

BASIC PLAN

I. Introduction

A. Purpose

This document establishes a comprehensive emergency management plan for Anderson County and its political subdivisions. This plan directs actions aimed at accomplishing four general goals: (1) to mitigate potential effects of hazards that might impact the county, (2) to prepare to take actions which will save lives and minimize damage, (3) to respond rapidly to the needs of the citizens and local jurisdictions during emergencies, and (4) to provide for organized recovery to return the county and its communities to normal as soon as possible after disaster. This plan defines the roles and responsibilities associated with the mitigation, preparedness, response, and recovery efforts directed at natural disasters, technological accidents, terrorist attacks, and other major incidents that may impact Anderson County.

B. Scope

This plan applies to emergency functions in Anderson County, except those actions for which the state or federal government has primary responsibility (such as hazardous materials release from a Department of Energy plant or TVA nuclear power plant). County and local jurisdiction emergency functions include: fire and police services; emergency medical services; rescue; warning; communications; engineering; hazardous materials abatement; evacuation; emergency welfare services; emergency transportation services; and all other functions related to the protection of the civil population as defined by Tennessee Code Annotated (TCA 58-2-102). Additionally, responsibilities associated with preparedness for, response to, and recovery from disasters, enemy attack, sabotage, hostile actions, rioting, mob violence, power failures, and energy emergencies and/or their threatened occurrence are addressed as required by TCA 58-2-101.

This plan also discusses potential problems resulting from natural disasters, enemy attack, and all technological incidents exclusive of those associated with nuclear power plants. Detailed plans for each nuclear facility are issued by the Tennessee Emergency Management Agency as required by the Nuclear Regulatory Commission and FEMA.

Specifically, this plan addresses two key areas:

1. The relationships between emergency response organizations and related agencies in Anderson County. These organizations include various departments and divisions of county government, city governments, the state and federal governments, and the private sector that provide services before or during disasters and/or that assist with recovery efforts.
2. Procedures to ensure that ongoing review and update of this plan and supporting plans are performed and exercises that test this plan are carried out.

II. Situation and Assumptions

A. Situation

Anderson County is located in East Tennessee. There are five incorporated cities in the county – Clinton, Lake City, Norris, Oak Ridge, and Oliver Springs. The 2010 census indicated the county's population was 75,129. In the plan's introduction, *Hazard Identification* section describes the various hazards that may affect the State and county. Incidents that occur in Anderson County may also affect an adjoining county and vice versa.

B. Threat

The potential impacts of disasters, whether natural, technological, or nuclear, in Anderson County is increasing. Although the occurrence of natural disasters is fairly consistent, there are more people in the county to be affected by disasters. Other incidents, such as unlawful or careless

actions of people, are a potential source of man-made disasters. International terrorism, racial or ethnic strife, and economic struggles may also cause conflict. Several countries have, or may have, the capability of waging a limited nuclear war and, therefore, the possibility of a chemical, biological, or nuclear attack on the United States is still present. Current knowledge and technology cannot eliminate these threats. However, the steps prescribed by this plan should help to reduce the dangers of these potential threats to the citizens of Anderson County.

C. Planning Assumptions

1. Emergencies and disasters will occur in Anderson County. The citizens of this county and its political subdivisions will be affected. In addition to the hazards identified in the Hazard Analysis, other hazards may occur in the future.
2. The full authority and resources of Anderson County will be used to cope with the situation.
3. State and/or federal assistance will be available, when requested, for those situations which exceed the capabilities of county and municipal government.
4. The Anderson County Basic Emergency Operations Plan (BEOP) is the basis for all-hazards emergency management actions in the county. It is invoked by the County Mayor when a countywide or other disaster occurs that requires deploying nearly all of the county's resources and may require a Presidential declaration of disaster.

III. Concept of Operations

A. General

1. Local government has the primary responsibility to prepare for emergencies and to take actions that protect life and property. If local government cannot adequately respond, the state is asked to assist. It is the State of Tennessee's responsibility to deal with emergencies that exceed the capabilities of its political subdivisions. Similarly, the state may request help from the Federal government to meet any needs imposed by emergencies beyond the state's capabilities to respond.
2. The emergency functions of response organizations generally parallel their daily functions. To the greatest extent possible, the same personnel and resources will be used in emergencies.
3. Daily functions which do not directly contribute to emergency operations may be suspended for the duration of the emergency. Personnel normally required for those functions will be redirected to accomplishing emergency tasks by the agency concerned.
4. An integrated emergency operations plan is concerned with all hazardous situations that may develop within the state or county. This BEOP is more than an operations plan in that it also includes activities that occur *before* and *after* a disaster.
5. This plan does not contain a complete listing of all department or agency resources. Each organization will maintain an updated resource list and provide it to the county EMA and other agencies as needed. Local resource lists are maintained by the EMA at the EOC.

B. Phases of Management

1. Mitigation

Mitigation activities are those that eliminate or reduce the probability of a disaster occurring, or lessen the damaging effects of those that do. Examples of mitigation activities include; adoption of stronger building codes, tax incentives, zoning and land use management, safety codes, public education, and hazard analysis.

2. Preparedness

Preparedness activities develop and improve response capabilities that are needed in an emergency. Planning and training are among the activities conducted in preparation for

emergencies. Other examples include installation of warning and communications systems, development of evacuation plans and mutual aid agreements, and conducting exercises.

3. Response

Response provides emergency services during a crisis. These services speed recovery and reduce casualties and damage. Response activities include activation of warning systems, implementation of plans, and firefighting, rescue, and law enforcement operations.

4. Recovery

The process of recovery is both short-term and long-term. Short-term recovery seeks to restore essential services to the county and provide for the individual needs of the public. Long-term recovery focuses on restoring the county as a whole to a near-normal state. Recovery is also an opportunity to institute mitigation measures to alleviate the effects of future disasters. Examples of recovery activities include providing food and shelter, restoring utilities and government services, counseling, and providing damage/disaster insurance, loans, or grants. Mitigation during recovery includes better codes enforcement, better flood plain management, and improved infrastructure to withstand the next natural disaster.

C. Execution

1. The central point of coordination for overall emergency operations is the Anderson County Emergency Operations Center (EOC).
2. In an emergency there are two levels of control. The first level of control is at the scene of the incident, under the direction of the Incident Commander (IC) in accordance with the National Incident Management System (NIMS) and the Incident Command System (ICS) procedures. The second level is in the EOC, where overall coordination will be exercised.
3. The agency with jurisdiction responds to the scene. On-scene management uses the Incident Command System. The responding department's most qualified (typically senior) representative at the scene is the Incident Commander (IC), who is responsible for the overall emergency operation. The IC may adjust the actual location of the Incident Command Post (ICP) as dictated by the hazard(s) present and by life safety concerns. In the EOC, the department that assumes a lead coordination role is specified in annexes to this plan. If state assistance is requested, TEMA provides an on-scene area coordinator whose job it is to coordinate the activities of state personnel with those of the local responders. State personnel do not assume control of a scene unless otherwise specified by current state or federal law, administrative practice, or policy.
4. The Anderson County BEOP delineates the agencies, departments, and organizations which provide resources to support emergency response. This plan reflects all agencies which may be tasked to respond to such incidents.
5. All personnel involved in emergency response must know when and how the various emergency support functions in the county BEOP will be carried out. Guidance concerning the implementation of the plan is located in the Direction and Control section of the Basic Plan.

IV. Organization and Responsibilities

A. General

Most local government departments have emergency functions. Each department will create and maintain operating procedures. Specific responsibilities are outlined below as well as in the ESF annexes that follow. Some organizations not part of local government are also included.

B. Organization

1. Geographically

- a. The Anderson County Emergency Management Agency (EMA) is charged with the overall responsibility of coordinating the county's preparedness for and response to disasters. Its

authority extends to the entire county. Except for those functions for which the state or federal governments are responsible, the Anderson County EMA is responsible for the coordination of all other emergency functions as defined by state law.

