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BASIC PLAN

I INTRODUCTION:

Columbia County Emergency Management developed this Columbia County Comprehensive Emergency Management Plan to provide a planned response and recovery to all levels of emergencies and/or disasters that may occur within Columbia County. This plan is flexible and adaptive to emergencies and places an emphasis on preparedness and mitigation actions in order to reduce the impact of any disaster within Columbia County. It is based on guidance provided by the Department of Homeland Security, Federal Emergency Management Agency, Florida Division of Emergency Management, Columbia County Board of County Commissioners and requirements of Chapter 252, Florida Statutes (State Emergency Management Act). Additionally, this plan coordinates response and recovery activities with community and voluntary organizations active in disasters and the business community and unifies the efforts of these groups for a comprehensive approach to reducing the effects of any emergency and/or disaster.

To facilitate local operations, the Columbia County Comprehensive Emergency Management Plan adopts a functional approach grouping the types of assistance provided under an Emergency Support Function. Each Emergency Support Function is headed by a primary agency selected on its authorities, resources, and capabilities in each functional area.

This plan establishes an organizational structure and operational capabilities with guidance necessary to ensure effective management and utilization of resources to respond to and recover from various emergencies. Additionally, the Columbia County Comprehensive Emergency Plan establishes annual training and exercise requirements to determine Columbia County's ability to respond to emergencies and clearly defines the responsibilities of local agencies and organizations through a modified Incident Management System/Emergency Support Function approach to planning and operations.

The Columbia County Comprehensive Emergency Plan is written based upon certain assumptions and the existence of specific resources and capabilities that may be subject to change. Because of this, Columbia County must plan to adapt to emergency demands caused by a disaster.

The Columbia County Comprehensive Emergency Plan describes basic strategies and mechanisms through which Columbia County will mobilize available resources and conduct activities in an emergency. This plan addresses disasters through the four phases of emergency management – Mitigation, Preparedness, Response and Recovery (Fig. BP-1).

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- **Mitigation:** is the centerpiece of emergency management. *Mitigation refers to activities that actually eliminate or reduce the chance of occurrence or the effects of a disaster.* Recent research has shown much can be done to either prevent major emergencies or disasters from ever happening. For example, requiring protective construction to reinforce a roof will reduce damage from the high winds of a hurricane. Preventing the use of hazardous areas like floodplains or adjusting such areas by elevating structures to reduce the chance of flooding.
- **Preparedness:** *is planning how to respond in case an emergency or disaster occurs and working to increase resources available to respond effectively.* Preparedness activities are designed to help save lives and minimize damage by preparing people to respond appropriately when an emergency is imminent. Those activities, programs and systems that exist prior to an emergency and are used to support and enhance response to an emergency or disaster. Planning, training and exercises are among the activities conducted during the “blue skies” phase.
- **Response:** *activities occur during and immediately following a disaster. They are designed to provide emergency assistance to victims of the event and reduce the likelihood of secondary damage.* Response includes activities and programs designed to address the immediate and short-term effects of the onset of an emergency or disaster reducing casualties, damage and to speed recovery. Other activities include direction and control, warning, evacuation and similar operations.
- **Recovery:** *is the final phase of the emergency management cycle. Recovery continues until all systems return to normal, or near normal. Short-term recovery returns vital life support systems to minimum operating standards. Long-term recovery from a disaster area is completely redeveloped; either as it was in the past or for entirely new purposes that are less disaster prone.* For example, portions of a flood-prone town can be relocated and the area turned into open space or parkland. This illustrates during recovery, opportunities to mitigate future disasters.



Figure BP-1

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Columbia County Emergency Management serves as the agency charged with the development and implementation of Columbia County’s emergency management program and this plan. This emergency management program, is under the direction of the Columbia County Emergency Management Director, who works to:

- Develop effective mitigation practices for the community;
- Assist families, businesses, and industry in developing emergency plans;
- Provide training and conduct exercises for the emergency response forces of the community;
- Develop and implement emergency plans, operating procedures and checklists, systems, and facilities for response to community emergencies;
- Work with local government and community agencies to develop plans and procedures to recover from a disaster; and
- Coordinate the community’s response to disasters.

A. **Purpose:** The Columbia County Comprehensive Emergency Plan establishes a framework for an effective system of comprehensive emergency management, the purpose of which is to:

- (1) Maintain the continuity of Columbia County Government;
- (2) Identify support agency and organizational responsibilities in an emergency when the capability exceeds the routine responsibilities of any one first responder agency, e.g., Columbia County Fire Department;
- (3) Identify the “Chain-of-Command” from the Federal Level to State, County and Local Responders and identifies how State and Federal Assistance is requested and coordinated;
- (4) Provide directions regarding the priorities in determining response and recovery actions by describing how people and property will be protected in community emergencies and disasters;
- (5) Provide a plan with annexes and appendices describing mitigation, preparedness, response and recovery activities required for and effective emergency management organization allowing Columbia County to cope with any type of emergency disaster;

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- (6) Provide a plan to use all internal or external resources required during emergencies and/or disasters by providing direction and control helping minimize resource utilization and minimize duplication and inefficient resource utilization by identifying personnel, equipment, facilities, supplies and other resources available – within the community or by agreement with other jurisdictions – for use during response and recovery operations;
 - (7) When executed, provide a plan to decrease the vulnerability of Columbia County residents to loss of life, reduce casualties, minimize suffering, lessen damage to the environment and reduce property damage as a result of impending or existing hazardous or emergency situations, natural, technological or man-made emergencies, catastrophes or terrorist events;
 - (8) Avoid or reduce future losses of life and property damage resulting from emergencies by planning for the mitigation of or implementing preventative measures by describing how people and property will be protected on community emergencies and disasters,
 - (9) Recover from emergencies by providing rapid and orderly implementation of restoration and rehabilitation programs for persons and property affected by emergencies; and;
 - (10) Assist in anticipation, recognition, appraisal, prevention, and mitigation of emergencies caused or aggravated by inadequate planning for, and regulation of, public and private facilities and land use.
- B. **Scope:** The Columbia County Comprehensive Emergency Plan is applicable to all County and Municipal agencies, local community organizations, businesses and residents of Columbia County and identifies the responsibilities for those individuals and agencies having an emergency management assignment.
- (1) Provides an organizational structure for emergency management.
 - (2) Defines the emergency management mission.
 - (3) Describes the various types of emergencies likely to occur, from local emergencies, to minor, major or catastrophic disasters within Columbia County outlining necessary actions for short-term and long-term recovery and mitigation efforts following such disasters.

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- (4) Establishes fundamental policies, program strategies and assumptions.
- (5) Establishes a concept of operations spanning the direction, command and control of an emergency from initial monitoring through post-disaster response, recovery and mitigation.
- (6) Defines interagency and intergovernmental coordination mechanisms to facilitate delivery of immediate assistance by identifying selected tasks for response, establishing direction and control, and necessary coordination between local, state and federal agencies.
- (7) Establishes the Columbia County Emergency Response Team through Emergency Support Function by assigning specific functional and support responsibilities to appropriate local agencies and organizations, as well as outlines methods to coordinate with the private sector and voluntary organizations.
- (8) Identifies actions local response and recovery organizations take, in coordination with state and federal counterparts as appropriate, regardless of the magnitude of the disaster.
- (9) Defines coordination mechanisms to facilitate delivery of immediate assistance; including direction and control of response and recovery assistance.

C. Methodology:

- (1) Columbia County developed the capability to execute its emergency plans and provide for the safety and welfare of its citizens in times of emergency. Organizations, local agencies, departments, boards and associations have performed an active part in producing these documents are identified below. The success of the plan depends on these same people to unite in a bond of cooperation, coordination and unity when the next emergency or disaster strikes.
 - (a) American Red Cross
 - (b) Chamber of Commerce and Industrial Development Authority
 - (c) City of Lake City
 - (d) Columbia County Emergency Management
 - (e) Columbia County Animal Shelter

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- (f) Columbia County Fire Department
- (g) Columbia County Board of County Commissioners
- (h) Century Ambulance Service
- (i) Columbia County Landfill
- (j) Columbia County Clerk of the Courts
- (k) Columbia County Property Appraiser
- (l) Columbia County Health Department
- (m) Columbia County School Board
- (n) Columbia County Sheriff's Office
- (o) Columbia County Public Works
- (p) Columbia County Tourist Development Council
- (q) Columbia County Senior Services
- (r) Amateur Radio Emergency Services (ARES)
- (s) Florida Division of Forestry
- (t) Lake City Fire Department
- (u) Lake City Police Department
- (v) Lake City Public Utilities
- (w) National Weather Service– Jacksonville
- (x) Salvation Army
- (y) Town of Fort White
- (z) United Way of Suwannee Valley

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- (2) The Columbia County Comprehensive Emergency Management Plan is a community-based plan incorporating lessons learned through exercises and actual events. (Local governments, volunteer organizations, businesses and general public participated in many community exercises and provided valuable feedback on response issues.)
- (3) Participation is encouraged via public and private outreach activities. These activities include public safety announcements, speaking engagements and public presentations, distribution of flyers, pamphlets and newspaper articles and advertisements and expositions. Exercise and event critiques are publicly advertised.
- (4) The Columbia County Emergency Management Director is responsible for ensuring revisions to this plan are prepared, coordinated, published and distributed. Revisions and updates are forwarded to organizations listed on the Distribution List and other interested parties. Changes occur in two ways, write-in changes or page replacements. Each organization is responsible for updating the Columbia County Comprehensive Emergency Plan within 10 workdays upon receipt of Columbia County Emergency Management generated changes. Columbia County Emergency Management will change the plan when significant changes are warranted. It is anticipated the Columbia County Comprehensive Emergency Plan will be rewritten every three years.

NOTE: A complete distribution list can be found in the Columbia County Comprehensive Emergency Plan Reference Documents.

- (5) Specific methods utilized to establish the planning process and promote participation in the emergency management program are as follows:
 - (a) Establishment of the Community Emergency Response Team and supporting staff.
 - (b) Orientation seminars and/or tabletop exercises conducted on a regular basis (as identified, scheduled in the 5-year plan and approved by Florida Department of Emergency Management to familiarize each member of the emergency management team with the Columbia County Comprehensive Emergency Plan and test the associated procedures.
 - (c) *Departmental letters from various agencies and departments supporting the planning principles and acknowledging and accepting plan responsibilities.

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- (d) Development and approval by the Columbia County Board of County Commissioners to include a *Promulgation Letter signed by the Chief Executive Officer (Chairman, Board of County Commissioners is filed in the Emergency Management Office).

* **NOTE:** These documents can be found in the Columbia County Comprehensive Emergency Plan Reference Documents.

II **SITUATION:** Based on the unpredictable nature of emergencies, this plan is *flexible* in response and scope. Not all emergencies will require the full response of the emergency forces described in this plan. Therefore, this plan is based on an escalating scale of emergencies and responses. The basic assumptions of this plan are directed to meeting the needs of disaster victims and the community in an emergency. These assumptions are summarized as follows:

A. Planning Assumptions:

- (1) Columbia County Emergency Management will coordinate all emergency response and recovery operations during a county declared “State of Emergency”. When the situation warrants, the County Manager or Columbia County Emergency Management Director will request the declaration of a “**State of Emergency**” from the Columbia County Board of County Commissioners. Additionally, A local “State of Emergency” can be declared by:
 - (a) The Chairman of the Board, in the absence of a quorum can declare a “State of Emergency.”
 - (b) The County Manager, in the absence of the Chairman and absence of the quorum, may declare a “State of Emergency.” See Resolution #96R-18. An emergency shall mean any occurrence or threat thereof, whether accidental, natural, technological or manmade, in war or peace, which results or may result in substantial injury or harm to the population, or substantial damage to or loss of property {Section 252.32(32) Florida Statutes.}

“State of Emergency”: *Any occurrence or threat thereof, whether accidental, natural, technological or manmade, in war or peace, which results or may result in substantial injury or harm to the population, or substantial damage to or loss of property (Section 252.32(32), Florida Statutes.*

- (2) The Columbia County Board of County Commissioners will execute applicable portions of this plan upon declaration of a “State of Emergency”.

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- (3) The various agencies of Columbia County and its municipalities have certain expertise and resources available that would be utilized in emergencies.
- (4) Columbia County is a small rural county with limited resources and personnel. Subsequently, Columbia County's response to emergencies and disasters will directly correlate to the resources and personnel available within Columbia County. While there are mutual aid agreements in place with neighboring counties for emergencies occurring on a daily basis, the majority of this assistance will not be available when faced with a regional disaster. Should county resources be inadequate to cope with an emergency, the Columbia County Board of County Commissioners will request State assistance under a declaration of a “State of Emergency” after all inter-local mutual aid agreements are exhausted.
- (5) Emergency response and recovery will be based at 263 NW Lake City Avenue, Lake City, FL 32055, Alternate Columbia County Emergency Operations Center (Columbia County Board of County Commissioners Administrative Offices), or from an on-scene mobile command post.
- (6) Upon activation, the Columbia County Emergency Operations Center will be staffed by county department heads (or designees) and supporting agency personnel. Representatives of emergency functions not organic to Columbia County (i.e. Emergency Support Function-13 – Military Support) will be requested through the State Watch Office via “Constellation” or other approved electronic media.
- (7) Statewide Mutual Aid Agreements have been negotiated with other local governments (including other counties and the State), private industry and voluntary organizations, to provide resources upon request from the Columbia County Emergency Operations Center.
- (8) All requests for mutual aid and state/federal assistance will be coordinated through the Columbia County Emergency Operations Center and forwarded to the State Emergency Operations Center Florida Department of Emergency Management. The methodology for requesting state assistance is outlined in the Columbia County Emergency Operations Center Operations Guide. Columbia County is a participant in the Statewide Catastrophic Mutual Aid Agreement.
- (9) Columbia County will initiate actions toward saving lives, protecting property, providing relief efforts including damage assessment, and required recovery/mitigation functions while working to maintain direction and control through the Columbia County Emergency Operations Center.

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- (10) Columbia County Emergency Management conducts annual exercises and training for emergency management forces of the community. Identified deficiencies will be addressed as required by exercise corrective action plan updates and training.
- (11) Columbia County Emergency Management maintains a registry of Persons with Special Needs and local residents requiring assistance in evacuating or sheltering.
- (12) Columbia County Emergency Management conducts an annual review of shelter capacities with the Emergency Coordinating Officer of Emergency Support Function – 6, *Mass Care* and the facility providers (Columbia County School Board.) Strategies to increase host and impact shelter capacities will be addressed through retrofitting current facilities and identifying new shelter spaces.
- (13) Columbia County Emergency Management maintains a County Critical Facilities Inventory that includes facility function, emergency power needs and priority of utility restoration. The Critical Facilities Inventory database will be updated annually. The information will be forwarded to the Florida Department of Emergency Management as it is updated.
- (14) Designating and opening refuges of last resort if conditions warrant and the situation permits. These refuges are not hardened shelters; rather buildings and structures considered safer than an automobile or other unprotected conveyance. Designations and openings will occur as needed and the situation permits.
- (15) During a local state of emergency, the emergency management forces of Columbia County will coordinate their response/recovery activities through the Columbia County Emergency Operations Center.
- (16) Designated emergency management forces will conduct a needs/damage assessment as soon as possible after the event and report observations/findings to the Columbia County Emergency Operations Center. The information will be forwarded to the Florida Department of Emergency Management as it is updated through the State Watch Office.
- (17) The priorities of response will focus on life safety; then basic survival issues (water, food, basic medical care, shelter); restoration of the community's vital infrastructures (water / waste water systems, electric, phones, roads); clean up and emergency repairs; and then recovery.

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- (18) Should Columbia County require shelter facilities, Emergency Support Function - 6 (Mass Care) will notify and coordinate with the Columbia County School Board for the use of schools for sheltering operations. A verbal announcement to school officials followed by a written notification referencing Chapter 252 will serve as official notification to prepare school(s), arrange bus transportation, notify parents, etc. Alternate sheltering may be employed through local church facilities and county community centers.
- (19) Columbia County Public Information Officer will notify the general public, business community and other parties of developments and activities through local media.
- (20) During statewide evacuations, the State Emergency Operations Center will coordinate evacuations and shelter operations with potential host communities. Should the State request Columbia County to host evacuees from other parts of the State, Columbia County will request to be included in the Governor's emergency declaration and assigned a mission number by the State Columbia County Emergency Operations Center.
- (21) During emergencies where mutual aid may be requested to support other communities or states, Columbia County Columbia County Emergency Operations Center will go to a Level 1 activation to support the State Watch Office for mutual aid request. At that point, all requests for mutual aid from Columbia County and local government will be coordinated through the Columbia County Columbia County Emergency Operations Center.
- (22) Columbia County primary ingress and egress evacuation routes include Interstate 75 North-South, Interstate 10 East-West, State Highways 27, 441/41, 100, 47 and U.S. Highway 90. These routes are expected to remain open. If one of the primary evacuation routes should become impassable, an alternate route will be determined between Emergency Support Functions -1, *Transportation*, - 3 *Public Works*, and - 16 *Law Enforcement and Security*.

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B. Hazard Analysis:

- (1) The people, infrastructure and environment of Columbia county are vulnerable to a host of hazards may have an adverse impact upon life, property, and local economic well being. These hazards may vary in intensity, degree of threat, speed of onset, and scope. These factors all have a bearing on the response capabilities of Columbia County.

| COLUMBIA COUNTY HAZARDOUS ANALYSIS MATRIX | | |
|--|---|--------------------------------|
| Hazard | Columbia County Comprehensive Emergency Plan Location | Hazard Specific Annex Location |
| Wind from Tropical Cyclone Events (Hurricanes) | Paragraph - IIB(3)(a) Page - 13 | Tab 5, Section 1 |
| Floods | Paragraph - IIB(3)(b) Page - 14 | Tab 5, Section 2 |
| Hazardous Materials Spills/Incidents | Paragraph - IIB(3)(c) Page - 15 | Tab 5, Section 3 |
| Civil Disturbance | Paragraph - IIB(3)(d) Page - 16 | Tab 5, Section 4 |
| Extreme Temperatures | Paragraph - IIB(3)(e) Page - 16 | N/A |
| Brush, Wildfires and Forest Fires | Paragraph - IIB(3)(f) Page - 17 | Tab 5, Section 5 |
| Thunder Storms, Tornadoes and Severe Weather | Paragraph - IIB(3)(g) Page - 18 | Tab 5, Section 6 |
| Drought | Paragraph - IIB(3)(h) Page - 19 | Tab 5, Section 7 |
| Sinkholes and Subsidence | Paragraph - IIB(3)(i) Page - 19 | Tab 5, Section 8 |
| Terrorism | Paragraph - IIB(3)(j) Page - 19 | Tab 5, Section 4 |
| Disease and Pandemic Outbreak | Paragraph - IIB(3)(k) Page - 20 | Tab 5, Section 9 |
| Epidemics | Paragraph - IIB(3)(l) Page - 20 | N/A |
| Critical Infrastructure Disruption | Paragraph - IIB(3)(m) Page - 20 | Tab 5, Section 10 |

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| COLUMBIA COUNTY HAZARDOUS ANALYSIS MATRIX | | |
|--|---|--------------------------------|
| Hazard | Columbia County Comprehensive Emergency Plan Location | Hazard Specific Annex Location |
| Special Events | Paragraph - IIB(3)(n) Page - 21 | N/A |
| Major Transportation Incidents | Paragraph - IIB(3)(o) Page - 21 | Tab 5, Section 11 |
| Winter Storms/Freeze | Paragraph - IIB(3)(p) Page - 22 | Tab 5, Section 12 |

- (2) A narrative of each hazard including probability and severity of occurrence, vulnerable population, damage information and other specific data related to the hazard can be found in this section and in the Hazard Specific Annexes of this document. Columbia County Local Mitigation Strategy provides additional information on specific hazards.
- (3) Columbia County must be prepared to respond to any and all types of disasters. The following is a list of hazards considered in our planning:
- (a) **Wind From Tropical Cyclone Events (Hurricanes):** Hurricane season runs from June through November. In June and October, the regions of major hurricane activity are the Gulf of Mexico and the Western Caribbean.
1. Columbia County is located approximately 70 miles West of the Atlantic Ocean and approximately 50 miles Northeast of Gulf of Mexico and according to the Natural Hazards Assessment is not subject to storm surge. Although coastal areas are more susceptible to hurricanes, wind and water damage could extend inland to Columbia County. Susceptibility was demonstrated during the March 1993 Winter Storm. Extreme traffic congestion can occur during the evacuation phase of a hurricane.
 2. Sixteen hurricanes/tropical storms have tracked through Columbia County between 1851 and 2000. Therefore, it is concluded the probability of a hurricane occurring within the unincorporated areas and municipalities located within the County are moderate. The last major impact to Columbia County was Hurricanes Frances and Jeanne in August and September of 2004 with millions of dollars in damages caused by major flooding. There is no record of Columbia County being affected by sustained hurricane force winds.

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3. Columbia County’s vulnerability to hurricane force winds and heavy rains is compounded by the high concentration of mobile home residents. Due to the number of mobile homes (9,273(39.3%)¹), older homes and agribusiness structures property damage would be extensive. Approximately 23,730² mobile home residents could require evacuation prior to any strike in this area. A hurricane could effect the entire population of 67,966³ residents. Due to the lack of occurrence of a major hurricane in the area, evacuation orders **would not** be complied with.

NOTE: During tropical storms Columbia County by its location, I-75 and I-10, is vulnerable to refugees of mass evacuation.

(b) Floods:

1. Columbia County is bordered on the east, west and south by rivers and has river tributaries throughout the county. The extreme Southern portion of Columbia County along the Ichetucknee and Santa Fe Rivers and the Northwest portion along the Suwannee River are flood prone and vulnerable areas subject to flooding from rising water. Other potential flood hazard areas are located in the northern part of the County impacted from run off occurring from the Okefenokee Swamp in South Georgia. Lack of homeowners and businesses carrying flood insurance can result in large uninsured losses due to rising waters.
2. The primary cause of flooding in Columbia County is from significant rainfall in the drainage basins in Georgia. Flash flooding can occur in the county as a result of significant amounts of rainfall in low-lying areas. The White Springs area that lies along the Suwannee River is the most prone to flooding. The segment of impacted population could include the tourist population, transient visitors, mobile home, and limited year-round residents. As a result of Hurricanes Frances and Jeanne, the last major flooding event occurred in 2004 impacting nearly 40,000 residents.

¹ U.S. Census Bureau DP-4, *Profile of Selected Housing Characteristics: 2000* (Mobile Homes)

² Number based upon U.S. Census Bureau DP-4, *Profile of Selected Housing Characteristics:2000* (Mobile Homes) multiplied by data found on DP-1, *Profile of General Demographic Characteristics:2000* (Average household size by owner-occupied unit (2.56).

³ U.S. Census Bureau DP-1, *Profile of General Demographics Characteristics: 2012 (Total Population)*

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3. Flooding occurs in all seasons, but maximum annual stages occur most frequently from February through April as a result of a series of frontal-type rainfall event in the basin. The area is also subject to summer and fall tropical disturbances, occasionally of hurricane intensity. Thunderstorms caused by summer air mass activity produce intense rainfall, but the duration is usually short and aerial distribution is relatively small.
4. The County Natural Hazards Assessment classified areas of Columbia County subject to flooding as a result of the 100-year storm events as: None, Rare, Occasional, and Frequent. It concluded unincorporated areas of the County and the Town of White Springs are at moderate risk to flooding, whereas the City of Lake City and the Town of Fort White are at low risk of flooding.

(c) Hazardous Materials (HAZMAT) Spills/Incidents:

1. Due to the extensive road network, rail system and agribusiness in Columbia County, there is a high probability a hazardous material accident could occur. Through certain mitigation efforts such as: Department of Transportation Regulations and enforcement, awareness training requirements to public employees, efforts for public awareness and protection the cause and effects of an incident involving hazardous materials are lessened.
2. All areas next to transportation corridors and fixed facilities that routinely transport or store hazardous materials would be considered vulnerable. An accident involving transported hazardous materials would generally affect those who live and/or work along the major transportation corridors such as Interstate 75 North-South, Interstate 10 East-West, State Highways 27, 441/41, 100, 47 and U.S. Highway 90. Impacts to people along these routes could range from very few to as many as 1,000. This could include the special needs, farm workers, tourist population, non-English speaking/hearing impaired, transient, inmates, and mobile home populations.
3. Columbia County/Lake City has a designated hazardous materials response team and fire agencies are available to perform defensive operations. Regionally, HAZMAT support is provided through the Tallahassee Fire department however due to Columbia County's location within the region support will be requested from the Gainesville Fire Department.
4. The worst case would be railroad incident releasing a large amount of toxic vapors during business hours and schools open. Several minor HAZMAT incidents occur in Columbia County each year. The populations at risk would vary depending on the incident.

