

WYANDOTTE COUNTY EMERGENCY OPERATIONS PLAN

Developed by:

Wyandotte County Emergency Management

In conjunction with:

Wyandotte County and Municipal Officials



SEPTEMBER 2007

PROMULGATION

One of the responsibilities of Kansas counties required by K.S.A. 48-929, is the development and promulgation of a County Emergency Operations Plan (EOP) with the intention of saving lives and protecting property in the event of a major emergency or disaster.

This planning includes: Mitigation to reduce the probability of occurrence and minimize the effects of unavoidable incidents; Preparedness to respond to emergency/ disaster situations; Response actions during an emergency/disaster; and Recovery operations that will ensure the orderly return to normal or improved levels following an emergency/disaster.

The Wyandotte County Emergency Operations Plan has been developed to establish the policies, guidance and procedures that will provide the elected and appointed officials, administrative personnel, various governmental departments and private and volunteer agencies with the information required to function in a coordinated and integrated fashion and to ensure a timely and organized management of the consequences arising from emergencies/disasters.

As Chairman of the Board of County Commissioners, I endorse this Plan, as approved by the Wyandotte County Board of County Commissioners, and direct that all personnel involved assume the roles and responsibilities and take appropriate actions as outlined herein.

Joe Reardon
Mayor / CEO

Date

RESOLUTION NO. R-84-07

A RESOLUTION ADOPTING A LOCAL EMERGENCY OPERATIONS PLAN

WHEREAS, one of the responsibilities of Kansas counties required by K.S.A. 48-929, is the development and promulgation of a County Emergency Operations Plan (EOP) with the intention of saving lives and protecting property in the event of a major emergency or disaster.

WHEREAS, this planning includes: Mitigation to reduce the probability of occurrence and minimize the effects of unavoidable incidents; Preparedness to respond to emergency/ disaster situations; Response actions during an emergency/disaster; and Recovery operations that will ensure the orderly return to normal or improved levels following an emergency/disaster.

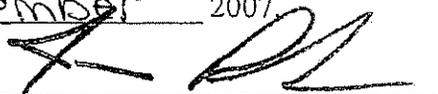
WHEREAS, the Wyandotte County Emergency Operations Plan has been developed to establish the policies, guidance and procedures that will provide the elected and appointed officials, administrative personnel, various governmental departments and private and volunteer agencies with the information required to function in a coordinated and integrated fashion and to ensure a timely and organized management of the consequences arising from emergencies/disasters.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION
OF THE UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/
KANSAS CITY, KANSAS:**

That the Commission of the Unified Government hereby adopts and endorses the Wyandotte County Emergency Operation Plan, September 2006 Edition.

ADOPTED BY THE GOVERNING BODY OF THE UNIFIED GOVERNMENT
OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS

THIS 6 DAY OF September 2007



Joe Reardon, Mayor/CEO

ATTEST:



Unified Government Clerk

Approved as to form:

Kenneth J. Moore, Assistant Counsel

RESOLUTION NO. 2007-18

A RESOLUTION ADOPTING A LOCAL EMERGENCY OPERATIONS PLAN

WHEREAS, one of the responsibilities of Kansas cities and counties required by K.S.A. 48-929, is the development and promulgation of an Emergency Operations Plan (EOP) with the intention of saving lives and protecting property in the event of a major emergency or disaster.

WHEREAS, this planning includes: Mitigation to reduce the probability of occurrence and minimize the effects of unavoidable incidents; Preparedness to respond to emergency/ disaster situations; Response actions during an emergency/disaster; and Recovery operations that will ensure the orderly return to normal or improved levels following an emergency/disaster.

WHEREAS, the Wyandotte County Emergency Operations Plan has been developed to establish the policies, guidance and procedures that will provide the elected and appointed officials, administrative personnel, various governmental departments and private and volunteer agencies with the information required to function in a coordinated and integrated fashion and to ensure a timely and organized management of the consequences arising from emergencies/disasters.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BONNER SPRINGS, KANSAS:

That the City Council hereby adopts and endorses the Wyandotte County Emergency Operation Plan, September 2007 Edition.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BONNER SPRINGS, KANSAS AND SIGNED BY THE MAYOR THIS 24TH DAY OF SEPTEMBER, 2007.


Clausie W. Smith, Mayor

ATTEST:


Rita Hoag, City Clerk

(Seal)



WYANDOTTE COUNTY, KANSAS EMERGENCY OPERATIONS PLAN

BASIC PLAN

I. Overview

A. Purpose and Scope

The primary purpose of this Emergency Operations Plan (EOP) is to provide guidance to help minimize the loss of lives, prevent injuries, protect property, safeguard the environment and preserve the local economy in the event of a major emergency.

This EOP:

- Addresses the emergency activities common to the known hazards threatening Wyandotte County as described in Part II – Threat Assessment.
- Sets forth a comprehensive program designed to help prevent, prepare for, respond to, and recover from the effects of natural, technological and human-caused hazards.
- Applies to all departments and divisions in Wyandotte County, Kansas City, Kansas Unified Government, as well as the cities of Bonner Springs and Edwardsville.
- Requests many volunteer, community, private, and State and Federal agencies to coordinate with the County and play key roles during major emergencies.
- Applies only to non-routine emergency events and will not be implemented for the daily emergencies routinely handled by first responder agencies and community organizations.
- Follows all applicable local, State and Federal requirements and guidance as described in Part B – Authorities and References.
- Describes a cooperative, countywide effort including all participating agencies and emphasizing coordination and communication to accomplish common public safety goals.



B. Authorities and References

1. Local

- a. Wyandotte County, Kansas City, Kansas Unified Government Resolution Number R-25-99 dated March 10, 1999.
- b. Wyandotte County, Kansas City, Kansas Unified Government Ordinance Number 0-20-99 dated March 10, 1999.

Authorities and references provide the legal basis for development and implementation of the Emergency Operations Plan

2. State

- a. K.S.A. 48-925. Chapter 48. – Militia, Defense and Public Safety, Article 9, Emergency Preparedness for Disasters.
- b. State of Kansas Emergency Operations Plan dated 2002 and Kansas Planning Standards dated 2004.

3. Federal

- a. Title 42, United States Code (USC), Chapter 68, Disaster Relief, Sections 5121-520 [Robert T. Stafford, Emergency Assistance and Disaster Relief Act (Public Law 93-288)].
 - b. Code of Federal Regulations, Chapter 44, Emergency Management and Assistance (specifically section 302.3(b)(2)).
 - c. Interim National Response Plan (NRP), dated June 2004; and the National Incident Management System (NIMS), dated March 2004.
4. Additional authorities and references applicable to a particular function, support activity or hazard are cited in the appropriate Emergency Support Function (ESF) Annexes and Incident Annexes.

C. Policy Statements

1. Limitations

The outcome of any emergency response may be limited by the scope, magnitude and duration of the event. Nothing in this EOP is to be construed as creating any duty of care owed by the County, Cities or any organization cooperating in the execution of this plan to any individual, corporation, firm or other entity.



2. Suspension of Routine Activities and Availability of Employees

Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of the event and efforts normally required for routine activities may be redirected to accomplish emergency tasks. During a declared local emergency, all County and City government employees not otherwise assigned emergency duties may be made available to augment the work of other departments or divisions.

3. Non-Discrimination

All local activities will be carried out in accordance with Chapter 44 of the Code of Federal Regulations, Part 205.16 (Nondiscrimination in Disaster Assistance). Further, it is the policy of Wyandotte County, Kansas City, Kansas Unified Government, and the cities of Bonner Springs and Edwardsville, that no services will be denied on the basis of race, religion, national origin, age, sex, marital status, veteran status, sexual orientation or the presence of any sensory, mental or physical disability.

4. Citizen Preparedness

This EOP does not substitute government services for individual responsibility. Citizens are expected to be aware of developing events and take appropriate steps to respond in a safe manner. Since government resources and personnel may be overwhelmed at the onset of an event, individuals and organizations should be prepared to be self-sufficient immediately following a disaster. As described in ESF #20 – Training, Exercises and Public Education, Wyandotte County will make every effort to educate the public about emergencies prior to the occurrence of an event.

II. Situation and Assumptions

A. Situation

Threat Assessment

1. Wyandotte County is threatened by many hazards with the potential to cause significant community disruption. These hazards include:
 - Natural events, such as floods and tornadoes
 - Technological events, such as hazardous materials accidents
 - Human-caused hazards, such as acts of terrorism



2. Due to their nature, hazards may occur consecutively (such as a severe thunderstorm followed by flash flooding) or simultaneously (such as a heat wave during a drought).
3. Wyandotte County may also suffer from events occurring elsewhere causing an effect on the supply of goods and services. Such events have the potential to create shortages of essentials such as electricity, petroleum products, natural gas, food or water.
4. Certain areas of Wyandotte County are prone to particular problems requiring special attention. Examples include flood plains and the areas vulnerable to hazardous materials spills/releases surrounding the numerous manufacturing facilities and transportation corridors in the County.
5. Additional information on the hazards threatening Wyandotte County can be found in the *Wyandotte County Multi-Hazard Analysis Risk and Vulnerability Study* completed in 2001. A summary of this document is included as **Appendix 1 on page 13.**

Numerous hazards have the potential to affect Wyandotte County and its citizens as described in the Wyandotte County Multi-hazard Analysis Risk and Vulnerability Study

B. Assumptions

1. A major emergency or disaster can occur at anytime. Officials will recognize when an emergency event has occurred, or is about to occur, and take steps to implement the Emergency Operations Plan (EOP).
2. Emergency situations may differ greatly in type, size, scope, onset and duration.
3. Proper implementation of the EOP will assist in reducing loss of life, injuries and property damage, and in expediting restoration and recovery.
4. Initial emergency information may be scarce, confusing or inaccurate. However, life saving activities will not be delayed while waiting for additional or more accurate information.
5. Response organizations, as well as their staff and families, may be directly affected by the event.
6. When necessary, mutual aid from surrounding jurisdictions will be requested and available.