- b. For purposes of direction, administration, and response coordination, the county is divided into ten (10) ESN (Emergency Service Number) Districts generally corresponding to fire departments for the incorporated cities (5) and county volunteer fire districts (5).
- c. The incident command system is established at all emergency scenes in accordance with established ICS/NIMS principles. The Incident Commander will direct 911 to alert the EMA Director when multiple agencies or multiple jurisdictions are or will be involved. When the EMA Director is notified by 911 that an incident or emergency exists that is large or may become larger, EMA will respond to the scene or to the EOC as the situation warrants.
- d. The EMA Director provides coordination, other assistance, and has the authority to request assistance from any agency within the county. The EMA Director will initiate and further facilitate the County Mayor's request for assistance from the state. When the EMA Director finds that state assistance is needed, he/she contacts the State EOC (SEOC). The SEOC notifies the TEMA regional director, who then sends an area coordinator to the scene to coordinate state assistance to the county. All requests for state assistance are sent through the SEOC.
- e. The EMA Director is assisted during emergencies by Emergency Services Coordinators (ESCs). The ESCs represent key local departments, agencies, volunteer and private sector organizations, as well as some state agencies. Each ESC (or alternate) is available by phone or pager 24-hours per day, seven days per week, to assist in emergencies involving his/her agency. The ESC is empowered to act for and on behalf of his agency or department, including the commitment of personnel and/or resources. The ESCs are responsible for developing and implementing procedures associated with this plan.

C. Responsibilities

1. Common Responsibilities

All county departments and city governments have the following common responsibilities:

- a. Incorporation of NIMS standards into operational plans and response actions.
- b. Participation in disaster preparedness training.
- c. Preparation of internal emergency plans, standard operating procedures (SOPs), and implementing instructions, with provisions for:
 - (1) Protection of departmental personnel.
 - (2) Alerting and warning personnel, determining and reporting readiness.
 - (3) Transmission of emergency information to the Emergency Operations Center.
 - (4) Establishment of lines of succession for key personnel.
 - (5) Maintaining a list of available resources within the agency as well as those of the private sector with which they customarily conduct business.
 - (6) Activating emergency direction and control within the agency to carry out the agency's emergency responsibilities to the citizens of the county.
- d. If not assigned a specific task in this plan, provide support as requested, within the agency's respective capabilities, for emergency operations.

2. Specific Local Agency Responsibilities

a. **Anderson County Emergency Management Agency (EMA)**

- (1) Coordinate all phases of emergency management and EOC operations.
- (2) Oversee emergency management planning.
- (3) Provide timely warning to appropriate officials of information predicting natural or man-made phenomena and attack that could threaten life and/or property.
- (4) Provide radiological protection monitoring support.
- (5) Compile and transmit damage reports to the SEOC to determine eligibility for state and federal disaster assistance and to support applications for public assistance under PL 93-288, as amended.
- (6) Manage ESFs 5.1, 5.3, 6.1, 6.2, 7.3, 10, and 14.2.
- (7) Coordinate shelter/evacuation/movement operations with American Red Cross, Anderson County Sheriff, and Anderson County Health Department.
- (8) Coordinate general supply and resource management with the County Budget Director and County Purchasing Agent.
- (9) Develop emergency preparedness training objectives to meet national standards, and provide training guidance/assistance to all local agencies, city governments, and citizens.
- (10) Provide guidance/assistance to affected local governments in disaster response.
- (11) Coordinate/review disaster response and recovery actions by local agencies, as required by this plan.
- (12) Provide overall coordination of quasi-public and private agency disaster assistance.
- (13) Maintain liaison with state and federal agencies.
- (14) Inform individuals, local officials, and businesses of authorized disaster assistance and procedures for obtaining such assistance.
- (15) Manage the use of volunteers during emergencies/disasters.

b. **Anderson County Emergency Medical Service (EMS)**

- (1) Provide emergency medical services to the community.

c. **Anderson County/City Schools Directors and Superintendents**

- (1) Coordinate with school bus contractors for transportation during evacuations.
- (2) Provide school facilities for use as shelters/mass feeding and/or staging areas.
- (3) Recall cafeteria personnel to operate and maintain the cafeteria.
- (4) Conduct damage assessment of school facilities following a disaster.

d. **Anderson County/City Finance Directors/County Purchasing Agent**

- (1) Maintain financial records associated with disaster response.
- (2) Manage cash donations received during disasters.
- (3) Manage logistics operations during disasters.
- (4) Arrange for payment of vendors.
- (5) Procure items/resources needed for emergency operations.
- (6) Provide unassigned, non-emergency personnel to support emergency operations.

- e. **County Law Director/City Attorney**
 - (1) Provide legal/technical advice to jurisdictional Mayor.
- f. **Anderson County Building Commissioner/City Building Inspectors**
 - (1) Conduct building inspections following a disaster.
- g. **County Coroner/Medical Examiner**
 - (1) Arrange for identification/removal of deceased victims following a disaster.
- h. **County Mayor/City Mayors/City Managers**
 - (1) Exercise direction and control in the EOC during emergency operations.
- i. **Anderson County Sheriff's Office**
 - (1) Conduct law enforcement operations in the county.
 - (2) Operate the county jail.
 - (3) Coordinate law enforcement activities with City Police Departments and THP.
 - (4) Coordinate search operations in the county.
 - (5) Coordinate evacuations in the county.
- j. **City Police Departments**
 - (1) Provide law enforcement operations within jurisdiction and mutual aid, as requested.
- k. **Utility Systems**
 - (1) Conduct damage assessment of utility systems following a disaster.
 - (2) Restore utility services to critical facilities and customers following a disaster.
- l. **County/City Emergency Communications Districts (911)**
 - (1) Coordinate the development of emergency communications systems in the county.
 - (2) Maintain 911 capability and alternate facility.
 - (3) Provide overall direction and control of emergency communications systems.
 - (4) Provide timely and accurate warning to city and county officials of natural or man-made hazards.
- m. **Anderson County Fire Departments/City Fire Departments**
 - (1) Perform fire service operations in jurisdiction and provide mutual aid, as requested.
 - (2) Provide EMS, hazardous materials response, and other operations within capabilities.
- n. **Hazardous Materials Team**
 - (1) Perform hazardous materials response, containment, and mitigation activities.
- o. **Anderson County Health Department**
 - (1) Perform public health functions following a disaster.
 - (2) Provide assistance on health hazards associated with emergencies/disasters.
- p. **Anderson County Local Emergency Planning Committee (LEPC)**
 - (1) Maintain records as required by federal and state laws (e.g. SARA Title III).
 - (2) Assist EMA and County Mayor with planning for hazardous material incidents.

- q. **Anderson County Highway Department/City Public Works Departments**
 - (1) Conduct damage assessment, and repair jurisdictional roads and bridges after a disaster.
 - (2) Coordinate debris removal in accordance with FEMA guidelines.
 - (3) Provide assistance with building demolition activities.
 - (4) Provide containment support to hazardous materials response, in the cold zone.
 - (5) Provide logistical assistance to emergency operations.
 - (6) Provide technical support for debris removal operations following a disaster. (Highway Department).
 - (7) Provide assistance with recovery and development issues following disasters.
- r. **Anderson County Rescue Squad**
 - (1) Provide specialized rescue services within capabilities.
- s. **Water and Wastewater Departments**
 - (1) Conduct damage assessment and perform restoration of potable water system.
 - (2) Conduct damage assessment and perform restoration of sanitary wastewater system.
- t. **Electric and Gas Departments**
 - (1) Conduct damage assessment and report hazard areas to the EOC.
 - (2) Perform restoration of damaged systems.
- u. **County Property Assessor**
 - (1) Provide records for use in damage assessment activities following a disaster.
 - (2) Coordinate with Building Commissioner, Public Works Departments, and City Building Inspectors to conduct post disaster damage assessment of county-/city-owned buildings and property.
 - (3) Provide any available administrative personnel to assist in the EOC.
 - (4) Provide assistance with recovery and development issues following disasters.
- v. **Damage Assessment Team (DAT)**
 - (1) Under the direction of EMA, perform damage assessment to quickly identify scope of damage following a disaster. Coordinate efforts with ESF 3.
- w. **Anderson County & City Animal Control/Agriculture Extension Agent**
 - (1) Conduct damage assessment.
 - (2) Establish and operate emergency animal shelters and large animal housing sites.
 - (3) Perform animal rescue.
 - (4) Coordinate large animal transport.
- x. **Anderson County Landfill Manager**
 - (1) Assist with management of debris removal after disasters.

3. State Agency Responsibilities

a. **Tennessee Department of Human Services**

- (1) Assist with operation of temporary emergency shelters.
- (2) Perform damage assessment activities for individual families.

b. **Tennessee Department of Transportation**

- (1) Make passable and maintain state and U.S. highways and bridges after a disaster.
- (2) Assist local highway departments with damage assessment, traffic control, and other activities as required.

c. **Tennessee Division of Forestry**

- (1) Control wildland/brush fires with local fire departments (mutual aid).

d. **Tennessee Wildlife Resources Agency**

- (1) Assist local law enforcement agencies with recapture of escaped prisoners.
- (2) Perform capture of wild animals posing a danger to themselves or humans.

e. **Tennessee Highway Patrol**

- (1) Perform law enforcement functions on state highways/property.
- (2) Provide assistance to local law enforcement agencies when requested.

f. **East Tennessee Development District**

- (1) Provide assistance with development issues following disaster.

g. **Tennessee Emergency Management Agency (TEMA)**

- (1) Provide assistance with requests for state and federal resources.
- (2) Provide assistance in damage assessment and recovery.