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(d) **Civil Disturbance:**

1. The possibility for civil disturbance in Columbia County is relatively small given the density of its rural population. However, given the increasing occurrence of violence in schools and work places, Columbia County could have an incident that could affect its residents. The number of those impacted could be as high as 1,000 if one of the county's schools was the target of such an act.
2. Economic disparities, changes in political structure and racial tension create a potential for civil disturbances. While often preceded by periods of increased tension, violence can occur at any time. Columbia County must be prepared to protect the population and property from the effects of such events. Civil disturbances, riots and/or looters could require outside resources. The Columbia County Sheriff has the responsibility for coordinating the response to such incidents. It is anticipated civil disturbances/riots would effect only a small segment of the population. Very few incidents have occurred in recent history.

- (e) **Extreme Temperatures:** Florida has high temperatures and humidity throughout the summer, Columbia County included. The number of people impacted by this condition could range from a very few to hundreds with residents having limited or no capability to cool their homes feeling the greatest impact causing an increased risk to existing health problems complicated by age. Additionally, at risk segments of the population could include persons with special needs, farm workers, tourist population, non-English speaking/hearing impaired, mobile home, and transient visitors. This condition also increases the chance for wildfires and sinkholes. No historical data on damage cost is available, as most emergency responses are medical in nature.

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(f) **Brush, Wildfires, and Forest Fires:**

1. Wild land fires cause significant annual loss of timber, agriculture and wildlife. Due to the concentration of residents in rural wooded areas of Columbia County, additional threats to life and property exist, therefore, requiring increased mitigation efforts. Columbia County has 228,867 acres of forest or private timber company land. Any type of drought condition would enhance the possibility of a major forest fire thereby significantly impacting the county. The potential of impact to residents who live near/around forest or private timber company land is the greatest due to interface issues. The greatest threat is in the Town of Fort White where a wildfire could impact as many as 1,500 people and force the evacuation of as many as 833 homes. This segment of the population could include persons with special needs, farm workers, tourist population, non-English speaking/hearing impaired, mobile home, and transient visitors.
2. Columbia County is subject to numerous wild land and forest like fires as a large percentage of the county is planted pinelands and open rural areas. Although Columbia County Fire Department responds to many wild land (brush) fire calls annually property losses are kept to a minimum. The last large wild land fire occurred during the Bugaboo Fire in May 2007 where several thousands of acres of planted pines were destroyed causing an estimated two hundred thousand dollars damage. Last year wild land fires caused approximately thirty thousand dollars in property damage with ninety-five percent covered by insurance.
3. In 1993, approximately 78 percent of all reported wildfires were of a man-caused nature and approximately 22 percent were lightning strikes. Florida's typical "Fire Season" is the dry period from January through May but can occur at any time. The largest number of lightning-caused fires occurs during July, which coincides with the height of the thunderstorm season.
4. Other sources of fire are man-made, ranging from arson; carelessness by smokers, an individual burning debris or operating equipment that throws sparks, to children playing with matches. Florida ranked first, above California, in highest amount of acres burned between 1986-1989.

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5. **Urban Fires:** Local fire prevention efforts, safety education and building inspections have significantly reduced the risk of urban fires. However, arson and large institutional fires could require major commitment of local resources leaving Columbia County overly vulnerable to other emergencies. Large-scale urban fires will require response of the Columbia County Fire Department as well as mutual aid from adjacent jurisdictions. Urban fires could affect 3,000 to 4,000 residents of the county.

(g) Thunderstorms, Tornadoes and Severe Weather:

1. Tornadoes are characterized by violent destructive winds as well as hail, flooding and lightning, which accompany them. The most common, least destructive tornadoes are warm weather tornadoes which occur between May and August. Cool season tornadoes are the most destructive, occurring between December and April.
2. Columbia County is extremely vulnerable to these wind disasters due to a high concentration of the population residing in manufactured and/or mobile homes. A tornado or a series of tornadoes could effect as many as 5,000 people if they should occur in a highly populated area of the county. Minor damage has occurred within the past three- (3) years from tornadoes/down burst winds in the county.
3. Columbia County reported two tornadoes in 2007 and 2008 with one death attributed to their activity. Because of their speed of onset and unpredictability, immediate warning must be disseminated to inform residents to seek protective sheltering. Approximately 23,730⁴ mobile home residents in Columbia County are particularly susceptible to tornado and straight-line wind damage. The greatest area of vulnerability lies in rural areas of Columbia County because of the difficulty in warning the residents. This segment of the population could include the persons with special needs, farm workers, tourist population, non-English speaking/hearing impaired, and transient visitors.

⁴ Number based upon U.S. Census Bureau DP-4, *Profile of Selected Housing Characteristics:2000* (Mobile Homes) multiplied by data found on DP-1, *Profile of General Demographic Characteristics:2000* (Average household size by owner-occupied unit (2.56).

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(h) **Drought:**

1. Such occurrences can be particularly damaging to the important agricultural (Columbia County has a farming/cattle industry which is the 3rd leading economic producer countywide.) and timber industry of Columbia County as well as result in an increased number of wildfires and sinkholes. Long-term concerns include reduced supplies of potable water due to water table level drops impacting livestock watering ponds and residents with wells as their primary water source.
2. The entire population of 56,513 residents could be effected by a drought or water shortage. Historically, Columbia County can expect a major drought (running from one year into the next) every thirty years with a lesser drought every ten years. Three major droughts occurred in 1927 – 1928, 1931 – 1932 and 1954 – 1956. A lesser drought occurred in 1998 resulting in no significant water shortage throughout the county however several individual private wells were effected.

- (i) **Sinkholes and Subsidence:** Sinkholes occur naturally in North Florida and are difficult to detect and therefore difficult to predict when or where they would occur. When they strike densely populated areas or at critical facilities, they can be disastrous. Sinkholes can become disruptive to the point of creating a state of emergency. Several large sinkholes have occurred in Columbia County within the past several years causing major property damage all of which was covered by individual homeowners insurance. The most vulnerable areas are located in the Southwest quadrant of the county, West of State Road 47 and South of County Road 240. The greatest probability for sinkholes is during periods of extended drought and flooding. It is estimated a very small population of Columbia County will be effected by a sinkhole.

(j) **Terrorism:**

1. The threat of nuclear attack by a radiological dispersal device or terrorism incidents can occur at any time, in any area. Although a lesser concern during the Cold War Era, the threat of nuclear attack (radiological dispersal device) exists, particularly by a terrorist group. Terrorist attacks take several forms, depending on the technological means available to the terrorist, the nature of the political issue motivating the attack, and the points of weakness of the terrorist's target. With acts of terrorism ranging from threats of terrorism, assassinations, kidnappings, hijackings, bomb scares, school or government building shootings, cyber-attacks (computer based), to the use of chemical, biological, incendiary, explosive and nuclear weapons.

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2. Terrorism is a growing concern in Florida with most terrorist actions usually coming in the form of bomb threats, bombings and/or hostage situations. Columbia County's vulnerability in this area is considered low since terrorist activity would most likely be targeted toward political sensitive or high-density population areas. Parts or all residents could be effected by nuclear attack. Terrorism would most likely effect a smaller segment of Columbia County's population.
- (k) **Disease and Pandemic Outbreak:** Due to the potential of complex health and medical conditions that could threaten the general population, a naturally occurring disease outbreak could impact the county's residents, especially in a confined setting such as a school. It is also recognized that this hazard could be the result of a terrorist action. The most recent incident involved the COVID-19 pandemic in 2020. The Columbia County Health Department was the lead agency on this event, with emergency management providing a supporting role. This was a county wide issue, that impacted various populations. Due to business shut downs and various methods to try to stop the spread of the virus, supply chain issues were created. In other types of similar events the populations at risk would vary depending on the incident. Based on historical data, COVID-19 was the first disease pandemic/epidemic outbreak to significantly impact our community. Estimated damage cost is difficult to determine since this event would most likely affect livestock and/or agricultural products covered by insurance or other government subsidy/public agricultural assistance programs.
- (l) **Epidemics:** while rare in occurrence, could impair emergency response agencies ability to carry out normal activities due to personnel illness as well as stressing medical treatment facilities due to number of patients being treated. The entire population of 56,513 residents could be effected by an epidemic.
- (m) **Critical Infrastructure Disruption:**
1. Critical infrastructure failure or disruption could occur in any jurisdiction within Columbia County. Impacts to water, power, gas, or communications systems would negatively affect the residents/businesses within the county. Based on historical data, Columbia County has experienced limited critical infrastructure disruption caused by specific weather phenomenon such as tropical storms, tornadoes etc... Estimated cost of damage is incident specific and based upon the hardship it causes to the public.
 2. Temporary or long-term outages/shortages can cause massive disruptions in the operations of essential services. Many critical facilities have emergency standby power supplies; however, they are designed for short-term events and

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susceptible to failure. The entire population of 71,908 (2022) residents in the county could be effected by utility outages/shortages.

- (n) **Special Events:** Columbia County hosts many civic events throughout the year. For example: Columbia County Fair, Rodeos, Civic Parades and sporting events. Additionally, Columbia County hosts throughout the year such events as the Olustee Battle Festival and Re-enactment” and “Alligator Fest” and assorted music concerts all of which are subject to one or more of the hazards identified above. The number of people impacted by this condition could range from several hundred to 5,000. This segment of the population could include persons with special needs, farm workers, tourist population, non-English speaking/hearing impaired, mobile home, and transient visitors.

(o) **Major Transportation Incident:**

1. Major railway and/or highway accidents pose continuous threats to Columbia County. There are two (2) major railway corridors in the county, one entering Columbia County from Union County running beside State Road 100 into Lake City and joining the east-west line entering Columbia County from Baker County. One of the lines continues north to Hamilton County running alongside U.S. Highway 41 to White Springs. The east-west line exits into Suwannee County between U.S. Highway 90 and County Road 250.
2. Columbia County has numerous highways, Interstate 75 North-South, and Interstate 10 East-West. U.S. Highway 41/441 runs North/South through the County. We have a major crossroad for interstate commerce and tourism with varied types of transportation passing through Columbia County. The possibility of a critical casualty, or hazardous material occurrence and/or disruption of major routes pose a constant threat to Columbia County.
3. Columbia County has one municipal airport with no commercial arrival or departure flights. An accident involving roadway or railway transportation would have the greatest impact to county residents affecting very few to as many as 1,000. Estimated damage cost to Columbia County is low as most damage is covered by carrier insurance. The affected population could include persons with special needs, farm workers, tourist population, non-English speaking/hearing impaired, inmate populations, mobile home populations and transient visitors.
 - a. Multi-Casualty Incidents: Train derailment, bus accidents, air crashes, building collapses, fire and numerous other incidents could occur within

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the county an overwhelming effect on local emergency agencies as well as emergency medical facilities.

- b. Air Crashes: Although Columbia County has one municipal airport with no commercial arrival or departure flights many commercial and military aircraft use the airspace over Columbia County, and therefore, the potential does exist for a large air-crash. For example;
 - 1. HAECO, a major area employer, operates a repair facility for commercial airline and cargo aircraft;
 - 2. U.S. Navy multi-engine aircraft use the airport for touch and go operations; in addition,
 - 3. Trauma-One has a helicopter based at the airport, for use when a patient needs to be airlifted to a hospital in either Gainesville or Jacksonville.
 - 4. In the event of such an incident, most likely, additional resources would be required. Only a small segment of the population would normally be effected from an air-crash. No air-crashes have occurred in Columbia County in recent years

(p) **Winter Storms/Freeze:**

- 1. Winter Storms: Columbia County is vulnerable to winter storms in several ways. There is no specialized equipment available locally for snow or ice problems on roadways. Power outages can effect numerous residents as most are dependent on private wells for water and electrical heat. The last winter storm to occur in Columbia County was the “no name” storm of March 1993. Significant wind damage was caused by this storm. Based upon historical data, Columbia County can expect a winter storm every ten years and a hard freeze every year. Estimated damage cost is difficult to determine since this event would most likely affect livestock and/or agricultural products covered by insurance or other government subsidy/public agricultural assistance programs.

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2. Freeze: Severe winter weather-freezing rain, sleet, snow and below freezing temperature are taxing to the resources of citizens, business, timber and agriculture. Extreme freezing conditions can render the roads impassable thereby having a dramatic effect on local emergency response agencies. For example: the freeze of December 1989 rendered the closure of Interstates 75 and 10. Below freezing temperature could cause electrical power outages, thereby leaving many homes without heat or water. In such cases, the requirement to open emergency shelters could exist. Hard freezes can be especially damaging when crops are planted and trees are in blossom early. Columbia County can expect several hard freezes during the winter season.
3. The number of people impacted by these conditions could range from a very few to hundreds. This segment of the population could include persons with special needs, farm workers, tourist population, non-English speaking/hearing impaired, mobile home, and transient visitors.
- (4) Hazardous Analysis Response Matrix: It is anticipated Columbia County Emergency Response Team members will normally be impacted or activated by the particular hazard as indicated in the following matrix:

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| Columbia County Hazardous Analysis Response Matrix | |
|---|---|
| HAZARD | CERT/Emergency Support Function Impacted and/or Activated |
| Hurricanes | Emergency Support Functions - 1, 2, 3, 5, 6, 7, 8, 9, 11, 12, 13, 14, 15, 16, 17 and 18. |
| Flooding | Emergency Support Functions - 1, 2, 3, 5, 6, 7, 8, 9, 11, 13, 14, 15, 16, 17 and 18. |
| Hazardous Materials (HAZMAT) Incidents | Emergency Support Functions - 1, 2, 3, 5, 6, 7, 8, 9, 11, 13, 14, 15, and 16. |
| Civil Disturbance | Emergency Support Functions - 2, 4, 7, 8, 13, 14 and 16. |
| Extreme Temperatures | Emergency Support Functions - 3, 6, 7, 8, 11, 14 and 15. |
| Brush, Wildfires and Forest Fires | Emergency Support Functions - 1, 2, 3, 4, 7, 8, 9, 14, 16, 17 and 18. |
| Thunderstorms, Tornadoes and Severe Weather | Emergency Support Functions - 1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 12, 13, 14, 15, 16, and 18. |
| Drought | Emergency Support Functions - 3, 6, 7, 8, 11, 14 and 15. |
| Sinkholes and Subsidence | Emergency Support Functions - 3, 4, 7, 8, 9, 14, 16 and 17. |
| Terrorism | Emergency Support Functions-1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 12, 13, 14, 15, 16, 17 and 18. |
| Disease and Pandemic Outbreak | Emergency Support Functions - 5, 6, 7, 8 and 14. |
| Epidemics | Emergency Support Functions - 5, 6, 7, 8 and 14. |
| Critical Infrastructure Disruption | Emergency Support Functions - 3, 5, 6, 7, 8, 11, 12, 14 and 15. |
| Major Transportation Incident | Emergency Support Functions - 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 14, 16 and 17. |
| Special Events | Emergency Support Functions - 2, 4, 7, 8, 13, 14 and 16. |
| Winter Storms/Freeze | Emergency Support Functions - 1, 2, 3, 6, 7, 8, 11, 12, 14, 15, 16 and 17 |

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| COLUMBIA COUNTY HAZARD ANALYSIS TABLE | | | | |
|--|-------------------|------------------------------|-----------------------------------|--|
| HAZARD | *Frequency | Warning Lead Times | *Consequences (Worst Case) | Population/Area at Risk (Maximum) |
| Air Crash | Low | Minutes - occurrence | Low | Site |
| Civil Disorder/Riots | Low | Days - hours | High | Area of Disturbance |
| Energy Shortages | Low | Months - weeks | Medium | Countywide |
| Epidemics/ Disease Outbreaks | Low | Weeks - occurrence | High | Countywide |
| Freezes | High | 36 - 24 hours | Low | Countywide |
| Flooding | Medium | 24 hours - occurrence | High | Flooding Area |
| HAZMAT | Medium | Occurrence | High | Location of Accident |
| Heat Emergencies | High | 24 - 12 hours | Low | Countywide |
| Hurricanes | High | 72 - 36 hours | Catastrophic | Countywide |
| Lightning | High | Occurrence | Low | Site |
| Mass Causality Incidents | High | Occurrence | Medium | Site |
| Nuclear Attack | HNO | Days to hours | Catastrophic | Countywide |
| Radiological Incidents | Low | Occurrence | Medium | Site |
| Severe Thunderstorms | High | 12 hours - occurrence | Medium | Countywide |
| Sink Hole(s) | Medium | Occurrence | Low | Location of Sink Hole |
| Transportation Accidents | High | Occurrence | High | Location of Accident |
| Terrorist Attacks | HNO | Occurrence | Catastrophic | Unknown |
| Tornadoes | Medium | 36 hours - occurrence | High | Area of Touchdown Countywide |
| Urban Fires | High | Occurrence | Medium | Urban Area(s) |
| Utility Outages | High | Occurrence | Medium | Countywide |
| Wildland Fires | High | 24 - 12 hours/ occurrence | Medium | Areas of Fire |
| Winter Storms | Medium | 36 to 24 hours | Medium | Countywide |

*See Legend of Hazard Analysis Table (Page BP – 24)

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| Legend of Hazard Analysis Table | |
|--|--|
| Frequency | Consequences |
| HNO - Has Not Occurred Low – Occurrence less frequent than every 25years Medium – Occurrence frequency between 1 and 25 years High - Annual Event | Low - some community wide impact possible. Usually handled with available community resources. Medium - localized damage may be severe, community wide impact minimal to moderate. Handled with community resources and some mutual aid. High - moderate to high community wide impact. May require state or federal assistance. Catastrophic - major community impact requiring state and federal assistance |

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- C. **Geographic Information:** The following County characteristics and information have been considered in our all hazard analysis and planning:



Figure BP – 2, Map of Columbia County

Source: <http://www.floridacountiesmap.com>

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- (1) Location: Columbia County is located in the north central plains of the state and consists of 802 square miles and two municipalities with a mean elevation of approximately 165 feet above sea level. Columbia County also has 4 square miles of water located in its boundaries. The County Seat for Columbia County is located in Lake City. Lake City lies equidistant from Jacksonville to the east, Gainesville to the south, and Tallahassee to the west.
- (2) Topography of the Land: Columbia County is bordered on the east by Baker and Union Counties; on the north by Echols County, Georgia; on the west by Suwannee and Hamilton Counties; and on the south by Alachua and Gilchrist Counties. Lake City is the largest population center in Columbia County lying in the center of the County. (The remaining land area of the county is rural in nature with small municipalities surrounding the Lake City area. (Topographic map is available in the Columbia County Emergency Management Office.)
- (3) Land Use Pattern: The primary land uses in these areas are agricultural and forest which are subject to disaster caused by weather phenomena or wildfire and water management areas which are ecologically sensitive.
- (4) Hydrology:
 - (a) Columbia County is astride the Cody Scarp, a physiographic feature that divides the Coastal Lowlands from the Northern Highlands. The River Valley Lowlands, extend up the Suwannee and Santa Fe Rivers. The transition zone between the lowlands and the highlands is a significant hydrologic feature of the county. Except for the Suwannee River, all surface streams that cross the divide disappear underground. These stream-to-sink watersheds include Cannon, Clay Hole, Rose and Falling Creeks. The Santa Fe River goes underground at O'leno State Park, in southern Columbia County, and re-emerges three (3) miles downstream. Alligator Lake occasionally drains through several sinkholes in the north lobe of the lake.
 - (b) Columbia County has extensive limestone formations, which are exposed in many sinkholes and riverbeds. The limestone is part of the Ocala Limestone Group and the aerially discontinuous Suwannee Limestone Formation, which form the upper extent of the Floridian Aquifer. Dissolution of the limestone resulted in the formation of depressions. In southern Columbia County, the Floridian Aquifer is unconfined, under a relatively thin mantle of sands. The Floridian Aquifer is semi-confined in the southwest part of the county and confined in the eastern and northern areas. Overlaying clays of the Hawthorne Formation have become thick enough to resist sinkhole formation north and east of Lake City. In these confined areas, a surfical and an intermediate aquifer overlay the Floridian Aquifer.

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Although the surficial and intermediate aquifers are used to a limited extent for domestic purposes, almost all water used is from the Floridian Aquifer.

- (c) Surface-water features in Columbia County include the Suwannee, Santa Fe, and Ichetucknee Rivers. Olustee, Clay Hole, Cannon and Rose Creeks. Alligator Lake, Watertown Lake, and many smaller lakes in the Lake City area. The Suwannee and Santa Fe Rivers flood periodically, most often as a result of late winter and early spring frontal activity. High river stages on the Suwannee can cause flooding on the Santa Fe and Ichetucknee Rivers by backing up water and reducing outflow. Rainfall averages between 52 and 54 inches per year, with about half falling in winter and half in summer. Dry periods are typically experienced in early summer and early fall. Low flows and low lake levels are typically experienced in the fall.
- (5) Environment: Columbia County has several wetland areas, which are environmentally sensitive. These are primarily the low land areas near the lakes and rivers. According to information from the Florida Department of Environmental Protection (DEP) all state owned lands within the County are environmentally sensitive. Records in the Property Appraisers Office reflect that state owned lands within Columbia County totals 24,700 acres.
- (6) Meteorology:
 - (a) Columbia County's subtropical climate is typified by mild winters and hot and humid summers. Temperatures range from an average annual maximum of 96 degrees F in July and August to a mean low of 40 degrees F in January and February. Rainfall averages 54.6 inches per year. Relative humidity ranges from early morning averages near 90 percent in all seasons to afternoon averages of 40 to 50 percent.
 - (b) Columbia County is an inland county and does not suffer from the coastal effects of tropical disturbances. However, these storms can cause inland flooding and severe wind damage, particularly to mobile homes. Thunderstorms frequent the area with numerous storms and tornado watches/warnings. Flood plains have been identified and mapped by the National Flood Insurance Program. Flood plain maps published by FEMA are maintained in the County Office of Emergency Management.
- (7) The two population centers (Fig. BP-2) of Columbia County are:
 - (a) Lake City (1.9 square miles, at 30° 11'29.60" N latitude and 82° 38'24.38" W longitude), the county seat; and

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- (b) Fort White (1.7 square miles, at 29° 55'27.10" N latitude and 82° 42'57.49" W longitude) to the Northwest.

D. Demographics:

- (1) Based upon data compiled from the 2000 U. S. Census Bureau, the following table outlines the demographic analysis for Columbia County:

| Population Elements | Numerical Data |
|---|---|
| Total Population | 71, 908 (2022) |
| Population Density and Distribution | 87.4 per sq. mile (2020) |
| Housing Density and Distribution | 29.6 per sq. mile |
| Distribution by Age | 20.4% 65 and older 57.8% (32,667) between 20-64 21.8% (15,937) under age 18 |
| Special Needs Population | 25-30 persons currently registered |
| Farm Workers: Agriculture, forestry, fishing and hunting and mining | Below 3 % (623) |
| Tourist Population | Seasonal up to 6,000 |
| Non-English Speaking | Below 6 % (2,683) |
| Transient Population | Minimal |
| Mobile Homes/Population | 9,273 units/28,000+ residents |

- (2) The population centers include the City of Lake City with a population of 10,280 and serves and the county seat, Fort White; population 409 and Greater Lake City: Population 32,500. Unincorporated Columbia County has a population of 15,183.
- (3) Columbia County experiences little seasonal deviation in population. During the tourist season only a transient population is noted. The County has thirty-three (33) hotels/motels with approximately 2,000 rooms allowing adequate service to these persons. The migrant or non-English speaking population has little or no affect on the County.
- (4) The number of incarcerated residents in Columbia County breaks down as follows: 1,913 – Total; 386 – in Lake City; 1,527 – in unincorporated areas of Columbia County.

