

Section 1. Basic Plan

I. INTRODUCTION

A. Mission

To coordinate all emergency management activities to protect the people, property, economy, and the environment of Henry County, Indiana

B. Purpose

To establish the Henry County Emergency Management functions and responsibilities of county agencies, commissions, boards, and councils. The Henry County Comprehensive Management Plan (CEMP), hereafter known as the Plan, is intended as a comprehensive framework for countywide mitigation, preparedness, response, and recovery activities. This plan is the Emergency Operations Plan as mandated by Indiana Code 10-4-1-5.

This plan replaces the Henry County Emergency Operations Plan, dated January 10, 1993.

C. Scope

This Plan considers the emergencies and disasters likely to occur in Henry County as described in the 2003 Henry County Hazard Analysis and Vulnerability Analysis (HAVA) document and provides:

1. A comprehensive general framework for effective use of government, private sector, and volunteer resources.
2. An outline for county agencies responsibilities in relation to Henry County Ordinance 00-8-7.
3. An outline of state and local government responsibilities in relation to federal disaster assistance programs under 42 United States Code (USC) sections 5121 et seq. and other applicable laws.

D. Organization

Figure 1-1 of this section shows the Elements of the Henry County Comprehensive Emergency Management Plan. Section 4, "Operation Section" Figure 4-1 shows the Henry County Declared Emergency Chain of Command.