4. Federal Agency Responsibilities

a. **National Weather Service (NWS)**

- (1) Provide weather-warning support to the county.
- (2) Make NOAA Weather Radio System available to TEMA for use in warning residents of impending dangers.

b. **Department of Energy (DOE)**

- (1) Provide warning of any hazardous material release from any DOE facility on the Oak Ridge Reservation (ORR) and recommend protective actions.
- (2) Provide warning of hazardous or radioactive material releases from DOE-managed shipments of nuclear materials to/from the ORR.

c. **Tennessee Valley Authority (TVA)**

- (1) Provide warning in the event of dam failure/flooding along the Clinch River.

5. Private and Quasi-Governmental Agency Responsibilities

a. **American Red Cross**

- (1) Manage and operate temporary emergency shelters during disasters.
- (2) Perform damage assessment of shelters and homes following a disaster.

- (3) Provide assistance to disaster victims.
- b. **Amateur Radio Emergency Services (ARES)**
 - (1) Provide communications support to local emergency operations.
- c. **Volunteer Organizations Active in Disasters (VOAD)**
 - (1) Coordinate assistance from volunteer organizations.
 - (2) Provide assistance to the county's Donations Coordination Team.

D. Assignment of Responsibilities by ESF

ESF 1 - Transportation

- Transportation Networking
 - Lead Agency - Anderson County Highway Department
 - Support Agencies - City Public Works Departments
County Sheriff's Office/City Police Departments

ESF 2 - Communications

- Communications Systems
 - Lead Agency - Anderson County Sheriff's Office
 - Support Agencies - County/City 911 Emergency Communications Districts
Anderson County Emergency Management Agency
County/City Emergency Response Departments
County Highway Department/City Public Works
Amateur Radio Emergency Services (ARES)
County/City Schools Directors/Superintendents
- Warning
 - Lead Agency - Anderson County Sheriff's Office
 - Support Agencies - County/City 911 Emergency Communications Districts
Anderson County Emergency Management Agency
County/City Emergency Response Departments
Tennessee Highway Patrol
Anderson County Health Department
Tennessee Emergency Management Agency
NOAA/National Weather Service
Amateur Radio Emergency Services (ARES)

ESF 3 - Infrastructure

- Building Inspection and Condemnation
 - Lead Agency - Anderson County Building Commissioner
 - Support Agencies - County Building/Fire Inspectors
County/City Schools Directors/Superintendents
County Highway Department/City Public Works
Anderson County Property Assessor
Anderson County Emergency Management Agency

- Route Clearance & Bridge Inspection
 - Lead Agency - Anderson County Highway Department
 - Support Agencies - City Public Works Departments
County/City Emergency Response Departments
Tennessee Department of Transportation
Civil Air Patrol

- Debris Removal
 - Lead Agency - Anderson County Highway Department
 - Support Agencies - City Public Works Departments
Anderson County Solid Waste Landfill

- Water and Wastewater Systems
 - Lead Agency - Clinton Utilities Board
 - Support Agencies - County/City Water and Wastewater Departments
Anderson County Health Department

ESF 4 - Firefighting

- Lead Agency - Anderson County Fire Commission
- Support Agencies - Anderson County/City Fire Departments
Tennessee Division of Forestry
Anderson County Emergency Management Agency

ESF 5 - Information & Planning

- Disaster Information
 - Lead Agency - Anderson County Emergency Management Agency
 - Support Agencies - County/City Emergency Response Departments
County Law Director

- Public Information
 - Lead Agencies - Anderson County Mayor/City Mayors
 - Support Agencies - Anderson County Emergency Management Agency
National Weather Service

- Damage Assessment
 - Lead Agencies - Anderson County Emergency Management Agency
 - Support Agencies - Tennessee Department of Human Services
County Building Commissioner/City Building Inspectors
County Highway Department/City Public Works
County/City Utility Departments
Anderson County Property Assessor
East Tennessee Development District
County/City Schools Directors/Superintendents
American Red Cross

ESF 6 - Human Services

- Shelter and Mass Care Operations
 - Lead Agencies - American Red Cross/Emergency Management Agency
 - Support Agencies - Anderson County Health Department
Department of Human Services
Amateur Radio Emergency Services (ARES)
County/City Schools Directors/Superintendents

- Disaster Victim Services
 - Lead Agency - American Red Cross/Emergency Management Agency
 - Support Agencies - Anderson County Emergency Management Agency
U.S. Postal Service
Amateur Radio Emergency Services (ARES)

ESF 7 - Resource Support

- Logistics
 - Lead Agencies - Anderson County Purchasing Agent
 - Support Agencies - Anderson County Emergency Management Agency
County Highway Department/City Public Works
Anderson County Mayor/City Mayors
County Finance Director

- Resource Management
 - Lead Agency - Anderson County Mayor/City Mayors
 - Support Agencies - County/City Finance Directors/Purchasing Agents
Anderson County Emergency Management Agency

- Staging Areas
 - Lead Agency - Anderson County Emergency Management Agency/
Anderson County Purchasing Agent
 - Support Agencies - County/City Emergency Response Departments
County Highway Department/City Public Works
County/City Schools Directors/Superintendents

- Vehicle Allocation (Reserved for Future Use)

ESF 8 - Health & Medical Services

- Emergency Medical Services
 - Lead Agency - Anderson County Emergency Medical Service
 - Support Agencies - Anderson County Emergency Management Agency
County/City Emergency Response Departments
Anderson County Coroner/County Medical Examiner
American Red Cross
Methodist Medical Center

- **Public Health**
 - Lead Agency - Anderson County Health Department
 - Support Agencies - County Highway Department/City Public Works
County/City Water and Wastewater Departments
Anderson County Emergency Management Agency
Methodist Medical Center
American Red Cross
Anderson County Landfill Director

- **Crisis Intervention Support**
 - Lead Agency - Anderson County Emergency Medical Service
 - Support Agencies - All Tasked Local Agencies

ESF 9 - Search & Rescue

- Lead Agency - Anderson County Sheriff's Office
- Support Agencies - Anderson County Rescue Squad
County/City Emergency Response Departments
Anderson County Emergency Management Agency
County Highway Department/City Public Works
County/City Emergency Communication Districts

ESF 10 - Environmental Response

- **Hazardous Materials**
 - Lead Agency - Anderson County Emergency Management Agency
 - Support Agencies - Anderson County Hazardous Materials Team
County/City Emergency Response Departments
County Highway Department/City Public Works
Anderson County Local Emergency Planning Committee
Tennessee Emergency Management Agency

ESF 11 - Food

- Lead Agency - Anderson County Schools Director
- Support Agencies - City Schools Directors/Superintendents
Anderson County Emergency Management Agency
American Red Cross
Tennessee Department of Agriculture

ESF 12 - Energy

- Lead Agency - Clinton Utilities Board
- Support Agencies - Oak Ridge Electric Department
Powell-Clinch Utility District
Oak Ridge Utility District
Anderson County Emergency Management Agency

ESF 13 - Law Enforcement

- Traffic Control
 - Lead Agency - Anderson County Sheriff's Office
 - Support Agencies - City Police Departments
County Highway Department/City Public Works
Tennessee Highway Patrol

- Security/Crime Control
 - Lead Agency - Anderson County Sheriff's Office
 - Support Agencies - City Police Departments
Attorney General's Office
Tennessee Highway Patrol
Tennessee State Fire Marshal's Office
Tennessee Division of Forestry
Tennessee Wildlife Resources Agency

- Institutions/Jails
 - Lead Agency - Anderson County Sheriff's Office
 - Support Agencies - City Police Departments
Tennessee Highway Patrol
Tennessee Bureau of Investigation

- Evacuation/Movement
 - Lead Agency - Anderson County Sheriff's Office
 - Support Agencies - City Police Departments
County Mayor/City Mayors
Anderson County/City Fire Departments
Anderson County Hazardous Materials Team
Anderson County Rescue Squad
Anderson County Emergency Medical Service
County Highway Department/City Public Works
County/City Building Inspectors
County/City Schools Directors/Superintendents
Anderson County Emergency Management Agency

