

**CITY OF VERO BEACH,
FLORIDA**



**COMPREHENSIVE
EMERGENCY MANAGEMENT PLAN**

**PART I
EMERGENCY OPERATIONS PLAN**

May 2, 2006

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City of Vero Beach, Florida Emergency Operations Plan

1.0 PURPOSE

1.1 Purpose

The purpose of this Emergency Operations Plan (EOP) for the City of Vero Beach, Florida, ("City") is to provide the community with an effective emergency management operation which, when properly applied, will maximize the response to an emergency, as well as minimize the period for recovery.

This Plan is Part I of four parts that make up the City's Comprehensive Emergency Management Plan.

- Part I A: Emergency Operations Plan – Provides an overview of the City's approach to emergency response operations.
- Part I B: Addendums to Part I that provide more specific information and direction on topics that are mentioned in the Part I. For example, the appendices include copies of departmental plans.
- Part II: Disaster Recovery Plan – Provides guidelines of the City's approach to recovery and restoration following either a natural disaster or a terrorism incident.
- Part III A: Debris Management Plan – Describes how the City will address the removal and disposal of disaster related debris.
- Part III B: Provides more specific information and direction on topics that are mentioned in Part III.

1.2 Objectives

The objectives of this plan are to:

- Set forth procedures to manage and coordinate emergency operations in the City of Vero Beach
- Efficiently coordinate resources within the City of Vero Beach
- Request and allocate resources from outside the City of Vero Beach in a proper and timely manner

- Coordinate mutual aid for the City through Indian River County in a manner to minimize delays and ensure proper procedures are followed.
- Ensure response operations are conducted in the manner consistent with the National Incident Management System (NIMS).

1.3 Priorities

During any significant emergency, City resources will be scarce and the demands will likely exceed the ability of the City to meet all service delivery needs. It is therefore necessary to establish priorities so that all involved will be aware of the areas where the resources should be directed. Recognizing that specific situations may require some deviation from priorities established before an incident occurs, the priorities of the City's emergency response are:

- Prevent further loss of life and property
- Provide public information
- Restore and provide essential public services
- Resume routine and normal public services
- Permanent restoration of public property and assistance in the restoration of private property
- Restoration of normal government operations
- Research and identify residual hazards and develop mitigation strategies to prevent further damages
- Improve the City's emergency response capabilities

2.0 SITUATION AND ASSUMPTIONS

2.1 *Situation*

The City of Vero Beach is located in Indian River County in the southeastern area of Florida, exposing it to a number of potential hazards. Indian River County covers an area of 511 square miles, and has a 2001 population of almost 113,000. The County is located approximately 190 miles south of Jacksonville and 135 miles north of Miami, and its eastern boundary is the Atlantic Ocean. Within its boundaries are the incorporated towns of Sebastian, Fellsmere, Orchid, Indian River Shores, and the County seat, Vero Beach.

The population of Vero Beach is approximately 18,000. Its location makes it very attractive for both residents and visitors. The cultural wealth and natural beauty of the area has resulted in the City being rated “Best Small Town in Florida and 12th in the Nation” and it was named one of “The 100 Best Art Towns in America”. It also is the smallest city in the nation to have its own Major League Baseball team – at least during the spring. That is because since 1948, it has been the spring training home of the Los Angeles Dodgers.

The combination of its preferred location along the coast and concern for its residents makes it important and necessary for the City to actively develop and continuously update and improve its response and recovery plans – especially when the list of potential hazards is considered.

2.2 *Hazards*

As with many cities in the area, Vero Beach is exposed to many potential natural and manmade hazards that could cause extensive damage, result in casualties, and impact transportation, communications and electrical networks. Deadly synergistic impacts can result from a combination of circumstances. For response planning to be meaningful, it must be based on an understanding of the various types of major hazards to which the City could be exposed.

2.2.1 *Hurricanes/Tropical Storms*

The City’s location along the Atlantic coast makes strong tropical storms and hurricanes an annual concern. This does not mean that there is a high probability of such storms, which form in the warm tropical atmosphere of the ocean; however, recent history dictates that these types of hazards must be high on the list for consideration during planning. Hurricane winds begin at speeds of 74 miles per hour, and most of the death and destruction associated with hurricanes is caused by wind, rain,

and storm surge. Direct effects from hurricanes could cause extensive destruction to the City, particularly along the coast. As history has shown, significant secondary effects from hurricanes have the potential for causing death and destruction. These include tornadoes and flooding from heavy rains. The hurricane season generally extends from June until the end of November, with the peak months being August, September and October.

2.2.2 Tornadoes

While hurricanes can cause extensive damage over wide areas, tornadoes can cause utter destruction, although over a smaller area. Tornadoes are severe storms of short duration formed by strong winds rotating at very high speeds that descend to the ground in the familiar funnel shape from severe thunderstorm clouds. Generally, the vortex of a tornado is several hundred yards in diameter; however, in some instances it may be more than a mile. In the plains states, some have been several miles in diameter. Winds generally exceed 200 miles per hour, and some have been in excess of 300 miles per hour. Tornadoes have occurred in every state in the continental US, and in every month of the year; however they are most common in the spring months. Tornadoes are not common in the Vero Beach area, but must be considered as a definite possibility during the development of a response plan.

2.2.3 Flooding

Although Vero Beach is located on the coast, there still is potential for flooding from heavy rains associated with hurricanes and tropical storms, or from general prolonged rains. Urban flooding results from the inability of existing storm sewers to compensate for excessive run-off from these heavy rains, and damage can result to homes and businesses if the rain is of significant amounts and duration. The City may also be subject to storm surges during hurricanes or tropical storms.

2.2.4 Hazardous Materials

Hazardous materials are becoming more and more an issue, in production, during transportation and in disposal. The term generally refers to materials that may pose a danger to an environment or the inhabitants of that environment when inappropriately introduced in sufficient quantity. They include chemicals and allied products, and may be organic or inorganic in nature.

Whether organic or inorganic, these materials have the potential to be extremely hazardous, i.e., chlorine gas leaks. They are widely used in the manufacture of such things as petroleum products and pesticides (organic) to paints, dyes, and fertilizers (inorganic).

The increasing amount of processing, storing and transportation of petroleum products continues to be a major area of concern. Plans must address the possibility of hazardous material issues resulting from incidents at any of these links from processing to end user

Finally, the transportation, storage and disposal of hazardous waste are increasing concerns.

2.2.5 Terrorism

Recent history has shown that terrorism is and will remain a concern throughout the country, and no area should be considered safe. While there may be arguments that there are few potential terrorist targets in Vero Beach, the fact is that there are a number of both soft and hard targets in the City – as in any city. Terrorist incidents may involve any or a combination of CBRNE weapons (chemical, biological, radiological, nuclear, or explosive). The type of response will depend upon the weapon used, and appropriate protection will be worn by the responders.

