collected via the District's EMA office from the spiller in conjunction with appropriate legal counsel support.
- d. ORC Chapter 3737.80: Defines the Fire Chief will be responsible for primary coordination of on scene activities.
- e. ORC Chapter 2305.232: Civil immunity for persons assisting in the cleanup of hazardous materials. This is Ohio's "Good Samaritan" law and defines the steps necessary for receiving civil immunity when providing assistance at a hazardous material release or cleans up.
- f. Ohio Administrative Code (OAC) 3750: Rules adopted by SERC under ORC Chapter 3750.
- g. Ohio Attorney General (OAG) Opinion, No. 91-014. Liability of the SERC and LEPC members when acting under Chapter 3750 of the Ohio Revised Code.

3. Local

- a. No local laws or ordinances have been established in the LEPC District that applies to EHS planning or response.

B. References

- 1. National Response Team (NRT), 2001, Hazardous Materials Planning Guide, NRT-1, Washington, D.C.
- 2. Federal Emergency Management Agency, 1985, Guide for the Development of State and Local Emergency Operations Plans.
- 3. Department of Transportation (DOT), 2012, Emergency Response Guidebook.

4. National Response Team, 1990, Developing a Hazardous Materials Exercise Program – A Handbook for State and Local Officials, NRT-2.
5. USEPA, FEMA, USDOT; Technical Guidance for Hazard Analysis.
6. NOAA/USEPA Computer Software, Computer aided Management of Emergency Operations (CAMEO).
7. SERC, Ohio's Hazardous Materials Plan Development and Evaluation Document.

Annex O (Hazardous Materials Emergency Response)

VI AUTHENTICATION

- A. The Trumbull County LEPC has reviewed the Trumbull County Emergency Operations Plan, Annex O – Hazardous Materials and finds it addresses the requirements of ORC 3750.04. The Trumbull County LEPC Chairman and Information Coordinator acknowledge this with their signatures below.

Robert Villers

(Print LEPC Chairperson's name)

Robert Villers
(Signature - LEPC Chairperson)

11/20/14'
Date

Linda Beil

(Print LEPC Information Coordinator's name)

Linda Beil
(Signature - Information Coordinator)

11/20/14
Date

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Tab 1 to Annex O (Hazardous Materials Emergency Response)

State Emergency Response Commission (SERC)
Trumbull County EHS Reports for Calendar Year 2013

EHS Name	Facility Name	Facility Location
Sulfuric Acid, Ammonia Anhydrous	Anderson-Dubose Company	5300 Tod Ave. SW Lordstown 44481
Ammonia Sulfate, Hydrogen Cyanide, Sulfuric Acid	ArcelorMittal	2234 Main Ave. SW Warren 44481
Sulfuric Acid	AT&T	3494 Ridge Ave. NE Warren 44482
Sulfuric Acid	AT&T	170 Martin Luther King SW Warren 44485
Sulfuric Acid	AT&T	7931 Warren Sharon Rd. Brookfield Twp. 44403
Sulfuric Acid	AT&T	1127 Churchill-Hubbard Youngstown 44505
Sulfuric Acid	AT&T	32 Oak Knoll Dr. Hubbard 44425
Sulfuric Acid	AT&T	145 North Main St. Niles 44446
Sulfuric Acid	Ball Aerosol & Specialty Container Co.	644 Myron St. Hubbard 44425
Hydrofluoric Acid	Blue Beacon Truck Wash	2 Machinery Blvd. Girard 44420
Hydrofluoric Acid	Blue Beacon Truck Wash	7044 Truck World Blvd. Hubbard 44425
Sulfuric Acid	Clark Dietrick Building Systems LLC	1985 N. Rivers Rd. NE Warren 44483
Sulfuric Acid, Nitrogen	Delphi Packard Electric Systems	1205 N. River Rd.. Warren 44486
Sulfuric Acid	First Energy	1260 N. Tod Ave. Warren 44485
Calcium Carbonate	GE Ohio Lamp Plant	1210 N. Park Warren 44483
Sulfuric Acid	Home Depot	1900 Niles-Cortland Rd. Warren 44484
Sulfuric Acid	John Maneely Co.	901 Deitz Rd. Warren 44483
Sulfuric Acid	Kellogg Snacks	655 N. River Rd. Warren 44483
Sulfuric Acid	Lordstown Complex East & West Plants	2300 Hallock-Young Rd. Lordstown 44481
Sulfuric Acid	Lordstown Seating Systems	1702 Henn Parkway SW Lordstown 44481
Ammonia	Mahan Packing Co	6540 State Route 45 Bristolville 44402
Ammonia, Anhydrous	Millers Ammonia Inc.	3389 Gardner Barclay Rd. Farmdale 44417
Hydrofluoric Acid	Novelis Corp.	390 Griswold St. NE Warren 44483

EHS Name	Facility Name	Facility Location
Sulfuric Acid, Hydrazine Aqueous	NRG Energy Midwest	1047 Belmont Ave. Niles 44446
Sulfuric Acid	PSC Metals	2700 Hubbard. Rd. Youngstown 444505
Hydrofluoric Acid, Argon, Nitric Acid, Titanium Dioxide, Carbon Dioxide	RMI Titanium Co.	1000 Warren Ave. Niles 44446
Hydrochloric acid, Chlorine, Ferric Chloride	Roemer Industries Inc.	1555 Masury Rd. SE Masury 44438
Ammonia	Specialty Tech	3470 Warren-Meadville Rd. Cortland 44410
Sulfuric Acid	Stericycle	1901 Pine Ave. SE Warren 44483
Sulfuric Acid, Sulfuric Dioxide	Thomas Steel Strip Corp.	Delaware Ave. NW Warren 44485
Sulfuric Acid	Time Warner Cable Co.	2916 Durst-Colebrook Rd. Bazetta 44410
Sulfuric Acid	Time Warner Cable Co.	5079 Ridge Rd. Newton Falls 44444
Sulfuric Acid	Time Warner Cable Co.	3775 Niles Rd. SE Warren 44481
Sulfuric Acid	UTC	2303 State Route 88 Bristolville 44402
Sulfuric Acid	UTC	204 Latin St. Cortland 444410
Sulfuric Acid	UTC	8197 Main St. Kinsman 44003
Sulfuric Acid	UTC	4455 Masters Rd. Leavittsburg 44430
Sulfuric Acid	UTC	6618 Tod Ave. SW Warren 44481
Sulfuric Acid	UTC	15 S. Center St. Newton Falls 44444
Sulfuric Acid	UTC	4225 Warren Sharon Rd. Vienna 44473
Sulfuric Acid	UTC	220 S Park Ave. Warren 44483
Sulfuric Acid	UTC	4529 Mahoning Ave. NW Champion Rd. Warren 44483
Sulfuric Acid	UTC	2169 Elm Rd. NE Warren 44483
Sulfuric Acid	UTC	135 Niles-Cortland Rd. NE Warren 44484
Sulfuric Acid	UTC	1140 Oak Knoll SE Warren 44484
Sulfuric Acid	Warren Steel Holding LLC	4000 Mahoning Ave. Warren 44483
Chlorine, Sulfur Dioxide	Water Pollution Central Facility	45 S. State St. Girard 44420
Chlorine	Willow Lake Park	6863 Mahoning Ave. NW Warren 44481

Tab 2 to Annex O (Hazardous Materials Emergency Response)

INCIDENT NOTIFICATION FORM

1. Date: _____ Time of Notification: _____

2. Name of person receiving call: _____

3. Name and telephone number of on-scene contact: _____

4. Location: _____

5. Nature of emergency (media into which release occurred, e.g., leak, explosion, spill, fire, derailment): _____

6. Time of release: _____

7. Possible health effects/medical emergency information: _____

a. Precautions to take: _____

b. Evacuation/Protective Shelter Recommendations: _____

8. Number of injured or dead: _____

9. Nearby population: _____

10. Name of material(s) released; if known: _____

a. Manifest/shipping invoice/billing label: _____

b. Shipper/manufacturer identification: _____

-
- c. Container type: _____

 - d. Rail car/truck 4-digit identification numbers: _____
 - e. Placard/label information: _____
-

11. Characteristics of material (e.g., color, smell, etc.): _____

12. Present status of material (e.g., gas, liquid): _____

13. Amount and speed of release: _____

14. Present Weather conditions: _____

15. Ohio EPA spill number: _____

16. Telephone Numbers:

National Response Center	(800) 424-8802
CHEMTREC	(800) 424-9300
Ohio EPA	(800) 282-9378
Trumbull County Emergency Mgmt. Agency	675-2666
Trumbull County Sheriff.....	675-2540
Trumbull County HAZMAT Bureau.....	911
U.S. Coast Guard.....	(202) 267-2010
Army Corp of Engineer	(330)637-1024

Tab 3 to Annex O (Hazardous Materials Emergency Response)

Glossary of Terms

Many terms in emergency management have special meanings, so it is important to establish precise definitions, so the users of the EOP to share an understanding of the EOP.