- Terrorism
 - Crisis Management
 - Lead Agency - Anderson County Sheriff's Office/City Police Department
 - Consequence Management
 - Lead Agency - Anderson County Emergency Management Agency
 - Support Agencies - Anderson County Health Department
Methodist Medical Center
Anderson County Agriculture Extension Agent
Anderson County/City Fire Departments
Anderson County Hazardous Materials Team
Anderson County Rescue Squad
Anderson County Emergency Medical Service

County Highway Department/City Public Works
Electric/Water/Gas Utilities

ESF 14 - Donations/Volunteer Services

- Donations
 - Lead Agency - Anderson County Finance Director
 - Support Agencies - Anderson County Mayor/City Mayors
County Sheriff's Office/City Police Departments
County Highway Department/City Public Works
Anderson County Emergency Management Agency

- Volunteers
 - Lead Agency - Anderson County Emergency Management Agency
 - Support Agencies - American Red Cross
Tennessee Emergency Management Agency

ESF 15 - Recovery

- Assistance Programs
 - Lead Agency - Anderson County Mayor/City Mayors
 - Support Agencies - Anderson County Emergency Management Agency
Anderson County Property Assessor
County Highway Department/City Public Works
County/City Schools Directors/Superintendents
Local Utilities
American Red Cross

- Recovery and Reconstruction
 - Lead Agency - Anderson County Mayor/City Mayors
 - Support Agencies - Anderson County Emergency Management Agency
East Tennessee Development District
Anderson County Commission/City Councils
County/City Engineering and Public Works

ESF 16 – Animal Care Services and Disease Management

- Animal Care Services
 - Lead Agency - County Animal Control/Agriculture Extension Agent
 - Support Agencies - City Animal Control Departments
Anderson County Health Department
Anderson County Sheriff's Office
City Police Departments
County Highway Department/City Public Works
Anderson County Emergency Management Agency
Anderson County Mayor/City Mayors
Tennessee Wildlife Resource Agency
County Veterinary Association/Hospitals/Clinics
Anderson County Humane Society
Horse Owners/Cattleman Associations
Tennessee Emergency Management Agency

- Disease Management
 - Lead Agency - Anderson County Agriculture Extension Agent
Office of the Tennessee State Veterinarian
Office of Area Veterinarian in Charge (AVIC)
 - Support Agencies - Anderson County/City Animal Control Departments
Anderson County Health Department
Anderson County Emergency Management Agency
County Highway Department/City Public Works
Anderson County Sheriff's Office
City Police Departments
Anderson County Mayor/City Mayors
American Red Cross
State and Federal Agencies (as activated by the State Veterinarian)

V. Direction and Control

A. Anderson County Mayor/City Mayors

1. The Anderson County Mayor and/or City Mayors, through the EMA Director, will exercise direction and control of the emergencies in Anderson County. The personnel, facilities, and equipment for decision-making and the initiation of response activities are located in the EOC.

B. Emergency Management Director

1. The EMA Director, appointed by the County Mayor, has the responsibility for coordinating the entire emergency management program in Anderson County. The Director makes all routine decisions and advises the officials on courses of action available for major decisions. The Director is responsible for the proper functioning of the EOC. The Director also acts as a liaison with other local, state, and federal emergency management agencies.

C. Emergency Services Coordinators (ESCs)

1. ESCs have the authority and responsibility to respond to county emergencies that require the assistance or resources of their respective agencies. ESCs are responsible to ensure their agency's emergency functions are carried out per this plan and other guidance from the Anderson County EMA. Some agencies may be required to relocate to the EOC.
2. All ESCs will coordinate their activities with the EOC, under the direction of the EMA Director.
3. Agencies with emergency responsibilities activate their own office and staffing systems as necessary to fulfill their obligations. ESCs provide the liaison between the EOC and the field units of their respective offices.
4. Specific persons and agencies are responsible to fulfill obligations as noted in the Basic Emergency Operations Plan and its functional annexes. Each agency will be responsible for having its own standard operating procedures or plans to be followed during emergency response operations.

D. Emergency Operations Center (EOC) Location

1. The Anderson County Emergency Operations Center (EOC) is located at 111 South Charles G. Seivers Boulevard in Clinton. The EMA Director may move EOC operations to an alternate site, with concurrence of the County Mayor.

E. Line of Succession

1. In the absence of the EMA Director, direction and control authority is vested in the Deputy Director. One of these individuals should be available at all times. If both should be out of service at the same time, a memorandum will designate the individual with acting authority.

F. Heads of Local Departments

1. This plan requires that the heads of all local departments and agencies with emergency preparedness responsibilities designate primary and alternate ESCs.
2. Department or agency heads will remain responsible for their personnel and resources.
3. Lines of succession to the department heads are as specified in their respective SOPs.

G. State and Federal Responders

1. Responding State and/or Federal officials will report to the EOC for a situation briefing and strategy session with the Executive Group, followed by deployment to the field.

H. Legislative Liaison Affairs

1. The County Mayor and City Mayors will keep the jurisdiction's state and local legislative officials advised as to the status of the incident in their respective districts. City Mayors will keep the County Mayor informed of municipal briefings of legislators and their staffs.

I. Alert/Increased Readiness Periods/Levels of Local Operation

1. If warning of an impending emergency is received, local agencies must begin precautionary measures to mitigate the anticipated effects. However, disasters are often not preceded by a warning. All levels of government must be ready to react immediately. There are five levels of local emergency activation:
 - a. Level 5 – Normal, day-to-day operations.
 - b. Level 4 – Assumed when there is a likelihood of an emergency, such as when severe weather watches are issued. Response and other agencies are notified of the developing situation. Emergency Public Information (EPI) may be issued.
 - c. Level 3 – Occurs as the situation continues to deteriorate. Precautionary call out of key personnel is done as directed by the EMA Director. Partial activation of key centers of operations may occur. EPI is issued.
 - d. Level 2 – Reached if the emergency has actually occurred. The event is serious and countywide. During this phase EMA staff notifications are made, appropriate state and local government/agency notifications are made, EPI is broadcast, and the County Mayor or EMA Director may elect to implement the local BEOP. EMA and EOC staff report to the EOC. Certain ESCs are tasked to respond to the EOC, and field personnel are deployed. Limited state assistance may be required.
 - e. Level 1 – For truly catastrophic incidents. All county and city assets are activated. All state agencies are activated. Large-scale federal assistance may be required. The county BEOP is implemented.
2. Specific actions for individual organizations and/or departments for each of these levels are provided in their respective SOPs and implementing procedures.
3. In accordance with jurisdictional resolutions, emergency response agencies will operate under National Incident Management System (NIMS) standards. The agency in charge of the incident will implement the Incident Command System (ICS) and establish an Incident Command Post (ICP).

VI. Continuity of Government

- A. Emergencies/disasters are rarely of sufficient magnitude to require changes in the governmental structure. Relocating to a structurally sound facility may provide continuity of government operations. The size and type of threat or disaster being confronted will dictate whether or not key officials move to other locations.

- B.** Succession of local government officials will follow lines of succession as prescribed in the state constitution, state law, and local ordinances.
- C.** Operating Locations - The County Mayor and his staff may relocate to the EOC during major emergencies. County/City government will continue to occupy current facilities unless they are unusable. Each agency will maintain plans for relocation of critical operations in such cases. EOC staff relocation is detailed in Appendix 2, Emergency Operations Center.
- D.** Preservation of Records - To provide normal government services after a disaster, vital records must be protected. Each local agency will ensure the safety of essential records. Examples of essential records include:
 - 1. Records protecting the rights and interests of individuals, such as vital statistics, land and tax records, license registers, articles of incorporation, and permits.
 - 2. Records relating to emergency operations, such as utility system maps, locations of emergency supplies and equipment, emergency operating procedures, lines of succession, and personnel lists.
 - 3. Records required to re-establish normal governmental functions such as constitutions and charters, statutes and ordinances, court records, official proceedings, and financial records.
- E.** Each jurisdiction will implement procedures as detailed in its Continuity of Operations Plan (COOP) or Continuity of Government (COG) Plan.

VII. Administration and Logistics

A. Emergency Authority

Authorities for this plan are contained in Part I, Introduction.

B. Agreements and Understandings

Should local resources prove to be inadequate during an emergency, local jurisdictions will ask for assistance from other local governments, higher levels of government, and other agencies per existing or emergency-negotiated mutual-aid agreements and state law. Agreements not recognized under the state *Mutual Aid and Emergency and Disaster Assistance Agreement Act of 2004* will be entered into by authorized officials and will be in writing.