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E. Economic Profile

- (1) Based on 2000 labor estimates Columbia County has a workforce of ⁵44,067 with 1,464 employed creating an unemployment rate of 3.3%. The chart below indicates major sector private employers for Columbia County.

| ⁶Major Private Sector Employer for Columbia County | # Employed |
|--|-------------------|
| Columbia County School System | 1,373 |
| VA Medical Center | 1,230 |
| HAECO Aviation Services | 630 |
| Potash Corp of White Springs (PCS) | 500 |
| Wal-Mart Supercenter | 440 |
| Lake City Medical Center | 418 |
| Sitel | 354 |
| Shands at Lake Shore | 350 |
| Columbia County | 289 |
| CCA -- Lake City Correctional Facility | 247 |
| City of Lake City | 235 |
| Rountree Moore Auto Group | 219 |
| S & S Food Stores | 213 |
| Florida Gateway College | 200 |
| Publix Supermarkets | 168 |
| Anderson-Columbia Company | 150 |
| New Millenium | 150 |
| First Federal Bank of Florida | 148 |
| Champion Home Builders | 115 |
| Baya Pointe Nursing and Rehab Center | 103 |
| The Health Center of Lake City | 98 |
| Corbitt Manufacturing Company | 80 |
| Town Homes LLC | 75 |

⁵ U.S. Census Bureau, DP-3, Profile of Selected Economic Characteristics, Employment Status

⁶ Source: Lake City Columbia County Chamber of Commerce

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(2) The following table illustrates pertinent county numerical data (averaged):

| Description | Numerical Data |
|-----------------------|----------------|
| Median Property Value | \$151,400 |
| Per Capita Income | \$25,912 |
| Unemployment Rate | 3.6 % |

(3) Because of the rural nature of Columbia County, certain hazards could cause serious economic impacts to the county, while others may not be as devastating. Those of greatest concern are illustrated in the table below

| Hazard | Unemployment | Property Loss* | Income Loss* |
|------------------------------|--------------|-----------------|-----------------|
| Hurricane | 30% | \$10,000,000.00 | \$ 1,000,000.00 |
| Tornadoes and Severe Weather | Below 10% | \$ 500,000.00 | \$ 100,000.00 |
| Drought and Forest Fires | 10% | \$ 500,000.00 | \$ 1,000,000.00 |
| Flooding | Below 10% | \$ 750,000.00 | \$ 75,000.00 |

* Estimated countywide monetary values

The remaining hazards outlined in the Hazards Analysis could cause negative economic impacts to the county, but these have been minimal based on the history of such events.

F. Emergency Management Support Facilities: See listings on pages BP-33 – 35.

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| COLUMBIA COUNTY CRITICAL FACILITIES LISTING (Current as of July 08) | | | |
|--|---|--|--|
| LAKE CITY | | | |
| FACILITY: Columbia County Courthouse ADDRESS: 173 NE Hernando Avenue CITY: Lake City LAT: 30-11-23.2 LONG: 82-38-10.3 | FACILITY: Columbia County Courthouse Annex ADDRESS: 135 NE Hernando Street CITY: Lake City LAT: 30-11-25.1 LONG: 82-38-10.3 | FACILITY: Columbia County Sheriff's Communications and Dispatch Center ADDRESS: 263 NW Lake City Avenue CITY: Lake City LAT: 30-19-27.8 LONG: 82-35-42.6 | FACILITY: Columbia County Emergency Management/Columbia County Emergency Operations Center ADDRESS: 263 NW Lake City Avenue CITY: Lake City LAT: 30-19-27.8 LONG: 82-35-42.6 |
| FACILITY: Columbia County Emergency Medical Services ADDRESS: 508 SW SR 247 CITY: Lake City LAT: 30-10-31.2 LONG: 82-40-22.6 | FACILITY: Columbia County 9-1-1 Emergency Services Building ADDRESS: 263 NW Lake City Avenue CITY: Lake City LAT: 30-19-27.8 LONG: 82-35-42.6 | | |

| COLUMBIA COUNTY LOGISTICAL STAGING AREA(s) (Current as of July 08) | | |
|--|-----------------|------------------|
| LOCATION | LATITUDE | LONGITUDE |
| State Farmers Market I-75 & CR 136, White Springs | 30.319788 | -82.800266 |

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COLUMBIA COUNTY LANDING ZONES

(Current as of July 08)

| LOCATION | OBSTRUCTION | LATITUDE | LONGITUDE |
|--|---|-----------|-----------|
| SHANDS at Lake Shore Hospital Pad | None | – 30.1163 | – 82.3790 |
| S & S Convenience Store at U.S. 441 North & I-10 Parking Lot | None | – 30.1447 | – 82.3831 |
| Deep Creek County Fire Department | Power lines on the East side of the landing zone | – 30.216 | – 82.371 |
| Memorial Stadium – Football Field | None | – 30.1164 | – 82.3873 |
| HRS Parking Lot – North of Florida Highway Patrol Station | 300’ communications tower 1500’ South of landing zone | – 30.1115 | – 82.3943 |
| Columbia County Fire- Station 51 | None | – 30.1115 | – 82.3943 |
| Five Points School | 300’ communications tower 3000’ North of landing zone | – 30.1313 | – 82.3863 |
| Highway 90 West | Power lines border Highway 90 and East side of landing zone | – 30.1093 | – 82.4075 |
| Suwannee Valley Fire Department | Power lines parallel U.S. 41 on Fire Station side of the field | – 30.1680 | – 82.4196 |
| Lake City Municipal Airport | None | – 30.1092 | – 82.3863 |
| Mormon Church Parking Lot | 150’ unmarked antenna approx. 800’ East of landing zone. Light posts border parking lot | – 30.1072 | – 82.3653 |
| Little Bit Country Florist – Front Field | None – Large enough for two (2) helicopters | – 30.0736 | – 82.3640 |
| Columbia Correctional Institute | Power lines of the Northwest side | – 30.1178 | – 82.3023 |
| Circle R Ranch (Highway 41 South) Field at North Gate | Power lines border Highway 41 – Large enough for multiple helicopters | – 30.0527 | – 82.3545 |
| L & G Truck Stop – Ellisville | None – Cashier inside can get all trucks moved | – 30.5979 | – 82.3580 |
| Lulu Community Center – Field behind white house | Power lines running East-West along the North side of the field | – 30.0666 | – 82.2984 |
| South Town Plaza | None | – 30.1036 | – 82.3844 |

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| COLUMBIA COUNTY LANDING ZONES (Current as of July 08) | | | |
|---|---|-----------------|------------------|
| LOCATION | OBSTRUCTION | LATITUDE | LONGITUDE |
| Southside Baseball Complex | None | – 30.1035 | – 82.3911 |
| Cannon Creek Private Airpark | None | – 30.0915 | – 82.4009 |
| Columbia County Emergency Medical Services Station One | None | – 30.1060 | – 82.4080 |
| Cypress Lake Resort (Highway 90 West) | Power lines border Highway 90 | – 30.1123 | – 82.4075 |
| Joy Explosion (Highway 252 West) | Power lines border Highway 252 | – 30.1123 | – 82.4486 |
| Cannon Creek Center (Ring Power) – Large Field near entrance | None | – 30.0982 | – 82.3943 |
| Butzer Road Cemetary (Highway 240) | Power lines border Highway 240 side of landing zone | – 30.0417 | – 82.4178 |
| Lake City Airpark (Private Airpark) | None 2600' Grass runway | – 30.0289 | – 82.3609 |
| Columbia Motorsports Park | None | – 29.5982 | – 82.3687 |
| West end of the fairgrounds, SW quadrant of Lake City | | – 30.1132 | – 82.4056 |

NOTE: Due to the abundance of open fields throughout the county most “first responders” have the capability to direct rotary wing aircraft to alternate landing zones.

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III **CONCEPT OF OPERATIONS:**

A. **Organization:**

(1) General Overview:

- (a) Columbia County is located in the north central plains of the state and consists of 797 square miles and two municipalities with a mean elevation of approximately 165 feet above sea level. The County Seat for Columbia County is located in Lake City. Lake City lies equidistant from Jacksonville to the East, Gainesville to the South, and Tallahassee to the West. Law enforcement is the responsibility of the Columbia County Sheriff's Office and Lake City Police Department within the county. Fire protection is the responsibility Lake City Fire Department and Columbia County Fire Department within the county. Emergency Medical Services is the responsibility of Century Ambulance with a fleet of six (6) emergency medical units for county response. Columbia County supports one (1) regional medical facilities in Lake City. Columbia County Building Department and the Land Use Administrator oversee building and land use permitting for the entire county. The Columbia County Road Department provides road and associated structure (drainage structures, etc) maintenance. There is also a local Health Department located within the county.
 - (b) Given the size of the county and its limited resources, Columbia County has built a cohesive partnership with County, State and Federal Agencies. This relationship transcends all four phases of emergency management: preparedness, response, recover, and mitigation.
- (2) The following organizational charts depict the daily operational structure of Columbia County as a whole (Figure BP – 3) and the county's emergency management office (Figure BP – 4). Figure BP –5 depicts the six (6) elected officials who on a daily basis, do not fall under the direct control of the Columbia County Board of County Commissioners, but work side by side providing required constitutional services.

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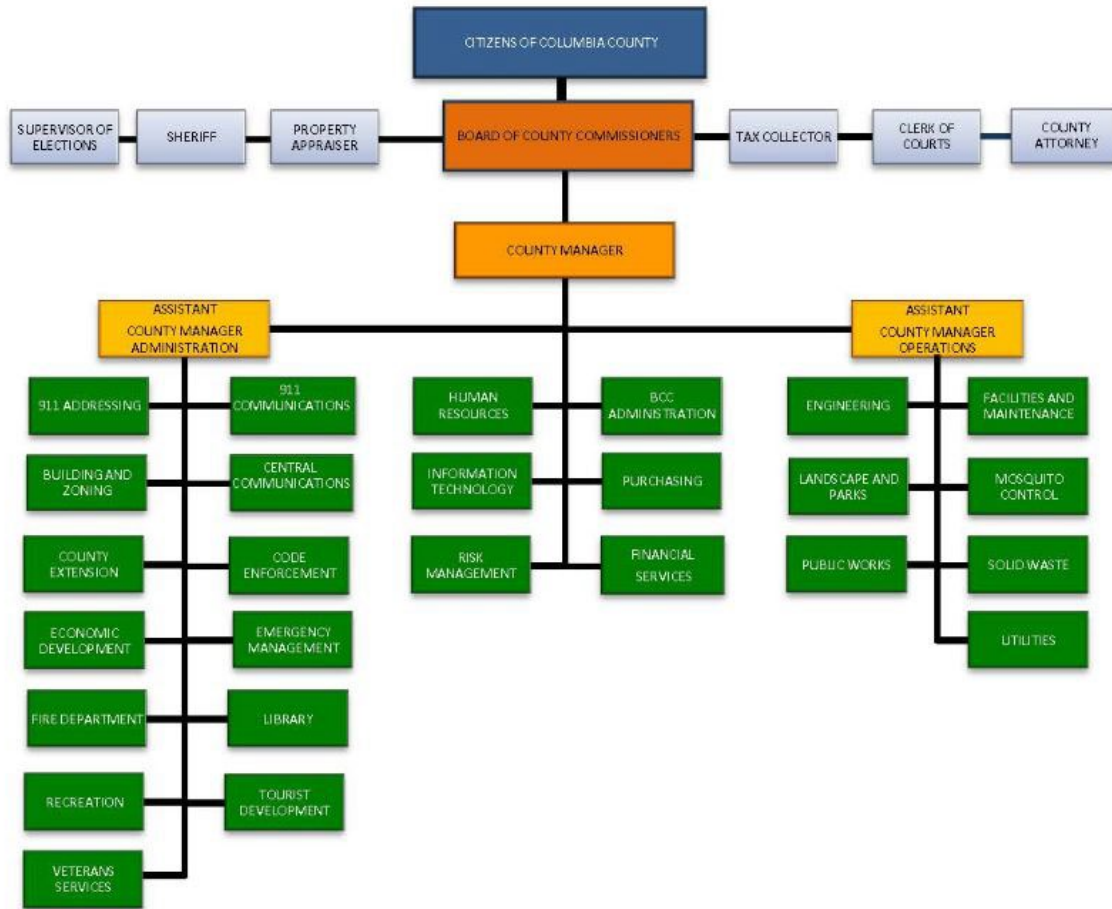


Figure BP –3, Columbia County Day-to day Operational Structure

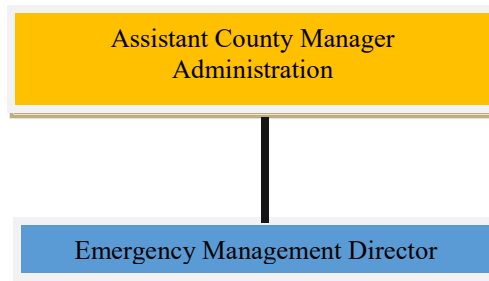


Figure BP – 4, Columbia County Emergency Management Operational Structure

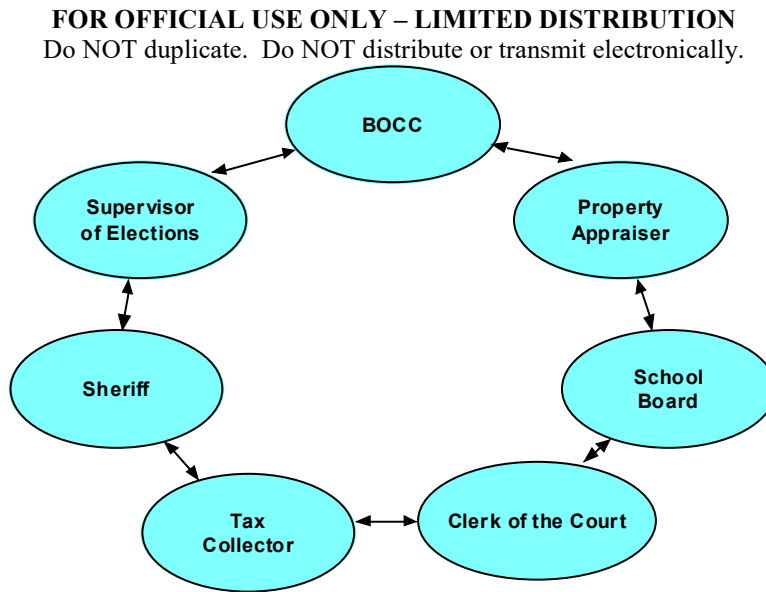


Figure BP – 5, Columbia County Elected Officials Organizational Structure

- (a) Columbia County utilizes a bottom-up approach in all phases of Columbia County Emergency Management (Fig. BP - 6), with emergency activities being resolved at the lowest possible level of response. Thus, the resources of local response agencies, state, and federal agencies are utilized in this sequential order to ensure a rapid and efficient response.

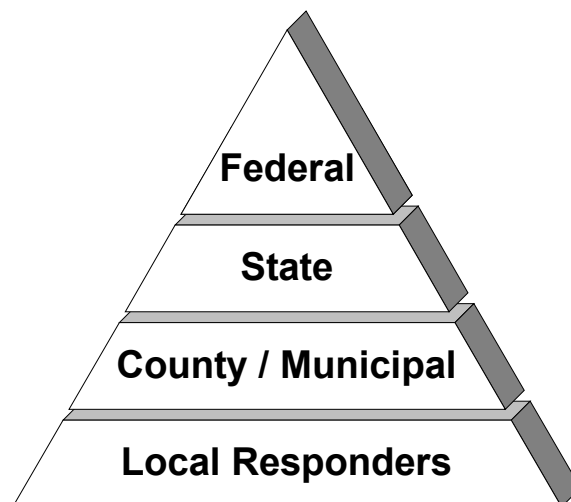


Figure BP – 6, Columbia County Emergency Response Structure

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- (b) In the absence of a declared disaster or state of emergency, “first responder” forces (Columbia County Emergency Medical Services, Fire, Law Enforcement) will respond to emergencies within their jurisdictions with the authorities vested to them by law and local policy. Mutual Aid and shared response jurisdictions are addressed through local agreements and do not require a local declaration of a state of emergency to enable them.
- (c) Columbia County will maintain an Executive Policy Group (EPG) for Columbia County Emergency Operations. The EPG will consist of at a minimum: County Manager; City of Lake City manager; Columbia County Superintendent of Schools and Columbia County Sheriff. Depending on the incident other departments/agencies/organizations may be added to the EPG. Examples may be: City of Lake City Police Chief; Columbia County Health Department Administrator; Columbia County Fire Chief and/or City of Lake City Fire Chief. The EPG will provide strategic direction for emergency operations along with resolving operational and resource conflicts. The County Manager will serve as the County Coordinating Officer. The County Coordinating Officer will perform administrative/operational oversight as the intermediary between the EPG and the EOC.
- (d) Columbia County Emergency Management monitors local emergencies and provides assistance as required/requested and make notifications of reportable events to the appropriate support agencies and warning points. Severe Weather Watches and Warnings are relayed to agencies when issued by the National Weather Service -Jacksonville. The Columbia County Emergency Operations Center may be activated without a local declaration of a state of emergency to support local agencies in normal response or community emergencies.
- (3) Line of Succession: By the very natures of emergencies and disasters, the need for rapid response cannot be overstated. This includes the ability to activate the Columbia County Comprehensive Emergency Plan, make local disaster declarations, etc. To ensure continuous leadership and continuity during disaster operations, the line of succession is as follows:
- Chairman of the Board of County Commissioners
 - Vice-Chairman of the Board of County Commissioners
 - Remaining County Commissioners (first available)
 - Columbia County Sheriff
- (4) Direction and Control: When an incident becomes larger than on scene coordination can manage, the Columbia County Emergency Management Director may elect to activate the Columbia County Emergency Operations Center to better coordinate the response. The level to which the Columbia County Emergency Operations Center

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will be activated will be based on what the incident requires. Columbia County recognizes three (3) levels of Columbia County Emergency Operations Center activation which are as follows:

- (a) **Level III: Monitoring** – This is a *continuous monitoring* of the incident(s) occurring within Columbia County and can usually be handled with county resources and coordination. Level III Monitoring is also the day-to-day operational level for the Columbia County EOC.
- (b) **Level II: Partial Activation** – *Staffed by only those* departments and/or agencies *needed* to respond to and recover from the emergency or disaster. This level of activation may include State agency or department personnel requested through the State Watch Office.
- (c) **Level I: Full Activation** - *Staffed by all* departments and/or agencies with responsibilities established in the Columbia County Comprehensive Emergency Management Plan. This level of activation may include State agency or department personnel requested through the State Watch Office.
- (5) Given the size and limited resources available within Columbia County, the organizational structure would not change based on the hazard. However, technical assistance will be requested from the appropriate agency needed to handle the response (i.e. hazardous materials technician when faced with a spill). Such resources will be requested through standing mutual aid agreements or through the Florida Division of Emergency Management as per their policies and procedures. This assistance will include, but not be limited to Emergency Support Function-5 – *Planning and Information*, Human Services and Damage Assessment.
- (6) Columbia County Emergency Management Director or his/her designee will coordinate all emergency /disaster response and recovery operations. This includes but is not limited to: evacuation and re-entry, shelter activities, request for outside assistance through mutual aid or from state resources, damage assessment and human needs relief operations. They may also recommend to the Columbia County Board of County Commissioners to declare a state of emergency and other protective action recommendations.

B. Responsibilities (Response Operations):

- (1) Under this organizational structure (depicted on page BP – 40), the Columbia County Emergency Management Director is supported by other support agencies and departments in Columbia County operating from the Columbia County Emergency Operations Center. Because of the rural nature and limited resources within Columbia County, the Columbia County Emergency Management Director is directly responsible for coordinating a number of response and recovery functions including

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Public Information. Under the Columbia County Emergency Management Director, there are four Sections of: Operations, Planning, Logistics and Finance/Administration.

- (a) The Operations Section is comprised of three branches: Human, Emergency and Infrastructure Services. Included in these branches are 14 of the 18 Emergency Support Functions. As depicted in the Emergency Support Function Matrix, Columbia County Emergency Management serves as the primary coordinating agency for 8 of the 13 Emergency Support Functions and falls into a support role for the remaining 6. The individual Emergency Support Functions will have representatives in the Columbia County Emergency Operations Center during emergency operations. Those Emergency Support Functions coordinated by Columbia County Emergency Management may require outside assistance for staffing if the emergency or disaster requires such actions.
 - (b) The Information and Planning Section (Emergency Support Function-5) is also under the direction of the Columbia County Emergency Management Director. It is comprised of one section, Planning (and Intelligence if directed), with many functions. Support from Emergency Support Function-13 – *Military Support* will be requested upon activation of the Columbia County Emergency Operations Center. This section is responsible for collecting, analyzing, documenting and disseminating plans and information to help enhance response and recovery activities.
 - (c) The Logistics and Finance/Administration Section is under the direction of the Columbia County Emergency Management Director. Emergency Support Function-7 – Resource Support is coordinated through the Columbia County Emergency Management Director as well as the Clerk of the Court. The Finance and Administration functions will be coordinated through the Clerk of the Court and Columbia County Board of County Commissioners staff and responsible for processing and tracking expenditures, procurement of emergency supplies, finance and reimbursement, staffing and general administrative functions.
- (2) Columbia County's response and immediate recovery to an emergency and/or disaster is carried out through the organizational structure and primary/support agency matrix diagramed in the chart and table on the following pages.

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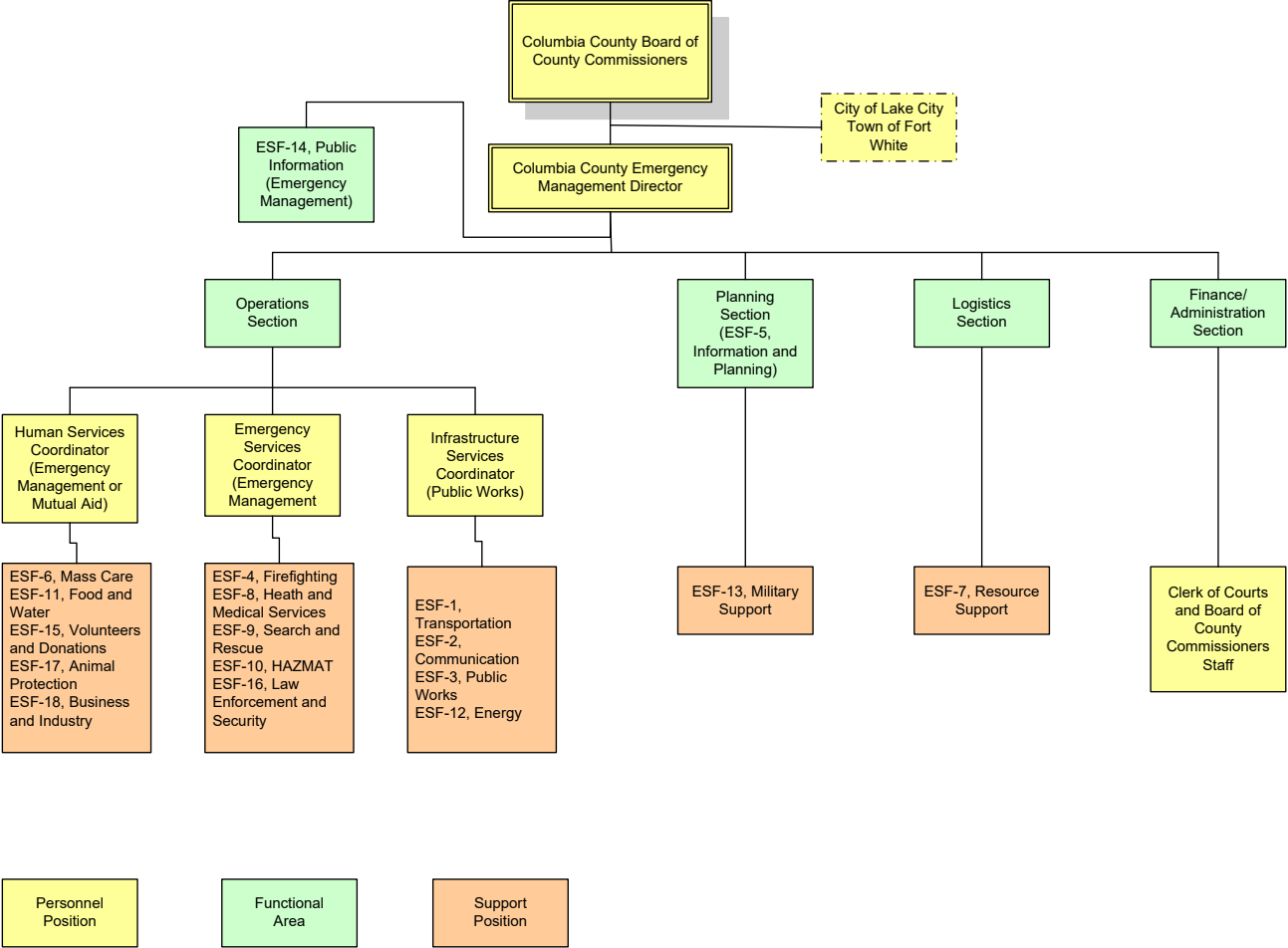