American Red Cross

The American Red Cross is a humanitarian organization, led by volunteers, that provides relief to victims of disasters and helps people prevent, prepare for, and respond to emergencies. It does this through services that are consistent with its Congressional Charter and the Principles of the International Red Cross Movement.

Attack

A hostile action taken against the United States by foreign forces or terrorists, resulting in the destruction of or damage to military targets, injury or death to the civilian population, or damage or destruction to public and private property

Checklist

Written (or computerized) enumeration of actions to be taken by an individual or organization, meant to aid memory rather than provide detailed instruction.

Chief Executive Official (CEO)

The official of the community who is charged with authority to implement and administer laws, ordinances, and regulations for the community, he or she may be a mayor, city manager, etc.

Community

A political entity which has the authority to adopt and enforce laws and ordinances for the area under its jurisdiction, in most cases, the community is an incorporated town, city, township, village, or unincorporated area of a county. However, each State defines its own political subdivisions and forms of government.

Contamination

The undesirable deposition of a chemical, biological, or radiological material on the surface of structures, areas, objects, or people

Dam

A barrier built across a watercourse for the purpose of impounding, controlling, or diverting the

flow of water.

Damage Assessment

The process used to appraise or determine the number of injuries and deaths, damage to public and private property, and the status of key facilities and services such as hospitals and other health care facilities, fire and police stations, communications networks, water and sanitation systems, utilities, and transportation networks resulting from a man-made or natural disaster.

Decontamination (DECON)

The reduction or removal of a chemical, biological, or radiological material from the surface of a structure, area, object, or person

Disaster

An occurrence of a natural catastrophe, technological accident, or human caused event that has resulted in severe property damage, deaths, and/or multiple injuries; a “large-scale disaster” is one that exceeds the response capability of the local jurisdiction and requires State, and potentially Federal, involvement. As used in the Stafford Act, a “major disaster” is “any natural catastrophe [...] 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 major disaster assistance under [the] Act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.”

Disaster Field Office (DFO)

The office established in or near the designated area of a Presidentially declared major disaster to support Federal and State response and recovery operations. The DFO houses the FCO and ERT, and where possible, the SCO and support staff.

Disaster Recovery Center (DRC)

Places established in the area of a presidentially declared major disaster, as soon as practicable, to provide victims the opportunity to apply in person for assistance and/or obtain information relating to that assistance. DRCs are staffed by local, State, and Federal agency representatives, as well as staff from volunteer organizations (e.g., the ARC).

Dose (Radiation)

A general term indicating the quantity (total or accumulated) of ionizing radiation or energy absorbed by a person or animal

Dose Rate

The amount of ionizing radiation which an individual would absorb per unit of time

Dosimeter

An instrument for measuring and registering total accumulated ionizing radiation.

Earthquake

The sudden motion or trembling of the ground produced by abrupt displacement of rock masses, usually within the upper 10 to 20 miles of the earth's surface

Electromagnetic Pulse (EMP)

A sharp pulse of energy radiated instantaneously by a nuclear detonation which may affect or damage electronic components and equipment.

Emergency

Any occasion or instance--such as a hurricane, tornado, storm, flood, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, fire, explosion, nuclear accident, or any other natural or man-made catastrophe--that warrants action to save lives and to protect property, public health, and safety.

Emergency Alert System (EAS)

A digital technology (voice/text) communications system consisting of broadcast stations and interconnecting facilities authorized by the Federal Communication Commission. The system provides the President and other national, State, and local officials the means to broadcast emergency information to the public before, during, and after disasters.

Emergency Environmental Health Services

Services required to correct or improve damaging environmental health effects on humans, including inspection for food contamination, inspection for water contamination, and vector control; providing for sewage and solid waste inspection and disposal; clean-up and disposal of hazardous materials; and sanitation inspection for emergency shelter facilities.

Emergency Health Services (EHS)

Services required to prevent and treat the damaging health effects of an emergency, including communicable disease control, immunization, laboratory services, dental and nutritional services; providing first aid for treatment of ambulatory patients and those with minor injuries; providing public health information on emergency treatment, prevention, and control; and providing administrative support including maintenance of vital records and providing for a

conduit of emergency health funds from State and Federal governments.

Emergency Medical Services (EMS)

Including personnel, facilities, and equipment required to ensure proper medical care for the sick and injured from the time of injury to the time *Services* of final disposition, including medical disposition within a hospital, temporary medical facility, or special care facility, release from site, or declared dead. Further, emergency medical services specifically include those services immediately required to ensure proper medical care and specialized treatment for patients in a hospital and coordination of related hospital services.

Emergency Mortuary Services

Services required to assure adequate death investigation, identification, and disposition of bodies; removal, temporary storage, and transportation of bodies to temporary morgue facilities; notification of next of kin; and coordination of mortuary services and burial of unclaimed bodies.

Emergency Operating Center (EOC)

The protected site from which State and local civil government officials coordinate, monitor, and direct emergency response activities during an emergency.

Emergency Operations Plan (EOP)

A document that: describes how people and property will be protected in disaster and disaster threat situations; details who is responsible for carrying out specific actions; identifies the personnel, equipment, facilities, supplies, and other resources available for use in the disaster; and outlines how all actions will be coordinated.

Emergency Planning Zones (EPZ)

Areas around a facility for which planning is needed to ensure prompt and effective actions are taken to protect the health and safety of the public if an accident occurs. The REP Program and CSEPP use the EPZ concept.

➤ In the REP Program, the two EPZs are:

• ***Plume Exposure Pathway (10-mile EPZ)***

A circular geographic zone (with a 10-mile radius centered at the nuclear power plant) for which plans are developed to protect the public against exposure to radiation emanating from a radioactive plume caused as a result of an accident at the nuclear power plant.

- ***Ingestion Pathway (50-mile EPZ)***

A circular geographic zone (with a 50-mile radius centered at the nuclear power plant) for which plans are developed to protect the public from the ingestion of water or foods contaminated as the result of a nuclear power plant accident.

➤ In CSEPP, the EPZ is divided into three concentric circular zones:

- ***Immediate Response Zone (IRZ)***

A circular zone ranging from 10 to 15 km (6 to 9 miles) from the potential chemical event source, depending on the stockpile location on-post. Emergency response plans developed for the IRZ must provide for the most rapid and effective protective actions possible, since the IRZ will have the highest concentration of agent and the least amount of warning time.

- ***Protective Action Zone (PAZ)***

An area that extends beyond the IRZ to approximately 16 to 50 km (10 to 30 miles) from the stockpile location, the PAZ is that area where public protective actions may still be necessary in case of an accidental release of chemical agent, but where the available warning and response time is such that most people could evacuate. However, other responses (e.g., sheltering) may be appropriate for institutions and special populations that could not evacuate within the available time.

- ***Precautionary Zone (PZ)***

The outermost portion of the EPZ for CSEPP, extending from the PAZ outer boundary to a distance where the risk of adverse impacts to humans is negligible, because of the increased warning and response time available for implementation of response actions in the PZ, detailed local emergency planning is not required, although consequence management planning may be appropriate.

Emergency Response Team (ERT)

An interagency team, consisting of the lead representative from each Federal department or agency assigned primary responsibility for an ESF and key members of the FCO's staff, formed to assist the FCO in carrying out his/her coordination responsibilities. The ERT may be expanded by the FCO to include designated representatives of other Federal departments and agencies as needed. The ERT usually consists of regional-level staff.

Emergency Response Team Advance Element (ERT-A)

For Federal disaster response and recovery activities under the Stafford Act, the portion of the ERT that is first deployed to the field to respond to a disaster incident, the ERT-A is the nucleus of the full ERT.

Emergency Response Team National (ERT)

An ERT that has been established and rostered for deployment to catastrophic disasters where the resources of the FEMA Region have been, or are expected to be, overwhelmed. Three ERT-Ns have been established.

Emergency Support Function (ESF)

In the FRP, a functional area of response activity established to facilitate the delivery of Federal assistance required during the immediate response phase of a disaster to save lives, protect property and public health, and to maintain public safety. ESFs represent those types of Federal assistance which the State will most likely need because of the impact of a catastrophic or significant disaster on its own resources and response capabilities, or because of the specialized or unique nature of the assistance required. ESF missions are designed to supplement State and local response efforts.