C. Administration

- 1. Existing forms, reports, and procedures will be used. All records subject to review of actions taken will be retained for at least three years or longer as required by law or ordinance.
- 2. Local agencies occupying the EOC will maintain their own records and administrative forms. Standard forms used in the EOC (i.e., message and activity logs) will be provided by EMA.
- 3. Reimbursement for expenditures will follow established local and FEMA procedures.

D. Plan Development and Maintenance

- 1. Anderson County EMA will:
 - a. Develop and maintain the Anderson County Basic Emergency Operations Plan.
 - b. Ensure the local BEOP is current by having amendments and changes prepared, coordinated, and issued as necessary.
 - c. Annually review the local BEOP to ensure that it reflects current policy and technology.
 - d. Maintain stocks of the local BEOP and amendments, along with distribution lists, to assure all plan recipients are properly serviced.
 - e. Review, approve, or deny requests for material to be included in the BEOP.

- f. Ensure all material prepared to insert in the BEOP adheres to established guidelines in accordance with TEMA BEOP Guidance Document TN 500-1, as amended.
 - g. Prescribe format, review procedures and submission dates for all local emergency management and supporting plans and operating procedures.
 - h. Task local agencies to prepare supporting annexes and documentation to be included in the BEOP.
2. Local Agencies
- a. Agencies in local government that have emergency-oriented missions or support roles are required to provide an emergency response capability 24-hours a day, seven days a week. Each agency will:
 - (1) Incorporate NIMS standards into operational plans and response actions.
 - (2) Prepare directives and operating procedures in support of this BEOP and provide the Anderson County EMA with one copy of each for reference.
 - (3) Annually review published directives and their respective portions of the local BEOP to assure that commitments can be met and resources provided. On or before October 1 each year, each agency must provide the Anderson County EMA with a copy of any recommended revisions or a signed statement indicating the directive/plan as written remains current and supports this BEOP.
3. Municipal Government will:
- a. Prepare plans and directives in support of this plan as it relates to their area of jurisdiction, including a COOP (Continuity of Operations Plan) and a COG (Continuity of Government) Plan for the cities/towns.
 - b. Submit one copy of all supporting plans/documents to EMA for review and approval.

E. Plan Implementation

1. This plan (or its components) can be implemented in several ways:
- a. By direction of the County Mayor or the Anderson County EMA Director,
 - b. As a result of the occurrence of a disaster or an emergency,
 - c. By requests for assistance from local governments when disasters exceed their capabilities and/or resources,
 - d. As a response to increased international tensions or the threat of enemy attack,
 - e. By activation of a specific annex by the Lead Agency of that annex, with the concurrence of the County Mayor or the Anderson County EMA Director.

F. Primary and Support Responsibilities

1. Primary and Support

Primary and support responsibilities for various emergency functions are assigned to departments and agencies of local government, and to organizations in the state government or private sector. Each department, agency, or organization is either a lead agency or a supporting agency in an ESF. Assignments are based on common functions needed in most large emergencies. The lead agency performs most of the planning and mitigation efforts for that ESF. Many of the agencies with primary responsibilities are included as part of the EOC staff for direction and control. Other supporting agencies will work in locations outside the EOC. Other agencies will not be functional until the recovery phase begins. Only those agencies essential to preserve the continuity of government during an emergency, or those necessary to deal effectively with the given set of circumstances of any emergency, will staff and augment the EOC.

2. Responsibility

- a. This plan is binding on all local government agencies authorized or directed to conduct emergency management activities.
- b. The EMA Director's authority under this plan is extensive. As the disaster coordinator, the Director coordinates the activities of all local organizations as they relate to emergency management. Each local agency that has an emergency-oriented mission will:
 - (1) Incorporate NIMS standards into operational plans and response actions.
 - (2) Assign personnel as directed to augment EOC operations when implemented.
 - (3) Maintain and operate a 24-hour response capability in the department or agency facilities when this plan is activated, in addition to any staff operating from the EOC.
 - (4) Prepare and submit to EMA an after-action report and participate in incident critique.
 - (5) Participate in exercises when scheduled by the EMA Director.
 - (6) Prepare plans and supporting documents that set forth policies and provisions for carrying out the agency's emergency responsibilities.
 - (7) Conduct training essential to implementation of assigned functions.
 - (8) Conduct an annual review to update the supporting documentation and operating procedures and advise the EMA Director of modifications required.
- c. Each department or agency of local government having a primary or support role will prepare and maintain standard operating procedures (SOPs) describing how functions will be accomplished. Subordinate divisions of these agencies will also furnish copies of their SOPs to their parent department for inclusion in the department's supporting plan.
- d. All other local departments or agencies not assigned primary or support functions will carry out whatever duties or services are specified by the EMA Director or ordered by the County Mayor.
- e. Several state and federal agencies are delegated responsibilities within this plan. These agencies provide services to local government on a daily basis regardless of whether or not a major disaster declaration exists.

G. Logistics

1. Local Agencies

Local agencies are responsible for their own vehicles.

2. Local Resources

ESCs responding to a disaster will apply resources available to them as directed by the EMA Director through the authority of the County Mayor.

3. Anderson County Emergency Management Agency (EMA)

The EMA Director or the Deputy Director in charge of a disaster response will coordinate with the County Finance Director and Purchasing Agent to procure and coordinate the use of personnel, materials, equipment, staging areas, and supplies.

BASIC PLAN
APPENDICES

- Appendix 1 Emergency Operations Center
 - Tab A Emergency Operations Center Diagram
 - Tab B County Operational Areas
 - Tab C EOC and Alternate EOC Locations
- Appendix 2 Emergency Services Coordinator Program
 - Tab A List of Agencies Requiring Emergency Services Coordinators
- Appendix 3 Training and Education
- Appendix 4 Summary of the Tennessee Civil Defense Act (TCA 58-2-101, et.seq.)
- Appendix 5 Resolution Establishing Anderson County Emergency Management Agency
- Appendix 6 Statement of Mutual Aid in Anderson County

APPENDIX 1 TO THE BASIC PLAN
EMERGENCY OPERATIONS CENTER

I. Introduction

A. Purpose

The purpose of the Emergency Operations Center (EOC) is to provide a central location where local emergency management functions can be coordinated. This includes routine activities, as well as those associated with emergency response and recovery actions.

B. Scope

Emergency management response for the county is coordinated from the EOC.

II. Policies

A. To ensure control and coordination of local resources during emergencies, access to the EOC will be controlled. The EOC congregates the local emergency management staff, the Emergency Services Coordinators (ESCs), and support personnel from all local departments and agencies tasked with emergency responsibilities. Additionally, National Guard, private sector, and state and federal relief agencies may also operate from the EOC during significant disasters.

III. Situation and Assumptions

A. Situation

1. Countywide disasters or other significant emergencies will cause the EOC to be activated.
2. There are many regional, state, national, and international disasters that may require emergency management activities be coordinated across the county. The EOC provides a central point of coordination for all emergency management activities.

B. Planning Assumptions

1. Disasters will occur that require the activation of the EOC. Activation may be needed without advance notice.
2. Coordination of response activities and resources is essential to effective disaster response.

IV. Concept of Operations

A. General

1. The EOC is the central location of emergency management activities within the county. When activated, it will be staffed around the clock by key decision-makers. It also houses the EMA Director and the EMA staff.
2. Primary and Alternate Emergency Operations Centers
 - a. The primary EOC is located at 111 South Charles G. Seivers Boulevard in Clinton.
 - b. The alternate EOC is located at the Oak Ridge Municipal Building, Fire Department EOC, 200 South Tulane Avenue in Oak Ridge.
3. Primary EOC Operations
 - a. When an emergency or disaster occurs, Anderson County 911 will notify EMA by radio, pager, or telephone. The incident is logged by date and time.

- b. The EMA Director will notify key personnel of the situation and report to the EOC. The EMA Director will brief the County Mayor, City Mayors, and other department heads as appropriate.
- c. The EOC (or the county's primary warning point) relays pertinent data to emergency response agencies in adjacent counties.
- d. If the situation warrants, local agency ESCs having responsibilities associated with the particular disaster are notified to report to the EOC or to the scene of the emergency, as required.
- e. The EOC monitors the progress of the emergency and evaluates efforts to contain the situation. Resource requirements that cannot be met at the local level are channeled to the State Regional EOC and the appropriate ESCs for disposition as provided by ESF/individual agency SOPs. This continues until the situation is resolved.
- f. If the situation warrants, the EMA Director will request assistance from a neighboring county or the Tennessee Emergency Management Agency. In either case, the respective organizations provide liaison officers to the EOC for coordination of operations.
- g. Emergency public information and news releases are prepared and disseminated from the EOC through the EMA Director or County Mayor.
- h. The EMA Director ensures continuity of operations and sustained EOC capability around the clock for the duration of the emergency.
- i. When the emergency ends, EOC staff members conduct follow-up activities including after-action reports, response evaluation, debriefings, and compilation of reports and logs.