7. Emergency response systems may be overwhelmed for several days and citizens may be on their own and should have the ability to be self sufficient for 72 hours or more.
8. If Wyandotte County and mutual aid resources are inadequate, assistance will be requested from the State and Federal government.

III. Concept of Operations

A. Plan Implementation

1. First responder organizations will keep the Emergency Management Department informed of escalating situations that may require coordinated multi-departmental response and activation of the Emergency Operations Center (EOC).
2. Once notified, the Emergency Management Department will monitor the situation and implement procedures to notify key personnel and activate this Emergency Operations Plan (EOP).
3. Activation of the EOP serves as notice to all County and City departments and cooperating agencies to shift from normal operations to emergency operations. This may require shifts in mission, staffing and resource allocation.
4. To the extent practical, the disaster responsibilities assigned to County and City departments and employees will parallel their normal activities. However, during declared emergencies, staff not otherwise assigned emergency duties may be made available to assist with emergency work.
5. This EOP will not be implemented for routine emergencies handled by the first response community and other organizations. However, if necessary, portions of this plan (such as a particular Emergency Support Function) may be activated to meet unique needs created by routine emergencies.
6. If local resources are severely taxed or exhausted, assistance may be requested from neighboring communities by activating mutual aid agreements.



B. Coordination

1. The ultimate responsibility for coordination of disaster operations rests with the County Administrator. The Emergency Management Director is responsible for coordinating all recovery functions.
2. Overall coordination of the event will be established through the Emergency Operations Center (EOC). For more information on EOC operations, see ESF #5 – Emergency Management.
3. The principles of the Incident Command System (ICS) and the National Incident Management System (NIMS) will be used to guide and coordinate activities at the disaster scene(s). The EOC will organize using ICS and NIMS principles in support of field operations.

C. Emergency Declarations

1. Based on the complexity, severity, duration or resource needs of the event, the Emergency Management Director, or designee, may advise the Mayor/CEO or County Administrator to declare a local emergency. For more information and a sample emergency declaration, see ESF #5 – Emergency Management.

2. If at any point during a developing emergency, Wyandotte County officials determine the situation requires resources beyond local capabilities (including those obtained through mutual aid), assistance may be requested through the Emergency Operations Center (EOC) to the Kansas Division of Emergency Management (KDEM)

If the situation requires resources beyond local capabilities, the Wyandotte County Emergency Operations Center (EOC) may request assistance from the State

3. State assistance will be provided if it is available and deemed appropriate. If State resources are inadequate, the Governor may request Federal assistance through the Department of Homeland Security/Federal Emergency Management Agency (DHS/FEMA).
4. The Emergency Management Director, or designee, will serve as a liaison with KDEM and DHS/FEMA for coordinating State and Federal assistance.
5. Regardless of the level of assistance provided by outside entities, overall direction and control remains the responsibility of Wyandotte County,



Kansas City, Kansas Unified Government and the cities of Bonner Springs and Edwardsville.

IV. Organization and Assignment of Responsibilities

A. Emergency Organization

The County Administrator is ultimately responsible for emergency operations and will provide overall direction and oversight for emergency operations. The Emergency Management Director will be responsible for coordination of all recovery functions. For additional information on Wyandotte County's emergency organization, see ESF #5 – Emergency Management.

B. Emergency Operations Plan (EOP) Organization

As illustrated in Appendix 2 on page 14, the Emergency Operations Plan is divided into three (3) sections: a Basic Plan, Emergency Support Function (ESF) Annexes and Special Incident Annexes as described below:

1. The **Basic Plan** provides an overview of emergency organization and policies. It describes the overall approach to disaster response and recovery operations and assigns responsibilities for emergency tasks.
2. The **Emergency Support Function (ESF) Annexes** detail the organization, roles and responsibilities of government and cooperating agencies for coordinating emergency response and recovery efforts. The ESFs used in this EOP are:
 - ESF #1 – Transportation
 - ESF #2 – Communications
 - ESF #3 – Public Works and Engineering
 - ESF #4 – Firefighting
 - ESF #5 – Emergency Management
 - ESF #6 – Mass Care, Housing and Human Services
 - ESF #7 – Resource Management
 - ESF #8 – Public Health and Medical Services
 - ESF #9 – Search and Rescue
 - ESF #10 – Oil and Hazardous Materials Response
 - ESF #11 – Agriculture and Natural Resources



- ESF #12 – Energy and Utilities
 - ESF #13 – Public Safety and Security
 - ESF #14 – Long-term Community Recovery and Mitigation
 - ESF #15 – Public Information and External Communications
 - ESF #16 – Continuity of Operations
 - ESF #17 – Damage Assessment
 - ESF #18 – Financial Management
 - ESF #19 – Crisis Intervention
 - ESF #20 – Training, Exercises and Education
 -
3. **Special Incident Annexes** are designed for those emergency response and recovery activities unique to a particular hazard.
- Incident Annex – Biological
 - Incident Annex – Catastrophic
 - Incident Annex – Cyber
 - Incident Annex – Excessive Heat
 - Incident Annex – Metropolitan Medical Response System
 - Incident Annex – Nuclear and Radiological
 - Incident Annex – Severe Weather
 - Incident Annex – Terrorism Law Enforcement and Investigation
4. **See Appendix 3 on page 15**, for descriptions of the ESF and Special Incident Annexes.

C. Assignment of Responsibilities

1. **Lead, Support and Partnering Roles**

- a. Even if they are not specifically assigned, all County and City departments have emergency responsibilities. These responsibilities fall into either Lead or Support categories, and are based on the department's expertise and

Emergency Support Functions (ESFs) describe the organization of government and cooperating agencies needed to accomplish emergency response and recovery activities



resources. In most cases, a department's day-to-day activities correlate to their assigned disaster responsibilities, thus allowing the knowledge and skills necessary to respond effectively to be immediately translated from daily activities to emergency situations.

- b. Each Lead Agency is responsible for the overall direction and control of particular ESF or Incident Annex. The Lead Agency is assisted by Support Agencies that contribute personnel, resources and expertise to accomplish the functional tasks. The Lead agency is responsible for coordinating the response and recovery activities of the Support Agencies.
- c. In some cases, Partnering Agencies (non-governmental organizations or those agencies from outside Wyandotte County), are given responsibilities in the EOP. State and Federal agencies also play roles in the EOP. These emergency roles and responsibilities are detailed in the appropriate ESF and Special Incident Annexes.
- d. Situations may arise when unanticipated events or special needs are identified. In such cases, additional responsibilities may be assigned to any agency or organization with the appropriate resources and capabilities to assist with the situation.
- e. The roles and responsibilities assigned to Partnering Agencies (i.e., organizations not part of Wyandotte County government) are voluntary.

Mutual aid agreements exist with many of these organizations and are kept on file and maintained by the agencies with Lead responsibilities.

2. ***The tables shown in Appendix 3 on pages 15 – 24*** identify the agencies assigned Lead, and Support responsibilities in the execution of the EOP.
3. In addition to their Lead and Support responsibilities, the head of each agency will:
 - Appoint a qualified liaison and alternates to work with the Emergency Management Department in the development and maintenance of the Emergency Operations Plan (EOP).
 - Develop and implement organizational response and recovery plans and procedures in support of assigned disaster functions.
 - Establish and maintain procedures for agency personnel to be available on a 24-hour basis for Emergency Operations Center (EOC)



staffing and emergency assignment, and provide this information to the Emergency Management Department.

- Maintain a current inventory of key agency personnel, facilities and equipment, and establish procedures to ensure this information can be accessed from the EOC.
 - Establish procedures for assessing damage to departmental facilities and injury to personnel.
 - Identify sources of additional personnel, facilities and equipment necessary to augment disaster operations. If appropriate, negotiate, coordinate, prepare and maintain mutual aid agreements.
 - Establish procedures to rapidly obtain resources during an emergency.
 - Develop and implement policies and procedures to ensure departmental personnel maintain an awareness of their emergency roles and responsibilities, and are properly trained to fulfill them.
 - Make staff available for Emergency Management training. Unless otherwise specified, costs for these activities will be borne by the respective department, division or agency.
 - Provide disaster-related information to the EOC in a timely manner and deploy a representative to the EOC when requested.
 - Carry out to the best of their ability the disaster response and recovery activities described in this EOP.
4. It is recognized that employees will not be at peak efficiency or effectiveness during a disaster if the status of their household is unknown. Wyandotte County personnel with assigned disaster responsibilities are encouraged to make arrangements with other employees, friends, neighbors, or relatives to check on their immediate families in an emergency and to communicate that information to the employee through pre-designated means.
5. In situations not specifically addressed in the EOP or in departmental plans or procedures, agencies will improvise and carry out their responsibilities to the best of their abilities under the circumstances, based on the information available to them at the time.



V. Administration and Logistics

- A. Timely logistic and administrative support is critical to disaster response and recovery activities. Although the nature of disasters often requires that operations be carried out in compressed time frames using non-routine procedures, this in no way lessens the requirement for sound and responsible financial management and accountability.
- B. During disaster operations, all agencies will:
- Maintain records of all expenditures to provide clear and reasonable justification for budget requests or reimbursement.
 - Develop procedures to ensure financial records clearly and unambiguously identify disaster-related expenditures.
 - Use available resources and personnel as reasonable to cope with the emergency situation.
 - Maintain sight of the missions identified in this EOP when taking actions and incurring costs.
- C. The purchase, storage, maintenance, replenishment and replacement of equipment and supplies used in a disaster are the responsibility of the applicable agency.
- D. Departments with emergency responsibilities will be familiar with the rules and guidance for making emergency purchases and contracts. When activated, departments will work with ESF 7 – Resource Support to accomplish emergency purchases and contracts.
- E. Since Wyandotte County has significant resources and capabilities, most disasters will not qualify for Federal assistance and financial obligations associated with the event will be borne by the County.
- F. When operating budgets are exceeded, the County Administrator, Mayor/CEO and County Commission are responsible for identifying additional funding to meet disaster-related expenses.
- G. All complaints regarding alleged unfair or illegal business practices will be referred to the Legal Department or the State Attorney General's Office.