Emergency Support Team (EST)

An interagency group operating from FEMA headquarters, the EST oversees the national-level response support effort under the FRP and coordinates activities with the ESF primary and support agencies in supporting Federal requirements in the field.

Evacuation

An organized, phased, and supervised dispersal of people from dangerous or potentially dangerous areas

➤ ***Spontaneous Evacuation***

Residents or citizens in the threatened areas observe an emergency event or receive unofficial word of an actual or perceived threat and without receiving instructions to do so, elect to evacuate the area. Their movement means, and direction of travel is unorganized and unsupervised.

➤ ***Voluntary Evacuation***

This is a warning to persons within a designated area that a threat to life and property exists or is likely to exist in the immediate future. Individuals issued this type of warning

or orders are NOT required to evacuate, however it would be to their advantage to do so.

➤ ***Mandatory or Directed Evacuation***

This is a warning to persons within the designated area that an imminent threat to life and property exists and individuals MUST evacuate in accordance with the instructions of local officials.

Evacuees

All persons removed or moving from areas threatened or struck by a disaster.

Exposure (Radiological)

A quantitative measure of gamma or x-ray radiation at a certain place based on its ability to produce ionization in air

Exposure Rate (Radiological)

The amount of Ionizing radiation to which an individual would be exposed or which he or she would receive per unit of time

Federal Coordinating Officer (FCO)

The person appointed by the President to coordinate Federal assistance in a Presidentially declared emergency or major disaster.

Field Assessment Team

A small team of pre-identified technical experts that conduct an assessment of response needs (not a PDA) immediately following a disaster, the experts are drawn from FEMA, other agencies and organizations--such as the U.S. Public Health Service, U.S. Army Corps of Engineers, U.S. Environmental Protection Agency, and the American Red Cross--and the affected State(s). All FAT operations are joint Federal/State efforts.

Flash Flood

Follows a situation in which rainfall is so intense and severe and runoff so rapid that it precludes recording and relating it to stream stages and other information in time to forecast a flood condition.

Flood

A general and temporary condition of partial or complete inundation of normally dry land areas from overflow of inland or tidal waters, unusual or rapid accumulation or runoff of surface Waters, or mudslides/mudflows caused by accumulation of water.

Governor's Authorized Representative

The person empowered by the Governor to execute, on behalf of the State, all necessary documents for disaster assistance.

Hazard Mitigation

Any action taken to reduce or eliminate the long-term risk to human life and property from hazards, the term is sometimes used in a stricter sense to mean cost-effective measures to reduce the potential for damage to a facility or facilities from a disaster event.

Hazardous Material

Any substance or material that when involved in an accident and released in sufficient quantities, poses a risk to people's health, safety, and/or property, these substances and materials include explosives, radioactive materials, flammable liquids or solids, combustible liquids or solids, poisons, oxidizers, toxins, and corrosive materials.

High-Hazard Areas

Geographic locations that for planning purposes have been determined through historical experience and vulnerability analysis to be likely to experience the effects of a specific hazard (e.g., hurricane, earthquake, hazardous materials accident, etc.) resulting in vast property damage and loss of life.

Hurricane

A tropical cyclone, formed in the atmosphere over warm ocean areas, in which wind speeds reach 74 miles per hour or more and blow in a large spiral around a relatively calm center or "eye". Circulation is counter-clockwise in the Northern Hemisphere and clockwise in the Southern Hemisphere.

Incident Command System (ICS)

A standardized organizational structure used to command, control, and coordinate the use of resources and personnel that have responded to the scene of an emergency. The concepts and principles for ICS include common terminology, modular organization, integrated communication, unified command structure, consolidated action plan, manageable span of control, designated incident facilities, and comprehensive resource management.

Joint Information Center (JIC)

A central point of contact for all news media near the scene of a large-scale disaster, the news media representatives are kept informed of activities and events by public information officials

who represent all participating Federal, State, and local agencies that are collocated at the JIC.

Joint Information System

Under the FRP, connection of public affairs personnel, decision-makers, and news centers by electronic mail, fax, and telephone when a single Federal- State-local JIC is not a viable option.

Mass Care

The actions that are taken to protect evacuees and other disaster victims from the effects of the disaster; activities include providing temporary shelter, food, medical care, clothing, and other essential life support needs to those people that have been displaced from their homes because of a disaster or threatened disaster.

Nuclear Detonation

An explosion resulting from fission and/or fusion reactions in nuclear material, such as that from a nuclear weapon

Public Information Officer (PIO)

A Federal, State, or local government official responsible for preparing and coordinating the dissemination of emergency public information

Preliminary Damage Assessment

A mechanism used to determine the impact and magnitude of damage and the resulting unmet needs of individuals, businesses, the public sector, and the community as a whole. Information collected is used by the State as a basis for the Governor's request for a Presidential declaration, and by FEMA to document the recommendation made to the President in response to the Governor's request. PDAs are made by at least one State and one Federal representative. A local government representative familiar with the extent and location of damage in the community often participates; other State and Federal agencies and voluntary relief organizations also may be asked to participate, as needed.

Radiation Sickness

The symptoms characterizing the sickness known as radiation injury, resulting from excessive exposure of the whole body to ionizing radiation

Radiological Monitoring

The process of locating and measuring radiation by means of survey instruments that can detect and measure (as exposure rates) ionizing radiation

Recovery

The long-term activities beyond the initial crisis period and emergency response phase of disaster operations that focus on returning all systems in the community to a normal status or to reconstitute these systems to a new condition that is less vulnerable.

Regional Operating Center

The temporary operations facility for the coordination of Federal response and recovery activities located at the FEMA Regional Office (or Federal Regional Center) and led by the FEMA Regional Director or Deputy Director until the DFO becomes operational. Once the ERT-A is deployed, the ROC performs a support role for Federal staff at the disaster scene.

Resource Management

Those actions taken by a government to: identify sources and obtain resources needed to support disaster response activities; coordinate the supply, allocation, distribution, and delivery of resources so that they arrive where and when most needed; and maintain accountability for the resources used.

Secondary Hazard

A threat whose potential would be realized as the result of a triggering event that of itself would constitute an emergency; for example, dam failure might be a secondary hazard associated with earthquakes.

Standard Operating Procedure (SOP)

A set of instructions constituting a directive, covering those features of operations which lend themselves to a definite, step-by-step process of accomplishment, SOPs supplement EOPs by detailing and specifying how tasks assigned in the EOP are to be carried out.

State Coordinating Officer

The person appointed by the Governor to coordinate State, Commonwealth, or Territorial response and recovery activities with FRP-related activities of the Federal Government, in cooperation with the FCO.

State Liaison

A FEMA official assigned to a particular State, who handles initial coordination with the State in the early stages of an emergency.

Storm Surge

A dome of sea water created by the strong winds and low barometric pressure in a hurricane that

causes severe coastal flooding as the hurricane strikes land.

Terrorism

The use of--or threatened use of--criminal violence against civilians or civilian infrastructure to achieve political ends through fear and intimidation, rather than direct confrontation; emergency management is typically concerned with the consequences of terrorist acts directed against large numbers of people (as opposed to political assassination or hijacking, which may also be considered "terrorism").

Tornado

A local atmospheric storm, generally of short duration, formed by winds rotating at very high speeds, usually in a counter-clockwise direction, the vortex, up to several hundred yards wide, is visible to the observer as a whirlpool-like column of winds rotating about a hollow cavity or funnel. Winds may reach 300 miles per hour or higher.

Tsunami

Sea waves produced by an undersea earthquake, such sea waves can reach a height of 80 feet and can devastate coastal cities and low-lying coastal areas.

Warning

The alerting of emergency response personnel and the public to the threat of extraordinary danger and the related effects that specific hazards may cause, a warning issued by the NWS (e.g., severe storm warning, tornado warning, tropical storm warning) for a defined area indicates that the particular type of severe weather is imminent in that area.

Watch

Indication by the NWS that, in a defined area, conditions is favorable for the specified type of severe weather (e.g., flash flood watch, severe thunderstorm watch, tornado watch, tropical storm watch).

Tab 4 to Annex O (Hazardous Materials Emergency Response)

PROCEDURES FOR TESTING AND UPDATING THE PLAN

I. TESTING THE PLAN

A. Consistent with LEPC Objectives to test emergency response capabilities as defined in the plans, the individual or groups of jurisdictions will schedule, design, conduct, and evaluate periodic exercises aimed toward determining if the procedures are effective in practice and to reveal improved ways of responding to an actual emergency.