B. Organization and Responsibilities

1. EMA Director

The Director of the Anderson County Emergency Management Agency is the executive head of the agency and is responsible for coordinating all emergency management activities throughout the county. The Director will:

- a. Advise elected officials and departments of local government and other non-governmental relief agencies of the magnitude and effects of the emergencies that affect Anderson County.
- b. Orient and train the emergency staff, and periodically conduct exercises.
- c. Coordinate local emergency operations with TEMA and local emergency management offices in the counties that border Anderson County.
- d. Develop and maintain local emergency staffing capabilities.
- e. Develop and maintain appropriate emergency public information, communications and warning capabilities.
- f. Develop and maintain the Anderson County BEOP, mutual aid agreements, memoranda of understanding, etc., and periodically test and exercise them.

2. Deputy Director

- a. The Deputy Director is the successor to the Director.

3. Emergency Services Coordinators (ESCs)

- a. The ESCs represent local, state, private, and quasi-governmental agencies with emergency responsibilities during major disasters. The roles and responsibilities of the ESCs are provided in Appendix 2.

4. Public Information Officer (PIO)

- a. The Anderson County EMA Director or the County Mayor will designate an individual to serve as the Public Information Officer.

5. Support Requirements

a. Reports and Records

(1) Messages

- (a) The EMA Director will establish procedures for handling messages.

(2) Event Logs

- (a) A record of major events will be kept by each ESC

(3) Daily Operations Log

- (a) A log of all major events, decisions made, and actions taken, is maintained by the EMA or EOC staff.

(4) Security Log

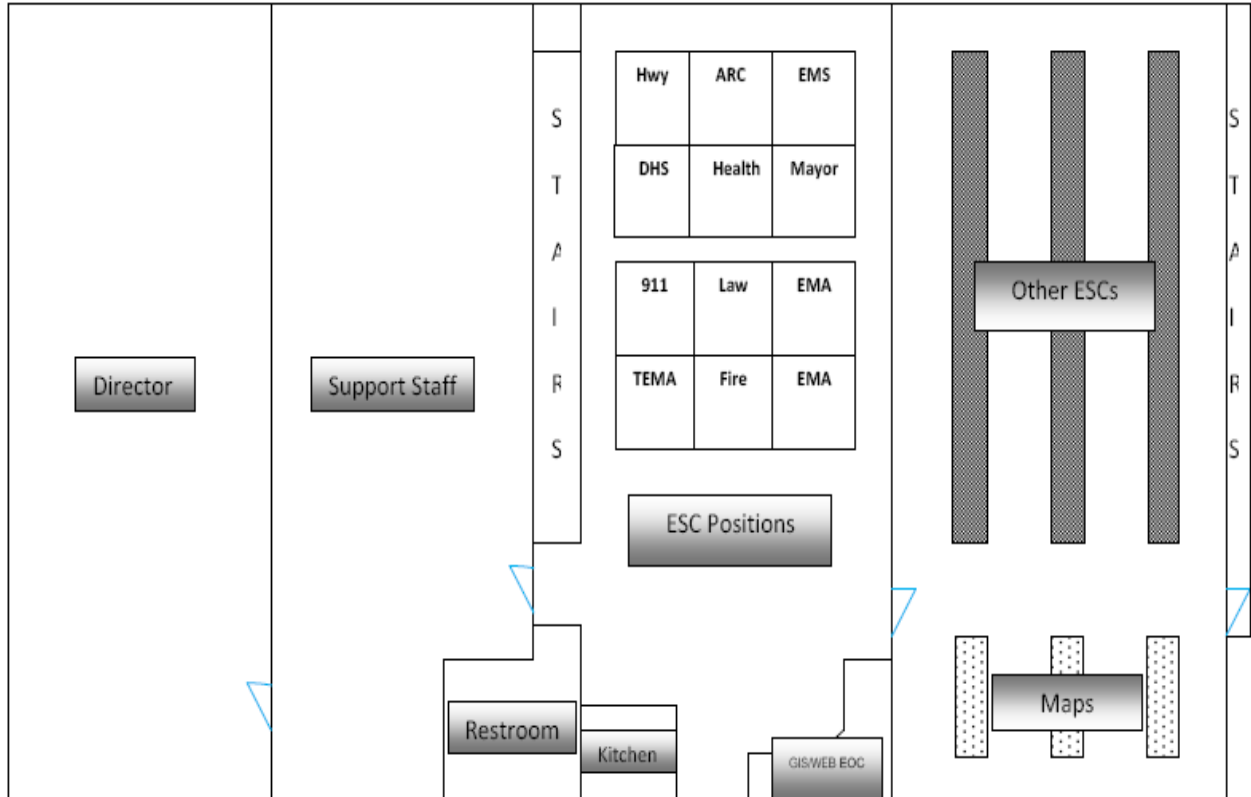
- (a) A record of all persons entering and leaving the EOC is maintained.

b. Security

- (1) All EMA staff and ESCs are personally known to each other and are authorized access to the EOC during routine operations.

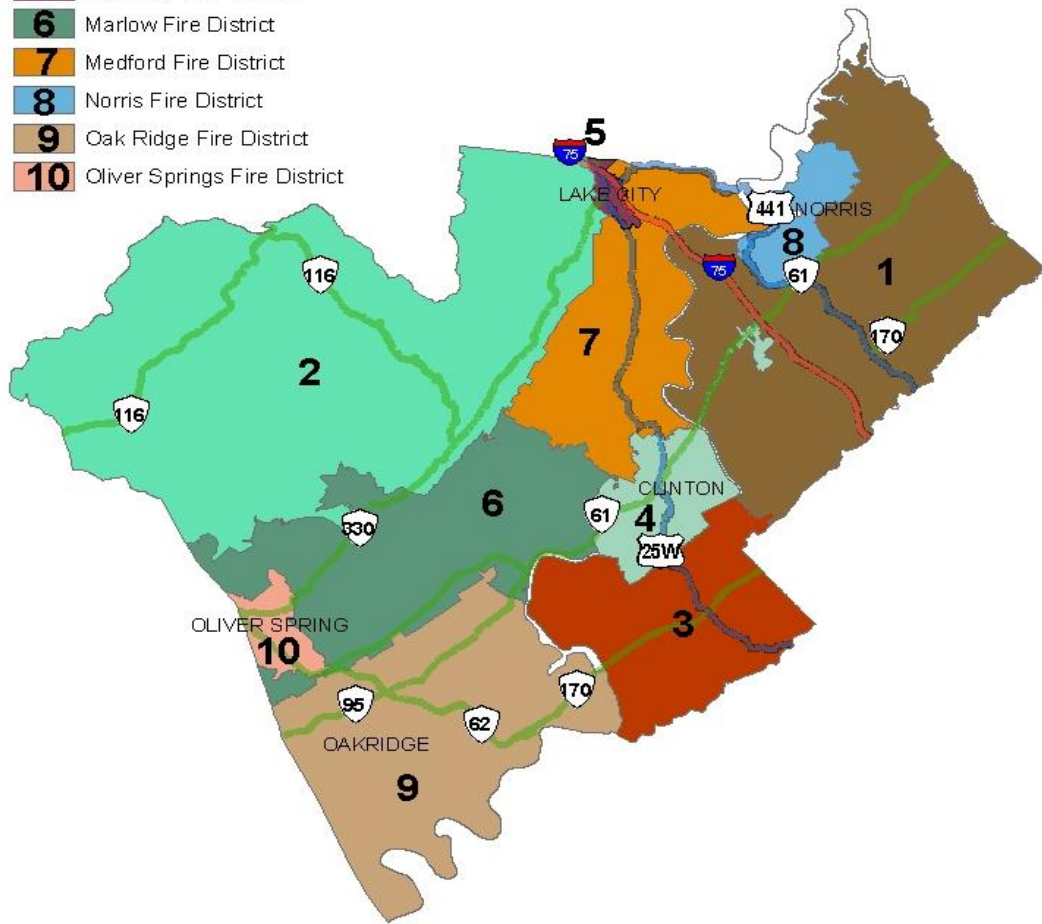
- (2) During emergency operations, if requested, the Anderson County Sheriff's Office or Clinton Police Department will station an officer at the entrance to secure the facility to authorized personnel only.