2.2.6 Nuclear Threat/Attack

The probability of a nuclear attack on the US may be considered as low; however, no area is completely safe from the impacts of such an attack.

2.2.7 Others

Because of its locations, there are other types of potential incidents that might occur within the City's jurisdiction; such as transportation accidents, civil disorders, riots, etc. that require emergency response actions. The response to such incidents would be organized and implemented in accordance with the general procedures set forth herein.

2.3 Assumptions

No plan can anticipate all possible complexities that may arise before, during and after an incident. Additionally, the plan should not be based on the “worst case” scenario, but on most likely scenarios. In that regard, certain assumptions must be made on which to base the plan. This general plan was developed under the following assumptions:

- It is necessary for the City to plan for, and be prepared to carry out, disaster response and short-term recovery operations utilizing local resources.
- The plan must be developed with a major priority being reducing or preventing the loss of lives and damage to property.
- Outside assistance would be available in most major disaster situations affecting the City, but most likely only after about 72 hours of disaster onset.

- Officials of the City are aware of the possible occurrence of an emergency or major disaster and their responsibilities in the execution of this plan.
- This command and control and coordinating mechanisms described in this plan are implemented when:
- The EOC is activated in advance of an emergency; or
- A City emergency is declared
- Each department of the City shall develop and maintain an Emergency Operations Plan (EOP) that will address all the hazards identified.
- Each department shall train their personnel in the implementation and proper responses to these individual department plans.
- The plan shall be developed in a manner consistent with the guidelines set forth in the National Incident Management System (NIMS).

3.0 CONCEPT OF OPERATIONS

3.1 General

In developing the Concept of Operations, there are certain guiding principles that were utilized. These include the following:

- It is the responsibility of the City to protect life and property within the geographical extent for which it has legal authority from the effects of hazardous incidents, natural or man-made.
- The City Manager will coordinate and manage City resources. If necessary, county and state assistance will be requested.
- The City EOC will be staffed and operated as the situation dictates.
- If the emergency warrants, the City Council may declare a State of Local Emergency. In the absence of a quorum of the City Council, the City Manager/Director of Emergency Management may declare a State of Local Emergency to exist within the jurisdiction (or a part thereof) and begin implementing emergency procedures.
- The City Manager shall act as the Director of Emergency Management pursuant to City Charter Section 3.04 and Ordinance No. 2006-_____.
- The City Manager acting in his capacity as Director of Emergency Management will order evacuation and ensure coordination of shelter activation as necessary.
- The City Council may at any time extend or terminate the local state of emergency as necessary. In the absence of a quorum of the City Council, the City Manager/Director of Emergency Management may extend or terminate the local state of emergency as necessary.

3.2 Phases of Comprehensive Emergency Management (CEM)

3.2.1 General

There are four general phases of Comprehensive Emergency Management (CEM), and the City is committed to ensuring each of these is properly addressed in this plan. They are described briefly in this section, and will be discussed in more detail throughout this plan as appropriate.

3.2.2 Mitigation

The City recognizes the importance of mitigation, and has placed (and will continue to place) a strong emphasis on developing and implementing

mitigation projects and activities. These are projects and activities that are designed to either prevent the occurrence of an emergency, prevent loss of life or damage to property during an emergency, or minimize such impacts. As a result of the City's emphasis on mitigation, there is now a committee that will focus on that subject. The committee will be composed of the Public Works Manager, the Manager of Planning, Engineering and Support Operations of Water and Sewer, and the Planning and Development Director. One of these will serve on the County's Mitigation Committee.

3.2.3 Preparedness

This is the phase that often determines how well an entity responds to an emergency. The activities, programs, and procedures that are developed, implemented and practiced prior to an actual emergency will enhance response to an actual emergency or disaster. Planning, training, exercising, and review of plans and procedures are among the activities conducted under this phase. This phase also includes prevention where appropriate. For example, the City will cooperate completely with other local, state and Federal agencies to assess information and implement activities to help prevent terrorism incidents.

3.2.4 Response

Response activities and programs are those that are implemented immediately prior to, during, and immediately after an emergency or disaster. Well-designed and implemented response planning can help reduce casualties and damage, and promote a more efficient recovery process. Response activities include direction and control, warning, proper deployment of appropriate resources, search and rescue evacuation, mass care, and other similar operations.

3.2.5 Recovery

There is no clear delineation between response and recovery, as some recovery activities may begin while some response activities are on-going. As a general definition, recovery activities involve restoring the community and its support systems to normal. Short-term recovery actions may be considered as those taken to assess damage and return vital life support systems to minimum operating standards. Long-term recovery actions from major incidents may require many years for completion.

3.3 *Emergency Operations*

3.3.1 General

The City utilizes the Incident Command System (ICS) and follows the command and control concepts contained in the National Incident Management System (March 1, 2004). The ICS is used to not only better

manage smaller incidents, but to facilitate multi-agency coordination. When activated, the EOC will act as the primary coordination location.

While most incidents may require only a single incident commander, Incident Command principles will be employed at all operational levels as appropriate, including:

- Single Incident Command
- Unified Command
- Area Command

As appropriate, the City may become part of Unified Command when incidents require more extensive coordination. That allows agencies with different legal, geographic, and functional authorities and responsibilities to work together effectively without affecting individual agency authority, responsibility, or accountability. Typically, the incident commander in a unified command structure is appointed from senior officials within the jurisdiction that is the site of the incident.

3.4 Operational Phases

3.4.1 General

Operational Phases will be used to simplify and expedite emergency actions. Operational Phases that apply to these actions are:

- Phase I: Preparedness Activities
- Phase II: Emergency Declaration
- Phase III: Immediate Emergency Functions
- Phase IV: Post Emergency Recovery

3.4.2 Phase I - Preparedness Activities

The City has placed a major emphasis on preparedness, aware that the better prepared a community is before an incident occurs, the better and faster that entity can respond and recover. From that perspective, the City considers Preparedness as a Phase I on-going Operational Phase. In that phase, the following activities are conducted, as appropriate:

3.4.2.1 Planning

The City will prepare and maintain the following plans, reviewed on an annual basis:

- Training selected City employees in Hazardous Materials response training
 - First Responder

- Operations
- Emergency Operations Plan (Basic Plan)
- Disaster Recovery
- Debris Management
- Appendices – Including Departmental Emergency Operations Plans

3.4.2.2 Training

The City will develop and implement a comprehensive training plan for all employees who may become involved in any aspect of an incident. Some of this training will be general in nature; some will involve specific employees in designated tasks. Such training will include, but not be limited to, the following:

- Training appropriate employees in WMD awareness
- Training selected employees in appropriate Department of Homeland Security, Office of Grants and Training, subjects, i.e., “Public Works: Preparing for and Responding to a CBRNE/Terrorism Incident”.
- Training selected employees in the use of all equipment that may be required in an emergency response.
- Reviewing emergency plans with all employees at least annually and preferably immediately prior to hurricane season.