B. LEPC will conduct periodic table-top exercises and field simulation tests to train personnel on the use of this plan. Critiques will follow the exercise to review the continued effectiveness of plans and support systems. Plan revisions as appropriate will occur based on exercise critiques.

C. See **Tab 7** for Summary of SERC Exercise Rules.

II. UPDATING THE PLAN

A. LEPC changes to the plan are forwarded to the Trumbull County EMA for preparation, duplication, and distribution.

B. As revisions are made, changed pages will be provided to individuals and agencies listed as holding copies. It is the responsibility of the copy holder to keep the document current.

Tab 5 to Annex O (Hazardous Materials Emergency Response Plan)

TRAINING REQUIREMENTS

I. TRAINING REQUIREMENTS

SARA, RCR, OSHA*

EPA Manual and 29 C.F.R 1926.22 (referred to in section 126 (e) of SARA have training requirements.

Provisions for basic, intermediate and advanced training.

EPA 40 hours required for employees managing uncontrolled hazardous sites.

24 hours for employees engaged in routine activities

32 hours for intermediate activities

Section 126 generally has requirements for extensive training programs.

OSHA is mandating Fire Departments
EMS Personnel
First Aid Squads
Fire Brigades

Conduct monthly training sessions totaling 24 hours annually

Proper use of respirators and personal protective clothing and equipment is mandated to be included by Subpart C of 29 C.F.R part 1926 EPA Manual.

Fire Protection Publications, FIESTA is validated.

Self-contained Breathing Apparatus could be used to provide the specified training.

PPE Requirements. Fire Fighter Occupational Safety.

OSHA requires training of on-site emergency response personnel to have the same basic training as other on-site employees.

The LEPC Training and Exercise Committee advocate a six category approach to training.

This is the only way to provide a systematic approach to training. It identifies the training needs.

CATEGORY I Prevention Training for Shippers and Carriers

Training For: Shippers and Carriers

Subject Matter: C.F.R 49 and other essential Federal Regulations dealing with packaging and placarding

Agencies: State and Federal Agencies to participate in training

Local: -----

Private: Shippers and Carriers

Funding Potential: Private Sector crosses reimbursement

CATEGORY II Enforcement Training

Training For: Local Inspectors

Subject Matter: Enforcement of C.F.R 49 and other Federal Regulations dealing with packaging and placards and motor

Agencies: ODOT, OEPA, NRC, LEPC Members, PUCO

Local: Fire, Police, Sheriff, and OSP

Private: Invite Insurance Industry to participate

Funding Potential: Insurance Industry

CATEGORY III Emergency Response Training

Training For: Fire, Police, Sheriff, OSP, EMS, Industry, Attack Teams, Hazmat

Subject Matter: Hazmat, Awareness, Placarding, Recognition, Containment, Suppression, Environmental Impact

Agencies: FEMA, TCEMA, EPA, OSHA, Fire Marshal, OEMA

Local: Fire, Police, Sheriff, OSP, Hazmat, EMS, EMA

Private: Rail, Highway, Air Carriers, Industry, Response Teams

Funding Potential: FEMA, SARA, NFPA, Private Sector

CATEGORY IV Recovery and Discovery

Training For: First Responders, Public Works, Industry, Recovery and Disposal Teams, Hazmat

Subject Matter: Chemical Properties, Disposes, Federal Regulations, RCRA, Environmental Impacts

Agencies: EPA, NRC, ODOT

Local: -----

Private: Cleanup firms, Consultants, Industry, Response Teams

Funding Potential: EPA, State, Private Sector

CATEGORY V Awareness Training General Public

Training For: Students, Labor Force, General Public

Subject Matter: Awareness, Placarding, Recognition, Reporting Procedures

Agencies: ODOT, FEMA, OEMA, CEMA, EPA, Department of Labor, Department of Education, OSHA

Local: Fire, Police, EMA

Private: Manufacturers, Transporters

Funding Potential: OSHA, Local, State, Private Sector

CATEGORY VI Public Officials

Training For: Commissioners, Trustees, Mayors, Staff

Subject Matter: Public Policy, Disaster Recovery

Agencies: FEMA, OEMA, CEMA

Local: -----

Private: -----

Funding Potential: EMA, OEMA

TRAINING CAPABILITIES

The following are percentages of all fire, police, and EMS personnel in Trumbull County that have been trained to the HAZMAT Awareness Level and the Hazmat Operational Level, as of this date, July 2007.

	<u>Awareness Level</u>	<u>Operational Level</u>
Fire	75%	60%
EMS	60%	60%
Police	25%	0%

Upon approaching a hazmat scene, the EMS personnel will be limited to performing only those duties permitted in accordance to the EMS Hazmat Training.

* OSHA 1910.120 (6) **Training.** Training shall be based on the duties and function to be performed by each responder of an emergency response organization. The skill and knowledge levels required for all new responders, those hired after the effective date of this standard, shall be conveyed to them through training before they are permitted to take part in actual emergency operations on an incident.

Tab 6 of Annex O (Hazardous Materials Emergency Response)

INITIAL NOTIFICATION OF RESPONSE AGENCIES

I. FIVE LEVELS OF INITIAL ACCIDENT NOTIFICATION

A. Give levels of initial accident notification exist in this plan. These levels are to make notification systematic and easy to understand.

1. The incident location and other relevant information must be transmitted to the County Emergency Planning Committee's emergency coordinator, and to the County Emergency Management Agency. Since the Director of Emergency Management and Committee emergency coordinator are the same, notification of either entity shall be considered notification of both. This notification must be given by the fire chief or incident commander within whose jurisdiction the incident occurs. The Phone numbers for notification are: (330) 675-2666 or Trumbull 9-1-1, if the first number is not answered.

2. Upon receiving notification from the fire chief or incident commander, and at their request, the emergency coordinator will notify other emergency services agencies such as the America Red Cross, etc.

3. Each emergency service organization (i.e., fire depts., Red Cross, etc.) shall take whatever actions are necessary to notify their agency personnel.

4. The notification of local, state, and federal officials will be the responsibility of the fire chief or incident commander within whose jurisdiction the incident occurs. Upon request of the fire chief, the emergency management agency will assist with this notification procedure.

5. It is the responsibility of the fire chief or incident commander to notify all special facilities within his jurisdiction, when the incident might affect that particular facility. It is also the initial responsibility of the fire chief or incident commander to notify all adjoining jurisdictional fire chiefs when the possibility exists that the incident may cross jurisdictional lines.

B. The notification of special facilities is a matter of good pre-Planning on the part of local fire and police agencies. Special facilities have special problems that must be planned for before an incident happens.

This preplanning should include, but is not limited to, the following information: transportation capabilities, special care patient's needs, names and phone numbers of contact persons within those facilities, agreement with adjoining jurisdictional facilities to help, and local governmental and private organizations which may help.

1. Special facilities include: School Districts, Private Schools, Day Care Centers, Hospitals, Nursing Homes, Industries, Shopping Centers, Detention Centers, and other locally determined areas.

C. It is the responsibility of the local jurisdiction to provide documentation of notification of all facilities within their jurisdiction, and notification of adjoining jurisdictions.

II. RESPONSE FUNCTIONS

A. Initial Notification of Response Organizations

1. Depending upon the classification I, II, III and upon the Instructions of the On-scene command, the incident command will initiate in accordance with established procedures, the kind and sequence of emergency response forces and organizations as appropriate. (See Appendix 1 to this Tab)

Incident command and management of on-scene operation are described in incident command system (ICS). (See Annex F page F-15)

Priorities for initiating response actions will be based on the following public protective options:

- a. **Evacuation.** Evacuation can be effective in protecting the public if it can be accomplished prior to the arrival of a toxic cloud at a particular location. The effectiveness of evacuation is dependent upon the time required to evacuate an area compared to the time available before the cloud arrives.
- b. **In-Place Sheltering.** In some situations, advising people seek shelter and stay indoors and attempt to reduce the flow of air into a structure may be the most effective protective option. This strategy should be considered by emergency officials when it is assessed that persons could not be safely evacuated from an area prior to the arrival of a toxic cloud.
- c. **Ingestion Advisory.** Surface and ground water supplies can be contaminated by a HAZMAT release. Prompt identification must occur in the event of a threat to the drinking water supply, and

quick notification to public and private system operators, and warning the users.

d. **Sewage.** A hazardous chemical entering the sewer. Sewage system can cause serious and long-term damage to streams and treatment plants. It may be necessary to divert sewage, which might create an additional health threat and environmental problem.