Elements of the Henry County Comprehensive Emergency Management Plan

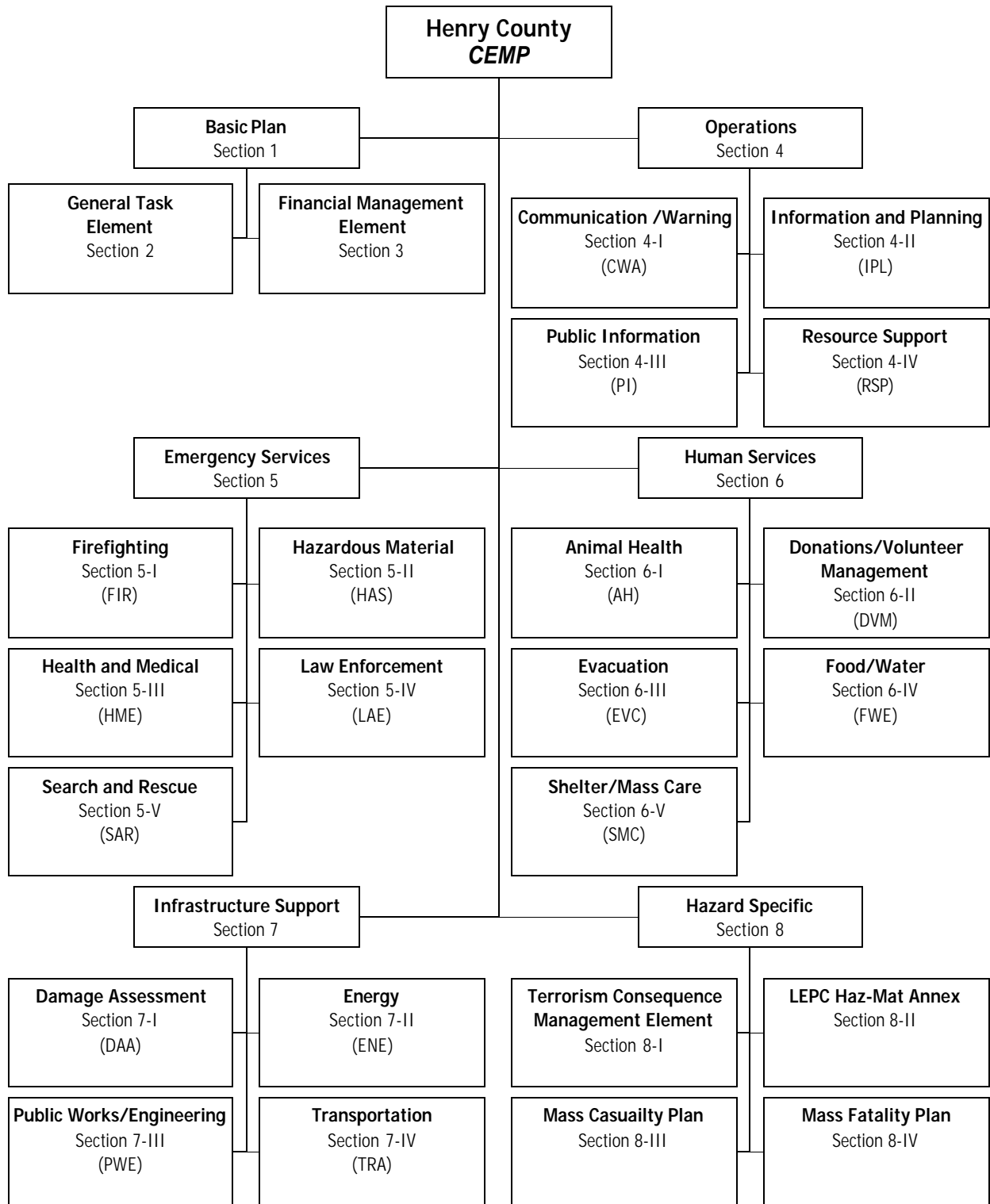


Figure 1-1

II. POLICIES

A. Authority

This Plan was developed, promulgated, and is maintained pursuant to the following state and federal statutes and regulations:

1. 42 United States Code (USC) 5121 et seq, referred to as the Robert T. Stafford Disaster Relief and Emergency Assistance Act.
2. Code of Federal Regulations Title 44, Part 205 and 205.16.
3. 42 USC 11001 et seq, Emergency Planning Community Right-to-Know Act (EPCRA). Public Law 99-499 Superfund Amendment and Reauthorization Act (SARA) of 1986, Title III.
4. Indiana Code Title 10-4-1, Civil Defense and Disaster Law of 1975.
5. Indiana Code Title 10-4-2.5, Emergency Management Assistance Compact.
6. Henry County Ordinance 00-8-7, dated Aug. 7, 2000, creating the Henry County Emergency Management Advisory Council, and detailing the duties of the Henry County Emergency Management Agency.

B. Assignment of Responsibilities

1. This Plan presents the functional responsibilities accepted by designated county agencies and other organizations. Emergency Support Functions (ESFs) are established to designate mitigation, preparedness, response, and recovery activities for specific emergency management functions. There is one agency with primary responsibilities for coordinating each ESF while other agencies are tasked with support roles.
2. Henry County Emergency Support Functions correspond to those in the Indiana Comprehensive Emergency Management Plan and the Federal Response Plan (FRP). The Military Emergency Support Function is integrated into other ESF's. Radiological Protection ESF is included in the ESF Hazardous Material.
3. All county agencies, including those not listed in figure 2, are required to support emergency operations in accordance with Ordinance 00-8-7.
4. Each county agency is responsible for developing Standard Operating Procedures (SOP) guides and plans to support this plan. Each county agency must conduct training, exercises, and evaluation of their SOP, guides and plans.

C. ESF Primary Coordinating Agency

Each ESF has a county agency designated as the primary coordinating agency serving under the direction of Henry County Emergency Management Director. The primary agency designation is based on its authority, resources, and capabilities in the particular functional area. Other agencies have been designated as support agencies for one or more ESFs based on their resources and capabilities to support the functional area(s).

D. ESF Support Agency

A Support Agency designation is based on an agency's ability to support the primary agency with its resources and capabilities.