3.4.2.3 Exercises

It is not sufficient to develop a plan and assume it will be sufficient to effectively and efficiently respond. The plan must be tested to the maximum extent possible and practicable. The City will schedule appropriate exercises to test the plan and determine areas for improvement. Generally these exercises will be of either the tabletop or functional type:

- Tabletop exercise A. This is an activity in which key agency personnel are given simulated emergency situations without time constraints. In its simplest form, this is a simulated event that is usually described in a narrative. It creates for the players an emergency management scene to which responses must be made. It is an attempt to examine basic emergency planning and resource allocation issues as a group, and the group resolves issues.
- Tabletop exercise B. This is a more sophisticated form in which messages are distributed to the players to which they must react or respond. This alternative includes two components of higher level exercises:

- Messages can be given to individuals or small groups for decisions.
- Messages can be given to the group simultaneously, requiring coordination among individuals or groups.
- Functional exercise. This is an activity designed to test or evaluate the capability of a separate function, or complex activity within a function. It is particularly effective where the exercise is capable of being effectively evaluated in isolation from other emergency management activities.

To the extent possible, it is the intent of the City to have an annual exercise, either tabletop or functional. All exercises will be coordinated with the State to ensure compliance with guidelines of the US Department of Homeland Security. The National Strategy for Homeland Security requires the States to have an annual terrorism exercise, which may be either a local, regional, or State exercise (see Homeland Security Exercise and Evaluation Program). The City will participate in such exercises when scheduled by the State; however, the City also may develop and conduct exercises that involve natural disasters, or combinations of natural and terrorism events. When possible (and appropriate), these exercises may be done in cooperation with other emergency services agencies. They also will be coordinated by the Police Department's Incident Commander in conjunction with the Indian River County EOC.

3.4.2.4 Other Preparedness Activities

There are several other actions which the City has taken that will have a positive impact on its ability to respond to and recovery from an emergency incident. These include:

- Maintaining an inventory of emergency gear, updated annually.
- Develop and maintain a maintenance program for all equipment that may be required in response to an emergency.
- Maintaining a master list of all available City-owned/leased equipment and having the list available in the EOC. This list will include the operability status of that equipment.
- Maintaining a list of private contractors that can respond to emergencies.
- Where appropriate (such as debris management), issue pre-positioned contracts to minimize deployment time when an incident occurs. Such contracts will be bid and awarded in compliance with Federal, state, and local procurement requirements to minimize reimbursement issues in the event of a federally declared disaster.

3.4.3 Phase II - Emergency Declaration

3.4.3.1 General - City

The Director of Emergency Management, who is the City Manager, has been charged with the responsibility of developing, implementing and maintaining a 24 hour per day, seven (7) days per week “Warning and Notification” System for the City and City staff. This warning system shall function through the 911 dispatch center.

For fast developing emergencies with little or no warning, contact will be made with the City Manager/Director of Emergency Management by any means available. For slower developing emergencies, like hurricanes, tropical storms and nuclear power plant emergencies, the City Manager/Director of Emergency Management shall continuously monitor the status of the event and notify City staff of any development through Faxes, phone or update and coordination meetings. Each department will develop a call-down system to ensure rapid notification of key personnel. Each department also shall have a list of individuals that are on-call. Personnel on-call from each department shall carry communications devices and are required to have backups if a situation warrants leaving the City when on-call.

Notification to appropriate department heads and personnel of developing emergencies and updates, including activation of the CEOC, shall be the responsibility of the Director of Emergency Management/City Manager.

Phase II functions performed shall include all preliminary emergency preparations that must be completed during this period which begins with the announcement that an alert is in effect. This announcement will be made approximately 72 hours before landfall in the event of an approaching hurricane, or immediately in the event of a suddenly occurring catastrophic disaster such as a major airplane crash, nuclear incident, hazardous waste spill, or violent tornado. The City Manager or his/her designee shall receive notice of the impending emergency, and will then make the determination when Phase II goes into effect.

3.4.3.2 General - County

Indian River County Department of Public Safety operates a 24-hour emergency communications center, either at the main office location during routine business hours or at the Sheriff’s Office during off-hours. The Department may receive initial warning of an actual or pending disaster from the Emergency Satellite Communications System (ESATCOM), National Weather Service, a Nuclear Power Plant, the State EOC, municipal governments, or the news media. If a determination is made that a disaster or emergency either has occurred or is imminent, emergency management staff will notify key personnel. If appropriate, this

notification shall include the City Manager/Director of Emergency Management of Vero Beach.

The County Emergency Management Coordinator and members of his staff will notify key officials from the County, Cities and all emergency related organizations of any significant emergency events that may require the opening of the EOC. The Emergency Management Coordinator, and/or designee, has the authority to activate the public warning system at any time an emergency event threatens person or property.

3.4.3.3 Evacuation - Hurricanes

The County Administrator, in consultation with the City Manager of Vero Beach and other municipalities of Indian River County will determine the extent of the evacuation orders. Initial notification will be through media resources and may be augmented by the use of bullhorn announcements and door-to-door visits by Police Officers. The City shall establish an evacuation plan for designated areas including Police presence at major intersections, barricading side streets, etc.

3.4.3.4 Evacuation – Nuclear Power Plant Emergency

The St. Lucie Nuclear Power Plant is located approximately 27 miles southeast of the City, placing it outside the 10-mile Emergency Planning Zone, but within the 50-mile EPZ. This system is operated by St. Lucie County Public Safety and maintained by Florida Power and Light (FP&L). In the event of a nuclear emergency, evacuations will be done according to the wind direction and speed and in compliance with plans contained in the Indian River County Emergency Operations Plan.

3.4.3.5 Step I: Responsibilities of City Departments

The City Manager/Director of Emergency Management, or designees may, at his discretion, call a meeting of all Departments Heads, Council Members, other emergency personnel, and broadcast media to update and review these procedures.

- Responsibilities:
 - Assess the potential responsibility that will be assumed by each of the required City departments.
 - If necessary, prepare a contingency plan outlining all City departments' response to the specific emergency.
 - Start maintaining records in accordance with FEMA requirements.

CITY DEPARTMENTS WILL PROCEED TO STEP II ONLY UPON DIRECTIONS FROM THE CITY MANAGER/DIRECTOR OF EMERGENCY MANAGEMENT

3.4.3.6 Step II: Emergency

The City Emergency Operations Center (CEOC) may be activated at the direction of the City Manager.

- The City departments shall designate representatives to staff the City's EOC.
- Required City departments shall designate representatives to staff the County's EOC, if the emergency warrants activation.

CITY DEPARTMENTS WILL PROCEED TO STEP III ONLY UPON DIRECTION FROM THE CITY MANAGER/DIRECTOR OF EMERGENCY MANAGEMENT

3.4.3.7 Step III: Personnel and Equipment

All personnel (both on-duty off-duty) that are designated to participate in emergency operational activities will be given the opportunity to secure their families, then will report to their designated supervisor or designated location for assignments. The designated supervisors or locations will be identified in the emergency management plans for each department

All supervisors shall establish communications with their assigned employees to ascertain the readiness, location and availability of personnel and equipment. This information will be provided to the CEOC as soon as possible.