III. EMERGENCY CONDITIONS

A. Condition – Level I

1. An incident which can be controlled by the first response agencies and does not require evacuation of other than the immediate outdoor area. The incident is confined to a small area and does not pose an immediate threat to life or property.

2. Response Activities:

- a. Fire Department
- b. Emergency Medical Service (EMS), as needed
- c. Police Department
- d. Public Information Officer, as needed
- e. Trumbull County Hazardous Materials Bureau

B. Limited Emergency Condition – Level II

1. An incident involving a greater hazard or larger area, which poses a potential threat to life or property, and which may require a limited evacuation of the surrounding area.

2. Response Activities:

- a. All agencies listed in Level I
- b. Partial staff of Emergency Operations Centers (EOC's)
- c. Public works (Public Utilities)
- d. County Emergency Management Agency
- e. Activate regional Haz/Mat if needed

C. Full Emergency Condition – Level III

1. An incident involving a severe hazard or a large area which poses an extreme threat to life and property, and will probably require a large scale evacuation; or an incident requiring the expertise or resources of private agencies/organizations, the County, State, or Federal Government.

2. Response Activities:

- a. All agencies in Levels I and II
- b. Activate regional Haz/Mat
- c. All positions filled on the Emergency Operations Center Chain of command.
- d. Notification of all local, State, and Federal agencies, as necessary. (See Tab 3 of Annex)

Tab 7 to Annex O (Hazardous Materials Emergency Response)

DOCUMENTATION AND INVESTIGATIVE FOLLOW-UP

I. RESPONSIBILITIES

A. Fixed site responsibilities for documentation of accidental releases are to prepare:

1. Fixed site or other site accidental release version of the incident, including time, cause of release, material and quantity released, location, response actions, decontamination and clean-up, etc.
2. Chronological logs that detail the time sequence account of release response activities, e.g., emergency response team activation, notification of off-site authorities, significant situation changes, time of recommendations to off-site authorities, etc.

B. Communications centers will document and issue a report detailing communications during the incident to include initial specifics of the release, e.g., time, location, material, and quantity released, manufacturer, shipper, vehicle, consignee, source of release, container information, public health hazards, agencies contacted, comments, etc.

C. The Incident Commander for the fire department, within the jurisdiction in which the incident occurred will, within seven days hold a meeting of representatives of the various local government departments, and mutual aid agencies. The purpose of this meeting will be to critique and determine the effectiveness of the response activities. All responding agencies will also give the incident commander, a cost breakdown for services and equipment used, during the course of the event.

D. The local jurisdiction will compile a list of all costs incurred during the incident, and will act as the lead agency, in recovery of the costs of all involved parties.

E. Post incident investigation to discover circumstances and causes of the incident will be the responsibility of the local fire department.

F. Jurisdiction authorities will prepare a report summarizing the incident including cause, incident critique, damages, expenditures, and conclusions. The jurisdiction's legal representative prepares an investigative report of the incident according to established procedures.

Tab 8 to Annex O (Hazardous Materials Emergency Response)

TECHNICAL LIBRARY AND RESOURCE LIST

The following documents are available at the Trumbull County EMA Office. Additional documents will be available when they are issued, purchased, or written for local use.

The Trumbull County Emergency Operations Plan, June 1993

Emergency Response Guidebook, DOT 5800.3, Guidebook for Hazardous Materials Incidents, 1987

Trumbull County Fire, Police, EMS and business resources list

Hazardous Materials Emergency Planning Guide, National Response Team (NRT-1), March 1987

Chemical Emergency Preparedness Program □ Interim Guidance □ USEPA, November 1985

Local Government Emergency Planning, CGP 1-8, FEMA, April 1982.

Local Hazardous Materials Contingency Plan Outline, ISEPA and FEMA, November 1986.

Community Teamwork: Working Together to Promote Hazardous Materials Transportation Safety, DOT, May 1983.

Lessons Learned

A report on the lessons learned from State and local experiences in Accident prevention and response planning for hazardous materials transportation, DOT and USEPA, December 1985.

Emergency Planning and Community Right-to-Know Programs; Interim Final Rule and Proposed Rule Cross-Reference, USEPA, 40 C.F.R Part 300, November 17, 1986.

Public Law 99-499, Superfund Amendments of 1986, Title III □ Emergency Planning and Community Right-to-Know, October 17, 1986.

Community Awareness and Emergency Response (CAER).

The National Oil and Hazardous Substance Pollution Contingency Plan, USEPA, 40 C.F.R 300. (Referred to as the Nation Contingency Plan.)

Chemical Emergency Preparedness Program, Interim Guidance, Chemical Profiles, USEPA, December 1985.

Tab 9 to Annex O (Hazardous Materials Emergency Response)

SUMMARY OF SERC EXERCISE RULES

A. The LEPC is responsible for scheduling, designing, conducting, and evaluating its chemical preparedness exercises. The LEPC will at a minimum conduct one exercise annually. The LEPC will provide a minimum of 30-day notice to the SERC (via Ohio EMA) of its annual exercise. The exercise will include either a facility subject to the law or a transporter of hazardous materials. The LEPC will ensure that within a four-year exercise cycle, all required Objectives will have been successfully tested. Also within this cycle, one Full-Scale Exercise will have been completed. The LEPC's Exercise Design Team shall adhere to SERC Exercise rules and utilize the NRT-2 to develop and conduct the exercise. The SERC approved Evaluation Forms will be used to evaluate each exercise.

B. There are three types of exercises that will be conducted as per SERC rule 3750-20-74. They are Table-Top, Functional, and Full-Scale. They are defined as follows:

1. **Table-Top Exercise** where officials and responders are gathered informally to discuss actions, based on this plan and SOPs, to be taken during a hazmat emergency. The exercise has no time constraints and physical response is simulated. The exercise will test three (3) or more objectives with at least one (1) being a Core Objective.
2. **Functional Exercise** designed to test the capability of an individual function of the plan and the response system. A Command Post or EOC is activated and used to demonstrate the command system. The exercise will test four (4) or more Objectives with at least two (2) being Core Objectives.
3. **Full-Scale Exercise** - used to evaluate the response of organizations and to ensure that operational capabilities are in an interactive manner. The exercise will test a major portion of the functions in the plan. The exercise will mobilize personnel and resources to demonstrate a coordinated response capability. An EOC will be activated for this exercise. The exercise will test eight (8) or more Objectives with at least five (5) being Core Objectives.

C. The exercise will be evaluated by persons selected by the (**Exercise Design Team or LEPC**). The SERC Facilitator will, with the assistance of the exercise design team, train the evaluators on their assigned roles and what areas they will evaluate. The Evaluators will utilize the SERC provided evaluation forms. Following the exercise critique, the evaluation forms will be given to the SERC Facilitator. A critique of the exercise will follow each exercise. Participants,

controllers, and evaluators will discuss the results and lessons learned from the exercise. As required by law, after a full-Scale exercise, the LEPC will announce and hold a public critique of the exercise **(at either the next regular LEPC meeting or at a specially held LEPC exercise meeting).**

D. The LEPC will use the Evaluator's, Facilitator's and the critique comments to see if activities are effective in practice or if there are more efficient ways of responding to an incident. The plan will be updated accordingly by the LEPC's Community Emergency Coordinator (CEC). During the next exercise, changes will be tested to see that the deficiencies were corrected.

E. When incidents do occur, they provide a means of evaluating the plan's effectiveness. If an actual incident is to be claimed for exercise credit, the LEPC will submit to Ohio EMA the SERC approved Hazmat Questionnaire within thirty (30) days of the incident and a LEPC 30-Day Exercise Notice. This will be completed by the CEC in cooperation with the IC. The LEPC will review the questionnaire prior to its submittal to identify planned items which were overlooked, improperly identified, or were not effective.

I ASSIGNMENT OF RESPONSIBILITIES: ORC 3750.04 (A)(6)

A. Fire Department

Is the lead agency in response to hazardous materials incidents and will perform the following in addition to the responsibilities outlined in Annex F Fire/Rescue;

1. Assume the on-scene leadership role as Incident Commander.
2. Take immediate steps to identify the nature of the hazardous material and report to the appropriate communications center.
3. Establish a safety perimeter (hot, warm, and cold zones), staging areas (upwind at a safe location), and a command post to coordinate activities and disseminate information to all agencies involved.
4. Initiate appropriate actions to control and contain the hazardous material.
5. Determine a safe route into the area and notify the communication center.
6. Coordinate with other agencies and facilities as to which public protective action is appropriate for the incident.
7. Ensure that agency notifications have been completed and the county HAZMAT team is requested if needed.
8. Determine the response level of the incident.
9. Rescue any injured persons.
10. Maintain overall command of the incident until the hazard is contained or command can be passed to an appropriate agency.