ESF Support Matrix Index

Acronym	Description
AC/CA	--- All City/County Agencies
ARES	--- Amateur Radio Emergency Service
BRCD	--- Blue River Conservancy District
CB	--- Citizens Band Radio
CCBI	--- City/County Building Inspectors
CCSS	--- City/County School Systems
DNR	--- Department of Natural Resources
EMS	--- All City/County Emergency Medical Services
EOC	--- Emergency Operations Center
EPA	--- Environmental Protection Agency
FDMA	--- Fire Department Mutual Aid
FDOJ	--- Fire Department of Jurisdiction
HCAC	--- Henry County Animal Control
HCAEO	--- Henry County Ag Extension Office
HCARC	--- Henry County American Red Cross
HCC	--- Henry County Commissioners
HCCD	--- Henry County Central Dispatch
HCCO	Henry County Coroners Office
HCE	--- Henry County Engineer
HCEMA	--- Henry County Emergency Management Agency
HCFDA	--- Henry County Funeral Directors Association
HCHD	--- Henry County Health Department
HCHWD	--- Henry County High Way Department
HCMH	--- Henry County Memorial Hospital
HCREMC	--- Henry County Rural Electric Membership Corporation
HCSAR	--- Henry County Search and Rescue
HCSD	--- Henry County Sheriff's Department
ISP	--- Indiana State Police
KDC	--- Knightstown Dispatch Center
LEP	--- Local Energy Providers
LEPC	--- Local Emergency Planning Committee
MDC	--- Middletown Dispatch Center
MTO	--- Mass Transit Organizations
OIC	--- Officer in Charge
PIO	--- Public Information Officer
RACES	--- Radio Armature Civil Emergency Services
SA	--- Salvation Army
SFMO	--- State Fire Marshal's Office

Figure 1-2

Henry County Primary Coordinating and Supporting Agencies Matrix 1

ESF Function Name	Primary County Agency	Supporting County Agency(ies)
Transportation	Henry Co. Highway Dept.	Henry Co. Sheriffs Dept. (HCSD), Henry County Emergency Management Agency, Fire Department of Jurisdiction, Henry County Search and Rescue
Communications	Henry Co. Central Dispatch	Knightstown Dispatch, Middletown Dispatch, Henry County Emergency Management Agency, RACES, CB, AREAS
Public Works/Engineering	Co. Engineer	Henry Co. Highway Dept., All Public Works, All Street Dept., Blue River Conservancy District
Firefighting	Local Fire Dept. Having Jurisdiction	HCEMA, Fire Dept. Mutual Aid Response, SFMO
Info & Planning	Henry County Emergency Management Agency	L.E.P.C., Support of all Primary Agencies
Shelter and Mass Care	Henry County Emergency Management Agency	Red Cross, Salvation Army, HC Health Department, HC Ag Extension Office, HC Animal Control, HC Hospital
Resource Support	Henry County Emergency Management Agency	Support of all Primary Agencies
Health & Medical	Henry Co. Health Dept.	Supporting EMS/Medical Agencies, Coroners Office, Ag Extension Office, Animal Control, Sheriff's Dept
Search & Rescue	Henry Co. Sheriffs Dept.	HC EMA, Local Fire Dept. Having Jurisdiction, HC Red Cross, HC Search & Rescue
Hazardous Materials	Local Fire Dept. Having Jurisdiction	Henry County Emergency Management Agency, L.E.P.C., HC Health Dept., SEMA, SFMO, EPA, DNR
Food & Water	Henry County Emergency Management Agency	Red Cross, HC Health Dept., HC Animal Control, Salvation Army, HC Ag Extension Office
Energy	Henry County Rural Electric Cooperative	CINergy, Ag Co-op, LEP, CCBI, HCE
Evacuation	Henry Co. Sheriffs Dept.	HCEMA, Local PD, EMS, Nursing Homes, Ag Extension Office, MTO, HC Highway
Donations -Volunteer	HCEMA	HCARC, SA, Church schools Community Service Org.
Law Enforcement	Henry Co. Sheriffs Dept.	Local Law Enforcement Agency Having Jurisdiction
Animals	Henry Co. Ag Extension Office	HC Animal Control, Cattlemen's Club, 4-H, Veterinary Facilities
Public Information	Selected By Henry Co. Commissioners or OIC	Henry County Emergency Management Agency, All other agencies
Damage Assessment	Henry County Emergency Management Agency	Henry Co. Building Dept., City/County Building Dept., assessor, surveyor, local red cross, realtors association,
Coordination/Control	Henry County Emergency Management Agency	Policy makers, chiefs, elected officials, OIC