Figure BP – 7, Columbia County Emergency Operations Center Response Structure

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Columbia County Emergency Support Function Matrix

| Organization | Emergency Support Function | | | | | | | | | | | | | | | | | |
|--|----------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----|----------|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| American Red Cross | | | | | | s | | | | | s | | | | s | | | |
| Area Nursing Homes | | | | | | | | s | | | | | | | | | | |
| Area In-home Health Care Agencies | | | | | | | | s | | | | | | | | | | |
| Century Ambulance | | | | | | | | s | | | | | | | | | | |
| City of Lake City Communications | | s | | | | | | | | | | | | | | | | |
| City of Lake City Council | | | | | | | | | | | | | | | | | | s |
| Columbia County Building Inspector | | | s | | s | | | | | | | | | | | | | |
| Columbia County Property Appraiser | | | | | s | | | | | | | | | | | | | |
| Columbia Clerk of the Courts | | | | | | | s | | | | | | | | | | | |
| Columbia County School Board, Director of Transportation | P | | | | | | | | | | | | | | | | | |
| Columbia County School Board | | s | | | | P | s | | | | s | | | | s | | | |
| Columbia County Senior Services | s | | | | | s | | | | | | | | | | | | |
| Columbia County Sheriff's Office | s | P | s | s | s | s | | | P | s | | | P | s | | P | s | s |
| Columbia County Public Works | s | s | P | | | | | | | s | S | P | | | s | s | | |
| Columbia County Emergency Management | s | s | s | s | P | s | P | s | s | s | P | s | s | P | s | s | s | |
| Columbia County Fire Department | s | s | s | P | s | s | | s | s | P | s | | | | s | s | s | |
| Columbia County Health Department | | | s | | | s | | P | | s | s | | | | | | s | |
| Columbia Correctional Institute | | | | | | | | | | | | | | | | s | | |
| Columbia County Joint Information Committee | | | | | | | | | | | | | | s | | | | |
| Columbia County Cattleman Association | | | | | | | | | | | | | | | | | s | |
| Columbia County Tourist Development Council | | | | | | | | | | | | | | | | | | s |
| Downtown Action Corporation Incorporation | | | | | | | | | | | | | | | | | | s |
| Emergency Management Amateur Radio Volunteers | | s | | | | | | | | | | | | | | | | |
| Florida Division of Emergency Management | | | | | s | s | s | | | | | | | | | | | s |
| Florida Division of Forestry | | | | s | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | |

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| Columbia County Emergency Support Function Matrix | | | | | | | | | | | | | | | | | | |
|--|-----------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Organization | Emergency Support Function | | | | | | | | | | | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| Florida Department of Agriculture | | | | | | | | | | | | | | | | S | | |
| Florida Department of Law Enforcement | | | | | | | | | | | | | | | | S | | |
| Florida Department of Transportation | | | | | | | | | | | | | | | | S | | |
| Florida Fish and Wildlife Conversation Commission | | | | | | | | | S | | | | | | | S | | |
| Florida Highway Patrol | | | | | | | | | | | | | | | | S | S | |
| Florida National Guard | | | | | S | | | | | | | | S | | | | | |
| Greater Lake city Regional Utility Authority | | | | | | | | | | | | S | | | | | | |
| Lake City Animal Shelter | | | | | | | | | | | | | | | | | S | |
| Lake City Fire Department | S | | S | S | | S | | S | S | S | | | | | | | S | |
| Lake City Police Department | S | | S | | | | | | S | S | | | | | | S | S | |
| City of Lake City Public Works | | S | S | | | | | | | S | | S | | | | | | |
| Lake City Medical Center | | | | | | | | S | | | | | | | | | | |
| Lake City Veteran’s Affairs Medical Center | | | | | | | | | | | | | | | | | | |
| Lake City/Columbia County Chamber of Commerce | | | | | | | | | | | | | | | S | | | P |
| Lake City/Columbia County Humane Society | | | | | | | | | | | | | | | | | P | |
| Century Ambulance | S | | | S | | S | | S | S | S | | | | | | | | |
| Local Churches | | | | | | | | | | | | | | | S | | | |
| Local Organizations | | | | | | | | | | | | | | | S | | | |
| Local Food Stores | | | | | | | | | | | S | | | | | | | |
| Local Funeral Homes | | | | | | | | S | | | | | | | | | | |
| North Central Florida Regional Hazardous Material Team | | | | | | | | | | S | | | | | | | | |
| Phone and Communications Companies | | S | | | | | | | | | | | | | | | | |
| Salvation Army | | | | | | S | | | | | S | | | | S | | | |
| SHANDS at Lake Shore | | | | | | | | S | | | | | | | | | | |
| State Bureau of Animal Disease Control | | | | | | | | | | | | | | | | | S | |
| Suwannee Valley Transit Authority | S | | | | | | | | | | | | | | | | | |
| Suwannee River Water Management District | | | | | | | | | | | S | | | | | | | |

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| Columbia County Emergency Support Function Matrix | | | | | | | | | | | | | | | | | | |
|--|-----------------------------------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| | Emergency Support Function | | | | | | | | | | | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| Town of Fort White Public Works Department | | | s | | | | | | | | | s | | | | | | |
| Town of Fort White Council | | | | | | | | | | | | | | | | | | s |
| U.S. Forest Service | | | | s | | | | | | | | | | | | | | |
| United Way of Suwannee Valley | | | | | | | | | | | s | | | | P | | | |
| All Other Emergency Support Functions, as required | | | | | s | | | | | | | | | | | | | |
| Columbia County Board of County Commissioners | s | s | s | s | s | s | s | s | s | s | s | s | s | s | s | s | s | s |

Figure BP – 8, Response Emergency Support Function Matrix – Primary and Support Departments and Agencies

- **P** – Primary Agency
- **S** – Support Agency

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- (3) The goal for each Emergency Support Function is to have at least two (2) individuals fully trained and capable of performing their particular duties and responsibilities in the Columbia County Emergency Operations Center. It is essential they are able to staff two (2) 12-hour shifts per day in the Columbia County Emergency Operations Center for each activated Emergency Support Function.
- (4) Not every emergency and/or disaster will require the same level of response or recovery. Accordingly, all eighteen (18) Emergency Support Functions will not require activation for every situation. Not all Emergency Support Functions activated will be required to function in a 24-hour configuration. Some Emergency Support Functions may be released earlier during a “draw down”.
- (5) The Columbia County Emergency Management Director will determine which Emergency Support Functions are required to be activated, based on the emergency situation, and which activated Emergency Support Functions are required to maintain a 24-hour staffing pattern in the Columbia County Emergency Operations Center. Upon the draw down, the Columbia County Emergency Management Director will determine which Emergency Support Functions are to be released.
- (6) Levels of Disaster: This plan, and other related plans and standard operating procedures (SOP), must contain provisions to ensure that Columbia County is prepared for minor, major and catastrophic disasters. Various levels of disaster are defined as follows:
 - (a) Minor Disaster: Any disaster likely to occur within the response capabilities of Columbia County and inter-local mutual aid agreements resulting in only minimal need for state or federal assistance. Operationally, this definition translates into Level III activation of the Columbia County Emergency Operations Center. (Columbia County Emergency Operations Center levels of activation as discussed previously in Paragraph 13B(1) (a) – (c)).
 - (b) Major Disaster: Any disaster likely to exceed Columbia County’s capabilities and inter-local mutual aid agreements and require a broad range of state and federal assistance. Operationally, this definition translates into Level II or Level I Columbia County Emergency Operations Center activation. The State Emergency Operations Center (watch office) may be notified and will in turn notify Federal Emergency Management Agency that federal assistance will be required.

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- (c) Catastrophic Disaster: Any disaster that will require massive state and federal assistance, including immediate military involvement. Operationally, this definition translates into Level I County activation. In-turn, the State Emergency Operations Center (watch office) will notify Federal Emergency Management Agency when Federal assistance is required.

(7) Recovery Organization:

- (a) The organizational structure for recovery to an emergency or disaster is under the leadership of the Columbia County Board of County Commissioners who has delegated this authority to the Columbia County Emergency Management Director. The Columbia County Emergency Management Director is supported by designated primary and support agencies/departments operating from the Columbia County Emergency Operations Center. The Columbia County Emergency Management Director is directly responsible for coordinating a number of recovery functions including Public Information. Under the Columbia County Emergency Management Director, there are nine functions: Disaster Field Office Liaison, Individual Assistance Liaison, Public Assistance Liaison, Damage Assessment Coordinator, Emergency Support Function-5, Mitigation Liaison, Public Information/Rumor Control, Emergency Support Function-13, *Military Support* and Mutual Aid Support. Additionally, the Columbia County Emergency Management Director will provide support to Columbia County Road Department who is the Public Assistance Liaison for Category C damage only.
- (b) The functions of each branch in recovery operations will manage and/or coordinate
 - 1. damage assessment;
 - 2. Public Assistance to include: 406 mitigation, project worksheets, engineering and special projects; and
 - 3. Individual Assistance to include: Individual and Family Grants, emergency housing, community relations, Unmet Needs Committee and Disaster Recovery Centers; damage and impact assessment, and mitigation activities. It should be noted staffing assistance would be requested based on the requirements of the emergency or disaster.
- (c) The following reflects the recovery organizational structure (Figure BP – 9):

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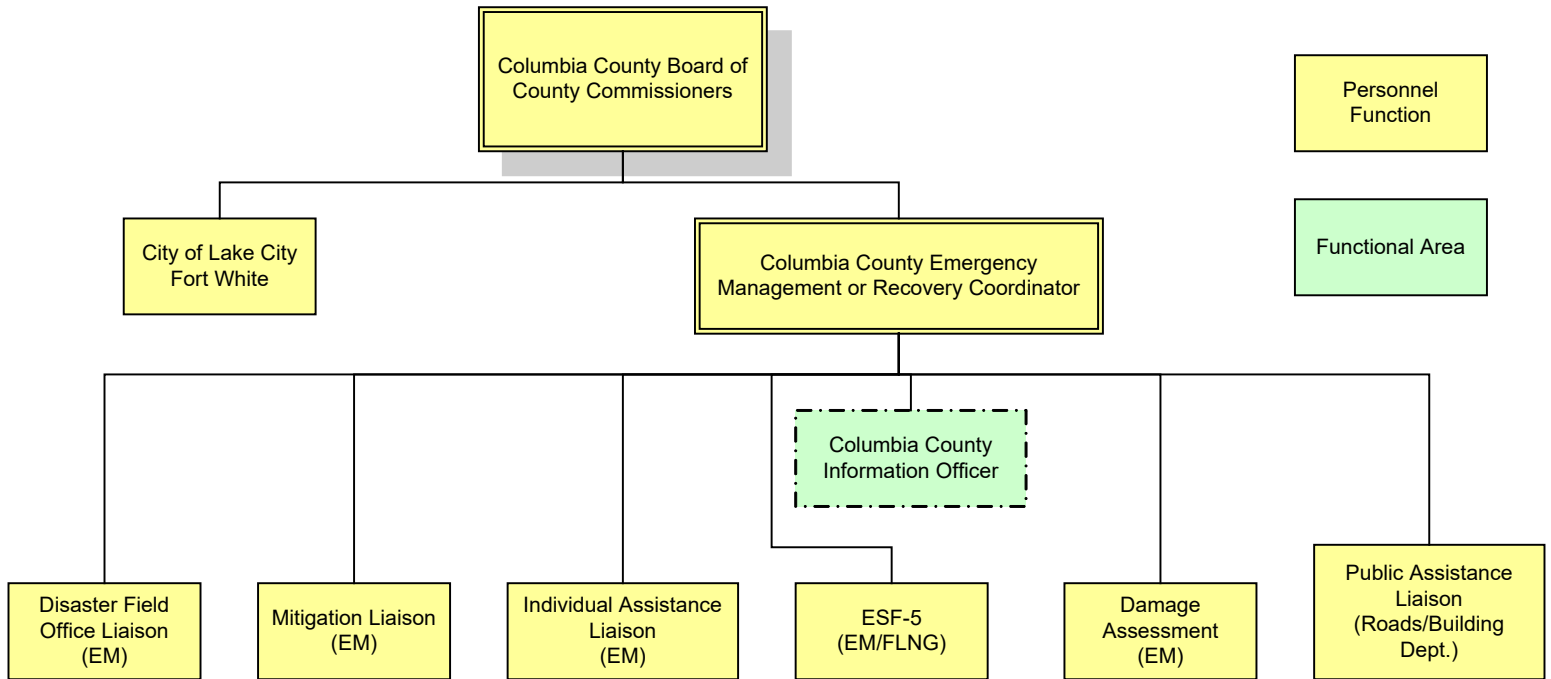


Figure BP – 9, Columbia County Recovery Organizational Structure

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| Columbia County Recovery Matrix – Primary and Support Agencies | | | | | | | |
|---|------------------------------|--------------------------|--------------------------|-------------------|-------------------------------------|--------------------|---------------------------|
| Dept/Agency | Function | | | | | | |
| | Individual Assistance | Public Assistance | Damage Assessment | Mitigation | Emergency Support Function-5 | DFO Liaison | Public Information |
| Columbia County Emergency Management. | P | S | P | P | P | P | P |
| Columbia County Board of County Commissioners | | | S | S | | S | |
| Columbia County Clerk of Courts | | | S | S | | S | |
| Columbia County Fire Department | | | S | | | | |
| Columbia County Sheriff's Office and Lake city Police Department | | | S | | | | |
| Columbia County Property Appraiser | S | S | S | S | | | |
| Columbia County Tax Collector | S | S | S | S | | | |
| Columbia County Public Works | | P | | S | | | |
| Florida National Guard | | | S | | S | | |
| Florida Division of Emergency Management | | | S | | | | S |
| American Red Cross | S | | | | | | |
| Senior Services | S | | | | | | |

Figure BP – 10, Columbia County Recovery Matrix – Primary and Support Agencies

- **P** – Primary Agency
- **S** – Support Agency

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(8) Mitigation Organization:

- (a) Columbia County Emergency Management Director serves as the Local Mitigation Strategy Committee Chair who is responsible for the creation and continuous update of the Local Mitigation Strategy which was ruled into compliance by Florida Division of Emergency Management in 2005. The Mitigation Coordinator is responsible for the post-disaster function of mitigation and currently falls under the Columbia County Emergency Management Director.
- (b) Columbia County has a number of responsibilities involving the development and implementation of local Columbia County Emergency Management Programs. All of Columbia County’s municipalities are working partners in pre and post-disaster mitigation. Inherent in these efforts are initiatives intended to avoid, reduce and mitigate the effects of the recognized hazards to which Columbia County is recognized as being vulnerable to.
- (c) The following figures (Figure BP-11 & 12) depicts the organizational structure used in post-disaster mitigation coordination and associated roles and responsibilities of primary and supporting agencies:

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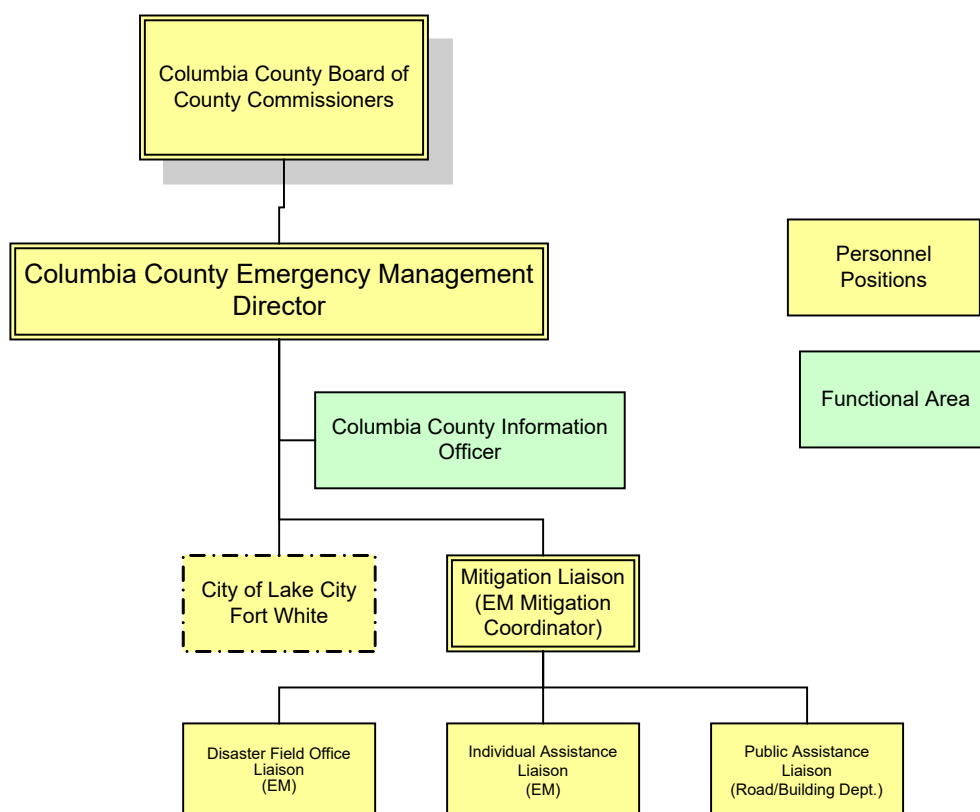


Figure BP – 11, Columbia County Mitigation Organizational Structure

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| Columbia County Mitigation Matrix | | | | | | | |
|--|----------------------------------|------------------------------|------------------------------|-------------------|---|------------------------|-------------------------------|
| Department/ Agency | Function | | | | | | |
| | Individual Assistance | Public Assistance | Damage Assessment | Mitigation | Emergency Support Function-5 | DFO Liaison | Public Information |
| Columbia County Emergency Management | P | S | P | P | P | P | P |
| Columbia County Board of County Commissioners | | | S | S | | S | |
| Columbia County Clerk of Courts | | | S | S | | S | |
| Columbia County Property Appraiser | S | S | S | S | | | |
| Columbia County Tax Collector | S | S | S | S | | | |
| Columbia County Public Works | | P | | S | | | |

Figure BP – 12, Columbia County Mitigation Matrix – Primary and Support Agencies

NOTE: All of Columbia County's agencies and departments participate in Columbia County Mitigation Strategy planning and are part of the Local Mitigation Strategy Team.

- **P** – Primary Agency
- **S** – Support Agency

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C. Preparedness Activities:

(1) General Issues

- (a) Columbia County Emergency Management will maintain a Columbia County Comprehensive Emergency Management Plan distribution list. Any changes to the Columbia County Comprehensive Emergency Management Plan will be provided to those on the distribution list within 14 days of the modification.
- (b) All participating agencies will provide any changes in their plans and procedures as it relates to the Columbia County Comprehensive Emergency Plan to Columbia County Emergency Management in a timely manner. All changes to the Columbia County Comprehensive Emergency Plan will be tested in the next scheduled training exercise.
- (c) Given the transitional history, size and limited resources available within Columbia County, all participating agencies will maintain a list of personnel, equipment and vehicles used to ensure effective management and utilization of organizational resources to respond to and recover from various disasters or emergencies.
- (d) The Columbia County Clerk of Courts is responsible for the preservation of vital county records and documents deemed essential for continuing government functions and conducting post-disaster operations. In addition, each department head also has internal procedures for safeguarding critical records (i.e. Sheriff's Office jail records, etc.).
- (e) Columbia County Emergency Management maintains Columbia County's Persons with Special Needs Registry. In coordination with Columbia County Emergency Medical Services, Home Health Care Services, and Senior Services, the registry is updated on a monthly basis. Columbia County also advertises the registry yearly prior to hurricane season beginning June 1st.

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(2) Public Awareness and Education:

- (a) The key to successful disaster operations is the ability to communicate the multiple hazards facing Columbia County residents and taking the necessary protective actions required to ensure life and safety are not compromised. These actions start long before Columbia County is faced with an emergency or disaster and continues through recovery. Columbia County coordinates with its agencies and departments in public awareness activities throughout the year. This campaign is conducted through various media to ensure the maximum population is reached.
- (b) This media includes (but is not limited to):
 - Public Service Announcements via local radio
 - Announcements/Information in local newspaper
 - Public Safety Days
- (c) Each year, prior to the beginning of the hurricane season, Columbia County residents are provided with a family preparedness “all hazards” guide describing actions to take in preparation for any emergency (with a strong emphasis on hurricane preparedness) family disaster planning and emergency evacuation. Columbia County’s primary ingress and egress evacuation routes are Interstate 75 North-South, Interstate 10 East-West, State Highways 27, 441/41, 100, 47 and U.S. Highway 90. (See Figure BP-2, page BP-26).
- (d) After impact of a disaster the need for public information does not diminish, it actually increases. Disaster Recovery Centers, Recovery Information Centers, and other recovery facilities will be located as close to the area of impact as possible to facilitate their use to all impacted residents. These locations will be determined in coordination with Florida Division of Emergency Management and Federal Emergency Management Agency. These locations will likely be at schools and/or community centers throughout Columbia County. Columbia County Emergency Management would notify the public of these locations through radio, television, and print media.
- (e) Mitigation opportunities are communicated to agencies and departments with the county via inter-departmental communication. Mitigation information is provided to the public as part of its public information campaign during the year. This information is also provided to victims of disaster at the various information centers established after impact.

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(3) Exercises:

- (a) Columbia County's exercise program has been continuously growing in the past years. The foundation of Columbia County's response to emergencies and disasters is built on the "play like you practice" philosophy combined with a "team" concept encompassing all county agencies and departments including hurricane, terrorism, and hazardous material response orientation seminars, tabletop and functional exercises. The evaluation format includes a written evaluation, post-exercise discussions, and exercise critiques.
- (b) Given the purpose of conducting exercises (evaluating policies, plans and procedures), subsequent deficiencies may be found and need to be addressed. Upon discovery of areas of improvement, the involved agency(s) and/or department(s) will meet to discuss, develop, and incorporate changes in policies, plans, or procedures into their respective operating documents. Training is then conducted to orient employees to the new procedures. These changes are then tested in the next training exercise.
- (c) Exercise documentation, future scheduling, and participant involvement can be found in the Columbia County Training and Exercise Log maintained by Columbia County Emergency Management.
- (d) Some of the agencies that have participated in Columbia County exercises are: Columbia County Emergency Management; Columbia County Fire Rescue; Columbia County Sheriff's Office; Lifeguard Ambulance; Century Ambulance; City Of Lake City Police Department; Lake City Fire Department; Columbia County School District and Florida Highway Patrol.

(4) Training:

- (a) The Columbia County Emergency Management Director is responsible for the development, coordination, and execution of emergency management training. This includes training on federal programs for local agencies and departments. The emergency management-training program includes courses in preparedness, response, recovery, and mitigation. Training courses offered by Columbia County Emergency Management, in coordination with Florida Division of Emergency Management include:

- Damage Assessment (Annually)
- Columbia County Emergency Operations Center Operations (Annually)
- Incident Command System

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(b) Other training opportunities: are available through Florida Division of Emergency Management Training Section and include:

- Debris Management
- Hurricane Planning
- Disaster Response and Recovery Operations
- Exercise Design
- All Hazards Warning and Coordination Course

*This list is not inclusive of the training courses offered through Florida Division of Emergency Management. A complete listing of courses currently being offered can be found on the Florida Division of Emergency Management website: www.floridadisaster.org. Additionally, the Federal Emergency Management Agency offers a wide variety of independent study courses to include introduction to mitigation, emergency management operations Columbia County Emergency Operations Center operations. Training opportunities are offered to all departments and agencies in the emergency management team.

(c) The Columbia County Training and Quality Assurance Coordinator will assist the Emergency Management Director in identifying and implementing training needed for county and partner agencies.

D. Mutual Aid and Memoranda of Understanding

- (1) The use of and request for resources will be based on the requirements of the incident taking into account the needs of the victims and responders. The lead agency for this Emergency Support Function will be responsible for making requests for resources and tracking missions throughout the duration of the disaster. Support agencies will fill requests prior to asking for outside assistance. Upon determination that outside resources are needed, Columbia County will request the resource(s) from a neighboring county or agency.
- (2) If Columbia County is contacted to provide a mutual aid resource, the request will be filled based on the available resources within the county.
- (3) All requests either for resources and/or to deploy resources will follow the guidelines set forth in the "Statewide Mutual Aid Agreement", Columbia County Clerk of the Court, Columbia County Columbia County Emergency Operations Center Standard Guidelines, and the Standard Guidelines of the State Emergency Operations Center.

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- (4) All memoranda of understanding developments, contracting, etc. will be done in accordance with the fiscal policies and procedures developed and maintained by the Columbia County Clerk of the Court.

IV FINANCIAL MANAGEMENT:

A. **Management:** As with all phases of emergency management, teamwork is the key to successful financial operations. The Director of Financial Management for the Columbia County Board of County Commissioners along with the Columbia County Clerk of the Courts is responsible for the overall financial management in disaster response and recovery. The City of Lake City, Town of Fort White and each county agency or department will begin record keeping once the Columbia County Emergency Management Director, in coordination with the Columbia County Board of County Commissioners, activates the Columbia County Emergency Operations Center and will continue throughout disaster operations. This includes maintaining records of all expenditures and obligations for manpower, equipment and materials.