B. Law Enforcement

Shall perform the following in addition to the responsibilities outlined in Annex E Law Enforcement;

1. The ranking law enforcement officer at the scene will report to and remain at the on-scene command post.
2. Notifies the proper fire agency, if first on the scene.
3. Assists in establishing a safety perimeter, access control points, and traffic control as needed
4. Provide Command Post security.
5. Assist in providing warnings or alerts to persons and facilities within the vulnerable zone.
6. Assist in evacuation should it become necessary. Request the assistance of the Fire Department if protective clothing is required.
7. Enforce traffic control in and around the scene of the incident.

C. Medical personnel

Shall perform the following in addition to the responsibilities outlined in Annex I Medical;

1. Establish and maintain field communications and coordination with other emergency services; police, fire, health, hospital, etc.
2. Provide pre-hospital emergency medical services to include triage, treatment, and transportation.
3. Provide mental health professionals to assist with on-scene management of patients and/or responders.

D. Health Department

Shall perform the following in addition to the responsibilities outline in Annex H public Health;

1. Assign personnel to the ICP, if requested.
2. Assist in the coordination of water, air, soil, or food testing.
3. Coordinate site cleanup as appropriate.
4. Make recommendations regarding water supplies, recovery and re-entry.

E. Public Works

Shall perform the following in addition to the responsibilities outlined in Annex G Engineering, Utility and Public Works;

1. Assign personnel to the ICP, if requested.
2. Provide information/maps on which water systems could be impacted by the release.
3. React to the entry of any pollutant or contaminate into the water supply by shutting off appropriate intakes or switching to alternate sources.

4. Providing equipment and personnel to assist the Incident Commander in the containment and cleanup phase of the hazardous material incident as needed, and within their capabilities and training.

F. Public Information Officer (PIO)

Public Information Officers will disseminate information to the media and the public in support of Annex D Emergency Public Information.

G. American Red Cross

Will perform the following in addition to the responsibilities outlined in Annex K Shelter and Mass Care;

1. When called to open shelters, evaluate the hazards involved and their potential impact on evacuees to determine the shelter's needs.
2. When the shelter is open, establish a screening area to evaluate evacuees for possible exposure and contamination.
3. Request trained personnel to assist in screening and treating evacuees if needed.
4. Establish areas for separating and handling evacuees who have been exposed and/or contaminated before being transported to an appropriate medical facility.

H. Fixed Site Hazardous Material Facilities:

1. Develop on-site contingency plan in accordance with OSHA 1910.120 that specifies notification and emergency response procedures. These plans will be coordinated with the local Fire Department and the Trumbull County LEPC.
2. Provide technical support for the development of the hazard analysis for the facility.
3. Provide the facility emergency response coordinator at the ICP or the EOC in the event of a release.
4. Initiates notification, providing specific information to the designated agencies in the event of a release.
5. Coordinates the containment and cleanup efforts with the Incident Commander and appropriate State, Federal, or private agencies.
6. Initiates the written follow up report of a release in accordance with ORC 3750.06.
7. Provide a public information representative to work with the incident's PIO for the accurate release of public information.
8. Participates in plan exercises, drills, and critiques as required.

I. Ohio Emergency Management Agency (OEMA):

1. Develops and implements the State's Hazardous Materials Emergency Management Plan.

2. Coordinates requests for State/Federal assistance from local and county government.
 3. Activates, maintains, and operates the State EOC as needed.
 4. Responsible for alerting and mobilizing State agencies during an incident.
 5. Assumes the primary role for coordinating emergency response and emergency management activities for other State agencies.
 6. Co-Chairs the SERC
- J. Ohio Environmental Protection Agency (OEPA:)**
1. Provides an on-scene coordinator to assist the Incident Commander in response and recovery decision-making.
 2. Will be the lead State agency on-scene when the primary threat is to the environment.
 3. Advises on acceptable cleanup operations and disposal procedures based on potential health effects of the hazardous material involved.
 4. May investigate spills as necessary.
 5. Acts as the State's information coordinator by maintaining facility and spill reports, distributing grant monies, and providing advice to LEPC's.
 6. Co-Chairs the SERC.
- K. State Fire Marshal (SFM)**
1. The Fire Marshal will be the lead State agency on-scene when the primary threat is fire or explosion.
 2. Support to other State agencies if the incident is not fire related.
 3. Provide trained personnel and dedicated equipment to assist the Incident Commander in response and recovery decision-making regarding materials with fire/explosive hazards.
- L. Ohio Department of Health (ODH)**
1. Assist the local health department to ensure the restoration of public health and sanitation standards in an incident area.
 2. Investigate potential health problems from hazardous materials.
 3. Providing advice to local health departments, physicians, hospitals, and other emergency personnel about toxicology and medical treatment during a hazardous materials incident.
 4. Ensure the capability of safe food handling at mass feeding centers established for the incident.
- M. Ohio State Highway Patrol (OSP)**
1. Provide traffic control, enforcement, and related tasks on State Highways.

2. Assist in area control, evacuation, and emergency rescue, as needed in coordination with local law enforcement agencies.
3. Assisting with communication, situation information, and meteorological data as requested.

N. Ohio Department of Transportation (ODOT)

1. Supply personnel and equipment to support cold zone operations as requested.
2. Coordinate with local entities to designate alternate traffic routes.
3. Support traffic control and provide technical assistance regarding road conditions.

O. Public Utilities Commission of Ohio (PUCO)

1. The transportation section can provide on-scene accident assessment of transportation hazardous materials spills. They can site the spiller for improper handling, storage, or transport of hazardous materials.
2. Serves as the State liaison with appropriate Federal agencies.
3. If requested, PUCO will provide field and technical assistance should a release occur along a pipeline.

P. Ohio Department of Natural Resources (ODNR)

1. Provide watercraft for rescue and related operations.
2. Provide personnel to reinforce law enforcement officers who are maintaining public safety.
3. Provide personnel, vehicles, and other special equipment in support of primary response agencies.
4. Provide land and facilities for use as mass care shelters and mobile home sites during an incident.

Q. The Federal Government

Provides assistance through several agencies, this assistance shall be requested through the Ohio EMA. These operations will be coordinated with the Incident Commander and fall under ICS. If the National Response Center (NRC) was notified by the spiller or Incident Commander, the National/Regional Contingency Plan may already be in effect. The Federal Responsibilities are defined in the State of Ohio's Hazardous Materials Emergency Management Plan that is on file with the Trumbull County EMA.

Tab 10 to Annex O (Hazardous Materials Emergency Response)

Trumbull County
EOC Notification of Activation Checklist

A. Authority

1. The Trumbull County EOC will be activated as required or requested, upon approval of the Trumbull County EMA director or the incident commander.

B. Alerting

1. The Trumbull County EMA Director is responsible for the initial alerting of EOC staff.
2. The Communications Center will also alert resource agencies, adjoining jurisdictions, and state and federal agencies if so requested by proper authority.

EOC ACTIVATION CHECKLIST

A. EOC Activation Checklist

1. Alert at least one in each of the following groups and indicate by "X" which one.

_____	Commissioner	_____	Alerted	_____	Time
_____	Sheriff	_____	Alerted	_____	Time
_____	Primary Fire Coordinator	_____	Alerted	_____	Time
_____	Alternate Fire Coordinator	_____	Alerted	_____	Time
_____	PIO	_____	Alerted	_____	Time
_____	Comm. Officer Primary	_____	Alerted	_____	Time
_____	Hospital	_____	Alerted	_____	Time
_____	County Engineer	_____	Alerted	_____	Time
_____	Primary Law Enforcement	_____	Alerted	_____	Time
_____	Amateur Radio Liaison	_____	Alerted	_____	Time
_____	Utilities Department	_____	Alerted	_____	Time
_____	American Red Cross	_____	Alerted	_____	Time
_____	County Health Dept.	_____	Alerted	_____	Time
_____	Radio Stations	_____	Alerted	_____	Time

_____	Gas Company	_____	Alerted	_____	Time
_____	Health/Human Services	_____	Alerted	_____	Time

B.

EOC Operations Room Set-Up Checklist

1. Check generator and fuel.
2. Ensure adequate food and water supplies.
3. Test communications, phones, and dedicated lines.
4. Place public information center on standby.