TAB A TO APPENDIX 1 TO THE BASIC PLAN
EMERGENCY OPERATIONS CENTER DIAGRAM



TAB B TO APPENDIX 1 TO THE BASIC PLAN
COUNTY OPERATIONAL AREAS

- 1** Andersonville Fire District
- 2** Briceville Fire District
- 3** Claxton Fire District
- 4** Clinton Fire District
- 5** Lake City Fire District
- 6** Marlow Fire District
- 7** Medford Fire District
- 8** Norris Fire District
- 9** Oak Ridge Fire District
- 10** Oliver Springs Fire District



TAB C TO APPENDIX 1 TO THE BASIC PLAN

EOC AND ALTERNATE EOC LOCATIONS

1. The Primary EOC is located at 111 South Charles G. Seivers Boulevard in Clinton.
2. The Alternate EOC is located at the City of Oak Ridge Municipal Building, Fire Department EOC, 200 South Tulane Avenue, Oak Ridge.

APPENDIX 2 TO THE BASIC PLAN
EMERGENCY SERVICES COORDINATOR PROGRAM

I. Purpose

The Emergency Services Coordinator (ESC) program provides the EMA Director with an immediate source of expertise from local agencies to cope with disasters and emergencies. In addition to representation, each local department or agency is required to provide EMA with personnel, equipment, facilities, or materials needed for disaster response and recovery.

II. Scope

The ESC program encompasses all agencies, departments, divisions, and bureaus that have an emergency mission or a role in recovery. Agencies listed in Tab A to this appendix are required to provide ESCs to the Anderson County EOC as requested. Other agencies and departments may participate at the request of the EMA Director. ESC functions also include research, plan development, communications tests, and exercises.

III. Program Elements

- A.** Department heads and agency executives must ensure that the departments and agencies under their jurisdiction promptly respond and fully execute their duties in accordance with this plan. To fulfill this responsibility, each department listed in Tab A will:
 - 1. Provide a primary and alternate ESC to represent the department or agency.
 - 2. Ensure ESCs are empowered with the full authority to coordinate and direct all emergency response functions and services of the department head.
 - 3. Provide the EMA Director with the names of the primary and alternate ESCs, the office they represent, email addresses, and office/cell/residence phone numbers.
 - 4. Ensure that the ESC on-call can respond within 30 minutes to the EOC.
 - 5. Provide pagers, phones, and access to vehicles to carry out ESC duties.
 - 6. Prepare a directive that establishes a departmental ESC program that details the use of agency vehicles, radios, cell phones, periods of on-call duty, and provisions for notifying the EMA Director of schedules and changes.
 - 7. Ensure that plans are developed to carry on agency functions and provide suitable space for personnel, equipment, and essential records during disasters. Agencies scheduled to work in the EOC will address the movement of personnel, equipment, and records.

IV. Concept of Operations

- A.** The EOC is capable of accommodating the full complement of ESCs and providing them with workspace, computer and telephone capabilities, and access to radio communications.
- B.** Whenever a disaster or emergency threatens or occurs, the EMA Director will determine if any ESCs are to be called in to provide assistance. The EMA Director will assess the situation, bearing in mind that the use and employment of ESCs and their resources must be compatible with the primary responsibility of the agency concerned, and will coordinate which, if any, ESCs are to be called.
- C.** The EMA Director or Deputy Director will notify ESCs of their recall.
 - 1. Depending on available information about the emergency, ESCs will be instructed to report to the EOC for briefing by the EMA Director or instructed to report to the scene and be briefed over the telephone or radio enroute.

2. ESCs, once committed, will remain committed through the recovery phase unless relieved by the EMA Director or their appointing authority.

V. Implementation

- A.** The EMA Director is responsible for implementing the ESC program and will:
 1. Coordinate this appendix with affected and interested agencies
 2. Establish logs or call sheets to record ESC agency and 24-hour contact information.
 3. Conduct no-notice exercises or calls to ensure that the system is working. Failure of ESCs to call back within 30 minutes is unsatisfactory.
 4. Maintain the ESC program in a current, ready-to-use status.

TAB A TO APPENDIX 2, BASIC PLAN

LIST OF AGENCIES REQUIRING EMERGENCY SERVICES COORDINATORS

Depending upon the type of emergency, Emergency Service Coordinators from the following local agencies may be called to report to the EOC:

- Anderson County Mayor/City Mayors
- Anderson County Sheriff's Office/City Police Departments
- Anderson County Emergency Medical Service
- Anderson County Highway Department/City Public Works Departments
- Anderson County Fire Commission
- Anderson County Health Department
- Anderson County/City Schools Directors/Superintendents
- Anderson County Emergency Management Agency
- American Red Cross
- Anderson County Purchasing Department
- Anderson County/City Finance Departments
- Anderson County/City Utility Systems
- Anderson County Engineer/City Building Inspectors
- Anderson County/City Animal Control Departments
- Anderson County Agriculture Extension Agent

APPENDIX 3 TO THE BASIC PLAN
TRAINING AND EDUCATION

I. Introduction

A. Purpose

This appendix provides for emergency preparedness and operations training to emergency management staff and emergency services personnel. The citizens of Anderson County will be given information concerning emergency preparedness and survival techniques before and during a disaster.

B. Scope

This appendix covers general emergency management training and exercises for emergency services personnel and the dissemination of emergency preparedness information for the general public. The lead agency is responsible to provide training for specific technical functions (i.e., radiological monitoring, hazardous materials).

II. Situation and Assumptions

A. Situation

1. It is prudent to develop and implement a comprehensive training and education program to assist local emergency response personnel in carrying out their emergency functions. Additionally, a program to educate the citizens of the county on how to better protect themselves prior to, during, and following any emergency or disaster will be undertaken.
2. Problems created by a disaster may be compounded by deficient training of emergency response personnel, and citizens may be injured or killed as a result of a lack of education regarding appropriate actions to take when faced with an emergency.
3. Successful implementation of this plan, supporting plans, and supporting procedures requires trained and knowledgeable personnel who are capable of executing their assigned tasks during any emergency. Achieving this level of competency requires ongoing training.

B. Planning Assumptions

1. Training programs that encompass specialized skills and are completed on a regular and recurring basis will generate the abilities necessary to carry out effective response and recovery operations.
2. Providing educational materials to members of the general public will result in citizens being more prepared to handle emergency situations they may encounter, and will result in fewer casualties when an emergency occurs.

III. Policies

- A.** The primary responsibility for training of local emergency personnel and citizens rests with local government, specifically the local Emergency Management Director. The state, through TEMA, will provide active assistance in the presentation of special seminars, formal training courses, aid and advice in the development of local exercises, and will supply training materials to support local training requirements.

IV. Concept of Operations

A. Training

1. The initial phase of training consists of qualifying the local emergency services staff in disaster operations within each county. This training will be evaluated at the local level to ensure acceptable performance. TEMA provides courses geared toward the development of an effective local emergency management program.
2. Follow-up and refresher training is available on a periodic basis to support skills learned during the initial training received by local emergency services personnel.
3. National Incident Management System (NIMS) and Incident Command System (ICS) training will be offered annually to ensure emergency responders are trained to the level required by position.
4. Specific training programs have been and can be developed to support specific threats that affect the county.
5. The federal government, through FEMA, provides specialized training and courses for those who instruct at the state and local level. These classes may be requested from TEMA.

B. Exercises

1. The Tennessee Emergency Management Agency conducts several exercises each year to support response requirements to nuclear power plants, TVA dams, Oak Ridge Reservation facilities, the earthquake threat, the threat of severe weather, and a wide variety of other situations. These exercises occur at the discretion of the TEMA Director and may include any or all of the state and local emergency response organizations, as well as certain portions of the private sector, including the media. Additionally, periodic regional exercises are held at the discretion of the Regional Directors.
2. Local exercises are held at the discretion of the local Emergency Management Director, either to support a local emergency response capability, or in conjunction with an ongoing state or regional exercise. TEMA provides developmental and evaluative assistance to local governments for exercises when requested.

C. Public Education

1. Each year Anderson County EMA sponsors educational opportunities for the general public. These include the National Weather Service Skywarn Spotter Training, Severe Weather and Winter Awareness Weeks, and distribution of educational materials concerning specific threats.
2. EMA staff provides information and/or programs on emergency preparedness to civic groups, schools, and similar organizations upon request.
3. EMA distributes disaster preparedness literature to citizens at community events.

D. Organization and Responsibilities

1. TEMA is responsible for developing and maintaining the state's emergency preparedness training and education programs. A schedule of courses is available on the TEMA website, tnema.org.
2. Local emergency services groups may receive specific training by submitting a request through the county EMA Director. The Director will submit requests to the TEMA Regional Office and will coordinate the time and location of training to ensure maximum participation.
3. TEMA will coordinate the state-wide delivery of general public information activities with agencies such as the National Weather Service, the U.S. Geological Survey, FEMA, etc.
4. Requests for state training, assistance, and input should be made to the County EMA Director to be forwarded to the TEMA Regional Office.