Sound financial management and accountability is critical to effective disaster management and should be addressed by all responding agencies from the onset of the event



- H. While innovative and expeditious means of procurement and record keeping may be called for in a disaster, it is important that all organizations maintain conscientious accounting practices.
- I. In the event of a Presidential disaster declaration, the County Administrator will assign an individual to serve as the Authorized Applicant Agent and this person will be responsible for overseeing record accuracy.
- J. Deliberate financial tracking is required to help ensure State and Federal reimbursement in the event of a Presidential disaster declaration. It is important that all County and City agencies implement proper accounting and documentation procedures from the outset of the event, since in most instances, expenses will be incurred by the County well before a declaration is announced.

VI. Plan Maintenance

- A. The Basic Plan and Emergency Support Function (ESF) Annexes will be adopted by the Board of County Commissioners. The Special Incident Annexes will be approved and accepted by the County Administrator, based on recommendations from the Emergency Management Department.
- B. This EOP is designed to be a flexible, dynamic document subject to revision, as appropriate. EOP revisions may result from a variety of causes such as:
 - New procedures, policies or technologies
 - Lessons learned from an actual event or exercise
 - Feedback during training or case study review
 - To accommodate new organizations or organizational structures
- C. Major revisions to the EOP must be approved through the same adoption process as described under A above. Major revisions are those that significantly alter or establish new policy.
- D. Minor revisions may be approved by the County Administrator, based on recommendations from the Emergency Management Department.
- E. The EOP will be reviewed annually and each time it is implemented (either for real events or exercises). The Emergency Management Department will maintain the revision schedule for the Basic Plan and the attached ESFs and Incident Annexes. The EOP revision schedule is included as **Appendix 4 on page 25**.



VII. Appendices

1. Multi-Hazard Risk and Vulnerability Study Summary Chart
2. EOP Organizational Chart
3. Lead and Support Agencies / Annex Descriptions
4. Plan Revision Schedule
5. Glossary of Terms
6. List of Acronyms



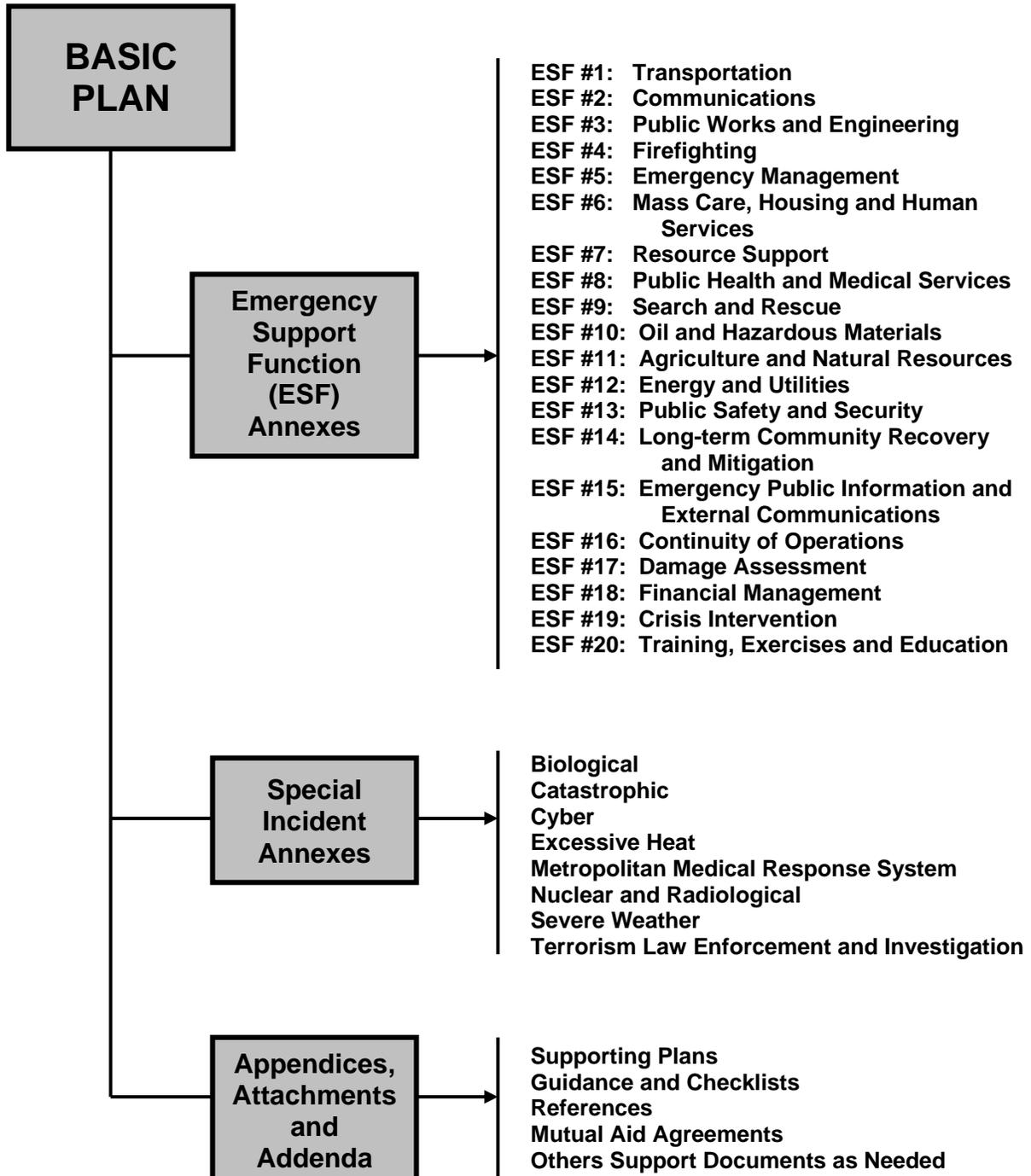
APPENDIX 1 TO THE BASIC PLAN MULTI-HAZARD RISK AND VULNERABILITY STUDY SUMMARY CHART

Hazard	Frequency	Severity	Risk Class	Seasonal Pattern	Duration	Recovery Time	Affected Regions	Speed of Onset / Warning	Cascade Potential	Impact on People	Risk Potential
Air Transp Incident	Infrequent	Negligible	Low	Any	Medium	Medium	Limited	Short	Negligible	Possible	Low
Civil Disturbance	Rare	Negligible	Low	Any	Short	Limited	Limited	Limited	Limited	Unlikely	Low
Communications Failure	Regular	Limited	Moderate	Any	Limited	Limited	Limited	Short	Limited	Unlikely	Moderate
Drought	Infrequent	Limited	Low	Sm/F	Extended	Extended	Significant	Extended	Limited	Unlikely	Low
Earthquake	Rare	Limited	Low	Any	Short	Long	High	Short	Limited	Unlikely	Low
Erosion, Landslide	Rare	Limited	Low	Any	Short	Long	High	Short	Limited	Unlikely	Low
Explosion	Infrequent	Limited	Low	Any	Limited	Long	Limited	Short	Negligible	Possible	Low
Extreme Weather Temps	Regular	Critical	Significant	Sm/W	Long	Medium	Significant	Extended	Negligible	Unlikely	High
Fire	Regular	Limited	Moderate	Any	Limited	Limited	Limited	Short	Major	Possible	Moderate
Flooding	Frequent	Critical	Significant	Any	Extended	Extended	High	Long	Critical	Possible	High
Haz Mat Incident	Frequent	Critical	High	Any	Limited	Long	Limited	Short	Major	Possible	High
Highway/Street Incident	Regular	Negligible	Moderate	Any	Limited	Limited	Limited	Short	Major	Possible	Moderate
Infrastructure Failures	Infrequent	Critical	Significant	Sm/W	Long	Long	Significant	Limited	Limited	Unlikely	High
Medical Epidemic	Rare	Limited	Moderate	Any	Extended	Extended	Catastrophic	Extended	Negligible	Possible	Moderate
Nuclear Attack	Rare	Catastrophic	Moderate	Any	Extended	Extended	Catastrophic	Limited	Critical	Highly Likely	Low
Pipeline Incident	Regular	Limited	Moderate	Any	Medium	Long	Limited	Short	Major	Unlikely	Significant
Special Event Incident	Infrequent	Negligible	Low	Sp/Sm	Short	Limited	Limited	Short	Limited	Unlikely	Moderate
Radiological Incident	Infrequent	Limited	Low	Any	Limited	Extended	Moderate	Short	Limited	Possible	Significant
Railway Incident	Regular	Negligible	Moderate	Any	Short	Long	Catastrophic	Short	Limited	Unlikely	Significant
Sabotage/Terrorism	Regular	Negligible	Low	Any	Short	Long	Catastrophic	Short	Major	Possible	Low
Severe Thunderstorm	Frequent	Critical	High	Sp/Sm	Short	Long	Catastrophic	Short	Limited	Unlikely	High
Severe Winter Weather	Regular	Critical	Significant	W	Long	Medium	Significant	Limited	Negligible	Unlikely	High
Tornado	Infrequent	Critical	Significant	Sp/Sm	Short	Long	Catastrophic	Short	Major	Unlikely	High
Waterway Incident	Frequent	Negligible	Low	Any	Short	Short	Limited	Limited	Negligible	Unlikely	Moderate

Sp/Sm – Spring/Summer Sm/F – Summer/Fall Sm/W – Summer/Winter



**APPENDIX 2 TO THE BASIC PLAN
EMERGENCY OPERATIONS PLAN ORGANIZATION**





**APPENDIX 3 TO THE BASIC PLAN
LEAD AND SUPPORT AGENCIES / ANNEX DESCRIPTIONS**

Note for table: Unless otherwise specified, the terms “Fire Departments,” “Public Works Departments,” and “Police Departments” refer to all of the agencies operating in Wyandotte County (Kansas City, Bonner Springs and Edwardsville). The term “Emergency Medical Services” refers to both of the emergency medical services agencies operating in the County (Bonner Springs and Kansas City).