B. Reimbursement:

- (1) Columbia County Emergency Management, in coordination with the Clerk of the Courts, is responsible for training in documentation and reimbursement procedures, which is conducted annually. These procedures are in accordance with the responsibilities and requirements of the Columbia County Clerk of the Courts. This training includes explanation of internal procedures, forms and paperwork, reporting guidelines. This will also be in-serviced upon activation of the Columbia County Emergency Operations Center.

- (2) It will be the responsibility of outside agency's (i.e. Red Cross) to seek reimbursement independently of Columbia County for disaster expenses.

C. Funding:

- (1) Columbia County Emergency Management, as well as other county departments, and the county's municipalities continuously utilize and seek out additional funding sources to enhance Columbia County Emergency Management capabilities. These funding sources include the Base Grant, which funds Columbia County's Columbia County Emergency Management program, and multiple mitigation projects, which have improved many of Columbia County's roads. These projects have all been either provided by, or coordinated through the Florida Division of Emergency Management.

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- (2) All records relating to the allocation and disbursement of funds pertaining to activities and elements covered in this plan must be maintained, as applicable, in accordance with:
- (a) Code of Federal Regulation-Title 44 Emergency Management and Assistance (CFR-44); relevant circulars and federal statutes, in a manner consistent with provisions of the Federal Stafford Act.
 - (b) Chapter 215, Florida Statutes, pertaining to state financial matters.
 - (c) Chapter 252, Florida Statutes, relating specifically to emergency management powers and responsibilities.
 - (d) Established accounting procedures of Columbia County
 - (e) Individual municipal financial management procedures.

V REFERENCES AND AUTHORITIES:

- A. **Local Responsibilities:** Under Chapter 252.38, Florida Statute, county government is specifically responsible for:
- (1) Development of a Columbia County Emergency Management operation at the county level involving all government, private and volunteer organizations which have responsibilities in the comprehensive Columbia County Emergency Management System within Columbia County.
 - (2) Support of emergency management needs of all municipalities within Columbia County and establishment of intra/inter-county mutual aid agreements to render emergency assistance.
 - (3) Implementation of a broad-based public awareness, education and information program designed to reach all citizens of Columbia County, including those needing special media formats, such as a telecommunication device for the deaf or other considerations for non-English speaking residents.
 - (4) Execution of mutual aid agreements within the state for reciprocal emergency aid and assistance in the event of a situation is beyond Columbia County's capability.
 - (5) Development and implementation of Columbia County Emergency Management programs and initiatives designed to avoid, reduce and mitigate the effects of hazards through the enforcement of policies, standards and regulations.

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- (6) Maintenance of cost and expenditure reports associated with disasters, including resources mobilized as a result of mutual aid agreements.
- (7) Develop strategies for mitigation programs.

B. Federal, State and Local Ordinances, Resolutions and Rules: The following is a listing of Federal, State and, Local ordinances, resolutions and rules which apply to the local emergency management program:

(1) Federal:

- (a) Public Law 81-920, the Federal Civil Defense Act of 1950, as amended, provides a system for joint capability building at the federal, state, and local levels for all hazards.
- (b) Public Law 93-234, Flood Disaster Protection Act of 1973, as amended, provides insurance coverage for all types of buildings.
- (c) Public Law 99-499, Superfund Amendments and Reauthorization Act of 1986, which governs hazardous materials planning and right-to-know.
- (d) Public Law 95-510, Comprehensive Environmental Response, Compensation, and Liability Act of 1980, (CERCLA), as amended, which requires facilities to notify authorities of accidental releases of hazardous materials.
- (e) Public Law 101-615, Hazardous Materials Transportation Uniform Safety Act, (HMTUSA), which provides funding to improve capability to respond to hazardous materials incidents.
- (f) Public Law 106-390, Disaster Mitigation Act of 2000
- (g) National Flood Insurance Act of 1968, 42 USC 4001 et seq.
- (h) 44 CFR Parts 59-76, National Flood Insurance Program and related programs.

(2) State:

- (a) Chapter 14, Florida Statutes, Governor.
- (b) Chapter 23, Florida Statutes, as amended by Chapter 93-211, Laws of Florida.
- (c) Chapter 125, Florida Statutes, County Government

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- (d) Chapter 187, Florida Statutes, State Comprehensive Plan.
 - (e) Chapter 252, Florida Statutes, Emergency Management.
 - (f) Florida Department of Community Affairs Administrative Rules 9G-2, 6, 11, 12, 14, 16, and 17.
 - (g) Florida Department of Community Affairs Administrative Rules 9J-2 and 5.
 - (h) Executive Order 80-29, Disaster Preparedness, dated April 14, 1980.
 - (i) State of Florida, Comprehensive Emergency Plan 2002
- (3) **Columbia County:**
- (a) Mutual Aid Agreement between the State of Florida, and Columbia County.
 - (b) Mutual Aid agreement between Columbia County and Lowndes County, GA.
- C. **Reference Documents:** Columbia County plans and procedures which supplement the Columbia County Comprehensive Emergency Plan for specific and unique situations:
- (1) Columbia County Local Mitigation Strategy (March 2005)
 - (2) Columbia County Critical Facility Inventory (September 2002)
 - (3) Columbia County Mutual Aid Agreements/Memoranda of Understanding (Sept. 2001)
 - (4) Hazard Specific Standard Operating Procedures (September 2009)
 - (5) Evacuation, Shelter, and Re-Entry Procedures (September 2001)
 - (6) **Other:** Florida National Guard-Military Support to Civilian Authorities (1999)

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DRAFT LETTER OF PROMULGATION

Approval Date: _____

To: Officials, Employees, and Citizens of Columbia County

The preservation of life, property and the environment is an inherent responsibility of local, state and federal government. Columbia County, in cooperation with the county's constitutional officers, and nonprofit agencies, has prepared this Comprehensive Emergency Management Plan (CEMP) to ensure the most effective allocation of resources for the protection of people and property in time of an emergency.

While no plan can completely prevent injuries and damage, good plans carried out by knowledgeable and well-trained personnel can reduce losses. This plan establishes the emergency organization, assigns responsibilities, specifies policies, and provides for coordination of planning efforts of the various emergency staff and service elements using the Emergency Support Function concept.

The objective of this plan is to incorporate and coordinate the facilities and personnel of the County and its subsidiaries into an efficient organization capable of responding effectively to an emergency.

This CEMP is an extension of the *State Comprehensive Emergency Management Plan*. The County will periodically review and exercise the plan and revise it as necessary to meet changing conditions.

The Columbia County Board of County Commissioners gives its full support to this plan and urges all officials, employees and the citizens to do their part in the total emergency preparedness effort.

This letter promulgates the *Columbia County Comprehensive Emergency Management Plan*, constitutes the adoption of the plan, and the adoption of the Incident Management System. This emergency plan becomes effective on approval by the Board of County Commissioners.

Chairperson, Columbia County Board of County Commissioners

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DRAFT RESOLUTION OF ADOPTION

RESOLUTION NO. _____

WHEREAS, Chapter 252, Florida Statutes, assigns to the Board of County Commissioners responsibility for disaster preparedness, response, recovery and mitigation; and

WHEREAS, being prepared for disasters means being ready to respond promptly as danger threatens, to save life and protect property, and to provide relief from suffering and privation; and

WHEREAS, local services may be overburdened or inadequate, and local government will have to operate effectively in different ways than in normal times to provide timely relief and minimize hardships in the event of natural and technological disasters in Columbia County; and

WHEREAS, many populated areas and parts of communities may require evacuation, shelter and food until the disaster ends, services are restored, and needed supplies and materials are available; and

WHEREAS, this plan is intended to provide the framework for the development of detailed operating procedures for all County forces charged with responsibility of protecting the public's health and safety from natural and technological disaster; and

WHEREAS, Chapter 27P-6.0023, Florida Administrative Code, requires each County to develop a Comprehensive Emergency Management Plan; and

WHEREAS, Chapter 27P-6.0023, Florida Administrative Code, furthermore, requires the governing body of Columbia County to adopt by resolution, the Columbia County Comprehensive Emergency Management Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AS FOLLOWS:

The Columbia County Comprehensive Emergency Management Plan is hereby adopted.

ADOPTED in Regular Session This _____ day of _____ 2014

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ANNEX-I: RECOVERY FUNCTIONS

- I. **INTRODUCTION:** Following a disaster many critical concerns need to be addressed in order to meet the needs of the disaster victims. To accomplish this, it is necessary to determine the extent to the damage and impact to the people of Columbia County as quickly and efficiently as possible. Columbia County recognizes recovery efforts require a coordinated local, state and federal effort. This Recovery Annex provides an outline of the process for assessing the need for and administration of state and federal disaster assistance.
- II. **GENERAL:**
- A. Roles and Responsibilities
- (1) Columbia County Emergency Management is responsible for the coordination of recovery efforts within the county. All members of the emergency management team will have a role in support of recovery operations. The Columbia County Emergency Management Director is also responsible for emergency operations center management during recovery operations.
 - (2) The Columbia County Emergency Management Director and/or designee will be responsible for coordinating the county recovery efforts within the two municipalities in the county, the City of Lake City and the Town of Fort White. The assigned EOC liaison designated by the municipalities will be the first contact between emergency management and the municipalities.
 - (3) Columbia County will coordinate its recovery from an event or disaster with the two municipalities located in the county, the City of Lake City and the Town of Fort White. After any event Columbia County Emergency Management will request representation from the impacted municipality, if the size and scope should require it. Also, the unmet needs of the entire county population will be relayed to the Florida Division of Emergency Management (FDEM) by means of: Situation reports, Incident Action Plans (IAPs) loaded into EM Constellation, or by communicating through the county's regional coordinator, or if one is requested a State dispatched incident management team (IMT).
 - (4) In the event of a local disaster declaration requiring the establishment of a disaster field office, the Columbia County Emergency Management or Recovery Coordinator or his/her designee will provide a liaison between Columbia County, the City of Lake City, the Town of Fort White, and the State and Federal Disaster Field Office representatives. The liaison between the State Division of Emergency Management

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Recovery Staff and Columbia County Emergency Management is the Columbia County Emergency Management Director or his/her designee.

- (5) Columbia County will coordinate its recovery activities with our municipalities via multiple methods. Calls coming into the Columbia County Citizen's Information Center (CIC) will be utilized to determine where recovery efforts will be directed. Information gathered in the damage assessment process will be utilized, as well as calls that come in from our non-profit agency (i.e. Catholic Charities Bureau, American Red Cross, United Way) will also be utilized to determine where the needs for recovery are in the county.
- (6) It is recognized that the response to recovery periods may overlap one another. The transition will occur as the response activities wind down. Listed below in the concept of operations are the definitions of the recovery phases: Immediate or response recovery. Intermediate recovery and then also long term recovery are listed in section B, Concept of Operations.
- (7) Once the response activities have declined, Columbia County will move into the recovery efforts after all of the life safety needs have been met.
- (8) Although response and recovery times generally overlap, Columbia County will transition from the response to the recovery phase after local damage assessment teams have completed their initial windshield survey, to determine if the county will be eligible for state and/or federal assistance.
- (9) The size and scope of the event/disaster will always determine whether Columbia County meets the threshold for state/federal assistance. If federal assistance is granted then the County will host a kickoff meeting to bring together the agencies that were impacted and need assistance through the public assistance programs. Such agencies may be: County/city public works departments, county/city fire departments, county/city law enforcement agencies as well as the county's designated EMS provider.
- (10) Depending on the size and scope of the disaster, a Disaster Recovery Center (DRC) may be utilized. Columbia County will utilize a facility that is closest to the impacted area(s) so that disaster survivors do not have to drive any farther than necessary. Some pre-identified DRC locations are: the former Tourist Welcome Center on NW Hall of Fame Drive; the Columbia County Fairgrounds on SR-247 or the Richardson Community Center on NE Coach Anders Way. Columbia County may decide to use other county owned community centers or buildings if they are closer to the impacted area.

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B. Concept of Operations

- (1) To allow better management of the recovery efforts, Columbia County Recovery is divided into three phases. The three recovery phases are as follows:
 - (a) Immediate Recovery – from event impact up to 72 hours. During this time frame, the primary objectives are directly related to life and safety issues such as search and rescue, hazard identification, etc. Coordination between rapid response teams and rapid individual assessment teams will be handled from the Columbia County Emergency Operations Center in coordination with county agencies and personnel.
 - (b) Intermediate Recovery – from 72 hours post event to approximately three (3) weeks, depending on the event magnitude. During this time frame, the objectives are geared towards issues of continued food and water, debris removal, temporary housing, implementing disaster Field office, disaster recovery center operations, etc.
 - (c) Long Term Recovery – from approximately three (3) weeks forward. During this time frame, the objectives shift to rebuilding economic stability, reconstruction, etc.
- (2) Columbia County utilizes a bottom-up approach to emergency response. It is organized under the Incident Management System combined with the Emergency Support Function concept. When an incident becomes larger than on scene coordination can manage, the Columbia County Emergency Management Director may elect to activate the emergency operations center to better coordinate the response and recovery efforts. The level to which the emergency operations center will be activated will be based on what the incident requires. It recognizes three (3) levels of emergency operations center activation, which are as follows:
 - (a) Level III: Monitoring – This involves continuous monitoring of the incident, which occur within the county and can usually be handled with county resources and coordination.
 - (b) Level II: Partial Activation – Staffed by those departments and/or agencies needed to respond to and recover from the emergency or disaster and may include State agency or department personnel requested through the State Emergency Operations Center.
 - (c) Level I: Full Activation - Staffed by all departments and/or agencies with responsibilities established in the Columbia County Comprehensive Emergency

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Management Plan and may include State agency or department personnel, which have been requested through the State Emergency Operations Center.

- (3) Columbia County's recovery to an emergency and/or disaster is carried out through the recovery organizational structure (Figure R-1) and primary/support agency matrix (Table R-2) as follows:

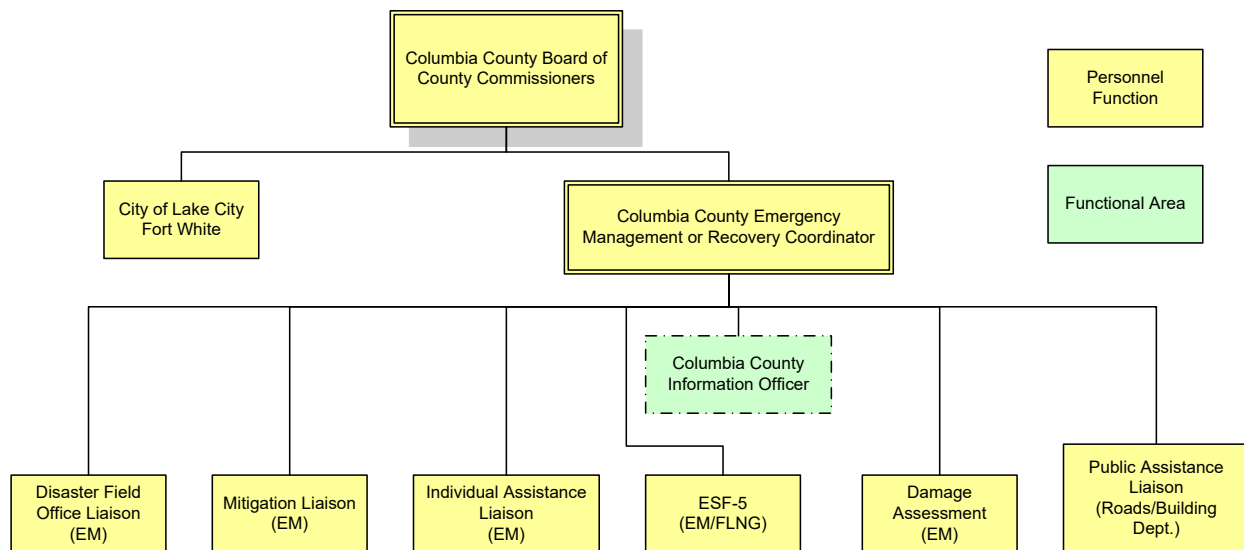


Figure R - 1: Columbia County Recovery Organizational Chart

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| Columbia County Recovery Matrix – Primary and Support Agencies | | | | | | | |
|---|------------------------------|--------------------------|--------------------------|-------------------|-------------------------------------|--------------------------------------|---------------------------|
| Department/Agency | Function | | | | | | |
| | Individual Assistance | Public Assistance | Damage Assessment | Mitigation | Emergency Support Function-5 | Disaster Field Office Liaison | Public Information |
| Columbia County Emergency Management | P | S | P | P | P | P | P |
| Columbia County Board of County Commissioners | | | S | S | | S | |
| Columbia County Clerk of Courts | | | S | S | | S | |
| Columbia County Fire Department | | | S | | | | |
| Columbia County Sheriff's Office and Lake City Police Department | | | S | | | | |
| Columbia County Property Appraiser | S | S | S | S | | | |
| Columbia County Tax Collector | S | S | S | S | | | |
| Columbia County Public Works | | P | | S | | | |
| Florida National Guard | | | S | | S | | |
| Florida Division of Emergency Management | | | S | | | | S |
| American Red Cross | S | | | | | | |
| Senior Services | S | | | | | | |

Table R - 2, Columbia County Recovery Matrix – Primary and Support Agencies

- (4) As the incident progresses into issues requiring long-term resolutions, the organizational structure changes to accommodate these functions. For example, in immediate recovery the emphasis is placed on search and rescue, and immediate human needs (shelter, food, water, etc.). Damage Assessment is also conducted during this period of time. After approximately the first 72 hours has passed issues of long-term shelter/housing, temporary repair to structures and re-establishment of infrastructure take the forefront.

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- (5) Given the size of the county and its limited resources, Columbia County has built cohesive partnerships between local County, State and Federal agencies. This relationship transcends all four phases of emergency management: preparedness, response, recover, and mitigation. Columbia County Emergency Management Staff will "change hats" in order to provide an orderly transition from immediate to intermediate, and ultimately long term recovery. This includes the administration of federal disaster assistance programs. As in the response phase of the disaster, Columbia County will require assistance from the state to ensure prompt and responsive assistance to disaster victims. The Columbia County Emergency Management Director or Recovery Coordinator will make a request for additional assistance as required by the incident.
- (6) The incident may require the county to employ temporary staff to fill the positions and/or functions required by the incident. Should this become necessary Columbia County will follow the guideline set forth by the Columbia County Board of County Commissioners Standard Operating Procedures for temporary employment and in coordination with state and federal authorities in the event of a declared disaster.
- (7) The county's municipalities will provide a liaison to Columbia County to ensure smooth response and recovery operations. The municipalities will follow the plans and responsibilities outlined in the Columbia County Comprehensive Emergency Management Plan to accomplish this task. The county in-turn, will serve as a liaison to the state on behalf of the municipalities.
- (8) Columbia County's primary and support agencies for intermediate and long term recovery (Table R-3) are as follows:

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| COLUMBIA COUNTY PRIMARY/SUPPORT AGENCIES FOR INTERMEDIATE AND LONG TERM RECOVERY | | |
|---|---|---|
| Task | Primary Agency | Function |
| Columbia County Clerk of the Court | Primary: Columbia County Board of County Commissioners | Provides administrative guidance to response and recovery personnel. Serves as a liaison to the Columbia County Board of County Commissioners, county attorney, finance officer, and other administrative personnel. |
| | | |
| Columbia County Public Information Officer | Primary: Columbia County Emergency Management | Provides timely and accurate information to disaster victims in coordination with state ESF – 14. <i>Public Information.</i> |
| Disaster Recovery Coordinator | Primary: Columbia County Emergency Management | Coordinator for the overall recovery operation ensuring disaster victims immediate needs are met, getting recovery information, access to state and federal programs, and establishing mitigation projects consistent with state and federal programs. |
| | Support: : Columbia County Board of County Commissioners and ESF - 1, <i>Transportation</i> through ESF – 18, <i>Business and Industry</i> | |
| Damage Assessment | Primary: Columbia County Emergency Management | Coordinator for both initial and preliminary damage assessment of the county and reports the findings to the Florida Division of Emergency Management in a timely manner. Also serves as the county representative to a joint preliminary damage assessment team as required. |
| | Support: Columbia County Fire Department; Lake City Fire Department, American Red Cross; ESF-5, <i>Information and Planning</i> ; Columbia County Sheriff's Office; Lake City Police Department; City of Lake City Public Works Department, Town of Fort White Public Works Department, Columbia County Public Works; Columbia County Property Appraiser; and Columbia County Tax Collector | |

Table R - 3, Columbia County Primary/Support Agencies for Intermediate and Long Term Recovery
Columbia County Comprehensive Emergency Management Plan Annex I – Recovery Functions Annex - AI-7
“Failure to Prepare is Preparing to Fail.” – Benjamin Franklin

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| COLUMBIA COUNTY PRIMARY/SUPPORT AGENCIES FOR INTERMEDIATE AND LONG TERM RECOVERY | | |
|---|--|---|
| Task | Primary Agency | Function |
| Mitigation | Primary: Columbia County Emergency Management | Coordinate post-disaster mitigation project identification and serve as liaison to state and federal authorities. |
| | Support: Columbia County Board of County Commissioners | |
| Individual Assistance | Primary: Columbia County Emergency Management | Serve as Individual Assistance Coordinator and liaison to Florida Department of Emergency Management /Disaster Field Office to ensure disaster victims have access to all state and federal individual assistance programs. Ensure proper outreach is conducted. Chair and/or participate in unmet needs committee as required. |
| | Support: American Red Cross and Senior Services | |
| Public Assistance | Primary: Columbia County Road Department | Serve as Public Assistance Coordinator and liaison to Florida Department of Emergency Management /Disaster Field Office to ensure restoration and repair to county infrastructure through state and federal public assistance programs. Coordinate with Mitigation as required. |
| | Support: Columbia County Emergency Management | |
| ESF – 5, <i>Information and Planning</i> | Primary: Columbia County Emergency Management | Ensure complete, timely and accurate documentation of response and recovery activities. Gather intelligence on anticipated needs. Develop and distribute incident documents. |
| | Support: Florida National Guard and Florida Department of Emergency Management | |
| Disaster Field Office Liaison | Primary: Columbia County Emergency Management | Provide liaison to disaster field office to ensure smooth operations between Columbia County, the City of Lake City, Town of Fort White, state and federal agencies and departments. |
| | Support: - Columbia County Board of County Commissioners | |

Table R - 3, Columbia County Primary/Support Agencies for Intermediate and Long Term Recovery

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- (9) The obtaining and administration of state and federal recovery programs, including mitigation programs, will be done in accordance with state and federal rules, regulations and guidelines set forth by Chapter 252, Florida Statute and the Robert T Stafford Disaster Relief and Emergency Assistance Act of 1988.
- (10) Meeting the needs of disaster victims is the primary concern of Columbia County. If following an incident in which Columbia County received a federal disaster declaration, recovery activities, will be done in accordance with state and federal rules, regulations and guidelines set forth by Chapter 252, Florida Statute and the Robert T Stafford Disaster Relief and Emergency Assistance Act of 1988.
- (11) If a federal declaration is awarded than a kickoff meeting will be scheduled and held at the Columbia County Emergency Operations Center (EOC). This meeting will include any public agency that was impacted during the event/disaster. Potential attendees at this meeting would be: County/city public works, county/city fire departments, county/city law enforcement agencies, private non-profit agencies as well as the Columbia County School system. Any public assistance request will be made through the emergency management agency through EM Constellation or by submitting a fax request to the Florida Division of Emergency Management (FDEM) should EM Constellation not be available.
- (12) Upon activation of the Columbia County EOC, and once intelligence has been gathered on the severity of the incident, the emergency management director can request that the Board of County Commissioners adopt a Local State of Emergency for the particular event. Once the County EOC has been activated, the emergency management director will notify his regional coordinator. The regional coordinator will inform the State Watch Office (SWO) of the activation. The EM director will also upload the Incident Action Plan (IAP) or a situation report (SITREP) into EM Constellation.
- (13) In the event the incident was not declared, Columbia County will meet the needs of the impacted victims through resource requests through the State Emergency Operations Center and mutual aid once all other avenues of obtaining resources has been exhausted. Columbia County Emergency Management will coordinate with Florida Division of Emergency Management to coordinate state programs available to impacted victims.
- (14) Columbia County will work through our non-profit agencies in the event that an event does not meet the criteria for a declared disaster. The Board of County commissioners will keep the local state of emergency up-to-date, until response activities have been demobilized. The recovery process may continue well past the expiration of a Local State of Emergency. Columbia County will continue to work with the non-profits as well as the Long Term Recovery Committee to make sure that the needs of the citizens are met. Columbia County has a contract with the North

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Central Florida chapter of the American Red Cross to help provide aid to families following a home fire, and this carries over to times of other disaster. Also during non-declared events agencies such as Catholic Charities, the Florida Gateway food bank and the United Way of the Suwannee Valley will be utilized to provide assistance to our impacted residents.