All necessary equipment required to respond to the emergency shall be checked and be ready to perform.

3.4.4 Phase III - Immediate Emergency Functions

Only emergency actions necessary to prevent injury, loss of life, or avoidable damage to public property will be undertaken during Phase III. Communications with all involved City personnel shall be maintained if possible.

NOTE: THERE WILL BE NO STEP PROCEDURE DURING PHASE II, AS EACH SITUATION WILL BE EVALUATED BY THE CITY MANAGER/DIRECTOR OF EMERGENCY MANAGEMENT AS IT OCCURS.

3.4.5 Phase IV- Post Emergency Recovery Functions

3.4.5.1 General

This phase includes all actions necessary to restore essential services, provide emergency assistance to disaster victims and return to normal day-to-day operations as quickly as possible. Specific information on recovery is contained in the City's Recovery Plan.

3.4.5.2 Step I

- Assist in damage survey teams as required.
- Establish priorities based on need
- Assign responsibilities to address the prioritized needs.
- Ensure all personnel are aware of the necessity to maintain records on labor, equipment and material associated with the recovery process.
- Maintain information for use in implementing mitigation projects/activities
- Ensure that all disaster related recovery projects/activities will be adequately monitored

3.4.5.3 Step II

- Coordinate reestablishment of services in order of need
- Assign cleanup duties.
- Continue to review damage reports to establish/revise priorities.
- Confirm that records are being maintained on costs associated with recovery operations.
- Review monitoring of contracted activities

3.4.5.4 Step III

- Expedite clearance of all public streets, roads, rights-of-way and removal of debris in accordance with established priorities.
- Assist in the repair to City facilities as required
- Maintain records on cost of materials, labor, and contracted services required to affect emergency repairs and restore normal operations.

4.0 ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

4.1 General

Recognizing that all departments within City government have emergency functions in addition to their day-to-day activities, each department will be responsible for developing and maintaining its own emergency procedures.

After the EOC is activated, most City entities will assume numerous (and different) responsibilities. It is obvious that command and control, coordination, and decision-making responsibilities must be defined at the outset. Specific responsibilities are outlined in Section 0.

When on-scene command posts (CPs) are established, the ICS will be implemented. When the EOC is operational, it will operate under a modified incident command structure that facilitates coordination with incident commanders in the field, as well as any State and Federal agencies providing assistance.

4.2 Organization

Normal lines of authority within the City will not change; however, it is necessary to organize responsibility in a way that maximizes operational expediency, decision-making, and information sharing. This is necessary due to the short-term tasks required of emergency response. When a State of Emergency is declared, lines of control related to emergency operations are organized along task-oriented, or functional, branches rather than normal departmental structure governments use to accomplish long-term goals or to support everyday services.

When agencies appoint representatives to lead the functional branches or to support EOC operations, it is critical that those representatives have the ability and authority to make decisions that affect emergency operations on behalf of their respective organizations. Delaying decisions, such as allocation of resources and personnel or providing additional services to the public, can lead to serious consequences

The organizational structure utilized by the City originates from two primary sources:

- The National Incident Management System (NIMS)
- Accepted Incident Command System Structure

The organizational structure is configured to maximize compatibility with State assets, as well as incident commanders in the field.

4.3 Responsibilities

4.3.1 General

The City Manager for the City of Vero Beach, acting in his role as Director of Emergency Management pursuant to City Charter Section 3.04 and City Ordinance No. 2006- , has the overall responsibility for the emergency response activities of the City and its personnel. He advises the members of the City Council of all situations and developing events that would alter the normal functions of the City Government. The Council shall advise the City Manager in a timely manner as to their wishes on all matters that require their attention.

As the Director of Emergency Management the City Manager also is tasked with developing the City's Comprehensive Emergency Management Plan, which includes the City's Response Plan. The EMC also is tasked with the coordination of the City's response to any emergency and/or disaster that may affect the community

The general responsibilities that have been assigned to the various departments and specific individuals are delineated in the following sections, and further defined in Appendix A.

4.3.2 City Council

- The City Council shall have the responsibility to approve, by Resolution, the City's Comprehensive Emergency Management Plan (CEMP) for the City.
- Operating in cooperation with the Indian River County Board of County Commissioners, the City Council has the power to declare a state of local emergency activating the emergency management plans applicable to the City of Vero Beach when the City Council finds it necessary to protect the lives and property of the citizens of the City of Vero Beach and to provide for the continued operation of essential services provided by the City. The City Council may at any time extend or terminate the local state of emergency as necessary.
- Normal City Government activities may be suspended for a period of time prior to and immediately after a disaster affecting the City. Under Florida Statute Chapter 252 and the Charter of the City of Vero Beach, the City Manager acting in his role as Director of Emergency Management may waive the procedures and formalities otherwise required of the City by law pertaining to:
 - Performance of public work and taking whatever prudent action is necessary to ensure the health, safety, and welfare of the community.

- Entering into contracts. (It is noted, however, that even if City procedures for competitive award of contracts are waived, Federal disaster cost sharing regulations require competitive bidding except in very specific instances.)
- Incurring Obligations.
- Employment of temporary workers.
- Utilization of volunteer workers.
- Rental of Equipment
- Acquisition and distribution, with or without compensation, of supplies, materials, and facilities.
- Appropriation and expenditure of public funds.
- All City Council members shall contact the CEOC and inform the City Manager/Director of Emergency Management of their status as soon as practicable after the “all clear” is given after any emergency affecting the City.
- The Council may attend all briefings on the status of the response and recovery efforts as desired.
- The Council may direct the City Manager/Director of Emergency Management to provide special update sessions as appropriate.
- The Council may be called into emergency sessions, as appropriate, by the City Manager/Director of Emergency Management to consider the passage of emergency legislation as necessary to support the response and recovery operations of City forces and outside contractors.

4.3.3 City Manager

Pursuant to City Charter Section 3.04 and Ordinance No. 2006-____, the City Manager is the Director of Emergency Management (see Command and Control); however, there may be instances where the Deputy EMC will be acting Director of Emergency Management if so designated by the City Manager/Director of Emergency Management. For that reason, responsibilities are shown separately.

- Has overall responsibility for and direct authority over, all City personnel, assets and resources, and for the response and recovery operations pursuant to City Charter Section 3.04 and City Ordinance No. 2006-_____.
- Sets curfews and orders local evacuations as necessary. Closes City Hall and departments as necessary.