C. EOC Deactivation Checklist

1. Inventory and replenish supplies.
2. Clean and store maps and displays.
3. Collate all documents generated in the response.
4. Prepare after action reports.

Tab 11 to Annex O (Hazardous Materials Emergency Response)

Trumbull County EMA EOC Activation Checklist

Initial Notification

- Discuss strategy with key Chief Elected Officials
- Officials make determination to:
 - Notify members of Emergency Management Organization
 - Implementation of Emergency Management Plan
 - Establish an EOC
 - Establish level of activation

Establishment of EOC facility

- Determine appropriate facility for use as EOC
 - Anticipate size of event response
 - o NOTE: Not desirable to move EOC once established, plan accordingly
- Notify facility representatives on need for facility
- Establish communications assets in facility
 - Phone, Data, Fax, Two way radio as appropriate
- Establish check in procedures and location
- Establish credentialing procedure/security for EOC
 - Establish and communicate acceptable credentials for incident scene, integrate into Security Plan for event.

Secondary Notification

- All response agencies involved in response that EOC is established and where
 - Request that liaison be sent to EOC if required (operational)
- County Emergency Management agency
 - EOC established, location, phone number
 - Any expectations of providing resource support
 - If there is a need for a county liaison to the EOC
- EM Committee Team members
- Additional personnel as required

Establish Incident Command Structure within EOC and Assign Positions

- EOC Manager assigns Section Chiefs for Operations, Planning, Logistics and Finance Administration
- EOC Manager Requests appropriate liaisons to EOC representing response agencies and other groups involved in response. (Example: NYSEG, Verizon, railroad, State or Federal Agencies)
- EOC Manager briefs EOC participants on situation and objectives
 - Introduces Section Chiefs
- Chief Elected Official appoints PIO and Safety Officer
 - PIO initiates contact with local media, establish press briefing times and coordinate with Planning Section.

- Safety officer works with Planning Section to formulate EOC Safety Plan.
(Includes any other facilities supplemental to EOC)
- Hold Command and General Staff Meeting
 - Review situation status
 - Staff introductions
 - Set objectives
 - Review assignments
 - Set staff meeting schedule
 - Set schedule for situation reports
 - Set operational period schedule
 - Set media briefing schedule
- All Section Chiefs and unit managers shall maintain a Unit Log (ICS 214)

Operations Section Chief

- Review Job Description and Position Check list
- Coordinates mission requests and assignments
- Oversees coordination of units within EOC including liaisons
- Stands up functional units if required (Ex: Mental Health, Donations Management, etc)
- Assigns assistants and Branch Managers as needed (Ex: Geographically or by Function)

Logistics Section Chief

- Review Job Description and Position Check list
- provides for communications assets for EOC
 - Assigns Communications Unit Leader if needed
- Responsible for maintenance and operations of facilities
- Responsible for food for EOC staff
- Fills appropriate Support or Service Branch positions as needed
- Obtain resources as required to support operation

Planning Section Chief

- Review Job Description and Position Check list
- Begin assembling Incident Action Plan (IAP)
 - Incident Objectives (ICS 202)
 - Organizational Assignments (ICS 203)
 - Communications Plan (ICS 205)
 - Medical Plan (ICS 206)
 - Develop and Post Organization Chart (ICS 207)
 - Site Safety Plan (ICS 208)
- Assign Situation Unit Leader
- Assign Resource Unit Leader
- Assign Documentation Unit Leader
- Activate any other unit necessary to accomplish required tasks
- Determine format and time of situation report
- Establish schedule for planning meetings

Finance Section Chief

- Review Job Description and Position Check list
- Document costs and personnel time
- Determine purchasing policy
- Determine methods to finance commodities required for response
- Assigns positions as required

Demobilization Plan

- A Demobilization Unit Leader shall be designated
- Develops plan for return of resources to respective agencies
- Plan includes demobilization plan for staff and facilities

Tab 12 to Annex O (Hazardous Materials Emergency Response)

TRUMBULL COUNTY LEPC INCIDENT REPORTING FORM

Date of Call
Time of Call
Taken on <input type="checkbox"/> LEPC 330-675-6602 <input type="checkbox"/> Other #
Taken By

• WHAT IS THE LOCATION OF THE PROBLEM? (Address, City or Township) _____

• WHAT IS THE NATURE OF THE PROBLEM? _____

• WHAT IS YOUR COMPANY NAME? _____

• WHAT IS YOUR NAME AND CALL BACK NUMBER? _____

• HAVE YOU NOTIFIED YOUR LOCAL FIRE DEPARTMENTS? YES (Continue) NO

(If emergency, conference call to Fire Department)

FIRE DEPARTMENT'S NAME _____

: • WHAT SUBSTANCE IS LEAKING/SPILLED/RELEASED? _____

AMOUNT LEAKING/SPILLED/RELEASED _____

• WHAT IS IT LEAKING/BEING RELEASED FROM? (Fixed tank, drum, railcar, etc.) _____