APPENDIX 4 TO THE BASIC PLAN

SUMMARY OF THE TENNESSEE CIVIL DEFENSE ACT (TCA 58-2-101, et. seq.)

Tennessee's civil defense history began with the passage of the Tennessee Civil Defense Act of 1951. Beginning in 1955, and on several occasions since, this law has been amended until, at present, it exists as Chapter 2, Title 58, of the Tennessee Code Annotated. This legislation is generally modeled after the Federal Civil Defense Act of 1950 (PL 81-920). The state act created the Tennessee Office of Civil Defense (which in 1981 was renamed the Tennessee Emergency Management Agency) within the state Military Department, under the Tennessee Adjutant General (TAG). The TAG has overall responsibility and authority for disaster preparedness and planning (Executive Order # 4, February 13, 1987).

Chapter 2, Title 58, of the Tennessee Code Annotated prescribes the responsibilities associated with disaster preparedness and emergency response in the State of Tennessee. When translated into policy and implemented, this becomes the mission of the Tennessee Emergency Management Agency (TEMA) and the local Emergency Management Agency organizations across the state. It provides for the following:

1. Creates TEMA and directs the creation of local organizations for civil defense in the political subdivisions of the state.
2. Confers upon the Governor and the chief executive officers of the governing bodies of the political subdivisions the emergency powers provided in this chapter.
3. Provides for mutual aid among political subdivisions of the state and those of surrounding states, and for the cooperation with the federal government in carrying out civil defense functions.
4. Requires the development and implementation of state and local civil defense plans.
5. Requires the most effective use be made of resources and facilities when dealing with a disaster, mob violence, etc., by having all civil defense functions of the state coordinated with comparable functions of the federal government, other states and localities, and private agencies of every type.
6. Authorizes the performance of duties and functions of civil defense necessary to cope with all types of natural disasters, riots, mob violence, etc., which might occur, affecting the life, health, safety, welfare, and property of citizens of the state of Tennessee.
7. Directs and empowers the Governor to create a Tennessee Emergency Management Agency, under the Adjutant General, and empowers the Governor to appoint a Director and such Deputy Directors as deemed necessary.
8. Establishes the duties of the Director. The Director is subject to the direction of the Governor, acting through the TAG, and is solely responsible for coordinating the activities of all organizations for civil defense within the state, and maintaining liaison with and cooperating with civil defense agencies, organizations of other states, and with the federal government.
9. Specifies that the general direction of TEMA shall be exercised by the Governor. In the event of disaster, energy emergency, riot, etc., beyond local control, the Governor is empowered to assume direct control over all or any part of civil defense functions within the state.
10. Authorizes the Governor to cooperate with the federal government, other states, and private agencies on all matters pertaining to civil defense of the state or nation.
11. Gives the Governor the power to make, amend, and rescind the orders, rules, and regulations necessary to carry out policies of cooperation and coordination; to prepare comprehensive plans and programs for civil defense in Tennessee; to integrate such plans and programs with the civil defense plans of the federal government and other states; and to cooperate in the preparation of plans and programs for civil defense by political subdivisions within the state.
12. Gives the Governor the administrative authority to procure supplies, institute training, and provide public information programs; to prepare in advance of an actual disaster, energy emergency, riot, etc.,

including partial or full mobilization of civil defense reserve units to ensure adequately trained and equipped forces of civil defense personnel.

13. Authorizes the Governor to delegate to state or local directors of civil defense any administrative authority vested in him by this chapter, and to provide for the sub-delegation of any such authority, except that any plans for dealing with an energy emergency shall be prepared by the Energy Division of the Department of Economic and Community Development.
14. Authorizes the Governor to cooperate with the President and heads of the armed forces, the Federal Emergency Management Agency (or its successors), and other appropriate federal officers and agencies, and with the officers and agencies of other states in matters pertaining to civil defense of the state or nation.
15. Authorizes the creation and establishment of mobile reserve units by the Governor as may be necessary to support civil defense organizations of the state.
16. Makes an employee of the state, by virtue of his employment, subject to assignment to a mobile reserve unit on a permanent or temporary basis to meet the particular need of any given emergency.
17. The Governor may declare that a state of emergency exists as a result of actual enemy attack against the United States, or an impending emergency, disaster, energy emergency, sabotage, riot, mob violence or other hostile actions, and thereafter the Governor shall have, and may exercise for such period as the state of emergency continues, emergency powers granted by state law, except that seizure, taking, condemnation, or allocation of energy resources must be in accordance with plans prepared by the Energy Division of the Department of Economic and Community Development.
18. Requires every civil defense organization established under this chapter, and the officers and personnel thereof, to execute and enforce the orders, rules, and regulations made by the Governor.
19. Provides criminal sanctions for any individual or entity violating rules or regulations promulgated by the Governor during a state of emergency.
20. Authorizes and directs each political subdivision within the state to establish a local organization for civil defense, in accordance with the state plan. Each organization shall be headed by a director who is appointed by the chief executive or governing body of the political subdivision and who shall have direct responsibility for the overall management of the local program.
21. Provides that each political subdivision, confronted with disasters as described herein shall have emergency powers to enter into contracts and incur obligations necessary to combat such disasters without regard to time consuming procedures and formalities as prescribed by law (excepting mandatory constitutional requirements). Each political subdivision shall have the same duties, powers, and functions as those vested in the Governor, within its jurisdiction, *except that, as stated in Attorney General November 22, 2006 Opinion No. 06-172, under TCA 38-9-101, "Statutory authority to order and compel evacuations in response to emergencies or disasters independently of a delegation of authority from the governor is granted to city and municipal officials only. County officials have no such independent authority."*
22. Enables local civil defense directors to enter into reciprocal mutual aid agreements with public and private entities of the state of Tennessee and surrounding states.
23. Authorizes local appropriations for civil defense expenses.
24. Directs that the Governor, local directors, and the chief executive officers/governing bodies of the political subdivisions use the services, equipment, facilities, and personnel of existing departments, offices, and agencies of the state and political subdivision to the maximum extent practicable, and directs the officers of such organizations to extend maximum cooperation to the Governor or local directors throughout the state upon request.
25. Enables the acceptance from the federal government, through the state or otherwise, of supplies, equipment, personnel, financial assistance, etc. by the Governor or political subdivision.
26. Directs that all persons, compensated or otherwise, connected with the civil defense program take and subscribe to an oath of loyalty.

27. Ensures the right of any person to receive benefits to which he would otherwise be entitled under this chapter, or under the Workmen's Compensation Law, or under any pension law, or the right of any such person to receive any benefits or compensation under any act of Congress shall not be affected.
28. Makes illegal the use of any civil defense organization for political purposes.
29. Ensures immunity from liability while engaged in civil defense activities for the agencies and persons working for/with those agencies.
30. Protects any person owning or controlling real estate or other premises, who voluntarily and without compensation grants a license or privilege or otherwise permits the use of such real estate for civil defense purposes shall not be liable for any personal injury or other damage occurring upon such real estate, precluding that created by willful misconduct. No person, agency, partnership, or corporation operating under the direction of the Governor or the head of emergency government services in any county, town, or city shall be liable for the death of or injury to any person, or any damage to any property caused by his or her actions, except where it is judged that the person acted intentionally or with gross negligence.
31. Authorizes multiple county organizations for civil defense and provides for such organizations to have identical functions, powers, duties, and responsibilities as those formed as single-county entities.
32. Authorizes the state to make grants to local organizations for civil defense purposes and sets forth standards for those grants.
33. Authorizes and establishes the Tennessee Severe Weather Information System, a statewide severe weather radio network (augmented by EAS/Weather Alert radio).

APPENDIX 5 TO THE BASIC PLAN

RESOLUTION ESTABLISHING
ANDERSON COUNTY EMERGENCY MANAGEMENT AGENCY
(On File with Anderson County Clerk)

Anderson County Emergency Management Agency
Established in a County Resolution dated February 21, 1974

The Resolution was last amended on May 16, 1983.

APPENDIX 6 TO THE BASIC PLAN
STATEMENT OF MUTUAL AID IN ANDERSON COUNTY

Under Tennessee Code Annotated Title 58 Chapter 8, the Mutual Aid and Emergency and Disaster Assistance Agreement Act of 2004, the provision and receipt of mutual aid assistance within the State of Tennessee by participating governmental entities requires no separate agreement.