- Submits the Comprehensive Emergency Management Plan (CEMP) for the City to the City Council for approval.
- Declares that the CEMP is in effect, as appropriate.
- Works with the City Council and, as appropriate, the County Commission/Administrator to determine proper response activities for local emergencies, to develop a Local State of Emergency Declaration, and to request the help of outside agencies when the event is too large for City and County forces.
- Activates the City's Emergency Operations Center (CEOC).
- Approves all emergency purchases for supplies, equipment rental, etc.
- Approves and transmits to the County's Emergency Operations Center, all damage assessments concerning public buildings, City infrastructure (including roads and drainage), private non-profit organizations and private residences to aid in the development of a county wide emergency declaration.
- Approves all Public Service Announcements and information disseminated to the media through the Public Information Officials.
- Briefs the City Council and media on the status of the emergency.
- Other duties as spelled out in City Ordinance No. 2006 _____, Section 6.

4.3.4 Deputy Director of Emergency Management

As noted in the above section, the Director of Emergency Management's position is held by the City Manager; however, that individual may not be available at all times. He may assign responsibility to a Deputy. For that reason, the responsibilities for the DEM are listed separately.

- Has the responsibility of identifying potential disasters and emergencies that may affect the City through a "Vulnerability Analysis."
- Aids the City Manager/Director of Emergency Management in developing a Comprehensive Emergency Management Plan (CEMP) for the City and has the responsibility of aiding in updating the CEMP as appropriate.
- Assists City Departments in the development of their individual departmental EOP.
- Coordinates the City's preparedness to respond and recover from identified potential disasters and emergencies.

- Develops and implements a “Warning and Notification” system for the City and its departments so that a coordinated response can be made to any potential emergency, 24 hours per day, and seven (7) days a week.
- Advises the City Manager/Director of Emergency Management of any potential or developing emergency and shall, upon the authorization of the City Manager/Director of Emergency Management, open up the CEOC for partial or full activation.
- Is in charge of the operation of the CEOC and shall be responsible for developing Standard Operation Procedures (SOP) for the security, set-up, operation, information handling, communications and staffing of the CEOC.
- Collects all requests for resources (materials, equipment and personnel) from the various responding departments and forward them to the City Manager/Director of Emergency Management for approval.
- Collects status reports of the various responding departments, agencies and personnel and develop briefings for the City Manager, Council and media.
- With the approval of the City Manager / Director of Emergency Management may designate a relief person to be in charge and assume the responsibilities of the Director of Emergency Management during his absence.

4.3.5 City PIO

Keeping the citizens of the City informed during an emergency is of major importance. Additionally, timely and accurate information helps maintain order during emergencies. The City Public Information Officer (PIO) or designee serves this role during emergencies. In addition to acting as an advisor, the PIO also:

- Develops outreach messages and warning messages
- Determines which information is appropriate for public release
- Determines the best way to release information updates
- Serves as the City government's representative to the news media
- Arranges meetings between the media and EOC personnel
- Prepares briefings for the media to be delivered by designated personnel.
- Establishes procedures for rumor control and emergency instructions

- Works with other media representatives through a Joint Information Center, when established.
- Ensures approval by the City Manager/Director of Emergency Management before issuing press releases in order to ensure coordination of information releases with federal, state and county agencies.

4.3.6 Department of Public Works

- Manages public works resources and directs public works operations. The Director of Public Works is also the designated Operations Chief when the EOC activated. (When the Director of Public Works assumes the role of Operations Chief, he/she shall designate a person to be in charge of the Public Works Department.)
- Coordinates the recovery efforts, including Search and Rescue operations with the Fire Department, opening up roads, repairing drainage systems, etc.
- Prepares and submits to the EMC assessments of damages to the City's infrastructure.
- Develop and implements a 24 hours per day, seven (7) days per week emergency response call out schedule.
- Provides all fuel services and vehicle repair contracts, including towing and tire repairs.
- When required, assigns representatives to the Indian River County EOC.
- Coordinates the inspection of all City Infrastructure after a natural disaster and in cooperation with other Departments, prepares initial damage assessment reports and submits the report to the EMC.
- Works with the State Emergency Response Teams and Federal Emergency Response Teams in the event of a major disaster to start the process of recovery operations.
- Approves all repairs to the City's Infrastructure, including providing engineering drawings and specifications.
- Secures City buildings as defined in individual department policies.
- Secures official records of City infrastructure.
- Restores the parks system as soon as operations permit for the use by the community.

- May be involved in the set-up and operation of “Debris Transfer Sites” located on Park land for debris management activities.
- Provides refuse collection as indicated in the Debris Plan.

4.3.7 Police Department

- Provide personnel for Search and Rescue Operations, provides security for affected areas, prevents looting, assists in traffic control at major intersections, assists in evacuations, and provides animal control and wildlife services.
- Provide personnel for security and communications at the CEOC.
- If requested, assign a representative to the IRC EOC, CEOC or other location.

4.3.8 Human Resources (Risk Management)

- Coordinates with the Departments of Public Works and Utilities, to provide information on damages and preparing damage assessments on all City buildings and property.
- Responsible for handling personnel matters during the response and recovery operations.
- Ensures that all insurance related information is made readily available for submittal in insurance firms and to FEMA, if appropriate.

4.3.9 Electric Department

- Responsible for restoring electrical power in a timely manner.
- Works with the Department of Public Works to provide initial estimates of damages.
- As requested, assigns trained personnel to work with FEMA in the timely preparation of Project Worksheets.
- When required, assigns a representative to the City’s EOC and to the IRC EOC.

4.3.10 Water and Sewer Department

- Responsible for providing potable water to affected areas in the event of a power outage.
- Provides sanitary services to affected areas.
- When required, assigns a representative to the City’s EOC and to the IRC EOC.
- Provide initial estimates of damages.

4.3.11 City Clerk's Office

- This office is tasked with the responsibility of protecting City Documents and assist in the retrieval of information as requested by other departments.

4.3.12 Finance Department

- Provides financial services as requested, including providing for cash payments for materials and equipment if requested.
- Participates in Damage Assessments for City property and equipment.
- When required, assigns a representative to the City's EOC.

4.3.12 Purchasing Department

- Provides contracts and orders for the supplying of resources as requested by the EMC including food, water, facilities, materials, equipment, etc.

4.3.13 Information Systems

- Responsible for the networks and data processing operations citywide.
- Determine priorities in responding to requests for support.
- Assigns a representative to the City's EOC for facility support.

4.3.14 Recreation Department

- Restores its recreation schedule as soon as operations permit for the use of the community.
- Responsible for running the shelter at the Recreation Administration Building.

4.3.15 Planning and Development

- Responsible for expediting emergency permitting and development approvals to repair property damage and post-disaster redevelopment planning.
- Provides City's EOC support along with providing planning support in an Incident Command System approach to response and recovery operations.
- Responsible for staffing the Planning and Development Section of the EOC

4.3.16 City Attorney

- Responsible for advising the City Council and the City Manager/Director of Emergency Management on matters concerning legal issues during emergencies.

4.3.17 Airport Director

- Responsible for expediting the restoration of the airport following a disaster.
- Assist in coordinating debris removal from the airport.
- Prepare damage assessments for the airport area.
- Coordinate the use of the airport property as a staging area as requested by the City and County EOC.