Figure 1-3

Henry County Primary Coordinating and Supporting Agencies Matrix 2

	TRANSPORTATION	COMM/WARNING	PUBLIC WORKS/ENGR	FIREFIGHTING	INFOR. AND PLANNING	SHELTER/MASS CARE	RESOURCE SUPPORT	HEALTH & MEDICAL	SEARCH & RESCUE	HAZARDOUS MATERIALS	FOOD AND WATER	ENERGY	ANIMAL HEALTH EMER	DONATIONS/VOL MGNT	EVACUATION	LAW ENFORCEMENT	PUBLIC INFORMATION	DAMAGE ASSESSMENT
AC/CA	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S	S
BRCD			S															
CBR		S																
CCBI												S						S
CCSS															S			
DNR										S						S		
EMS									S	S			S		S		S	
EPA										S								
FDMA				S														
FDOJ	S	S		P	S	S		S	S	P					S		S	S
HCAC						S		S			S		S					
HCAEO						S		S			S	S	P		S			
HCARC						S			S		S			S	S			S
HCC			S		S												P	
HCCD		P																
HCCO								S										
HCE	S		P		S							S						S
HCEMA	S	S	S	S	P	P	P	S		S	P	S	S	P	S			P
HCFDA								S										
HCHD					S	S	S	P		S	S		S					S
HCHWD	P		S				S								S			
HCMH								S										
HCREMC												P						
HCSAR	S	S				S	S		S						S	S		S
HCSD	S	S			S			S	P						P	P	S	S
ISP																S		
KD		S																
LEP												S						
LEPC					S					S								S
MD		S																
MTO															S			
OIC							S										S	
PIO																	S	
RACES		S			S										S		S	S
SA						S					S			S	S			
SEMA					S					S								S
SFMO				S						S								

P- Primary Agency: Responsible for Management of the ESF

S- Support Agency: Responsible for Supporting the Primary Agency Emergency

Figure 1-4

E. County Agency Coordinators

Each Executive Director, Superintendent, or Commissioner, of each participating agency, department or commission will appoint a Henry County Agency Coordinator (HCAC) and at least one back up. Specific HCAC instructions are in the HCAC guide.

F. Volunteer and Private Organizations

A large number of volunteer organizations including the American Red Cross (ARC) and Salvation Army (SA) have aligned themselves with other Henry County Voluntary Organizations. These organizations respond to disaster emergencies. Although each volunteer organization is an independent agency, they readily communicate with each other, exchange ideas, supplies, equipment and volunteers. The ARC and SA take the lead in most volunteer efforts.

G. Limitations

The county will endeavor to make every reasonable effort to respond in the event of a disaster emergency. However, county resources and systems may be overwhelmed. The responsibilities and tenets outlined in this Plan will be fulfilled only if the situation, information exchange, extent of actual agency capabilities, and resources are available at the time.

There is no guarantee implied by this Plan that a perfect response to disaster emergency incidents will be practical or possible.

III. SITUATION AND ASSUMPTIONS

A. Situation.

Many hazards threaten Henry County which may cause emergency disasters in all, or portions of, the county. This plan covers those hazards most likely to affect Henry County. A recent Hazard Analysis specifies these different hazards.

1. Henry County is located in the east central portion of Indiana. It is bounded by Delaware County to the north, Wayne and Randolph Counties to the east, Hancock and Madison Counties to the west, and Rush and Fayette Counties to the south. The county has a land area of 392.9 square miles, and contains 251,456 acres.
2. The estimated population in 1990 was 48,139, with the highest concentration of residents living in the city of New Castle. New Castle is the county seat, and has an estimated population of 17,780.