ESF ANNEXES WITH LEAD AND SUPPORT AGENCIES	DESCRIPTION AND SCOPE
<p>ESF #1 – Transportation</p> <p>LEAD: Public Works Department and Transit Department (Shared Lead)</p> <p>SUPPORT: Area Agency on Aging, County Sheriff’s Department, Bonner Springs and Edwardsville Public Works Departments, Emergency Medical Services, Fire Departments, Private Sector Resources, Police Departments, Tiblow Transit (Bonner Springs), Unified School Districts (KCK, Bonner Springs, Piper and Turner)</p>	<ul style="list-style-type: none"> ➤ Movement of people and resources ➤ Restoration of transportation infrastructure ➤ Coordination of resource movement ➤ Traffic restrictions and transportation safety ➤ Mutual aid and private sector transportation resources
<p>ESF #2 – Communications</p> <p>LEAD: KCK Fire and Police Departments and Board of Public Utilities (Shared Lead)</p> <p>SUPPORT: Amateur Radio, Bonner Springs and Edwardsville Fire and Police Departments, County Sheriff’s Department, Department of Technology Services, Emergency Medical Services, Kansas University Hospital and Medical Center, KCK Community College, Park Rangers, Public Health Department, Public Works Departments, Private Sector Telecommunications Providers (Cingular, Nextel, Southwestern Bell, Sprint and Others), Providence Hospital and Medical Center, Unified School Districts</p>	<ul style="list-style-type: none"> ➤ Communications interoperability among response units ➤ Primary and back-up communications systems ➤ Communications to and from the EOC ➤ Amateur radio capabilities ➤ Telecommunications and information technology (Internet) resources ➤ Emergency warning and notification



ESF ANNEXES WITH LEAD AND SUPPORT AGENCIES	DESCRIPTION AND SCOPE
<p>ESF #3 – Public Works and Engineering</p> <p>LEAD: Public Works Department</p> <p>SUPPORT: Board of Public Utilities, Bonner Springs and Edwardsville Public Works Departments, Building Inspections, County Sheriff’s Department, Fire Departments, Neighborhood Resource Center, Plan Bulldozer Organizations, Private Utility Companies, Police Departments, Public Health Department, Water Pollution Control</p>	<ul style="list-style-type: none"> ➤ Infrastructure protection and emergency restoration ➤ Emergency assistance and support for first responders ➤ Engineering and construction services ➤ Liaison with State and Federal resources ➤ Debris management
<p>ESF #4 – Firefighting</p> <p>LEAD: KCK Fire Department</p> <p>SUPPORT: Board of Public Utilities, Bonner Springs and Edwardsville Fire Departments, Public Works Departments, County Sheriff’s Department, Park Rangers, Private Sector, Police Departments, Surrounding Jurisdictions</p>	<ul style="list-style-type: none"> ➤ Fire prevention and suppression activities ➤ Fire mutual aid and resource augmentation ➤ Fire command and control structure
<p>ESF #5 – Emergency Management</p> <p>LEAD: Emergency Management Department</p> <p>SUPPORT: American Red Cross, Board of Public Utilities, Business and Industry, Cities of Bonner Springs and Edwardsville, County Administrator’s Office, County Clerk’s Office, County Sheriff’s Department, County Public Works Department, Department of Technology Services, Facilities Management, Finance Department,</p>	<ul style="list-style-type: none"> ➤ Emergency Operations Center (EOC) activation, configuration, management, coordination and staffing ➤ Interface with the EOC and the Crisis Information Management System (CIMS)/ WebEOC ➤ The local declaration process ➤ Requesting State and Federal assistance ➤ Overall coordination of mutual aid and regional operations ➤ Information collection and database creation and management



ESF ANNEXES WITH LEAD AND SUPPORT AGENCIES	DESCRIPTION AND SCOPE
<p>ESF #5 – Emergency Management Continued</p> <p>Hospitals, Human Resources Department, KCK Fire/EMS Department, KCK Police Department, Mayor/CEO’s Office, Neighborhood Resource Center, Private Utilities, Public Health Department, Purchasing Department, Salvation Army and Other Volunteer Agencies, Transit Department, Unified School Districts, Wyandot Center</p>	<ul style="list-style-type: none"> ➤ Analysis and dissemination of information ➤ Issuing situation reports, bulletins and advisories ➤ Notification and updating of staff and elected officials ➤ Science and technology support (GIS mapping, modeling) ➤ Action planning and resource tracking
<p>ESF #6 – Mass Care, Housing and Human Services</p> <p>LEAD: American Red Cross</p> <p>SUPPORT: Area Agency on Aging, Business Licensing Department, Community Development Department, County Public Works Department, Emergency Medical Services, Facilities Management, Fire Departments, Housing Authority, Kansas University Hospital and Medical Center, KCK Community College, Neighborhood Resource Center, Office of the Disabled, Park Rangers, Police Departments, Providence Hospital and Medical Center, Public and Private School Districts, Public Health Department, Sheriff’s Department, Salvation Army and Other Volunteer Agencies, Transit Department, Wyandot Center</p>	<ul style="list-style-type: none"> ➤ Mass care operations (shelter, food and other essential human needs) ➤ Housing resources ➤ Emergency and disaster assistance for individuals and families ➤ In-place shelter operations ➤ Special needs populations
<p>ESF #7 – Resource Support</p> <p>LEAD: Purchasing Department and Human Resources Department (Shared Lead)</p> <p>SUPPORT: Accounting Department, American Red Cross, Area Agency on Aging,</p>	<ul style="list-style-type: none"> ➤ Resource identification ➤ Resource coordination and support ➤ Resource procurement ➤ Personnel augmentation ➤ Logistics management ➤ Volunteer and donations management



ESF ANNEXES WITH LEAD AND SUPPORT AGENCIES	DESCRIPTION AND SCOPE
<p>ESF #7 – Resource Support Continued</p> <p>Budget and Research Department, Building and Logistics, Cities of Edwardsville and Bonner Springs (All Departments as Needed), Constituent and Organization Development, County Clerk’s Office, Fire Departments, Housing Authority, Human Services Department, Kansas University Hospital and Medical Center, Legal Department, Livable Neighborhoods, Police Departments, Private Sector, Public Health Department, Public Safety and Business Division, Public Works Departments, Providence Hospital and Medical Center, Salvation Army and Other Volunteer Agencies, Treasurer’s Office</p>	
<p>ESF #8 – Public Health and Medical Services</p> <p>LEAD: Public Health Department</p> <p>SUPPORT: Area Agency on Aging, County Coroner, Emergency Medical Services, Facilities Management, Fire Departments, Kansas University Hospital and Medical Center, Mid-America Regional Council, Police Departments, Providence Hospital and Medical Center, Sheriff’s Department, Public Works Departments, Volunteer Agencies, Water Pollution Control</p>	<ul style="list-style-type: none"> ➤ Public Health ➤ Emergency Medical Services ➤ Coordination among health care providers ➤ Activation of the Metropolitan Medical Response System (MMRS) ➤ Worker health and safety ➤ Environmental clean-up ➤ Mass fatalities
<p>ESF #9 – Search and Rescue</p> <p>LEAD: KCK Fire Department</p> <p>SUPPORT: Board of Public Utilities, Bonner Springs and Edwardsville Fire Departments, Codes Enforcement, Emergency Medical Services, Lee’s Summit Underwater Rescue,</p>	<ul style="list-style-type: none"> ➤ Resources needed to conduct search and rescue activities ➤ State and Federal resources available to augment local search and rescue efforts ➤ Local, State and Federal agency roles and responsibilities



ESF ANNEXES WITH LEAD AND SUPPORT AGENCIES	DESCRIPTION AND SCOPE
<p>ESF #9 – Search and Rescue Continued</p> <p>Private Sector Resources, Private Utilities, Public Works Departments, Park Rangers, Sheriff’s Department, Police Departments, Surrounding Jurisdictions</p>	<ul style="list-style-type: none"> ➤ Local liaison activities upon the deployment of State and/or Federal resources
<p>ESF #10 – Oil and Hazardous Materials Response</p> <p>LEAD: KCK Fire Department (HazMat Unit)</p> <p>SUPPORT: Bonner Springs and Edwardsville Fire Departments, Emergency Medical Services, Fairfax Drainage District, Kansas University Hospital and Medical Center, KAW Valley Drainage District, Private Sector Resources, Providence Hospital and Medical Center, Public Health Department, Public Works Departments, Police Departments, Sheriff’s Department, Transit Department, Water Pollution Control</p>	<ul style="list-style-type: none"> ➤ Oil and hazardous materials incidents at both fixed sites and on transportation routes ➤ Specialized local, regional, State and Federal mutual aid resources ➤ Hazardous materials planning and reporting requirements ➤ Evacuation
<p>ESF #11 – Agriculture and Natural Resources</p> <p>LEAD: Animal Control and County Sheriff’s Office (Shared Lead)</p> <p>SUPPORT: Agribusiness Industry, Board of Public Utilities, County Sheriff’s Department, Emergency Medical Services, Fire Departments, Local Humane Societies, Local Veterinarians, Police Departments, Public Works Departments, Park Rangers, Public Health Department, Public and Private Schools, Volunteer Agencies, Water Pollution Control</p>	<ul style="list-style-type: none"> ➤ Animal health (animal disease outbreaks) ➤ Nutritional services (provision of emergency food) ➤ Food safety ➤ Agricultural production issues ➤ Natural resource protection and restoration ➤ Animal sheltering