4.3.18 Marina Director

- Responsible for expediting the restoration or mooring facilities and fuel availability to the marina following a disaster.
- Assist in coordinating debris removal from the marina area.
- Prepare damage assessments for the marina area.
- Assist in locating or identifying sunken vessels from the marina and navigable waters within the city limits that pose a threat to navigation or public safety.”
- Assists other agencies in addresses actual or potential navigational threats in the area.

5.0 COMMAND AND CONTROL

5.1 General

The response and recovery functions for the City will be handled through a modified Incident Command System and the City's Emergency Operations Center. This ICS/CEOC interface may assume several different configurations depending on the severity of the emergency. For the purpose of this Plan, the worst-case scenario will be assumed (Catastrophic disaster – Category 3, 4 or 5 Hurricane) for the development of this portion of the City's Comprehensive Emergency Management Plan (CEMP).

5.2 Command Function

The Incident Command System (ICS) approach shall be used in both the response and recovery phases. Depending upon the type and size of the incident, the command function within the ICS may be conducted under a unified command structure. A unified command structure shall consist of a jurisdiction (district) managed by a team of departmental representatives sharing the management responsibility. Those departments generally participating in the ICS shall be:

- Police Department
- Public Works Department
- Water and Sewer Department
- Electrical Department

All involved departments will contribute to the command process by:

- Determining overall goals and objectives for their area of responsibility
- Jointly planning for response and recovery activities.
- Conducting joint operations
- Maximizing the use of all assigned resources.
- Determining required equipment and supplies from outside resources.
- Determine status and develop reports on response and recovery activities and make reports to the City Manager/Director of Emergency Management.

Department representatives will also report functionally to their individual Department Heads.

The basic organization chart for the EOC is shown on the following page. The primary staff of the EOC, and their normal position within the City government, is as follows:

Director of Emergency Management– The City Charter designates the City Manager as the Director of Emergency Management..

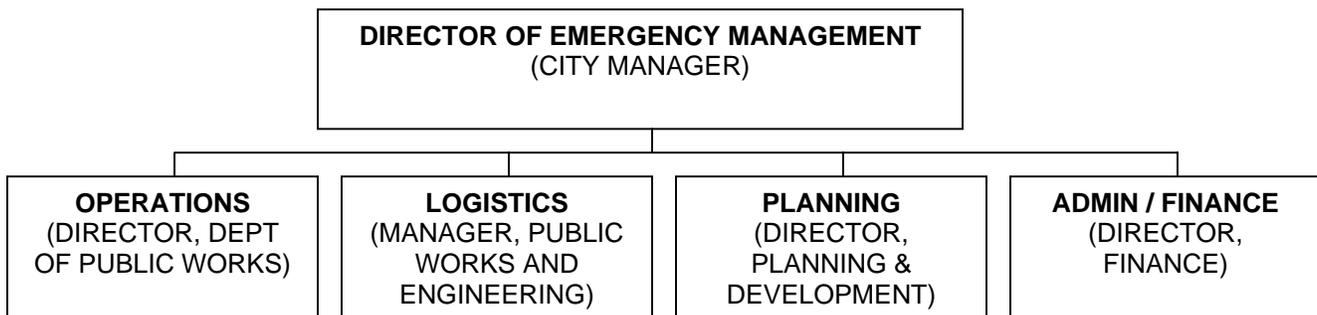
Operations Section Chief – This position will be filled by the Director of Public Works, who also may be assigned as Deputy Director of Emergency Management.

Logistics Section Chief – The Logistics Section will be headed by the Manager, Public Works and Engineering. This individual is accustomed to coordinating various resources to rapidly resolve issues.

Planning Section Chief - The Planning and Development Director is the designated Planning Section Chief.

Finance and Administration Section Chief – This position will be held by the Finance Director.

Staffing for each Section will be done by the Section Chiefs. The basic organization chart for the EOC is shown below.



5.3 Control Function

The control function for the City’s response and recovery activities will take place in the City’s Emergency Operations Center (CEOC). The purpose of the CEOC is to provide a central location from which government at any level can provide interagency coordination and executive decision making for managing disaster response and recovery. In those cases where a disaster affects the entire county and the Indian River County Emergency Operations Center (IRCEOC) is activated, the City’s EOC shall operate as part of the IRCEOC (discussed later in this section).

5.4 Concept of Operations

The primary reason a CEOC exists is to protect the population and property and to coordinate and expedite measures to return the community to normalcy. Some of the functions of the CEOC are to:

- Centralize the direction and control of all City forces through Incident Command Posts.
- Provide a single, recognizable focal point for emergency management, resource management, etc.
- Provide a single location where calls for assistance by residents can be processed and relayed to the CP's
- Create a single facility where elected officials can meet, make decisions, receive status reports and coordinate activities.
- Develop general policy by:
 - Establishing overall policies for the City's response and recovery
 - Establishing overall priorities for the City's response and recovery
- Managing and analyzing data
 - Collecting and analyzing data
 - Interpreting and predicting damage
- Provide strategic (not tactical) operational guidance
- Conduct resource acquisition and allocation
- Oversee operational supply functions
- Maintain contact between the City (CEOC) and the county (IRCEOC)
- Provide logistical support to the CP's including all actions necessary to ensure the availability of resources required to support the field operations.
- Provide a location for government and non-government personnel with resource assignments to be located in a central location as part of the resource function.
- Act as the "Voice of Government" location during a disaster.

6.0 Indian River County Emergency Operations Center/ Vero Beach EOC Interface

6.1 General

In emergencies and disasters that are of such a magnitude that the City forces are not adequate for response and recovery, calls for assistance to the Indian River County EOC is the first step in the process of obtaining outside help. The County will provide assistance to the City, and then turn to the state for assistance when their capabilities are overwhelmed. The County and the state together determine whether inter-county mutual aid or direct state assistance is needed.

The on-scene commander or commanders in an emergency response are local officials, usually a representative from emergency management, law enforcement, fire or EMS. Overall, local coordination and commitment authority for local assets is retained by local elected officials, and delegated to the County Emergency Management Director.

The Emergency Management Director for Indian River County is responsible for the activation and maintenance of the operational readiness of the Emergency Operations Center, directing county evacuations, opening shelters, requesting state assistance and all recovery activities within the county. County authorities may also activate mutual aid agreements with neighboring counties, and shall coordinate mutual aid agreements between municipalities within the county.

Direction and control of all emergency management activities remain under the Indian River County Board of County Commissioners at all times when the disaster is of such a magnitude to be county wide.