IS IT A: GAS LIQUID SOLID UNKNOWN

WHEN DID IT: START _____ END _____

• WHAT IS THE SUBSTANCE RELEASING INTO? (Air, Ground, Stream, etc...) _____

CLEAN-UP CONTRACTOR NOTIFIED YES NO

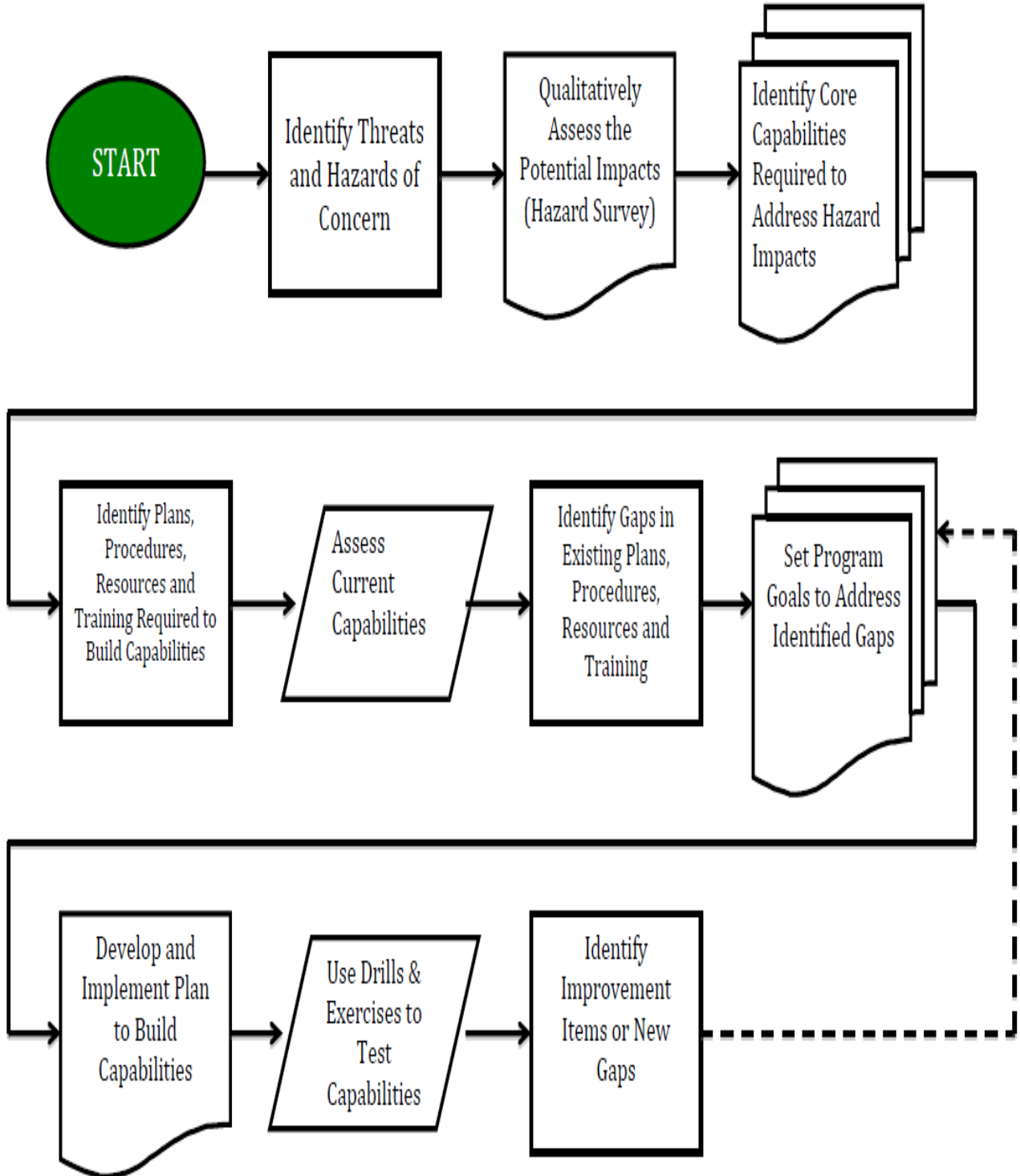
WHOM _____

• WHAT ELSE SHOULD WE KNOW ABOUT THE PROBLEM? _____

-
- STATE EMERGENCY RESPONSE COMMISSION (OHIO EPA) 1-800-282-9378
 - NATIONAL RESPONSE CENTER 1-800-424-8802

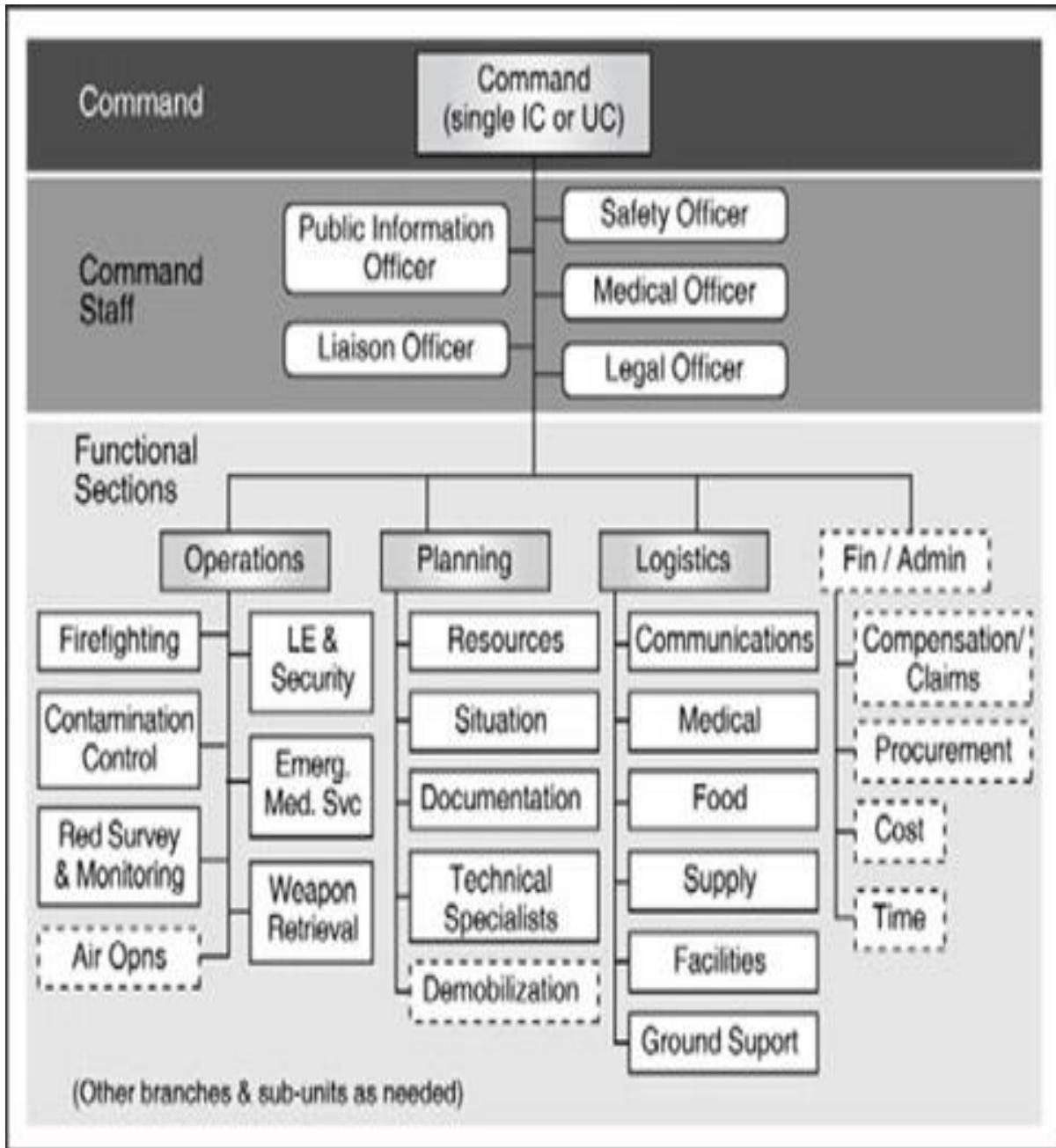
Tab 13 to Annex O (Hazardous Materials Emergency Response)

Emergency Action Flow Chart



Tab 14 to Annex O (Hazardous Materials Emergency Response)

Incident Command Structure Flow Chart



Tab 15 to Annex O (Hazardous Materials Emergency Response)

Trumbull County Emergency Management Agency
640 North River Road
Warren, Ohio 44483
Phone 330-675-2666 Fax 330-675-2667

Re: Invoice for HM Response

Date of incident: _____

Please consider this letter an invoice for reimbursement in response to the above referenced hazardous materials incident. Please send payment to above listed address.

The costs relating to the incident are as follows:

1. Personnel Overtime Costs	\$
2. Medical Monitoring/Treatment	\$
3. Vehicles and Apparatus	\$
4. Disposal Material/Supplies	\$
5. Decon/Disposal	\$
6. Miscellaneous/Technical/Lab Costs	\$
7. Total	\$

* I hereby certify that all the costs submitted were incurred as a result of response to this incident and that we have not nor will receive payment for these costs from any other source. I certify that the personnel costs are for overtime pay and recalled personnel. These costs would not have been incurred had the incident not occurred.

Sincerely,

Director

Date of Invoice

Tab 16 to Annex O (Hazardous Materials Emergency Response)

Recoup of Expenses Form

Trumbull County Emergency Management Agency

640 North River Road

Warren, Ohio 44483

Phone 330-675-2666

Fax 330-675-2667

Incident Date _____

Incident Location _____

Township: _____

City/Village _____

If a settlement in full cannot be reached with the responsible party(s), the community of
Twp./Village/City of _____ jurisdictions
and its legal counsel _____ are or _____ are not authorized
to negotiate a settlement of this claim on behalf of my jurisdiction.

Authorized Signature

Date

Department

Title

Tab 17 to Annex O (Hazardous Materials Emergency Response)

Trumbull County Emergency Management Agency

AFTER ACTION REPORT

Emergency Response Assessment

Directions: This short form is for small incidents that involve emergency response personnel. Expand the form below as needed. For large incidents that require obtaining these services, use After Action Report long form.

Unless otherwise designated, the staff persons who respond first to an emergency in person or over the phone will write a report. Submit the completed report to the head of the emergency response team and the appropriate administrator or director as applicable, and submit and retain the file following the emergency response procedures for your facility.

1. Date of incident _____ Main Incident Area _____ Affected locations _____

Nature of incident? Flood ___ Fire ___ Terrorism ___ Blizzard ___ Ice ___ Tornado ___ Power Outages ___

Other? _____

What factors caused and/or contributed to the emergency event? _____

Summarize outcome of event: no damage _____

Damage: _____

Other Factors? _____

2. Who discovered emergency? _____ Who notified you? _____

How: beeper, phone, in person, other? _____

Date and time event discovered? _____ Time elapsed until notified? _____

Did you receive accurate, complete and timely information? Y/N

3. Who responded from the facilities staff? _____

Were facilities staff and facilities contractors effectively/ appropriately deployed? Y/N

Actions taken: e.g. shut off water ___ power ___ other _____

4. When did recovery efforts begin? _____

Were emergency response team members involved? Y/N If so who? _____

Was there enough staff for relocation and recovery efforts? Y/N Was temporary relocation space appropriate? Y/N Was movement and relocation well planned, documented, and executed? Y/N

5. Were supplies, personnel, and equipment adequate for recovery? Y/N

If not, what measures were taken? _____

6. Did delay in any of the steps above affect the outcome or extent of the incident? Y/N

7. Was incident photographed or videotaped? Y/N (circle one or both)

If so, by whom? _____ Were the media contacted? Y/N If so, by whom? _____

8. How could this incident be prevented or damage diminished? _____

What specific lessons were learned? _____

What actions should be recommended or implemented? _____

Do existing policies or procedures need review? Y/N Explain _____

Do they need revision? Y/N If so, specify below. _____

Assessment completed by: _____

Date of report: _____