- III. **RECOVERY FUNCTIONS:** Following a disaster, it is essential to determine the extent of damage and the immediate needs of the disaster victims. Time is essential in getting this information into the State Emergency Operations Center. The Columbia County Emergency Management Director or Recovery Coordinator is responsible for this task. This section will include an overview, function and procedures for damage assessment, Individual Assistance Programs, Public Assistance Programs and recovery facilities.

A. Damage Assessment

- (1) Immediately following a disaster Columbia County personnel will conduct an initial damage assessment or "snap shot" to assess the impacts and define the boundaries of the disaster. The Columbia County Emergency Management Director or Recovery Coordinator is responsible for coordinating this activity. This assessment will provide a rough estimate of the type and extent of damage. This information is then forwarded to the State Emergency Operations Center along with any needed or anticipated resource requests.
- (2) A more detailed Preliminary Damage Assessment is then conducted by county personnel who include the fire departments, American Red Cross personnel, Columbia County Sheriff's Office personnel, road department personnel, Building Inspector, Property Appraiser, Tax Collector and a representative from the county's municipalities (City of Lake City, Town of Fort White). These teams assess the number of homes and/or businesses that have been impacted or damaged and to what extent, impact on the disaster victims, economic injury, and the impact to the county's infrastructure including roads, bridges, water sources, lift stations, power, etc., including probable costs. A report is then generated and forwarded to the State Emergency Operations Center. At that point, a joint local, state and federal preliminary damage assessment may be scheduled. This joint assessment validates the initial assessment and is the basis used for a Presidential Disaster Declaration request.
- (3) The method and reporting of damage assessment information utilized by Columbia County follows the current state and federal guidelines, rules and regulations and is the sole responsibility of Columbia County government. Municipalities will assist Columbia County in conducting damage assessment in their respective communities. The forms used in reporting this information can be found at the end of this Annex. Specific information for damage assessment methods and criteria can be found in the Department of Community Affairs "Handbook for Disaster Assistance".

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- (4) While it is important to return people to their homes as quickly as possible after a disaster, it is more important to make sure they are returning to a home that is safe, sanitary and secure. After the initial assessment and preliminary damage assessment are complete, the Columbia County Property Appraiser and Building Inspector will survey homes found to be questionable for habitation. If the structure can be made safe, sanitary and secure by interim repair (i.e. plywood or plastic over a hole in the roof), the team will report this finding to the Columbia County Emergency Management Director/Recovery Coordinator, who in turn will work with local, state and federal partners to obtain the needed supplies.

B. Columbia County uses the following standard operating guidelines to conduct damage assessment:

- (1) The Columbia County Emergency Management Director or his/her designee will notify the damage assessment team(s) to report to the Columbia County Emergency Operations Center upon determination Columbia County may be facing disaster impact or once an event has occurred requiring activation of damage assessment teams (tornado). Notification lists can be found in Columbia County Comprehensive Emergency Management Plan Reference Manual.
- (2) Damage Assessment Team members will receive training in damage assessment on an annual basis and prior to team deployment when they are again briefed on damage assessment criteria, roles and responsibilities of the team members.
- (3) Once the "snap shot" or windshield survey is accomplished by public safety personnel (fire, EMS, police) of the impacted area, the damage assessment teams will be assigned areas of the county for assessment based on the needs of the incident (localized impact such as that of straight line winds or widespread from a hurricane).
- (4) County geographical information systems personnel will provide team members with maps to their survey area. Columbia County Emergency Management will provide damage assessment team members with survey forms, safety gear or other needed equipment.
- (5) Prior to the teams mobilization, Columbia County Emergency Management Director/Disaster Recovery Coordinator will brief the teams on the following information:
 - (a) Type/size of disaster;
 - (b) Geographical assignments;

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- (c) Assessment criteria;
 - (d) Reporting format and process;
 - (e) State or federal involvement/requirements; and
 - (f) Safety.
- (6) The Columbia County Emergency Management Director/Disaster Recovery Coordinator will initially serve as the point of contact for state or federal personnel until they can be partnered with local representatives.

C. Disaster Recovery Center

- (1) The Columbia County Columbia County Emergency Management Director/Disaster Recovery Coordinator or his/her designee is responsible for coordination with the State, pre and post event, on establishment of a disaster recovery center. The Columbia County Emergency Management Assistant will have a support role in the establishment of the disaster recovery center.
- (2) When preliminary damage assessments have delineated the areas and extent of damage, the Columbia County Emergency Management Director/Disaster Recovery Coordinator will work with state and federal counterparts (via formal through EM Constellation, E-mail or telephone call) in determining the need for a disaster recovery center. Once these parties have determined that a disaster recovery center will be established, ESF – 5, *Information and Planning* along with the Columbia County Emergency Management Director/Disaster Recovery Coordinator will determine a location for the disaster recovery center. The site chosen will be as close to the impacted population as possible. Potential disaster recovery center sites include:
- (a) Columbia High School
 - (b) Westside Elementary School
 - (c) Columbia County Community Centers
 - (d) Columbic County Fair Grounds
- (3) Based on the requirements of the event, the county may ask that a roving disaster recovery center be used given the rural elements of the county.

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- (4) ESF – 14, *Public Information* will notify the public, using press releases and local radio stations, of the location of the disaster recovery center(s) and the assistance available.
- (5) Columbia County Emergency Management maintains a list of facilities which include sites appropriate for disaster recovery center(s), landing zones for rapid impact assessment teams, staging areas, and sites appropriate for other types of coordinated assistance.
- (6) Columbia County Emergency Management will have a support role in the establishment of a Disaster Recovery Center. Other county agencies that will assist with the establishment of the DRC: Columbia County Facilities Maintenance will provide janitorial service at a minimum of once a day. Columbia County IT department will establish the phone and internet needs at the DRC. Requests will be made to local law enforcement to have patrols drive by and verify that the DRC is secure during the hours of operation. During non-operational hours the patrols may be more infrequent.
- (7) Columbia County personnel will be identified from Columbia County Emergency Operations Center/recovery staff to work in the disaster recovery center. They will be contacted by the Columbia County Emergency Management Director/Disaster Recovery Coordinator or, his/her designee. Determination in the requirements for staff will be made in coordination with the state and federal counterparts.
- (8) The Emergency Management Director will put into EM Constellation a request to open a DRC following an event that gains a presidential declaration. Once the request has been made, arrangements will begin to be made to take FEMA representatives and State representatives to visit the pre-identified DRC sites. Once the agreements have been executed, Columbia County Facilities management will gather the necessary tables and chairs for the DRC personnel to utilize.
- (9) The Catholic Charities Bureau, United Way, American Red Cross, Meridian Health, Department of Children and Families, Florida Crown Workforce are among some of the initial agencies that will be requested to staff the DRC for Columbia County.

D. Public Assistance

- (1) General: "Public damages" can include any damage incurred by a structure or facility owned by a public or eligible private non-profit entity. This could include roads, bridges, buildings, utilities, etc. There are seven basic categories:
 - (a) Category A – Debris Clearance: This category includes all storm induced debris on non-federal public roads (including the right-of-way), non-federal public waterways, other public property and private property when removal is legally

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undertaken by local government forces. It can also cover the cost of demolition of public structures if those structures were made unsafe by the disaster.

- (b) Category B – Emergency Protective Measures: This category addresses the provision of appropriate emergency measures designed to protect life, safety, property, and health (i.e., barricades, sandbags, and safety personnel).
 - (c) Category C – Road Systems: This category addresses damages to non-federal roads, bridges, streets, culverts, and traffic control devices.
 - (d) Category D – Water Control Facilities: Eligible damages under this category include costs to repair or replace dikes, dams, drainage channels, irrigation works and levees.
 - (e) Category E – Building and Equipment: Eligible damages under this category include costs to repair public buildings and equipment, supplies/inventories that were damaged and transportation systems such as public transit systems.
 - (f) Category F – Public Utility Systems: Under this category, assistance is available for damaged water systems, landfills, sanitary sewerage, storm drainage systems, and light/power facilities.
 - (g) Category G – Other: The "other" category includes parks and recreational facilities, or any other public facility damages that do not reasonably fit into one of the other categories.
- (2) The Columbia County Road Department Supervisor and his/her department personnel are responsible for coordinating the activities required by the Public Assistance Program. Columbia County Emergency Management, Fire Departments, Property Appraiser, and the Clerk of the Court all support public assistance operations.
- (3) The following table (Table R-4) outlines the roles and responsibilities of each primary and support agency:

| Agency/Department | Task |
|---|---|
| Public Works <ul style="list-style-type: none"> • Columbia County • City of Lake City | Conduct initial and preliminary damage assessment. Complete required forms. Coordinate with state and federal counterpart in public assistance operations. Prioritize projects. Maintain files and records. Tasks as described in the Columbia County Public Works Standard Operating Guidelines. |

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| | |
|---|--|
| Columbia County Emergency Management | Conduct initial and preliminary damage assessment of infrastructure in coordination with the road department. Complete required forms. Assist the road department, state and federal counterpart with public assistance operations. Maintain files and records (to include debris management). Request additional resources as required by the incident. |
| Fire Departments <ul style="list-style-type: none"> • Columbia County • Lake City | Conduct initial and preliminary damage assessment of infrastructure in coordination with the road department. |
| Columbia County Property Appraiser | Conduct initial and preliminary damage assessment of infrastructure, specifically public buildings, in coordination with the road department. |
| Columbia County Clerk of the Courts | Provide administrative guidance to response and recovery personnel. Serve as liaison to Columbia County Board of County Commissioners, county attorney, finance officer, and other administrative personnel. |

Table R - 4, Columbia County Primary/Support Agencies for Intermediate and Long Term Recovery

(4) Applying for Public Assistance

- (a) A Presidential Disaster Declaration initiates a process, which begins with applicants filing a Notice of Interest at an applicants briefing, which is publicized through the media and the Columbia County Emergency Operations Center. A "kick-off meeting" will be held and may include the road department, public and private utilities, parks and recreation, etc. as required by the event.
- (b) Project Worksheets are prepared which will specify the scope of repair or replacement of damaged facilities, followed by approval of funds. Reimbursement of 75% Federal and 25% local funds. Traditionally the State will obligate 12.5% of the local funds.
- (c) The State serves as the grantee with applicants as the sub-grantees, under the Federal Disaster Assistance program, with reimbursements distributed through the Department of Community Affairs, Florida Division of Emergency Management.

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- (d) Documentation, records keeping, inspections and final close-outs are managed by the Florida Division of Emergency Management and Federal Emergency Management Agency.
 - (e) Non-presidential or agency declarations can provide partial disaster assistance through the Department of Agriculture and other various federal agencies.
 - (f) The Governor or the Legislature may authorize other assistance to local governments, based upon a declared emergency.
 - (g) Financial transactions, accounting, grant management, employment and payroll, correspondence, file maintenance and reporting requirements will be carried out in accordance with the Columbia County Board of County Commissioners Standard Operating Procedures. The obtaining and administration of state and federal PA recovery programs, including mitigation programs, will be done in accordance with state and federal rules, regulations and guidelines set forth by Chapter 252, Florida Statute and the Robert T Stafford Disaster Relief and Emergency Assistance Act of 1988.
 - (h) Potential applicants for federal infrastructure include county agencies (i.e. Public Works Department), City of Lake City, Town of Fort White, and the county's fire departments. The Columbia County Local Mitigation Strategy identifies fundable public assistance projects and is continuously reviewed and/or revised by the Local Mitigation Strategy Work Group during their quarterly meetings. These projects are outlined in the Columbia County Local Mitigation Strategy document under *Prioritized Projects and Initiatives*.
 - (i) Identification of possible recovery projects will be coordinated through the county's public assistance coordination and Columbia County Emergency Management staff. The Emergency Management Director is directly responsible for this task. Upon determination that a project may be eligible for funding, contact will be made to the appropriate party via notification lists. A Presidential Disaster Declaration initiates a process, which begins with applicants filing a Notice of Interest at an applicant's briefing, which is publicized through the media and the Columbia County Emergency Operations Center. A "kick-off meeting" will be held and may include the road department, public and private utilities, parks and recreation, etc. as required by the event.
- (5) Additional information regarding Public Assistance can be found in the "Public Assistance Policy Digest" published by Federal Emergency Management Agency and is available in the office of Columbia County Emergency Management.

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E. Debris Management

- (1) The Columbia County Emergency Management Director will designate the Operations Manager or his/her designee for overall debris removal operations within the county. The Clerk of the Court Finance Director will interface with the financial manager from the contracted company regarding coordination of state and federal financial assistance and oversight. During an emergency and/or event, the County Engineer will assume the responsibility for oversight of the Public Works crews. Columbia County Utilities will operate as public works crews as well. In addition, if needed on the weekends, county maintenance staff may also work as public works crews, upon direction from the County Operations Manager or the County Engineer.
- (2) The County Operations Manager oversees debris removal coordination with all local and State agencies in Columbia County as well as with all of the ESF agencies. Columbia County will coordinate debris removal with the Florida Department of Transportation (FDOT). In addition, while all debris is in the County, the City Public Works Department will have primary responsibility for debris removal within the city limits and will coordinate the ultimate disposal of the debris with the County Operations Division. The Columbia County School System coordinates debris removal with the County Operations Manager.
- (3) Columbia County Public Works, The City of Lake City Public Works department, Winfield Solid Waste, Veolia and other trash collection vendors in Columbia County will coordinate with each other on pre-determined sites for debris disposal following an event. The county will operate four debris sites across the county. Each of these sites will have county personnel serve as the monitors for the debris delivery and each site has the capability for burning. The sites are: South end of the county, the Fort White and Ellisville collection locations; In the north end of the county, debris will be collected at the Public Works facility. The County Landfill (Winfield Solid Waste Facility) will operate as a collection site for all overflow debris. A fifth site will be operated by a local private contractor near Columbia High School. In addition, the City of Lake City may operate debris sites such as Memorial Stadium that are convenient for City crews. The Columbia County Utilities will provide the debris site in Ellisville adjacent to the Water Treatment Plant.
- (4) Local hauling companies will be Columbia County's first choice for pick-up and delivery of debris either to a pre-determined site or to Winfield Solid Waste (the county landfill). If the event exceeds local capabilities vendors from outside of the area will be brought in to help complete the debris removal process.
- (5) Debris Removal is the clearance, removal, and/or disposal of items such as trees, sand, gravel, building components, wreckage, vehicles, and personal property. For debris removal to be eligible the work must be necessary to:

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- (a) Eliminate an immediate threat to lives, public health and safety.
 - (b) Eliminate immediate threats of significant damages to improved public or private property.
 - (c) Ensure the economic recovery of the affected community.
- (6) Examples of eligible debris removal activities:
- (a) Debris removal from a street or highway to allow the safe passage of emergency vehicles.
 - (b) Debris removal from public property to eliminate health and safety hazards, such as the threat of fire.
- (7) Examples of ineligible debris removal activities:
- (a) Removal of debris, such as tree limbs and trunks, from natural (unimproved) wilderness areas.
 - (b) Removal of pre-disaster sediment from engineered channels.
 - (c) Removal of debris from a natural channel unless the debris.
 - (d) Poses an immediate threat of flooding to improved property.
- (8) The pre-determined debris sites that are operated by Columbia County Columbia County Public Works are all capable of having vegetative debris burned on site. In addition, Columbia County has a local option vendor that provides chipping and mulching should there be a case where burning the debris is not feasible. The vendor charges a set fee, regardless of the load size, and handles all disposal of the organic vegetation that is brought to their location.
- (9) Columbia County or any company transporting organic vegetation to the local vendor goes straight to the vendors location. Columbia County does not take it to a debris monitoring site. The vendor is solely responsible for the receipt and the disposal of the organic debris.
- (10) The removal of household hazardous waste and white goods in a major disaster will be handled as follows:

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- (a) White Goods
 - 1. Under the waste collection agreement with the County's franchise hauler section IV 6.3 requires our franchise hauler to provide the collection of white goods in a catastrophic event.
 - 2. In addition, County personnel will lend support as needed.
 - 3. White goods may be taken to approved County staging locations for collection which in turn the County will disposed of them properly.
- (b) Household Hazardous Waste (HHW)
 - 1. The County will receive HHW at various staging locations including Winfield Solid Waste Facility.
 - 2. HHW will be disposed of through the County's current HHW contractor.
- (c) Any of the above items delivered commingled with other waste will be separated by county staff for proper disposal.
- (11) Debris removal from private property is generally not eligible because it is the property owner's responsibility. If property owners move the disaster-related debris to a public right-of-way, the local government may be reimbursed for curbside pickup and disposal. If the debris significantly impacts the public health and safety of a community, Federal Emergency Management Agency may fund debris removal from private property by the State or local government.
- (12) Columbia County will request technical assistance from FDEM PA Officer in review of the contract to ensure it meets all of the state and federal requirements for legal issues, interagency issues, record-keeping, and audit procedures, physical debris collection, reduction and disposal and environmental considerations.
- (13) ESF-3, *Public Works* has the responsibility for the overall coordination of debris removal efforts with local municipalities to include securing all required state and federal agency environmental permits (to include required DEP approvals). Emergency debris removal efforts will focus on clearing major transportation arteries in an effort to allow the movement of emergency vehicles, supplies, resources and traffic. After the restoration of the major transportation arteries has been completed, debris will then be removed from collector roadways, residential/local roadways, and public parks.
- (14) Columbia County Public Works would prioritize the clearing of debris from roadways in the following order: Roadways leading to designated critical facilities; Roadways being used as evacuation routes; Major thoroughfares and continue to

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- prioritize according to the traffic load on a particular road according to the traffic load on a particular road.
- a) Roads leading directly to critical facilities would be the first to be cleared. This may include roads to: Schools being used for population sheltering, hospitals, Assisted Living Facilities etc.
 - b) State and Federal Highways. These roads may be utilized as evacuation routes, and if so, they may be bumped up to a higher priority. These roads are highly used roads, and if not serving as an evacuation route then they will be the next priority to be cleared.
 - c) Collector roads that feed to the State and Federal Highways.
 - d) Local Access Roads
 - e) Non-Critical transportation roads.
- (15) In an effort to minimize the impacts on remaining landfill capacities, alternate means of debris disposal will be utilized whenever possible. Vegetative debris will be burned or chipped. Burning will not be used when it creates a public health hazard. Suitable burn sites will be pre-identified by ESF-3, *Public Works*.
- (16) It is anticipated that significant numbers of personnel with engineering and construction skills, along with construction equipment and materials, will be required from state and federal agencies and from sources located outside of the affected area(s). The acquisition and deployment of these resources will be coordinated with ESF-7, *Resource Support* and ESF-3, *Public Works*.
- (17) The County Attorney will develop entry procedures for debris removal from private property.
- (18) ESF-7, *Resource Support* through Columbia County Emergency Management is responsible for other emergency period Contracts. ESF- 3, (Public Works) is responsible for working with the debris removal contractor.

F. Community Relations

- (1) Given the limited personnel resources in Columbia County, the Columbia County Emergency Management Director/Disaster Recovery Coordinator will appoint a Community Relations Coordinator on an event by event basis. The Community Relations Coordinator will then be the liaison with the State and Federal team.

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Support in the function will come from Columbia County, staff from the Senior Services, emergency management, and local religious organizations.

- (2) The Community Relations Coordinator will work with local, state and federal Community Relations Teams who are deployed to disseminate information and collect data to assist disaster affected communities and individuals in receiving the assistance to which they are entitled. The determination for priority areas for team deployments will be made based on human needs and the magnitude of this disaster.
- (3) The primary function of these teams is to identify and report unmet human needs and to inform disaster victims of the disaster assistance programs and the tele-registration process.
- (4) Persons on the Columbia County Special Needs Registry may require special outreach. The Community Relations Coordinator will inform the teams as to the location of these individuals to ensure they receive the required assistance.
- (5) Columbia County Emergency Management maintains a list of key community leaders and community service groups who will be contacted after a disaster to assist in determining community needs and available to serve in a Community Relations capacity.
- (6) Columbia County Emergency Management will maintain contact with the local Catholic Charities Bureau, United Way of Suwannee Valley, North Central Florida Chapter of the American Red Cross. These organizations are a key support element in support of the County Community Response. As they are identified additional groups will be added to the master list maintained in the emergency management office.

G. Unmet Needs Coordination

- (1) During the intermediate and long-term recovery phase immediate life safety needs have already been addressed. Voluntary organizations and other private sector groups continue to augment or extend the abilities of government to assist disaster victims by providing donated goods and volunteer services. With all of the assistance that is available after a disaster, there still may be people who have unmet needs. If the situation requires the development of an Unmet Needs Committee, the Columbia County EM Director/Recovery Coordinator will appoint a Chairperson to run this committee. Given the limited personnel resources in Columbia County, this will be done on an event by event basis.
- (2) The Unmet Needs Committee Chairperson will be responsible for oversight of the committee, addressing immediate human needs (food, water, etc), immediate housing issues, issues involving persons with special needs and coordination with Community

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- Relations Teams. **NOTE:** Emergency management, local religious organizations, Suwannee Valley Transit, American Red Cross and the county's municipalities, along with state and federal representatives will all be part of this committee.
- (3) Through Outreach Teams individuals may be identified who require additional assistance or have an unmet need as a result of the disaster. Once these individuals are identified they will be assigned a representative from the Unmet Needs Committee who will make contact with the victim. The Representative will then bring these findings back to the committee for action. Resolution to the victims needs will be through avenues and/or, resources identified by the committee.
 - (4) Columbia County Emergency Management has a training program in place and includes, but is not limited to, courses in Community Relations and Unmet Needs. These courses are available through Florida Division of Emergency Management and all members of Columbia County's Emergency Management team are encouraged and/or required to attend.
 - (5) During a long-term recovery phase all unmet needs will be forwarded to ESF-15, *Volunteers and Donations*. With assistance from the volunteer groups, ESF-15, *Volunteers and Donations* will utilize existing lists of community service providers, local churches, community outreach programs and municipalities to fulfill all requests.
 - (6) Human Needs Assessment Teams, municipalities and local officials will meet to help identify unmet needs.
 - (7) Training for ESF-15, *Volunteers and Donations* members and local community groups will be scheduled during the first quarter of each fiscal year. Training will include emergency home repair, debris removal, donation warehouse management, processing centers, crisis counseling and other needed assistance.

H. Columbia County Long Term Recovery Committee

- (1) This local committee is formed to help effected homeowners to return to a safe, sanitary and secure living condition using local and faith based grants/funds when other State of Federal funds are exhausted or not available. Following approval from the case management process, this committee pays the contractor/vendor sources directly for approved low cost home repairs requested by the homeowner.

The Catholic Charities Bureau, Inc. will serve as the clearing house and staff for long term recovery; they will be responsible for the coordination with community organizations and will develop outreach efforts to identify individuals who require additional assistance or have short and long term unmet needs as a result of the disaster.