3. There are thirteen townships in the county (Blue River / Dudley / Fall Creek / Franklin / Greensboro / Harrison / Henry / Jefferson / Liberty / Prairie / Spiceland / Stoney Creek / Wayne), with one city and fourteen towns. There are 860 miles of county roadways, 22 miles of Interstate and 120 miles state and US roadways. Interstate 70 and US 40 crosses from east to west in the southern half of the county, State Road (SR) 38 and US 36 cross the county from east to west. US 35 crosses the north eastern corner, SR 3 runs the entire length of the county from north to south, and SR 234 starts at SR 38 at approximately 400 west and continues west out of the county into Hancock county.
4. Summit Lake State Park is in the north eastern part of the county, and Westwood Recreational area is located southwest of New Castle. There is one airport, and several industrial companies in the county.
5. High risk hazards, as identified by the hazard analysis, include the following: floods, winter storms, tornadoes and severe thunderstorms, hazardous material releases on highways and fixed facilities, and terrorist activities involving weapons of mass destruction.

B. Assumptions

1. The county and its political subdivisions have capabilities including manpower, equipment, supplies and the skills of public and private agencies and organizations that will maximize preservation of lives and property in the event of an emergency.
2. Local jurisdictions will fully commit their resources before
3. requesting assistance from the County.
4. State assistance will be requested when disaster relief requirements exceed the county's capability.
3. The Federal Government will provide funds and assistance to areas of Henry County declared major disaster areas by the President.
4. Federal agencies may provide unilateral assistance under their statutory authority to states affected by a major disaster in lieu of a presidential declaration.

C. Execution and Implementation

1. The Henry County Commissioners have delegated to the Director of the Henry County Emergency Management Agency

the responsibility for implementation of this plan. The Director will implement this plan as the situation warrants. Should the Commissioners declare a state of emergency, the plan will automatically be activated.

2. Henry County has six levels of response depending on the severity/complexity of the disaster emergency. These levels are:
 - (a) Level I – Local level, no mutual aid or county assistance requested.
 - (b) Level II – Local level, mutual aid requested, no county assistance requested.
 - (c) Level III – County assistance requested, county EOC not activated.
 - (d) Level IV – State assistance requested, county EOC activated.
 - (e) Level V – chief Elected Official Declaration of Disaster, no federal assistance requested.
 - (f) Level VI – Federal assistance requested.
3. In some emergencies, notification to state or federal agencies is required by law no matter what the level of response.
4. In the event that the primary Emergency Operations Center is damaged, inaccessible, unsafe, or must be evacuated, the alternate EOC will be activated at the Henry County Justice Center in the basement, 1215 Race St., New Castle, In. Or the mobile EOC may be activated and located at a safe location. These EOC's would be opened, staffed, and operated per existing standard operating procedures on file at the existing EOC. In the event of activation of the alternate EOC, direction and control authority will be transferred to the Executive Group at the alternate location.

IV. CONTINUITY OF GOVERNMENT

Any reference to County, City/County or a specific Henry County Agency/Department contained in the Henry County CEMP means and shall include the City of New Castle, all towns, whether incorporated or not, and all townships and government entities whether specifically named or not.

- A. Each department, agency and commission of state, county, city, town and township is responsible to have a continuity plan:

1. Designating lines of succession and delegating authority for the successors;
 2. Establishing provisions for the preservation of records;
 3. Developing procedures for the relocation of essential departments;
 4. Developing procedures to deploy essential personnel, equipment and supplies.
- B. Each county agency and each local jurisdiction will include this information in its Standard Operating Procedures (SOPs), guide or plan.

V. ADMINISTRATION

- A. Henry County Emergency Management Agency, in coordination with other county agencies, will review this plan annually and revise/update it as needed. Changes will be distributed to each holder of the Plan, and the State Emergency Management Agency.
- B. Administration of state and federal disaster assistance will be in accordance with the State of Indiana Administrative Plans for the Public Assistance Program, The Individual and Family Grant Program and Hazard Mitigation Program.
- C. During a Disaster Emergency proclamation by the Chief Elected Official (IC 10-4-1-7(a)), assigned county agencies will submit daily Situation Reports (SITREPs) to the Henry County Emergency Management Agency Director.
- D. At the conclusion of a State of Disaster Emergency proclamation by the Chief elected Official, assigned agencies will submit an after-action report to the Director of Henry County Emergency Management Agency. This report should identify costs incurred by each agency involved in the emergency. Blank copies of the cost incurred sheet may be downloaded from the Henry County Emergency Management Agency website.