ESF ANNEXES WITH LEAD AND SUPPORT AGENCIES	DESCRIPTION AND SCOPE
<p>ESF #12 – Energy and Utilities</p> <p>LEAD: Board of Public Utilities</p> <p>SUPPORT: ATMOS Energy, Bonner Springs and Edwardsville Water and Sewer Departments, Kansas City Power and Light, Kansas Gas Service, Public Health Department, Water Pollution Control, WESTAR Energy</p>	<ul style="list-style-type: none"> ➤ Energy system assessment, repair and restoration ➤ Water services (water, sewer and storm water) ➤ Private utilities industry coordination ➤ Energy forecasting ➤ Power outages
<p>ESF #13 – Public Safety and Security</p> <p>LEAD: County Sheriff’s Department and KCK Police Department</p> <p>SUPPORT: Bonner Springs and Edwardsville Police Departments, Fire Departments, KCK Community College, Park Rangers, Private Sector Resources, Public Works Departments, Surrounding Jurisdictions</p>	<ul style="list-style-type: none"> ➤ Law enforcement activities ➤ Operational and personnel security ➤ Ingress and egress to the disaster scene(s) ➤ Liaison between response operations and criminal investigation activities ➤ Coordination with State and Federal law enforcement agencies
<p>ESF #14 – Long-term Community Recovery and Mitigation</p> <p>LEAD: Emergency Management Department and County Administrator’s Office (Shared Lead)</p> <p>SUPPORT: Board of Public Utilities, Building Inspection, Business Licensing, Chamber of Commerce, Codes Enforcement, County and Municipal Public Works Departments, Engineering, Facilities Management, Grants Administration, Independent Insurance Agents, KAW Valley Drainage District, Livable Neighborhoods, Mayor/CEO’s Office, Neighborhood and</p>	<ul style="list-style-type: none"> ➤ Community recovery operations ➤ Economic assessment, protection and restoration ➤ Mitigation analysis and program implementation ➤ Coordination with the private sector ➤ Coordination with State and Federal community assistance programs



ESF ANNEXES WITH LEAD AND SUPPORT AGENCIES	DESCRIPTION AND SCOPE
<p>ESF #14 – Long-term Community Recovery and Mitigation Continued</p> <p>Regional Affairs, Public Health Department, Public Levee Districts, Rental Licensing Inspection, Risk Management, Urban Planning and Land Use, Volunteer Organizations, Water Pollution Control</p>	
<p>ESF #15 – Emergency Public Information and External Communications</p> <p>LEAD: County Public Information Officer</p> <p>SUPPORT: County Administrator’s Office, Board of Public Utilities, Cities of Bonner Springs and Edwardsville (All Departments as Needed), County Administrator’s Office, County Sheriff’s Department, Kansas University Hospital and Medical Center, KCK Fire/EMS Department, KCK Police Department, Local Colleges, Mayor/CEO’s Office, Private Sector Organizations, Private Utility Companies, Providence Hospital and Medical Center, Public Health Department, Public and Private Schools, Volunteer Agencies</p>	<ul style="list-style-type: none"> ➤ Emergency public information ➤ Protective action guidance ➤ On-going emergency information ➤ Interdepartmental coordination ➤ Establishing a Joint Information Center and a Joint Information System ➤ Media and community relations ➤ Governmental and public affairs
<p>ESF #16 – Continuity of Operations</p> <p>LEAD: County Clerk and Facilities Management (Shared Lead)</p> <p>SUPPORT: All Agencies</p>	<ul style="list-style-type: none"> ➤ Continuity of government leadership ➤ Essential records preservation ➤ Key officials lines of succession ➤ Critical back-up facilities ➤ Essential government operations



ESF ANNEXES WITH LEAD AND SUPPORT AGENCIES	DESCRIPTION AND SCOPE
<p>ESF #17 – Damage Assessment</p> <p>LEAD: Emergency Management Department and Neighborhood Resource Center (Shared Lead)</p> <p>SUPPORT: American Red Cross, Board of Public Utilities, Cities of Bonner Springs and Edwardsville (all departments), Community Development, County Appraiser’s Office, County Clerk, County Sheriff’s Department, Facilities Management, Housing Authority, Independent Insurance Agents, KAW Valley Drainage District, KCK Fire Department, Livable Neighborhoods, Members of the Private Sector, Neighborhood and Regional Affairs, Public Levee District, Public Works Department, Rental Licensing Inspection, Risk Management, Salvation Army and Other Urban Planning and Land Use, Volunteer Agencies, Water Pollution Control</p>	<ul style="list-style-type: none"> ➤ Initial damage assessments ➤ Detailed damage assessments ➤ Public and private damage assessments ➤ Joint local/State/Federal damage assessments ➤ Coordination with the private sector and volunteer agencies ➤ Reporting and documentation requirements
<p>ESF #18 – Financial Management</p> <p>LEAD: Finance Department</p> <p>SUPPORT: All Agencies</p>	<ul style="list-style-type: none"> ➤ Disaster accounting and documentation procedures ➤ Emergency appropriations
<p>ESF #19 – Crisis Intervention</p> <p>LEAD: Wyandot Center</p> <p>SUPPORT: American Red Cross, Employee Assistance Program, Police Department Victim’s Services, Police and Fire Chaplains, Ministerial Alliance, Private Sector Agencies, Public Health Department, Rainbow Mental Health Center, Salvation Army and Other Volunteer Agencies</p>	<ul style="list-style-type: none"> ➤ Critical Incident Stress Management (CISM) for emergency workers and disaster victims ➤ Crisis intervention services for those affected by a disaster, including providing assistance with next of kin notification ➤ Crisis Counseling Grants to augment local resources



ESF ANNEXES WITH LEAD AND SUPPORT AGENCIES	DESCRIPTION AND SCOPE
<p>ESF #20 – Training, Exercises and Public Education</p> <p>LEAD: Emergency Management</p> <p>SUPPORT: All agencies with emergency responsibilities</p>	<ul style="list-style-type: none"> ➤ Emergency Operations Center (EOC) training ➤ Emergency Operations Plan (EOP) training ➤ Incident Command System (ICS) training ➤ National Incident Management System (NIMS) training ➤ Emergency Management and other agency exercises ➤ Public education and outreach ➤ Interagency training, exercise and public education partnerships
SPECIAL INCIDENT ANNEXES WITH LEAD AGENCIES	DESCRIPTION AND SCOPE
<p>Incident Annex – Biological</p> <p>LEAD: Public Health Department</p>	<ul style="list-style-type: none"> ➤ Surveillance and monitoring ➤ Treatment and vector control ➤ Coordination between the public and private sector ➤ Activation of the MMRS Special Incident Annex ➤ Special public information considerations
<p>Incident Annex – Catastrophic</p> <p>LEAD: Emergency Management</p>	<ul style="list-style-type: none"> ➤ Response and recovery issues associated with extraordinary disaster situations.
<p>Incident Annex – Cyber</p> <p>LEAD: Department of Technical Services; KCKPD, Bonner Springs & Edwardsville Information Technology (Shared Lead)</p>	<ul style="list-style-type: none"> ➤ Assessment and restoration of cyber resources ➤ Protection of information technology and cyber resources
<p>Incident Annex – Excessive Heat</p> <p>LEAD: Public Health Department</p>	<ul style="list-style-type: none"> ➤ Weather monitoring ➤ Issuing Heat Warnings and Emergencies ➤ Coordination with volunteer and human service agencies ➤ Opening and operation of cooling



SPECIAL INCIDENT ANNEXES WITH LEAD AGENCIES	DESCRIPTION AND SCOPE
Incident Annex – Excessive Heat Continued	centers ➤ Special public information
Incident Annex – Metropolitan Medical Response System LEAD: Public Health Department	➤ Victim triage and tracking ➤ Pharmaceutical plan ➤ Strategic national stockpile ➤ Mass prophylaxis ➤ Forward movement of patients ➤ Hospital and healthcare system ➤ MMRS-specific training and equipment
Incident Annex – Nuclear and Radiological LEAD: Fire Department	➤ Specialized monitoring equipment ➤ Specially trained personnel
Incident Annex – Severe Weather LEAD: Emergency Management Department	➤ Weather monitoring ➤ Storm Spotters Program ➤ Coordination with the National Weather Service and surrounding jurisdictions
Incident Annex – Terrorism Law Enforcement and Investigation LEAD: KCK Police Department	➤ Threat assessment ➤ Information sharing ➤ Investigation ➤ Command and control



**APPENDIX 4 TO THE BASIC PLAN
PLAN REVISION SCHEDULE**

As shown in the table below, the EOP review and revision cycle will begin in Calendar Year 2008. Five ESFs will be reviewed and revised in each calendar year. In addition, revisions to the Basic Plan or the ESFs may be made at anytime based on lessons learned from real events or exercises.