6.2 IRCEOC Activation

The Indian River County EOC (IRCEOC) may be partially activated or fully activated when the emergency is of such a magnitude that the City's capabilities cannot handle the required response efforts. In the partially activated mode, the IRCEOC may become a support agency for the CEOC for resource acquisition and management, etc. The IRCEOC will be fully activated when the disaster has the potential to affect the entire county or for local events that may overwhelm the City's response capabilities. Operating in the full activation mode, the IRCEOC will become the primary command and control facility for the response and recovery activities countywide. The CEOC will then become a secondary

facility. All requests for resource management, damage assessments, etc. from the City will be coordinated through the IRCEOC

6.3 Emergency Support Functions

6.3.1 General

The Indian River County EOC operates under the Emergency Support Function (ESF) approach to coordinating countywide response and recovery efforts. The State of Florida's EOC, as well as the Federal response functions, also operate under the ESF approach. The City's EOC will operate under this ESF approach, and must understand each function, so that coordination between EOCs will be smooth and proper. To better understand the responsibilities assigned to each ESF, a short description of each function follows. (Refer to Indian River County's Comprehensive Emergency Management Plan, 2002, for a complete description of each ESF.)

6.3.2 Emergency Support Functions

For information purposes, the ESFs are listed below by ESF Number, the agency (ies) primary responsible, and the general purpose.

ESF #1 Transportation:

Primary: Indian River County School Board – Transportation Department

To coordinate transportation systems and provide emergency transport of goods for other ESFs.

ESF #2 Communications:

Primary: Indian River County Department of Emergency Services, Emergency Management Division and Radiological Emergency Preparedness Division

To provide emergency radio and telephone communications services to organizations involved in the response and recovery operation and to support the private sector in restoration of the affected public grids.

ESF #3 Public Works and Engineering:

Primary: Indian River County Public Works Department

To evaluate infrastructure damage and coordinate emergency debris clearing of essential roads. Also will coordinate emergency contracting, engineering services and demolitions

ESF #4 Firefighting:

Primary: Indian River County Department of Emergency Services, Fire Services Division

To detect and suppress woodland, rural and urban fires. Also, to provide incident management teams to assist in command and control operations. Direct all search and rescue operations.

ESF #5 Information and Planning:

Primary: Indian River County Department of Emergency Services, Emergency Management Division

To collect, analyze and disseminate critical information on emergency operations for decision-making purposes

ESF #6 Mass Care:

Primary: American Red Cross – Indian River County Chapter

To manage and coordinate shelters, feeding and first aid for disaster victims.

ESF #7 Resource Management:

Primary: Indian River County Department of Emergency Services, Emergency Management Division

To secure resources through mutual aid agreements, or procure resources for other ESFs as needed.

ESF #8 Health and Medical Services:

Primary: Indian River County Health Department

To identify health and medical needs, provide trained health and medical personnel, and to provide supplies and emergency facilities in the affected area, as well as in the shelters.

ESF #9 Urban Search and Rescue:

Primary: Indian River County Department of Emergency Services, Fire Services Division and the Indian River County Sheriff's Office

The Sheriff's Office is the lead agency responsible for coordinating and securing Search and Rescue (SAR) areas. The Fire District is the lead agency for locating, extricating and providing emergency assistance to victims trapped in debris or wreckage created by the disaster.

ESF #10 Hazardous Materials:

Primary: Indian River County Environmental Health Department

To provide inspection, containment, and cleanup of hazardous materials accidents or releases.

ESF #11 Food and Water:

Primary: Indian River County Department of Emergency Services, Emergency Management Division and the American Red Cross – Indian River County Chapter

To coordinate with ESF #6 to identify the food and water needs of disaster victims, and to ensure that supplies of food and water (or vouchers to obtain them locally where possible) are provided.

ESF #12 Energy and Utilities:

Primary: Indian River County Utilities Department

To coordinate and direct the restoration of water, sewer, electrical power, phone service, and fuel supplies.

ESF #13 Military Support:

Primary: Florida National Guard

To coordinate RIAT assignments and National Guard resources to assist in the ESFs where needed.

ESF #14 Public Information:

Primary: Indian River County Department of Emergency Services, Emergency Management Division

To establish and manage Joint Information Centers (JIC), and to coordinate the dissemination of all disaster-related information to the media and the general public.

ESF #15 Volunteers and Donations:

Primary: Indian River County Department of Emergency Services, Emergency Management Division

To manage the receipt and distribution of donated goods and services to meet requests in the wake of a disaster.

ESF #16 Law Enforcement and Security:

Primary: Indian River County Sheriff's Office

To provide armed escort to emergency workers or transport caravans and security to emergency facilities, as well as general law enforcement services during an emergency.

ESF #17 Animal Protection:

Primary: Indian River County Department of Emergency Services, Animal Control Division and the Humane Society of Vero Beach and Indian River County

To coordinate and provide adequate shelter and care for animals.

ESF #18 Special Needs Care:

Primary: Indian River County Department of Emergency Services, Emergency Medical Services Division

To coordinate and provide adequate shelter and care for citizens with non-hospital special medical needs.

The City normally will not organize a complete ESF organization, but will have individuals designated to either perform the duties required in specific ESF functions, have personnel assigned as liaisons to the IRCEOC, or coordinate with the ESF functions in the IRCEOC. The agencies/positions designated to staff or provide support for specific ESF functions (as required) are listed in the following matrix.

6.3.3 ESF Matrix – City Departments

AGENCY	ESF 1	ESF 2	ESF 3	ESF 4	ESF 5	ESF 6	ESF 7	ESF 8	ESF 9	ESF 10	ESF 11	ESF 12	ESF 13	ESF 14	ESF 15	ESF 16	ESF 17	ESF 18
CITY COUNCIL																		
CITY MANAGER																		
CITY ATTORNEY			X		X													
CITY CLERK																		
UTILITIES (UD)										X		X						
PUBLIC WORKS AND ENGINEERING (PWE)			X						X									
SOLID WASTE AND GENERAL MAINT.			X															
FINANCE			X				X											
PLANNING AND DEVELOPMENT					X													
HUMAN RESOURCES			X															
RISK MANAGEMENT			X		X													
AIRPORT		X	X															
MARINA			X															
RECREATION																		
POLICE		X							X					X		X		

7.0 CONTINUITY OF OPERATIONS (COOP)

The City recognizes that there is a possibility that emergency and disaster occurrences could disrupt government functions. This requires that all levels of local government and their departments develop and maintain procedures to ensure continuity of government (COG) services. While the City has not yet developed a Continuity of Operations Plan, there is in place a succession of authority procedure.

8.0 ADMINISTRATION AND LOGISTICS

8.1 *Financial Records*

Each department head shall become familiar with the various categories available for federal and/or state assistance. Upon notification from the City Manager/Director of Emergency Management, each department involved with emergency response and recovery activities, both prior to an event and after the event has occurred shall keep accurate records of personnel time, equipment time and material usage. Record keeping shall start when a Tropical Storm Watch or a Hurricane Watch is issued or immediately when a disaster strikes such as a severe thunderstorm, wild fire or tornado. These records are very important and shall be used to obtain reimbursement from the state and federal governments. These records shall be recorded on the Federal Emergency Management Agency (FEMA) forms used for such activities.