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- (a) Columbia County Emergency Management
 - (b) City of Lake City
 - (c) Columbia County Senior Services
 - (d) Altrusa of Lake City
 - (e) Suwannee River Economic Council
 - (f) American Red Cross
- (2) The Catholic Charities Bureau, and the Columbia County Long Term Recovery Committee generally, will partner with Columbia County Emergency Management, recognizing the health and safety of Columbia County residents is integral to Columbia County Emergency Management pursuant to F.S. 252.
- I. Emergency Housing: If the disaster has impacted Columbia County to the degree it has caused the need for emergency housing, the Columbia County Emergency Management Director/Disaster Recovery Coordinator will appoint a member of the recovery staff to work with state and federal counterparts in identifying potential solutions. Given the limited personnel resources in Columbia County, this will be done on an event by event basis.
- J. Individual Assistance
- (1) General: The purpose of individual damage assessment is to determine the extent to which individuals and private businesses have been impacted by the disaster. The two basic categories of eligible individual damage include:
- (a) Damage to Homes: A person whose primary residence has been damaged due to a disaster may qualify for various forms of disaster assistance. When damage assessors go into the field, they will estimate the degree of damage to the home, evaluate the victim's insurance coverage and determine the habitability.
 - (b) Damage to Businesses: Disaster damaged businesses and their employees are eligible for certain individual assistance programs. Loss of a business results in lost jobs, income, etc. to the business owner and employees.
- (2) Applying for Individual Assistance

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- (a) Following a Presidential Declaration authorizing Individual Assistance, an Individual Assistance Officer will coordinate, with a federal counterpart, all related individual assistance programs as defined in the State and Federal administrative regulations.
 - (b) Applications for Individual Assistance are made through the National Tele-registration Program or at the designated disaster recovery centers.
 - (c) Community Outreach Representatives, Florida Division of Emergency Management and Federal Emergency Management Agency personnel operating out of disaster recovery centers will visit impacted areas and informing victims of available assistance.
 - (d) Disasters that do not warrant a request for Individual Assistance as part of a Presidential Disaster Declaration may meet criteria for various other assistance such as Small Business Administration Disaster Loans.
- K. Damage Assessment Forms: Forms used for damage assessment can be found at the end of this section.
- L. Emergency/Disaster Support Activities
- (1) In addition to the Individual Assistance programs provided through Federal Emergency Management Agency, the following lists other programs that may be provided through Florida Division of Emergency Management:
 - (a) Small Cities Community Development Block Grant
 - (b) Community Services Block Grant
 - (c) Low-income Home Energy Assistance Program
 - (d) Low-income Emergency Home Repair Program
 - (e) Home Investment Partnership Program
 - (f) State Housing Initiative Partnership Program
 - (2) Columbia County Emergency Management has established a number of public information and education programs regarding the recovery efforts and available

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assistance. Efforts to educate the public as to the current status of the recovery effort and available assistance will be comprised of information releases, such as:

- (a) The types and locations of emergency assistance available, the personnel contacts, telephone numbers, location(s), and the hours of operation of the various services, e.g., Disaster Recovery Centers, Small Business Administration, Rumor Control, missing persons information, etc.;
- (b) The State of Florida Department of Health mental and physical health services such as crisis counseling, medical and physical “health notices,” e.g., boil water orders;
- (c) Columbia County Sheriff’s Office notifications of current restricted areas, curfew orders, travel restrictions, etc.; and
- (d) Local church organizations, the Salvation Army, and the American Red Cross will provide information regarding their respective locations and contact numbers for such services as food disbursement (mobile canteens), voucher distribution centers, counseling services, shelter status, etc.

M. Financial and Records Management: Financial transactions, accounting, grant management, temporary/permanent employment and payroll, correspondence, file maintenance and reporting requirements will be carried out in accordance with the Columbia County Columbia County Board of County Commissioners Standard Operating Procedures. The obtaining and administration of state and federal public assistance recovery programs, including mitigation programs, will be done in accordance with state and federal rules, regulations and guidelines set forth by Chapter 252, Florida Statute and the Robert T Stafford Disaster Relief and Emergency Assistance Act of 1988.

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ANNEX II - MITIGATION FUNCTIONS ANNEX

I. Introduction:

- A. Purpose: This Annex provides a framework for identifying, prioritizing, and funding those hazard mitigation projects that should be accomplished in order to reduce or eliminate long-term risk to citizens of Columbia County and their property from the effects of hazards.
- B. Columbia County maintains a Local Mitigation Strategy (LMS) Plan in accordance with State Rule 27P-22. The City of Lake City along with the Town of Fort White also participate in our LMS Planning Process and are signatories to the Local Mitigation Strategy.
- C. Goal: The overall goal of this plan is to promote hazard mitigation and to provide guidelines for the management of post-disaster recovery. This strategy is important to the County because of the vulnerability to many different hazards as outlined in the Columbia County Comprehensive Emergency Management Plan (CEMP).
 - (1) Recovery from disaster, without the help of hazard mitigation efforts, will simply become too expensive. As the cost of post-disaster recovery continues to grow at an alarming rate, it is essential that local governments, both County and municipalities, take advantage of mitigation planning opportunities and available funding to reduce the impact and cost of long term recovery.
 - (2) This plan ensures a high level of involvement by state and local government representatives and the private sector.
 - (3) Columbia County has an approved Local Mitigation Strategy that will expire on August 19, 2025.
 - (4) The Columbia County Emergency Management director will serve as the Local Mitigation Strategy chair person. As such, it is important that the county flood plain manager be included as a part of the Local Mitigation Strategy Workgroup. Through the LMS working group, spreadsheets will be kept on file that reflect Special Flood Hazard Areas (SFHAs). The LMS working group will work to try and gain funding for these projects in non-disaster HMGP funding and other funding sources as they are available.

II. General

- A. Columbia County Emergency Management Director:

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- (1) Serves as the Mitigation Coordinator and is responsible for the creation and continuous update on the Local Mitigation Strategy, which was ruled into compliance by Department of Community Affairs/Florida Division of Emergency Management in 2005;
 - (2) Facilitating routine Local Mitigation Strategy Work Group meetings to ensure the documents and projects continue to move forward;
 - (3) Facilitates training for mitigation assessment team members to aid in the identification of mitigation opportunities; and
 - (4) Is responsible for the emergency and post-disaster function of mitigation.
- B. Columbia County and its municipalities (i.e. City of Lake City and the Town of Ft. White) have developed a comprehensive, unified county-wide Local Mitigation Strategy (LMS), incorporated herein by reference, which addresses the following:
- (1) Description of hazard mitigation activities with the county and participating municipalities are involved.
 - (2) Identification of structures and infrastructure that are vulnerable to the all applicable hazards, as identified in the plan.
 - (3) Identification of appropriate mitigation initiatives that reduce the risks and vulnerabilities, as determined by the plan’s vulnerability assessment and risk analysis.
 - (4) Identification and prioritization of community mitigation initiatives, along with funding sources for these initiatives.
- C. In order to develop and periodically update a unified local mitigation strategy plan, Columbia County has established a Columbia County Local Mitigation Strategy Working Group pursuant to authorization by the Columbia County Board of County Commissioners. It is through this working group the necessary tasks are formulated allowing for the development of mitigation strategies on guiding principles, hazard identification and vulnerability assessment and mitigation initiatives on an on-going basis.
- D. Planning Assumptions:
- (1) A disaster may occur with little or no warning, and may escalate more rapidly than the ability of any single local response organization or jurisdiction can manage.

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- (2) Achieving and maintaining effective citizen and community preparedness reduces the immediate demands on response organizations. This level of preparedness requires continual public awareness and education programs to ensure citizens will take appropriate advance actions to reduce their vulnerability especially during the initial days (72 hours) after disaster impact can carry through in mitigation activities.
- (3) Columbia County is a small rural county with limited resources and personnel. Subsequently, the county's response to emergencies and disasters would be directly correlated to the resources and personnel available within Columbia County. While there are mutual aid agreements in place with neighboring counties for emergencies which may occur on a daily basis, the majority of this assistance would not be available when faced with a regional disaster. Columbia County will utilize available resources before requesting State assistance, but it should be noted that assistance will be requested should the event out strip the county's ability to respond.
- (4) Columbia County will initiate actions toward saving lives, protecting property, providing relief efforts including damage assessment, and required recovery/mitigation functions while working to maintain direction and control through the Emergency Operations Center.
- (5) The Columbia County Emergency Operations Center will be activated and staffed by the county's department and agency personnel. Those representatives of emergency functions not organic to the County (i.e. Emergency Support Function - 13 – *Military Support*), will be requested through the State as the incident requires.

III. Concept of Operations

- A. Columbia County has a number of responsibilities involving the development and implementation of local Emergency Management Programs. The City of Lake City and Town of Fort White are working partners in pre-disaster and post-disaster mitigation. Inherent in these efforts are initiatives which are intended to avoid, reduce and mitigate the effects of the recognized hazards to which the County is recognized as being vulnerable to.
 - (1) All county and municipal governmental departments and agencies are responsible for the development of the necessary plans with which they will perform such functions as may be required to effectively cope with and recover from, any natural disaster affecting their respective areas of responsibility(s).
 - (2) Primary, with reference to the coordination of Hazard Mitigation activities within Columbia County, are the Department of Emergency Management and the Building Department.

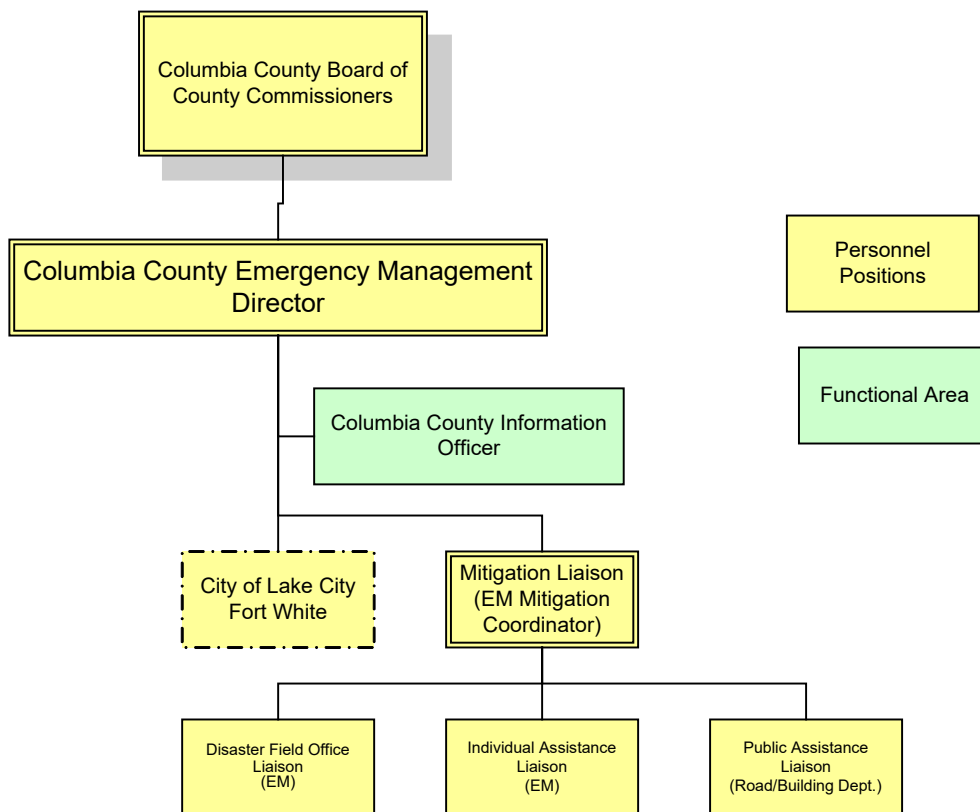
CEMP Annex II – Mitigation Functions Annex – AII-3

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- (3) Columbia County, in a proactive mitigation role, through the implementation of Columbia County Ordinances and Resolutions, continues the application of stringent building code requirements.
- (4) Other Columbia County implemented programs include the Florida Department of Emergency Management initiated Shelter Retrofit program.
- (5) Mitigation activities in post-disaster situations will be handled through the Building Department and the Department of Emergency Management.

B. The organizational chart and agency matrix for mitigation activities are as follows:



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Figure AII – 1, Columbia County Mitigation Organizational Chart

| Columbia County Mitigation Matrix | | | | | | | |
|--|------------------------------|--------------------------|--------------------------|-------------------|-------------------------------------|--------------------|---------------------------|
| Department/ Agency | Function | | | | | | |
| | Individual Assistance | Public Assistance | Damage Assessment | Mitigation | Emergency Support Function-5 | DFO Liaison | Public Information |
| Columbia County Emergency Management | P | S | P | P | P | P | P |
| Columbia County Board of County Commissioners | | | S | S | | S | |
| Columbia County Clerk of Courts | | | S | S | | S | |
| Columbia County Property Appraiser | S | S | S | S | | | |
| Columbia County Tax Collector | S | S | S | S | | | |
| Columbia County Public Works | | P | | S | | | |

Figure AII – 2, Columbia County Mitigation Matrix – Primary and Support Agencies

NOTE: All of Columbia County's agencies and department heads participate in Columbia County Mitigation Strategy planning and are part of the Local Mitigation Strategy team.

- **P** – Primary Agency
- **S** – Support Agency

C. When emergencies or disasters occur in which the Columbia County and the municipalities will render assistance to the best of its ability. Once these finite resources are depleted, Columbia County will request assistance by:

- (1) Columbia County and the municipalities are participating members of the Statewide Mutual Aid Agreement. The Columbia County Office of Emergency Management maintains a list of participants and will notify mitigation assessment team members of

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- next scheduled meeting or with instructions to report to work via e-mail, mail or telephone.
- (2) When, after an immediate post-event assessment, it is evident that the scope of the event supercedes the county's capabilities to meet its needs relative to the incident (disaster), the county is required, through the Florida Division of Emergency Management, to request assistance from the Governor. The Governor may then issue an Executive Order thereby mobilizing such State resources and assistance as may be necessary.
 - (3) Should the disaster resource needs of both the state and county governments exceed their capabilities, and coordination with the Federal Government becomes necessary in support of local disaster operations, the Governor may then request that the President of the United States declare the event a major disaster.
- D. Columbia County and the municipalities participate fully in the National Flood Insurance Program and Community Rating System. Other mitigation activities include public education and awareness of community and individual activities regarding Columbia County's hazards and methods to reduce them, public and private involvement in mitigation activities through workshops, community fairs, exhibitions, conferences, newspaper and radio announcements, presentations at civic and community group meetings and solicitation for involvement in public policy decisions.
- E. Continuity of government is assured through the preservation and protection of vital government records from the threat of natural and man-made hazards. In order to promote normal procedures following a disaster it is the responsibility of each element of government to safeguard these records. Constitutional officers are responsible for the preservation and restoration of their respective records.
- (1) The Clerk of the Court is responsible for all official records of the County, including those records necessary for operation during emergency events.
 - (2) As a significant amount of day to day government functions, management of emergency operations, and protection of the citizens of Columbia County are routinely performed through the use of computer software, essential records are periodically backed up, copied to disks, and/or printed as paper hard copy documents on a regular basis.
- F. Disaster Operations: Upon impact of a disaster to Columbia County, the Mitigation Coordinator will join with the state and federal partners in development of a Mitigation Assessment Team. This team will identify mitigation opportunities that have become apparent as a result of disaster damages. This information will be used to identify and seek funding for future mitigation projects.

CEMP Annex II – Mitigation Functions Annex – AII-6

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G. Local Mitigation Strategy

- (1) Columbia County has developed a Local Mitigation Strategy for the development and pre-identification and prioritization of Hazard Mitigation Grant Program Projects, ultimately to become a part of the statewide Hazard Mitigation Strategy. This strategy will provide a compilation of hazard mitigation planning projects and programs from a range of pre-existing resources such as the local Comprehensive Land Use Plan, the Comprehensive Emergency Management Plan, and other related codes and ordinances. This will include regulatory initiatives such as zoning changes to financial incentives for hardening structures.
- (2) Mitigation initiatives involving structures may include but not be limited to flood proofing, wind retrofitting, storm water management projects, floodplain management projects, infrastructure hardening, and acquisition and demolition of repetitively damaged or destroyed structures.
- (3) In order to develop a unified Local Mitigation Strategy Plan, Columbia County has developed a working group that included representatives from a major employer within the county as well as the Chamber of Commerce. The inclusion of these representatives makes the Local Mitigation Strategy more than just a governmental working group, through pluralistic representation of the entire community.
- (4) The Columbia County Local Mitigation Strategy Working Group is established pursuant to authorization by the Columbia County Board of County Commissioners and trained through Columbia County Emergency Management and Florida Division of Emergency Management. It is through this working group that the necessary tasks will be formulated which allow the development of the strategies on guiding principles, hazard identification and vulnerability assessment and mitigation initiatives on an on-going basis.
- (5) Columbia County Mitigation Coordinator, in coordination with the Columbia County Clerk of the Court is responsible for application completion and submission of mitigation projects to the appropriate agency(s). Hazard mitigation funds will be used in accordance with the Columbia County master plan and the priorities established therein.
 - (a) The work products resulting from the efforts of the Local Mitigation Strategy working group, and the subsequent evaluation of the collective and prioritized vulnerability assessment(s), while mutually interdependent, will determine the resulting local mitigation strategy and initiatives. Prioritization of these initiatives may determine the success of the mitigation application with regard to the

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attention gained from the Department of Community Affairs and the appropriate funding source(s).

- (b) Both 404 and 406 Disaster Relief and Emergency Assistance Act Funding Programs are project specific.
- (c) Compliance with the Hazard Mitigation Grant Program, as authorized by Section 404 of the Stafford Disaster Relief and Emergency Assistance Act, to be regarded as a “pre-disaster funding source,” requires a different set of conformance requisites than Section 406, The Federal Emergency Management Agency Infrastructure Assistance Program, to be identified as a “post-disaster funding source.” There is, within these programs, a set of established procedures required to maintain particular cost/benefit ratio standards. The alternative to application to specifically Section 404 or 406 is the “Enabling Act,” which would allow the consideration of funding additional measures not required by applicable codes and standards, that will enhance a facility’s ability to resist similar damage in future events.
- (d) The Columbia County will carefully review each Hazard Mitigation proposal and appropriate funding source(s).
- (6) Columbia County post-disaster development plans will fall within the guidelines of the existing and pro-active code requirements. Among these requirements are mitigation-directed hurricane shutter requirements, special structure requirements and a design wind speed criteria.

H. Mitigation Evaluation

- (1) The experiences of the 2004 Hurricane Season epitomize the importance of better integrating hazard mitigation activities into local comprehensive planning. Residents from all over the state experienced significant damages from Hurricanes Charley, Frances, Jeanne, and Ivan by winds, tornadoes, surge, or flooding. But this was not the only time that we have experienced natural disaster, nor will it be the last. In 1992, Hurricane Andrew devastated South Florida. In 1998 and 1999, most counties in Florida experienced wildfires. In some cases, despite fire fighters best efforts, the fires advanced through neighborhoods and homes were lost. Every year in Central Florida, new sinkholes emerge swallowing homes and damaging infrastructure. The cost of recovery for these various disasters ranges from hundreds of thousands to billions of dollars, significantly taxing local, state, and federal financial sources. Losses covered through Federal funding as a result of the 2004 hurricanes alone could reach as high as \$7 billion. Worst of all, however, are the many lives that, directly or indirectly, are lost due to natural disasters. It is imperative that we reduce the human

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and financial costs of natural disasters. Through better integration of natural hazard considerations into local comprehensive planning, we can build safer communities.

- (2) Columbia County has prepared this mitigation evaluation as part of a statewide effort by the Florida Department of Community Affairs (DCA) to guide local governments on integrating hazard mitigation principles into local comprehensive plans. This mitigation evaluation conveys Columbia County's existing and potential risk to identified hazards while providing recommendations on how hazard mitigation can better be integrated into the local mitigation strategy to better support comprehensive planning.
- (3) Summary of Recommendations: Columbia County's Comprehensive Plan has good integration of hazard mitigation principles and its local mitigation strategy has adequate data and goals to support comprehensive planning. There are goals, objectives, and policies that support risk reduction from flood and sinkholes in the local mitigation strategy and Comprehensive Plan. However, there are always ways to strengthen such plans, and the following is a summary of options for Columbia County to do so.
- (4) Comprehensive Plan Preliminary Recommendations:
 - (a) The following recommendations include hazard mitigation measures through which Columbia County can continue to reduce or eliminate risks from flood, wildfire, and sinkholes. These recommendations pertain to the use of vacant lands and/or redevelopment practices. Based on the land use tabulations, most of the vacant acreage is susceptible to wildfire and sinkholes. Land use tabulations were not provided for flood as the flood zones are not available in shape file format. However, flood is considered a high risk according the Columbia County Local Mitigation Strategy. The Comprehensive Plan addresses storm water discharge into sinkholes in Columbia County, therefore preliminary recommendations are also provided for this hazard.
 - (b) Of the vacant lands, 3,221 acres are susceptible to wildfire, and 2,451 acres are susceptible to sinkholes.
 1. Flood: The georeferenced data was not available to determine the acreage susceptible to flooding, however the local mitigation strategy deemed flood to be a high risk. Therefore recommendations are included for this hazard.
 - a. Columbia County should continue to give priority to those projects listed on the local mitigation strategy project list.
 - b. The Comprehensive Plan should continue the implementation of policies for preserving and enhancing the natural environment (i.e., 100-year

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- floodplain) through the enforcement of land development regulations for floodplain management and storm water management to maintain the natural functions.
- c. The Comprehensive Plan should continue to require that the County maintain an inventory of environmentally sensitive areas, which shall include 100-year floodplains.
 - d. Columbia County should continue to adopt or amend land development regulations which limit the density of dwelling units within FEMA designated 100-year floodplains such that existing flood storage is maintained and allowable densities do not create potential flood hazards, or degrade the natural functions of the floodplain.
 - e. Columbia County should continue to require that all structures built in the 100-year floodplain include at least one foot freeboard.
 - f. The Comprehensive Plan should consider prohibiting septic tanks in flood hazard areas or wetlands.
 - g. Columbia County should consider policies pertaining to the preparation of a storm water master plan to further mitigate the impacts of flooding in the community. This should be listed as a prioritized project on their local mitigation strategy project list for possible funding sources such as Federal Emergency Management Agency's Hazard Mitigation Grant Program.
 - h. Columbia County should consider including a policy to not approve variances to required flood elevations.
 - i. Columbia County should consider establishing an impact fee and/or other equitable user oriented revenue sources for the construction of drainage facilities, either countywide or in districts of high flooding potential.
 - j. Columbia County should consider requiring areas that have not established base flood elevations to be studied prior to development.
 - k. Columbia County should consider calling for compensating storage calculations in flood hazard areas.
 - l. Columbia County should consider programs identifying floodplains for acquisition.
2. Wildfire: About 17% of the 3,221 vacant acres that are susceptible to wildfire are to be developed for residential, commercial, industrial uses or public facilities, indicating that these risk reduction strategies should be considered prior to development of this vacant land.
- a. Where reasonable, the County should consider creating a policy in the Comprehensive Plan to update the Land Development Regulations for the County to include wildfire mitigation principles, such as defensible space buffering surrounding development or multiple exits for large development. This could also include provisions for vegetation

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- maintenance and the required removal of exotic vegetation or land cover that could be conducive to wildfire.
- b. Columbia County should consider including policies for coordination with area volunteer fire departments to ensure fire protection is provided to all areas of the County.
 - c. Columbia County should consider participating in the Fire wise Medal Community program to reduce risks within the wild land urban interface.
 - d. Columbia County should consider a requirement for all new development to include and implement a wildfire mitigation plan specific to that development, subject to review and approval by the County Fire Rescue Department.
 - e. Columbia County should consider increasing public awareness of prescribed burning and require management plans for conservation easements that address reduction in wildfire fuels.
3. Sinkholes: About 22% of the 2,451 vacant acres that are susceptible to sinkholes are to be developed for residential, commercial, industrial uses or public facilities, indicating that these risk reduction strategies should be considered prior to development of this vacant land.
- a. Columbia County should continue to include policies in the Comprehensive Plan that designate sinkholes as environmentally sensitive areas that are protected through land development regulations.
 - b. Columbia County should consider promoting PDR and TDR in areas highly susceptible to sinkholes.
 - c. Through the Comprehensive Plan and/or the overlay zones, promote the use of cluster development to mitigate sinkhole hazards. In this way, the areas highly susceptible to sinkholes could be preserved as open space, while allowing other areas to be developed at a higher density.
4. General:
- a. Current growth management techniques such as clustering, conservation of floodplains and wetlands, elevating structures in special flood hazard areas and storm water mitigation policies are employed by the community to protect natural features and to protect areas from flooding. Therefore, the County should update these policies in the Comprehensive Plan, emphasizing the benefits of hazard mitigation.
 - b. Columbia County should determine whether or not the conserved areas in the County have lifetime designations. In North Florida, some areas that were formally designated as uses with low densities are being slated for rural and urban development. It is important to determine if and when, all

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of the conservation agreements end, in order to determine if additional actions can be taken in the Comprehensive Plan to ensure that the property is protected.

- c. The Comprehensive Plan should consider including a policy to incorporate recommendations from existing and future interagency hazard mitigation reports into the Comprehensive Plan, and should consider including these recommendations during the Evaluation and Appraisal Report process as determined feasible and appropriate by the Board of County Commissioners.
- d. Include each hazard layer on the existing and future land use maps to determine where risks are possible to target hazard mitigation strategies.
- e. The Comprehensive Plan should consider including a policy to incorporate applicable provisions of the Comprehensive Plan into the Comprehensive Emergency Management Plan and the Local Mitigation Strategy.
- f. Continue educating the public, especially those at high risk from floods and wildfires, and make them aware of proactive steps they can take to mitigate damage.

(5) Local Mitigation Strategy Preliminary Recommendations: The following data and information could be included in an update of the local mitigation strategy. This information could help convey how and where disasters impact the population and the built environment to support comprehensive planning.