	2008	2009	2010	2011	2012
Basic Plan	X				X
ESF #1 – Transportation	X				X
ESF #2 – Communications	X				X
ESF #3 – Public Works and Engineering	X				X
ESF #4 – Firefighting	X				X
ESF #5 – Emergency Management	X				X
ESF #6 – Mass Care, Hsg. and Human Services		X			X
ESF #7 – Resource Support		X			X
ESF #8 – Public Health and Medical Services		X			X
ESF #9 – Search and Rescue		X			X
ESF #10 – Oil and Hazardous Materials		X			X
ESF #11 – Agriculture and Natural Resources			X		X
ESF #12 – Energy and Utilities			X		X
ESF #13 – Public Safety and Security			X		X
ESF #14 – Long Term Recovery and Mitigation			X		X
ESF #15 – Public Information and External Affairs			X		X
ESF #16 – Continuity of Operations				X	X
ESF #17 – Damage Assessment				X	X
ESF #18 – Financial Management				X	X
ESF #19 – Crisis Intervention				X	X
ESF #20 – Training, Exercises and Public Ed.				X	X



APPENDIX 5 TO THE BASIC PLAN GLOSSARY OF TERMS

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

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

Alert: A procedure for notifying key officials of the possible need to extend operations to cope with a pending emergency or disaster.

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

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

Awareness: The continual process of collecting, analyzing, and disseminating intelligence, information, and knowledge to allow organizations and individuals to anticipate requirements and to react effectively.

Catastrophic Incident: (As defined in the National Response Plan) Any natural or manmade incident, including terrorism that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale, and/or government functions. A catastrophic event could result in sustained national impacts over a prolonged period of time; almost immediately exceeds resources normally available to state, local, tribal, and private-sector authorities in the impacted area; and significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic events are Incidents of National Significance.



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

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

Commander in Chief: The Governor, who as Commander in Chief of the Kansas National Guard, shall have supreme command of the military forces of the State while in the service of the State or until they are ordered or accepted into the service of the United States.

Commingled Livestock: Livestock of several owners combined into one unit as the result of an emergency or disaster.

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

Coordination Group: Responsible for coordination of EOC activities to include communications and resource and information management..

Credible Threat: A potential terrorist threat that, based on a threat assessment, is credible and likely to involve Weapons of Mass Destruction.

Crisis Information Management System (CIMS): A web-based system for managing incidents of all sizes. It can also be used to coordinate day-to-day activities during normal operations. (The CIMS used in Wyandotte County is WebEOC.)

Crisis Management: Predominantly a law enforcement function and included measures to identify, acquire, and plan the use of resources needed to anticipate, prevent, and/or resolve a threat or act of terrorism. The requirements of consequence management and crisis management are combined in the National Response Plan.

Critical Infrastructure/Key Resources (CI/KR): Systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.

Cultural Resources: Cultural resources include historic and prehistoric structures, archeological sites, cultural landscapes, and museum collections.



Custodial Care Facility: Those buildings, structures, or systems, including those for essential administration and support, which are used to provide institutional care for such persons as the elderly and disabled.

Cyber: Pertaining to computers and their support systems, such as servers, routers, and switches that support critical infrastructure.

Damage Assessment: The process of gathering information regarding the nature, location, severity and cost of damage caused by an emergency or disaster. This assessment provides reliable estimates of damage which serve as a basis for subsequent State or Presidential declaration; and is the basis for effective implementation of disaster assistance programs, should a declaration be made.

Damage Assessment Team: A joint local, state, and federal team for the purpose of defining the extent of damage, and whose findings are forwarded to the Governor.

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

Disaster: (State Definition) The occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property resulting from a natural or man-made cause, including, but not limited to: fire, flood, earthquake, wind, storm, epidemic, air contamination, blight, drought, infestations, explosion, riot, or hostile military or paramilitary action.

Disaster (Major): As defined by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this 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 Recovery Center (DRC): A facility established in a centralized location within or near the disaster area at which disaster victims (individuals, families, or businesses) apply for disaster aid.

Disaster Unemployment Assistance (DUA): Administered by the Kansas Department of Labor following a Presidential declaration; monetary payments for



unemployed persons not eligible for regular unemployment payments and displaced by a disaster or emergency.

Education Facilities: All components of an education institution necessary or appropriate for instructional, administrative, and support purposes, such as classrooms, related supplies, equipment, machinery, and utilities.

Educational Institution: (1) Any elementary school as defined by Section 801(c) of the Elementary and Secondary Education Act of 1965. (2) Any secondary school as defined by Section 801(h) of the Elementary and Secondary education act of 1965. (3) Any institution of higher education as defined by Section 1201 of the Higher Education Act of 1965.

Emergency: (As defined by the Stafford Act) An emergency is "any occasion or instance for which, in the determination of the President, Federal assistance is needed to supplement State and local efforts and capabilities to save lives and to protect property and public health and safety or to lessen or avert the threat of a catastrophe in any part of the United States."

Emergency: (Federal definition as stated in Title V of P.L. 93-2800 Section 102(1)) An emergency is any occasion or instance for which, in the determination of the President, federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety. Title V includes authority for the President to direct federal agencies to provide emergency assistance to save lives and protect property and public health and safety for emergencies other than natural disasters. Under Title V, the President may direct the provision of emergency assistance either at the request of a Governor [Section 501(a)] or upon determination by the President that an emergency exists for which the primary responsibility for response rests with the United States [501(b)].

Emergency Alert System (EAS): A program of the broadcast industry that allows the use of its facilities to transmit emergency information as prescribed by the National Weather Service, law enforcement, emergency management, and school officials for emergencies.

Emergency Management: Measures taken to minimize the probability or severity of disasters; the preparation for and the carrying out of all emergency functions, other than functions for which military forces or other federal agencies are primarily responsible; and the prevention or minimization of injuries and damages resulting from disaster.

Emergency Management Coordinator/Director: The person responsible for preparing, coordinating, training, organizing, and planning of emergency management functions for the county, city, or inter-jurisdictional entity.



Emergency Mass Care: Food, drink, clothing, shelter, and medical assistance provided for the communal care of individuals or families made homeless by an emergency or major disaster.

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

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

Emergency Response Provider: Includes federal, state, local, and tribal emergency public safety, law enforcement, emergency response, emergency medical (including hospital emergency facilities), and related personnel, agencies, and authorities. (See section 2(6), Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135 (2002).) Also known as "emergency responder."

Emergency Shelter: A form of mass or other shelter usually located in a public facility that provides for the communal care of individuals or families made homeless by an emergency or major disaster, or a relocation caused by an impending threat.

Emergency Support Function (ESF): A grouping of government and certain private-sector capabilities into an organizational structure to provide the support, resources, program implementation, and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal, when feasible, following domestic incidents. The ESFs serve as the primary operational-level mechanism to provide assistance to State, local, and tribal governments or to Federal departments and agencies conducting missions of primary Federal responsibility.

Employment Services: Services provided to all individuals who are unemployed because of a major disaster to assist them in obtaining re-employment in suitable positions as soon as possible. These services include counseling, referrals to suitable work opportunities, and suitable training.

Environment: Natural and cultural resources and historic properties as those terms are defined in this glossary and in relevant laws.



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

Event Log: A record of major events during operations.

Facility Management: Facility selection and acquisition, building services, information systems, communications, safety and health, and physical security.

Federal: Of or pertaining to the federal governmental of the United States of America.

Federal Agency: Any department, independent establishment, Government Corporation, or other agency of the executive branch of the federal government, including the United States Postal Service. The American Red Cross is deemed to be a federal agency for the purposes of the National Response Plan.

Federal Assistance: Aid to disaster victims or state or local governments by federal agencies under provisions of P.L. 93-288.

Federal Coordinating Officer (FCO): The Federal officer who is appointed to manage Federal resource support activities related to Stafford Act disasters and emergencies. The FCO is responsible for coordinating the timely delivery of Federal disaster assistance resources and programs to the affected State and local governments, individual victims, and the private sector.

Federal Emergency Management Agency (FEMA); The agency responsible for overall disaster-related federal programs involved with mitigation, preparedness, response, and recovery to natural and man-made disasters or nuclear attack.

Finance / Administration Section: Established when the agency(s) involved in incident management activities require(s) finance and other administrative support. Not all incidents require this section. If only one specific function (e.g., cost analysis) is required, that service may be provided by a technical specialist in the Planning Section.

First Responder: Local and nongovernmental police, fire, and emergency personnel who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment, including emergency response providers as defined in section 2 of the Homeland Security Act of 2002 (6 U.S.C. 101), as well as emergency management, public health, clinical care, public works, and other skilled support personnel (such as equipment operators) who provide immediate support services during prevention, response, and recovery operations. First responders may include personnel from Federal, State, local, tribal, or nongovernmental organizations.

Governor's Authorized Representative (GAR): The person names by the Governor in the federal-state agreement to execute on behalf of the State all necessary documents for disaster assistance. In the State of Kansas, the Adjutant General as Director of Emergency Management is normally the Governor's appointee.

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

Hazard Mitigation: Any cost-effective measure which, when implemented, will reduce the potential for damage to a facility or community from a disastrous event.

Hazardous Material (HazMat): For the purposes of ESF #1, hazardous material is a substance or material, including a hazardous substance, which has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and which has been so designated (see 49 CFR 171.8). For the purposes of ESF #10 and the Oil and Hazardous Materials Incident Annex, the term is intended to mean hazardous substances, pollutants, and contaminants as defined by the NCP.

Hazardous Substance: As defined by the NCP, any substance designated pursuant to section 311(b)(2)(A) of the Clean Water Act; any element, compound, mixture, solution, or substance designated pursuant to section 102 of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA); any hazardous waste having the characteristics identified under or listed pursuant to section 3001 of the Solid Waste Disposal Act (but not including any waste the regulation of which under the Solid Waste Disposal Act (42 U.S.C. § 6901 et seq.) has been suspended by act of Congress); any toxic pollutant listed under section 307(a) of the Clean Water Act; any hazardous air pollutant listed under section 112 of the Clean Air Act (42 U.S.C. § 7521 et seq.); and any imminently hazardous chemical substance or mixture with respect to which the EPA Administrator has taken action pursuant to section 7 of the Toxic Substances Control Act (15 U.S.C. § 2601 et seq.).