Requests for resources, including personnel, materials and equipment shall be made on the forms provided and be transmitted to the City Manager/Director of Emergency Management. If the City Manager/Director of Emergency Management determines the requests appropriate, he/she will comply with the requests by whatever means available. If personnel and equipment are required that must be obtained outside the City, the City Manager/Director of Emergency Management shall transmit the request to the County Emergency Management Director, Indian River County under the directions recorded in the Statewide Mutual Aid Agreement.

8.2 *Tracking Resources*

Each department requesting resources shall be responsible to track the resources and be accountable for all delivery tickets and invoices. The Administration & Finance Section shall be responsible for the payment of all invoices for resources used, equipment rented, equipment purchased and for all contracted equipment and personnel obtained locally.

8.3 Mutual Aid

The City of Vero Beach has entered into the Statewide Mutual Aid Agreement for Catastrophic Disaster Response and Recovery as a Political Subdivision of the State.

8.4 Volunteers

In the event of a major emergency or catastrophic disaster, volunteers will be available to aid in the recovery process in many different ways such as message handlers, filing, tracking events, costs, etc. The City Manager/Director of Emergency Management shall appoint a Volunteer Coordinator. Responsibilities include tracking names, times, etc. of all volunteers. Volunteer hours can be claimed as the City's part of the Public Assistance reimbursement claims.

8.5 Personnel - General

It shall be the policy of the City of Vero Beach that all City personnel shall perform work in the response and recovery phases that mirrors their day-to-day normal activities. However, from time-to-time and under certain circumstances, City personnel may be required to work different hours and be assigned to departments other than their own to aid in the City's overall response and recovery operations. All reassignments shall be approved by the City Manager/Director of Emergency Management under the normal request for resources submitted by those departments engaged in response and recovery operations.

8.6 Personnel – Emergency Policies

Under the authority of Section 2.05., General Powers of City Council, and Section 3.04 - "City Manager – Powers and Duties of the City Charter, the City has developed an Emergency Pay Policy. This policy is to be used to determine how and when special pay provisions will be implemented in case of a declared emergency. This policy is attached as Appendix 9 to Appendix C.

9.0 PLAN DEVELOPMENT AND MAINTENANCE

The development and maintenance of this Comprehensive Emergency Management Plan and its components shall be the responsibility of the Manager/Director of Emergency Management. This CEMP shall be reviewed for necessary revisions annually and be revised as needed. The City Manager/Director of Emergency Management shall also develop presentations and exercises so that City personnel and department heads will understand their individual responsibilities and how to integrate their responses to the overall recovery from emergencies and disasters.

This plan shall have a revision file page in the front that will note revision dates.

10.0 AUTHORITIES AND REFERENCES

10.1 Florida State Statute 252 –Emergency Management

Florida State Statute 252 – Emergency Management states in 252.38 (1) “Safeguarding the life and property of its citizens is an innate responsibility of the governing body of each political subdivision of the state.” (2) ... each local emergency management agency shall have jurisdiction over and serve an entire county. (3) “Legally constituted municipalities are authorized and encouraged to create municipal emergency management agencies. Municipal emergency management agencies shall coordinate their activities with those of the county emergency management agency....”

10.2 Indian River County’s Comprehensive Emergency Operations Plan

This CEMP shall in no way counteract the Indian River County’s Comprehensive Emergency Management Plan, but shall endeavor to be a supplement to the county’s plan. City Personnel shall respond to disasters and emergencies that are local in nature. In cases were the disaster or emergency exceeds the capacity of the City’s forces to adequately respond, the county may choose to partially activate the county’s Emergency Operations Center to assist the City in resource management and in other areas of recovery. When the disaster or emergency is of such a magnitude that the entire county is affected (Hurricanes, Tropical Storms), both the City’s EOC and County’s EOC shall be activated and the City’s EOC shall become a secondary EOC to the county.

10.3 Other Laws, Statutes and Planning Guidance

- 1) National Incident Management System
- 2) Public Law 93-288.
- 3) Title 44, Code of Federal Regulations

11.0 Lines of Authority

11.1 Federal

The Federal Emergency Management Agency (FEMA) provides Federal support services for emergency activities. In partnership with State, County and Municipalities, FEMA supports management efforts by providing national program policy and guidance, as well as technical and financial assistance. It is FEMA's responsibility to coordinate the response of other Federal agencies that administer their own emergency programs. The President of the United States must approve requests for assistance from FEMA before FEMA can provide assistance. Requests for Federal assistance must be channeled through Indian River County's Division of Public Safety to the Florida Department of Community Affairs, Division of Emergency Management.

11.2 State

The State emergency management function is headed by the Director, Florida Department of Community Affairs, Division of Emergency Management (acting as a representative of the Governor) and assisted by emergency coordinating officers of State agencies. In this capacity, the Director is known as the State Coordinating Officer (SCO). Collectively, the State's emergency response group is called the State Emergency Response Team (SERT). When activated, the SERT is responsible for coordinating statewide emergency operations, to include the provision of mutual aid and other support and the redirection of essential supplies and other resources to meet local requirements.

11.3 Indian River County

Florida State Statute Chapter 252.38(3) requires the City to coordinate its emergency response actions with the county. This is done through the Indian River County Division of Emergency Management.

11.4 City of Vero Beach

The City Council establishes policies that have major consequences regarding liability, public concerns, or loss of lives or property. This may

be accomplished through the adoption of general or specific ordinances, if deemed appropriate and provides flexibility to effectively respond to and initiate recovery from an emergency event.

The City Council as the municipal political subdivision is empowered to declare that a “local State of Emergency” exists within the boundaries of the municipality and to exercise the emergency powers conferred by state law pursuant to F.S. Chapter 252.”—Ordinance No. 2006-_____ provides that the City Manager is delegated the authority to exercise such powers in the absence of a quorum of the City Council.

The City Council establishes policy, and the City Manager coordinates operations based upon those policies. As a general rule, the City Council does not get involved in the operational aspects of an emergency response delegating this responsibility to the City Manager.

ACRONYMS

CBRNE	Chemical, Biological, Radiological, Nuclear and Explosive (weapons)
CEM	Comprehensive Emergency Management
CEMP	Comprehensive Emergency Management Plan
CEOC	City's Emergency Operations Center
COOP	Continuity of Operations
DHS	Department of Homeland Security
EOP	Emergency Operations Plan
EPZ	Emergency Planning Zone
EOC	Emergency Operations Center
ESATCOM	Emergency Satellite Communications System
ESF	Emergency Support Function
FEMA	Federal Emergency Management Agency
ICS	Incident Command System
IRCEOC	Indian River County Emergency Operations Center
JIC	Joint Information Center
NIMS	National Incident Management System
RIAT	Rapid Impact Assessment Team
SAR	Search and Rescue
WMD	Weapons of Mass Destruction

APPENDICES

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