Health Facilities: The physical plants or structures in which essential health activities are conducted. Included in this category are hospitals or other institutions and buildings to be used post-disaster as emergency hospitals and first aid stations, laboratories, clinics, blood banks, pharmacies, and such other facilities operated in support of emergency health services as the responsible elected officials may determine.

Historic Property: Any prehistoric or historic district, site, building, structure, or object included in or eligible for inclusion in the National Register of Historic Places, including artifacts, records, and remains which are related to such district, site, building, structure, or object [16 U.S.C. § 470(w)(5)].



Imminent danger: A crisis condition of immediate urgency in which it would be dangerous to delay necessary action by waiting for instructions from higher authority despite the fact such instructions are requested through channels by the most expeditious means of communications available.

Incident: An emergency situation that is limited in scope and potential effects on lives and property and is typically handled by one or two local response agencies acting under an incident commander. An incident may require limited external assistance from other local response forces. The local EOC is usually not activated.

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

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

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

Incident Command System (ICS): A standardized on-scene emergency management construct specifically designed to provide for the adoption of an integrated organizational structure that reflects the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating with a common organizational structure, designed to aid in the management of resources during incidents. ICS is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, both public and private, or organized field-level incident management operations.

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



operations and is responsible for the management of all incident operations at the incident site.

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

Incident Mitigation: Actions taken during an incident designed to minimize impacts or contain the damages to property or the environment.

Information Officer: See Public Information Officer.

Infrastructure: The manmade physical systems, assets, projects, and structures, publicly and/or privately owned, that are used by or provide benefit to the public. Examples of infrastructure include utilities, bridges, levees, drinking water systems, electrical systems, communications systems, dams, sewage systems, and roads.

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

Initial Response: Resources initially committed to an incident.

In-Kind Donations: Donations other than cash (usually materials or professional services) for disaster survivors.

Joint Field Office (JFO): A temporary Federal facility established locally to provide a central point for Federal, State, local, and tribal executives with responsibility for incident oversight, direction, and/or assistance to effectively coordinate protection, prevention, preparedness, response, and recovery actions. The JFO will combine the traditional functions of the JOC, the FEMA DFO, and the JIC within a single Federal facility.

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

Joint Information System (JIS): Integrates incident information and public affairs into a cohesive organization designed to provide consistent, coordinated, timely information during a crisis or incident operations. The mission of the JIS is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the IC; advising the IC concerning public affairs issues that could affect a response effort; and controlling rumors and inaccurate information that could undermine public confidence in the emergency response effort.



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

Kansas Assessment Team (KAT): Trained members of the International Code Conference of Building Officials (ICCBO) and American Institute of Architects (AIA) who support the Kansas Division of Emergency Management by conducting disaster assessments, inspecting property for habitability and augmented local building code departments.

Kansas Response Plan (KRP): A plan designed specifically for state level response to emergencies or major disasters that sets forth the actions to be taken by state agencies and volunteer organization, including those for implementing federal disaster assistance.

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

Livestock: Domestic animals used on a farm or ranch raised for sale and profit.

Local Government (LG): A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under State law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization or, in Alaska, a Native Village or Alaska Regional Native Corporation; or a rural community, unincorporated town or village, or other public entity. (As defined in section 2(10) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

Logistics Section: The section responsible for all support requirements needed to facilitate effective incident management including ordering of resources from off-site locations.

Major Disaster: As defined by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this 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.



Medical Facility: Any hospital, outpatient, rehabilitation facility, or facility for long-term care as such terms are defined in Section 645 of the Public Health Service Act (42 USC 2910) and any similar facility offering diagnosis or treatment of mental or physical injury or disaster, including the administrative and support facilities essential to the operation of such medical facilities, although not contiguous thereto.

Mission Assignment: The vehicle used by Kansas Division of Emergency Management to support state operations in an emergency or disaster. It orders immediate, short-term emergency response assistance when an applicable local government is overwhelmed by the event and lacks the capability to perform, or contract for, the necessary work.

Mitigation: Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

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

Mobilization Center: An off-site temporary facility at which response personnel and equipment are received from the Point of Arrival and are pre-positioned for deployment to an incident logistics base, to a local Staging Area, or directly to an incident site, as required. A mobilization center also provides temporary support services, such as food and billeting, for response personnel prior to their assignment, release, or reassignment and serves as a place to out-process following demobilization while awaiting transportation.

Multi-Agency Coordination System (MACS): A combination of facilities, equipment, personnel, procedures and communications integrated into a common system with responsibility for coordinating and supporting domestic incident management activities. A typical MAC may consist of one or several Emergency Operations Centers (EOCs).

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



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

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

National Disaster Medical System (NDMS): A coordinated partnership between DHS, HHS, DOD, and the Department of Veterans Affairs established for the purpose of responding to the needs of victims of a public health emergency. NDMS provides medical response assets and the movement of patients to health care facilities where definitive medical care is received when required.

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

National Warning System (NAWAS): the federal warning system used to disseminate warnings and other emergency information from the national warning centers or regional offices to warning points in each state. The system is also used by states to disseminate warnings and information that are not of national interest to local warning points.

Natural Resources: Natural resources include land, fish, wildlife, domesticated animals, plants, biota, and water. Water means salt and fresh water, surface and ground water, including water used for drinking, irrigation, aquaculture, and recreational purposes, as well as in its capacity as fish and wildlife habitat, including coral reef ecosystems as defined in 16 U.S.C. 64501. Land means soil, surface and subsurface minerals, and other terrestrial features.

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

Nuclear Device: Any assembly or subassembly containing fissionable or fusionable materials and high explosives or propellants capable of producing a nuclear detonation.



Nuclear Emergency: A situation in which the normal control over radioactive materials is accidentally lost, with resulting actual or potential hazard to the health and safety of the general public.

Nuclear Incidents: May involve nuclear weapons, nuclear devices, nuclear reactors, fire or explosions in buildings or facilities where radioactive materials are stored or used, industrial activities, medical uses, research and development laboratories, educational institutions, or the transportation of radioactive materials.

Nuclear Transportation Accident: Any accident involving any type of conveyance transporting nuclear items whether or not release of nuclear materials results.

Nuclear Weapon: A general name given to any military weapon capable of producing a nuclear detonation.

Operations Section: The Operations Section has the responsibility for developing and implementing strategies and tactics to carry out the incident objectives set by the Incident Commander. This section coordinates operational support to on-scene incident management efforts. Branches may be added or deleted as required, depending on the nature of the incident. The Operations Section also is responsible for coordination with other command posts that may be established to support incident management activities. Most of the resources are assigned to and controlled by this section.

Planning Section: The Planning Section provides current information to the Incident Commander to ensure situational awareness, determine cascading effects, identify national implications, and determine specific areas of interest requiring long-term attention. The Planning Section also provides technical and scientific expertise. The Planning Section is comprised of the following units: Situation, Resources, Documentation, Technical Specialists, and Demobilization.

Point of Contact (POC): A person designated to represent a particular agency / organization as that agencies' individual for coordinating with others outside their agency on certain issues.

Policy Group: The executive staff (Mayor(s), County Commissioners, City Council Members) that has the responsibility for the overall control and policy decision-making for any incident or disaster within Wyandotte County to include Bonner Springs, Edwardsville and Kansas City, Kansas.

Pollutant or Contaminant: As defined in the NCP, includes, but is not limited to, any element, substance, compound, or mixture, including disease-causing agents, which after release into the environment and upon exposure, ingestion, inhalation, or assimilation into any organism, either directly from the environment or indirectly by



ingestion through food chains, will or may reasonably be anticipated to cause death, disease, behavioral abnormalities, cancer, genetic mutation, physiological malfunctions, or physical deformations in such organisms or their offspring.

Preparedness: The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process involving efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources.

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

Private Non-profit: Any non-governmental agency or entity that currently has one of the following: (1) An effective ruling letter from the IRS, granting tax exemption under Section 501(c), (d), or (e) of the Internal Revenue Code of 1954 or (2) Satisfactory evidence from the State that the non-revenue producing organization or entity is a nonprofit one organized or doing business under State law.

Private Non-profit Facility: Any private nonprofit educational, emergency, medical, or custodial care facility, including those for the aged or disabled, and those on Native American reservations.

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

Public Assistance Program: The program administered by FEMA that provides supplemental Federal disaster grant assistance for debris removal and disposal, emergency protective measures, and the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain private nonprofit organizations.

Public Facility: Any publicly owned flood control, navigation, irrigation, reclamation, public power, sewage treatment and collection, water supply and distribution, watershed development, or airport facility; any non-federal-aid street, road, or



highway; any other public building, structure, or system including those used for educational or recreational purposes, and any park.

Public Health: Protection, safety, improvement, and interconnections of health and disease prevention among people, domestic animals and wildlife.

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

Public Works: Work, construction, physical facilities, and services provided by governments for the benefit and use of the public.

RACES: (Radio Amateur Civil Emergency Services.) A public service administered by local, regional and state emergency managers to provide radio communications using volunteer Amateur Radio Operators during periods of local, regional or national civil emergencies.

Recovery: The development, coordination, and execution of service- and site-restoration plans for impacted communities and the reconstitution of government operations and services through individual, private-sector, nongovernmental, and public assistance programs that: identify needs and define resources; provide housing and promote restoration; address long-term care and treatment of affected persons; implement additional measures for community restoration; incorporate mitigation measures and techniques, as feasible; evaluate the incident to identify lessons learned; and develop initiatives to mitigate the effects of future incidents.

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

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



Situation Assessment: The evaluation and interpretation of information gathered from a variety of sources (including weather information and forecasts, computerized models, GIS data mapping, remote sensing sources, ground surveys, etc.) that, when communicated to emergency managers and decision makers, can provide a basis for incident management decision-making.

Staging Area: A facility near the disaster site where personnel and equipment are assembled for immediate deployment.

State: Any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, and any possession of the United States. (As defined in section 2(14) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

State Coordinating Officer (SCO): The person appointed by the Governor to manage the State's incident management programs and activities in a Presidential declared emergency or a major disaster.

State of Disaster Emergency: A condition proclaimed by the Governor when, in their judgment, the actual occurrence or threat of a disaster in any part of the state is of such magnitude to warrant disaster assistance by the State to supplement the efforts and available resources of the several localities and relief organizations in preventing or alleviating the damage, loss, hardship, or suffering threatened or caused thereby.

State of Local Disaster Emergency: A condition declared by the Chairman of the board of County Commissioners or by other principal city executive officer of any city upon finding that a disaster has occurred or the threat thereof is imminent within their jurisdiction.

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

Strategic Plan: A plan that addresses long-term issues such as impact of weather forecasts, time-phased resource requirements, and problems such as permanent housing for displaced disaster victims, environmental pollution, and infrastructure restoration.

Subject-Matter Expert (SME): An individual who is a technical expert in a specific area or in performing a specialized job, task, or skill.



Telecommunications: The transmission, emission, or reception of voice and/or data through any medium by wire, radio, other electrical electromagnetic or optical means. Telecommunications includes all aspects of transmitting information.

Terrorism: Any activity that (1) involves an act that (a) is dangerous to human life or potentially destructive of critical infrastructure or key resources; and (b) is a violation of the criminal laws of the United States or of any State or other subdivision of the United States; and (2) appears to be intended (a) to intimidate or coerce a civilian population; (b) to influence the policy of a government by intimidation or coercion; or (c) to affect the conduct of a government by mass destruction, assassination, or kidnapping.

The Adjutant General (TAG): The Director of the Kansas Division of Emergency Management, Director of Homeland Security and Commander of the Kansas National Guard, subordinate only to the Governor.

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

Transportation Management: Transportation prioritizing, ordering, sourcing, and acquisition; time-phasing plans; fleet management; and movement coordination and tracking.

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

Unaffiliated Volunteer: An individual who is not formally associated with a recognized voluntary disaster relief organization; also known as a "spontaneous" or "emergent" volunteer.

Unified Command: An application of ICS used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command to establish their designated Incident Commanders at a single ICP and to establish a common set of objectives and strategies and a single Incident Action Plan. (See page 10 for discussion on DOD forces.)

United States: The term "United States," when used in a geographic sense, means any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, any possession of the United States, and any waters within the jurisdiction of the United States. (As defined in section 2(16) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)



Unsolicited Goods: Donated items offered by and/or sent to the incident area by the public, the private sector, or other source, that have not been requested by government or nonprofit disaster relief coordinators.

Urban Search and Rescue: Operational activities that include locating, extricating, and providing on-site medical treatment to victims trapped in collapsed structures.

Utility: Buildings, structures, or systems of a power, energy, telephone, water supply, sewage collection and treatment, or other similar public service. An irrigation system is not a “utility”.

Volunteer: Any individual accepted to perform services by an agency which has authority to accept volunteer services when the individual performs services without promise, expectation, or receipt of compensation for services performed. (See, for example, 16 U.S.C. § 742f(c) and 29 CFR § 553.101.)

Volunteer and Donations Coordination Center: Facility from which the Volunteer and Donations Coordination Team operates. It is best situated in or close by the State EOC for coordination purposes. Requirements may include space for a phone bank, meeting space, and space for a team of specialists to review and process offers.

Volunteer Organizations: Any chartered or otherwise duly recognized local, state, or national organizations or groups which have provided or may provide services to the local government, State, or individuals in or following an emergency or disaster.

Warning: The dissemination to appropriate government officials and ultimately to the general public, of a forecast or prediction of natural phenomenon and/or man-made situations which could result in loss of life, extreme hardship and suffering, or extensive property damage.

Warning Points: Geographical locations which receive warnings from the National Warning System and disseminate them to local government entities throughout the state.

Weapon of Mass Destruction (WMD): As defined in Title 18, U.S.C. § 2332a: (1) any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, or missile having an explosive or incendiary charge of more than one-quarter ounce, or mine or similar device; (2) any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals or their precursors; (3) any weapon involving a disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.



WebEOC: The web-based Crisis Information Management System (CIMS) used by Wyandotte County during incidents and disasters.



APPENDIX 6 TO THE BASIC PLAN LIST OF ACRONYMS

AIAKS	American Institute of Architects of Kansas
ARC	American Red Cross
ARES	Amateur Radio Emergency Services
ARRL	American Radio Relay League, Inc.
BEDP	Bureau of Epidemiology and Disease Prevention, Kansas Department of Health & Environment
BLEVE	Boiling Liquid Expanding Vapor Explosion
BOCC	Board of County Commissioners
C/D	Construction and Demolition
CAP	Civil Air Patrol
CDC	Centers for Disease Control and Prevention
CEOP	County Emergency Operations Plan
CERCLA	Comprehensive Environmental Response Compensation & Liability Act
CERT	Community Emergency Response Team
CFR	Code of Federal Regulations
CHEMTREC	Chemical Transportation Emergency Center
CI/KR	Critical Infrastructure/Key Resources
CIMS	Crisis Information Management System
CISM	Critical Incident Stress Management
CIST	Critical Incident Stress Management Team
COAD	Community Organizations Active in Disasters
CR	Community Relations
CRS	Community Rating System
DAT	Damage Assessment Team
DHS	US Department of Homeland Security
DMAT	Disaster Medical Assistance Teams
DMORT	Disaster Mortuary Team
DOC	Department Operating Center
DOD	Department of Defense
DOE	Department of Energy
DOT	Department of Transportation
DRC	Disaster Recovery Center
DUA	Disaster Unemployment Assistance
DWI	Disaster Welfare Information
DWR	Division of Water Resources, Kansas Department of Agriculture
EAS	Emergency Alert System



EBS	Emergency Broadcast System
EHS	Extremely Hazardous Substances
EMAC	Emergency Management Assistance Compact
EMP	Electromagnetic Pulse
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
EOC	Emergency Operations Center
EOD	Explosive Ordnance Disposal
EPA	Environmental Protection Agency
EPCRA	Emergency Planning & Community Right-to-Know Act
ESF	Emergency Support Function
FAA	Federal Aviation Administration
FAD	Foreign Animal Disease
FBI	Federal Bureau of Investigation
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
FMAP	Flood Mitigation Assistance Program
GAR	Governor's Authorized Representative
GIS	Geographic Information System
HAZMAT	Hazardous Materials
HIPAA	Health Information Portability and Accountability Act
HSPD	Homeland Security Presidential Directive
IA	Individual Assistance
IAP	Incident Action Plan
IC	Incident Command / Incident Commander
ICCBO/MA	International Code Conference of Building Officials, Mid-America Chapter
ICP	Incident Command Post
ICS	Incident Command System
IEMS	Integrated Emergency Management System
IMT	Incident Management Team
JCAHO	Joint Commission for Accreditation of Healthcare Organizations
JFO	Joint Field Office
JIC	Joint Information Center
JIS	Joint Information System
KAT	Kansas Assessment Team
KAR	Kansas Administrative Regulations
KC COAD	Kansas City (Metro) Community Organizations Active in Disasters



KDHE	Kansas Department of Health & Environment
KDEM	Kansas Division of Emergency Management
KDOT	Kansas Department of Transportation
KFDA	Kansas Funeral Directors Association
KHP	Kansas Highway Patrol
KPS	Kansas Planning Standards
KRP	Kansas Response Plan
KSA	Kansas Statutes Annotated
KSNG	Kansas National Guard
KSVOAD	Kansas Volunteer Organizations Active in Disasters
LEPC	Local Emergency Planning Committee
LG	Local Government
LNO	Liaison Office(r)
MACS	Multi-Agency Coordination System
MARC	Mid-America Regional Council
MARCER	MARC Emergency Response
MERS	Metropolitan Emergency Radio System
MRC	Medical Reserve Corps
NAWAS	National Attack Warning Alert System
NCP	National Contingency Plan
NDMS	National Disaster Medical System
NFIP	National Flood Insurance Program
NFPA	National Fire Protection Agency
NGO	Non-Governmental Organization
NIMS	National Incident Management System
NRC	National Response Center
NRP	National Response Plan
NRT	National Response Team
NUREG	Nuclear Regulatory Commission
NWS	National Weather Service
OPA	Oil Pollution Act
PA	Public Assistance
PDA	Preliminary Damage Assessment
PHD	Public Health Department
PHIX	Public Health Information Exchange
PIO	Public Information Officer
PL	Public Law
PVO	Private Voluntary Organization
PW	Project Worksheet / Public Works



RACES	Radio Amateur Civil Emergency Services
SARA	Superfund Amendment and Reauthorization Act
SBA	Small Business Administration
SCO	State Coordinating Officer
SDO	Staff Duty Officer
SEOC	State Emergency Operations Center
SFHAs	Special Flood Hazard Areas
SHMO	State Hazard Mitigation Officer
SLG	State and Local Guide
SME	Subject-Matter Expert
SNS	Strategic National Stockpile
SOG	Standard Operating Guidelines
SOP	Standard Operating Procedures
TAG	The Adjutant General
TICP	Tactical Interoperable Communications Plan
TSCA	Toxic Substances Control Act
TSA	The Salvation Army
USAR	Urban Search & Rescue
VIPS	Volunteers in Police Service
VOAD	Volunteer Organizations Active in Disasters
VMA	Veterinary Medical Associations
WMD	Weapons of Mass Destruction