- (a) Include hazard maps with data layers to illustrate population (i.e., density) or property (i.e., value) exposure.
 - (b) Include a future land use map with hazard data layers (i.e., one FLUM per hazard) to illustrate which future land use categories are susceptible to each hazard.
 - (c) Include loss estimates by land use.
 - (d) Reference or include a list and/or map of repetitive loss properties.
 - (e) Include a quantitative risk assessment for existing and future development (i.e., loss estimates) or specific critical facilities.
- I. Finance and Accounting Procedures: Financial transactions, accounting, grant management, employment and payroll, correspondence, file maintenance and reporting requirements will be carried out in accordance with the Columbia County Board of County Commissioners Standard Operating Guidelines. The obtaining and administration of state and federal public assistance recovery programs, including mitigation programs, will be done in accordance with state and federal rules, regulations and guidelines set

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forth by Chapter 252, Florida Statute and the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988.

- J. Resources: Columbia County Emergency Management has four (4) trucks, three (3) laptop computers, eighteen (18) VHF Radios and eight (8) global positioning systems available for mitigation response (as of November 2009).

K. Public Awareness and Education:

(1) Public Awareness:

- (a) The key to successful disaster operations is the ability to communicate the multiple hazards which face Columbia County to the public and take the necessary actions to ensure life and safety will not be compromised. These actions start long before Columbia County is faced with an emergency or disaster and continues through recovery and mitigation. Columbia County coordinates with its agencies and departments in public awareness activities throughout the year. This campaign is conducted through various media to ensure the maximum population is reached. This media includes:
1. Public Service Announcements via local radio
 2. Announcements/Information in local newspaper
 3. Public Safety Days
- (b) Mitigation information provided to the public as part of Columbia County Emergency Management's public information campaign during the year contains information on various seasonal mitigation subjects to include (but not limited to) wildfires, tropical storms and flash floods. Additionally, the public is invited to participate in all Local Mitigation Strategy Workshops via announcement in local paper and/or public service announcements via local radio. Local Mitigation Strategy Workshops minutes are available for review to the public upon request at any Columbia County public library. This information is also provided to victims of disaster at the various information centers established after impact.
- (c) After impact of a disaster the need for public information does not diminish, it actually increases. Disaster Recovery Centers, Recovery Information Centers, and other recovery facilities will be located as close to the area of impact as possible to facilitate their use to all impacted residents. These locations will be determined in coordination with Florida Division of Emergency Management and Federal Emergency Management Agency. These locations will more than likely be at the schools located throughout the county. This would be carried out through radio and television media, and print media in the form of newspapers and flyers distributed by recovery personnel.

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- (2) Education: Mitigation training opportunities are communicated to agencies and departments within the county via inter/intra-departmental communications, e-mail or telephone.

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ANNEX III - HAZARD SPECIFIC ANNEX – APPENDIX 1 - HURRICANES

I. INTRODUCTION:

- A. Hurricanes are a common weather phenomenon experienced by the State of Florida. They usually have a regional multi-county impact, affecting the lives of many citizens. Mitigation and preparedness activities are ongoing in Columbia County during the absence of a hurricane. Response activities have been broken down into a three phased-increased readiness approach, culminating at the actual landfall. Recovery activities will begin as soon as the hurricane has passed and the weather permits.
- B. Based on historical record, the Columbia County area can expect a significant hurricane every four to five years. The effects of a hurricane will include flooding and wind damage. The number of people who would be possibly affected by a hurricane is based on the various factors including the intensity, closeness and direction of the storm. In the event of a hurricane (any category) Columbia County would have to evacuate approximately 9,200 people (estimated mobile home population). Evacuation times could be as high as 20 hours.

- II. **ORGANIZATION:** Organizational roles and responsibilities of agencies involved in responding to emergency situations are found in the Emergency Support Function Appendix to the Columbia County Comprehensive Emergency Management Basic Plan.

- III. **RESPONSIBILITIES BY PHASE:** Each agency that has a specific responsibility relative to hazardous materials incident mitigation, preparedness, response and/or recovery is listed on the following pages.

A. MITIGATION

(1) Columbia County Board of County Commissioners:

- (a) Restrict building in 100-year flood zone limiting permit issuance.
- (b) Instruct the GIS to maintain maps of all flood-prone areas.
- (c) Control development in areas known to have evacuation problems.

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(2) Columbia County Emergency Management:

- (a) Act as the primary agency for mitigation activities.
- (b) Keep the most current 100-year flood zone maps available.
- (c) Provide information to the Building Inspector on the associated hazards in Columbia County in order to limit potential damage to persons or property.
- (d) See that timely hazard-related public information is disseminated to the general public.

(3) Columbia County Building Inspector:

- (a) Enforce building codes.
- (b) Review development for compliance with setback criteria and building standards.

B. PREPAREDNESS:

(1) Primary Agency: Columbia County Emergency Management:

- (a) Maintain and update the Columbia County Hazard Vulnerability Analysis, and the Columbia County Comprehensive Emergency Management Plan.
- (b) Assume responsibility for training personnel in emergency management concepts, who would have an active role during an emergency situation.
- (c) Develop a schedule for exercises and drills that will be conducted with the key support agencies.
- (d) Help develop hazard related public information to make the citizens aware of hurricane associated hazards (i.e., high winds, flooding, debris, structural vulnerability, etc.) and evacuation.
- (e) Determine the expected population at risk (mobile home residents, elderly, confined, etc.) and identify appropriate shelters for them.
- (f) Establish evacuation routes.
- (g) Periodically test local communications and warning systems.

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- (h) Coordinate with the Columbia County Sheriff's Office and other appropriate agencies with communications and warning response capability.
 - (i) Assist local facilities that cater to the needs of special care populations to develop emergency contingency plans to be utilized during a hurricane, if the need arises.
 - (j) Closely monitor severe weather conditions that could require implementation of any part of this Plan.
 - (k) Assume responsibility for disseminating public information.
 - (l) Coordinate development of evacuation information.
 - (m) Develop inter-county agreements to provide sheltering.
 - (n) Encourage development of and review individual agency standard operating guidelines for hurricane response and recovery.
- (2) Support Agencies
- (a) Columbia County Board of County Commissioners:
 - 1. Participate in and provide comments as to the adequacy of exercises, drills and training programs.
 - 2. At the beginning of the hurricane season, have the appropriate departments conduct an inventory of all emergency supplies available to them.
 - 3. Encourage county agencies to develop standard operating guidelines for hurricane response and recovery.
 - 4. Assume responsibility as the county warning point for receiving a hurricane warning and relaying it to the Director of Emergency Management.
 - 5. Designate, by title, a Communications Officer and backup dispatcher, who would be responsible for activating emergency communications.

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(b) Columbia County Sheriff's Office:

1. Participate in and provide comments as to adequacy of exercises, drills and training programs.
2. Identify traffic control problem areas, should an evacuation occur.
3. Develop standard operating guidelines for hurricane response and recovery.

(c) Century Ambulance:

1. Designate a person, by title, to be responsible for coordinating with the Emergency Management Director on disaster related exercises, drills or actual occurrences.
2. Coordinate with local and neighboring hospitals on transfers of sick or injured, should the need arise.
3. Develop standard operating guidelines for hurricane response and recovery.

(d) Columbia County School Board:

1. Periodically review emergency plans involving school facilities as shelters or staging facilities.
2. Designate persons responsible for opening and managing schools used as shelters.
3. Participate in exercises and drills.
4. Establish guidelines for using school buses for evacuation of special needs population and persons without private transportation.

(e) Remaining Support Agencies:

1. Coordinate, test and review plans and guidelines for response to a hurricane through the Emergency Management Director.
2. Test all vital communications links before they are needed in a crisis situation.
3. Maintain and periodically update emergency resource lists.

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C. RESPONSE

- (1) Upon determination that the effects of a tropical system may impact Columbia County, the Columbia County Emergency Management Director will activate the Columbia County Emergency Operations Center. The Columbia County Emergency Management Director or his/her designee will contact all department heads. Overall coordination the emergency operations center and other response activities will be the responsibility of the Emergency Management Director, while overall the Columbia County Board of County Commission will make policy decisions.
- (2) The response phase has been broken down into the 3 increased readiness time frames as follows:

| HURRICANE RESPONSE CONDITION – READINESS TIME PHASE CRITERIA | |
|---|--|
| RESPONSE-PHASE CONDITION | READINESS TIME CRITERIA |
| CONDITION – 2 | Hurricane Watch Declared by the National Weather Service or up to 36-hours prior to landfall |
| CONDITION – 1 | Hurricane Warning from National Weather Service Advisory or up to 30-hours prior to landfall |
| CONDITION – 0 | Landfall, or Approaching Within 50-miles of Columbia County |

Table AIII, A1-1: Hurricane Response Condition – Readiness Time Phase Criteria

- (3) The following is a agency/department operations breakdown for each of these phases:

(a) **CONDITION – 2: Hurricane Watch (36-Hours to Landfall)**

1. Columbia County Emergency Management

a. Warning

- 1.) Check all warning systems for readiness.
- 2.) Review all hurricane response plans.
- 3.) Brief Columbia County Board of County Commissioners and department heads on situation. Inform them of the possible need to activate the Columbia county Emergency Operations Center.
- 4.) Establish contact with the Florida Watch Office.

CEMP Annex III – Hazard Specific Annex, Appendix 1 – AIII-A1 - 5
Hurricanes

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- b. Evacuation
 - 1.) Coordinate all pre-evacuation activities.
 - 2.) Inform mobile home population and special needs facilities (hospital, schools, nursing homes, county jail, senior citizens centers, etc.) of the situation and the possible need to evacuate.
 - 3.) Inform Columbia County Sheriff's Office of the possible need to establish traffic control points for evacuation.
 - 4.) Coordinate with the Florida Division of Emergency Management regarding the possibility of an evacuation being ordered.
 - c. Public Information: Provide information to the public through radio, television, and/or automated phone alert system.
 - d. Sheltering and Care: Contact the Superintendent of Schools and other shelter providers to be prepared to open shelters.
 - e. Emergency Transportation: Inform the Superintendent of Schools, Columbia County Emergency Medical Services and volunteer groups of the possible need of providing transportation to shelters and other emergency facilities.
2. Columbia County Board of County Commissioners: upon warning notification:
- a. Review emergency plans, and consider the possibility of opening shelters.
 - b. Assist Columbia County Emergency Management in notifying agency heads of the possibility of activating (partial or full) the Columbia County Emergency Operations Center. Also, have them review emergency operations plans.
 - c. Cancel personnel leave for all departments with emergency response capabilities until the threat has passed.

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3. Columbia County Sheriff's Office:

a. Warning

- 1.) Review emergency operation plans and check all communication equipment.
- 2.) Relay all pertinent weather information to Columbia County Emergency Management.
- 3.) Alert all personnel of the situation.
- 4.) Check all equipment and generators. Top off all fuel tanks.
- 5.) Relay road conditions to the Columbia County Emergency Management Director.
- 6.) Contact and coordinate activities with municipal law enforcement agencies.

b. Search and Rescue:

- 1.) Assume overall responsibility for search and rescue activities in the county.
- 2.) Coordinate with the Columbia County Fire Department and Lake City Fire Department, if additional resources are needed.
- 3.) Make sure that proper records are kept, should repayment schedules be initiated.

c. Public Safety/Evacuation:

- 1.) The Sheriff will act as the liaison between local and state law enforcement agencies during a disaster.
- 2.) Prepare for establishing traffic control points where needed and assisting in evacuation.

4. Columbia County School Board:

- a. Prepare to open and operate shelters, should the need arise.
- b. Inform drivers of buses to be on stand-by.
- c. Prepare to close schools and evacuate students or release them to parents.

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5. Columbia County Road Department:
 - a. Alert road crew personnel for possible work assignments pertinent to maintaining open roads and bridges.
 - b. Check all equipment and top off all fuel in all vehicles.
6. Columbia County Emergency Medical Services:
 - a. Review all emergency contingency plans and mutual-aid agreements with local and neighboring county hospitals.
 - b. Coordinate activities with the Columbia County Health Department, county nursing homes, local regional hospitals (SHANDS at Lake Shore, Lake City Medical Center and Department of Veterans Affairs Medical Center, Lake City) and any special care populations requiring assistance.
7. Remaining County Agencies: Continue to monitor situation as it develops.
8. Municipalities:
 - a. Keep in close contact with county officials to coordinate shared activities.
 - b. Establish liaison between county/municipal leaders.

(b) CONDITION – 1: Hurricane Warning (30-Hours to Landfall)

1. Columbia County Emergency Management
 - a. Warning
 - 1.) Begin warning all residents in potentially affected areas and in mobile homes to evacuate their premises and go to shelters, should conditions worsen.
 - 2.) Inform special needs facilities (i.e., schools, nursing homes, county jail, correctional facility, senior citizen centers, etc.) of their need to evacuate if hurricane landfall appears imminent.
 - 3.) Continue to update department heads and commissioners of potential trouble spots within the county (i.e., flooded roads, people requiring special assistance, etc.).

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- 4.) Inform the County Commissioners of the status of available shelters.
 - 5.) Continue to provide public information (evacuation and sheltering) through radio and/or television.
- b. Sheltering and Care: Coordinate opening and operating shelters with the American Red Cross, County Superintendent of Schools and other shelter providers.
 - c. Search and Rescue:
 - 1.) Coordinate with the Sheriff's Office the need for possible search and rescue activities.
 - 2.) Contact civic and/or volunteer groups, if needed.
 - d. Evacuation:
 - 1.) Coordinate evacuation activities with the Superintendent of Schools, County Commission, Sheriff's Office, local municipal leaders and the State Division of Emergency Management.
 - 2.) Coordinate with the municipalities through the Mayor(s), or his/her designee.
 - 3.) Secure verbal confirmation of the evacuation order from the Chairman of the County Commission, should they decide to evacuate. Secure the proper executive order when time permits.
 - 4.) Dispatch Sheriff, county, municipal and Volunteer Fire Departments' vehicles into areas needing to be evacuated, to warn residents.
 - e. Emergency Transportation/Evacuation:
 - 1.) Begin evacuation of all special needs populations. Request Columbia County School Board and Ambulance Service to assist, if conditions are severe enough.
 - 2.) Coordinate with volunteer groups and request they also help evacuate people needing assistance.

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2. Columbia County Board of County Commissioners:
 - a. Warning: Approve the issuance of necessary warning
 - b. Sheltering and Care: Coordinate with coastal counties that may evacuate their residents through or into Columbia County. Request County School Board and other providers to open the county's shelters.
 - c. Public Safety:
 - 1.) Implement all or any mutual-aid agreements that are necessary to ensure the safety of all Columbia County residents.
 - 2.) Declare a "state of local emergency," pursuant to FS 252.38 (6) (e), if warranted.
 - d. Evacuation:
 - 1.) Issue the necessary evacuation orders, per the recommendation of the Emergency Management Director. This will primarily include evacuation of special care populations, people in mobile homes or low-lying areas. Mandatory evacuation orders may be issued for people in mobile homes when sustained winds are projected to exceed 75 mph. The chain of command for issuing the order will be the Chairman; the Vice-Chairman; or the next available commissioner.
 - 2.) Make sure evacuation orders are effectively carried out and coordinated.
3. Columbia County Sheriff's Office:
 - a. Warning: Begin warning those areas/persons that Emergency Management/County Commission considers necessary.
 - b. Public Safety:
 - 1.) Continue to relay dangerous road conditions to Columbia County Emergency Operations Center.
 - 2.) Continue to coordinate with other law enforcement agencies.
 - 3.) Establish traffic control points where needed.
 - 4.) Patrol evacuated areas. Prevent entry into hazardous and/or evacuated areas and prevent looting.

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- c. Search and Rescue: Coordinate with Columbia County Emergency Management as well as law enforcement agencies and County, Municipal and Volunteer Fire Departments on needed search and rescue operations.
 - d. Evacuation: Provide traffic control along evacuation routes. Provide for moving disabled vehicles from critical links by tow truck or other equipment.
4. Columbia County School Board:
- a. Emergency Transportation/Evacuation:
 - 1.) Complete evacuation of students by bus or by parents.
 - 2.) Instruct bus drivers to begin evacuation of residents requiring transportation, as requested by Emergency Management or the Columbia County Board of Commissioners.
 - b. Sheltering and Care:
 - 1.) Open all schools designated as shelters, per instructions from the Columbia county Board of County Commissioners, Columbia County Emergency Management or American Red Cross.
 - 2.) Implement guidelines for staffing schools serving as shelters.
 - c. Columbia County Road Department:
 - 1.) Provide traffic control equipment, such as barricades, as needed.
 - 2.) Remove any debris that might hinder evacuation routes. Coordinate activities with the State Division of Emergency Management and Florida Department of Transportation for debris removal on state roads.
 - 3.) Check bridges and road approaches for structural integrity as conditions continue to worsen.

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5. Columbia County Fire Department:

a. Warning:

- 1.) Assist the Columbia County Sheriff's Office in warning those areas that must be evacuated, if the need arises.
- 2.) Assist with communications and warning requirements.

b. Search and Rescue:

- 1.) Assist the Sheriff's Office in any needed search and rescue activities.
- 2.) Respond with emergency medical services, on a limited basis, if requested by the Columbia County Emergency Management Director.

6. Columbia County Health Department:

- a. Provide coordination to support agencies involved in health-related efforts.
- b. Monitor and evaluate the scope of sanitary health hazards resulting from floodwater contamination. Issue the appropriate warnings, once the situation has been identified.
- c. Provide emergency mortuary services, if needed.
- d. Maintain complete expenditure records as it relates to public health in case disaster assistance funds become available.

7. Century Ambulance:

- a. Public Health: Provide medical assistance for emergency related injuries.
- b. Emergency Transportation/Evacuation: Provide transportation to the appropriate out-of-county hospital, should the need arise.

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(c) CONDITION – 0: Landfall (or approaching within 50-miles)

1. Columbia County Emergency Management
 - a. Warning:
 - 1.) Inform all emergency personnel to remain indoors until the major threat has passed
 - 2.) Continue to brief all personnel on the storm movement.
 - 3.) Continue to coordinate activities in the Columbia County Emergency Operations Center.
 - 4.) Continue to provide information to the public.
 - b. Evacuation:
 - 1.) All those seeking shelter should be sheltered. Coordinate any last minute evacuation needs.
 - 2.) Continue to coordinate evacuation and other protective action activities with the Florida Division of Emergency Management.
 - c. Emergency Transportation: Contact the Columbia County School Board and all volunteer groups to restrict all transportation due to safety concerns.
2. Columbia County Board of County Commissioners: Inform all agencies to suspend non-essential activities until the storm passes.
3. Columbia County Sheriff's Office:
 - a. If conditions permit patrol evacuated areas.
 - b. Continue to inform the Columbia County Emergency Operations Center of dangerous road conditions, as they develop.
 - c. Continue to coordinate all search and rescue activities.

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4. Columbia County School Board
 - a. Sheltering and Care: Ensure the safety and comfort of evacuees in shelters. Move to most protected part of building, if necessary.
 - b. Emergency Transportation: Discontinue the transportation of people by bus. Secure all vehicles in protected areas.
5. Columbia County Public Works: Stay under cover until the major part of the storm has passed.
6. Columbia County Health Department: Respond to emergency situations only if conditions permit.
7. Columbia Count Emergency Medical Services: Respond to emergency/life threatening situations only if conditions permit.

D. RECOVERY

(1) Columbia County Emergency Management:

(a) Re-entry:

1. All re-entry guidelines will be coordinated through the Emergency Management Director, especially when there has been a reported damage to an evacuated area. The decision to re-enter an area will be made by the Columbia County Board of County Commissioners and/or the Columbia County Emergency Management Director. Re-entry activities should be coordinated with the Florida Division of Emergency Management.
2. Additional information regarding re-entry guidelines can be found in the Evacuation, Shelter and Re-Entry Standard Operating Guidelines located in the Annex portion of the Columbia County Comprehensive Emergency Management Plan.

(b) Damage Assessment:

1. Begin damage assessment procedures.
2. Provide damage assessment team members with report and expenditure forms.
3. Provide information to State Emergency Operations Center.

CEMP Annex III – Hazard Specific Annex, Appendix 1 – AIII-A1 - 14
Hurricanes

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- (c) Recovery Programs: A complete outline of recovery programs and guidelines can be found in the Recovery Annex of the Columbia County Comprehensive Emergency Management Plan.
- (2) Columbia County Board of County Commissioners:
 - (a) Damage Assessment:
 - 1. Coordinate activities with the Emergency Management Director to sign off on appropriate damage assessment forms, damage assessment forms.
 - 2. Provide whatever assistance necessary to coordinate with Federal Damage Assessors, should they be needed.
- (3) Columbia County Sheriff's Office
 - (a) Control access to damaged areas. Prevent any potential looting.
 - (b) Coordinate re-entry traffic control.
- (4) Columbia County School Board:
 - (a) Begin closing unnecessary shelters, per instruction from the Emergency Management Director.
 - (b) Provide transportation for returning evacuees, if needed.
 - (c) Provide additional recovery assistance as requested.
- (5) Columbia County Public Works:
 - (a) Clear debris from county roads for emergency access.
 - (b) Coordinate with the Florida Department of Transportation and the State Division of Emergency Management for debris removal from state roads.
 - (c) Maintain site specific cost and expenditure documentation on debris removal operations.
- (6) Columbia County Fire Department:
 - (a) Conducts search and rescue activities, as needed.

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- (b) Assist in recovery operations as requested.
- (7) Columbia County Health Department: Monitor municipal water supplies for possible contamination. Assess area for other possible health problems.
- (8) Remaining County Agencies:
 - (a) Assess damage to equipment and other losses incurred.
 - (b) Report all damage to the Damage Assessment Team and Columbia County Emergency Operations Center.
 - (c) Make all necessary repairs on a priority basis.
 - (d) Return to normal operating conditions as soon as possible.

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ANNEX III- HAZARD SPECIFIC ANNEX – APPENDIX 2 - FLOODING

I. INTRODUCTION:

- A. Columbia County is bordered on the east, west and south by rivers and has river tributaries throughout the county. The extreme Southern portion of Columbia County along the Ichetucknee and Santa Fe Rivers and the Northwest portion along the Suwannee River are flood prone and vulnerable areas subject to flooding from rising water.. Other potential flood hazard areas are located in the northern part of the County impacted from run off occurring from the Okefenokee Swamp in South Georgia. Lack of homeowners and businesses carrying flood insurance can result in large uninsured losses due to rising waters.
- B. The primary cause of flooding in Columbia County is from significant rainfall in the drainage basins in Georgia. Flash flooding can occur in the county as a result of significant amounts of rainfall in low-lying areas. The White Springs area that lies along the Suwannee River is the most prone to flooding. The segment of impacted population could include the tourist population, transient visitors, mobile home, and limited year-round residents. As a result of Hurricanes Frances and Jeanne, the last major flooding event occurred in 2004 impacting nearly 40,000 residents.

- II. **ORGANIZATION:** Organizational roles and responsibilities of agencies involved in responding to emergency situations are found in the Emergency Support Function Appendix to the Columbia County Comprehensive Emergency Management Basic Plan.

- III. **RESPONSIBILITIES BY PHASE:** Specific agency responsibilities, by phase of emergency management, are as follows:

A. MITIGATION

(1) Primary Agencies:

(a) Columbia County Emergency Management:

- 1. Direct flood mitigation activities in Columbia County.
- 2. Maintain and update the Hazards Vulnerability Analysis.
- 3. Provide information to local policy-makers concerning flood problems and mitigation activities.

CEMP Annex III – Hazard Specific Annex, Appendix 1 – AIII-A2 - 1
Flooding

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(b) Columbia County Board of County Commissioners:

1. Consider the adoption of subdivision and zoning ordinances which mitigate the effects of flooding in Columbia County.
 2. Consider the adoption of building set-back and minimum floor elevation restrictions in flood prone areas as part of a floodplain management ordinance.
- (2) Support Agencies: Lend interagency support by providing information and/or assistance in planning or implementing flood mitigation activities.

B. PREPAREDNESS

(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Maintain and update the Columbia County Comprehensive Emergency Management Plan.
2. Assume responsibility for developing, conducting and evaluating training and educational programs for personnel and agencies delegated emergency responsibilities during a flood.
3. Develop, conduct and evaluate simulated flood training exercises designed to enhance interagency coordination, response, and search and rescue efforts.
4. Prepare and disseminate public information on flooding through brochures, newspaper inserts, presentations and public service announcements on radio and television.
5. Monitor local and regional weather conditions and forecasts.
6. Ensure that an effective flood warning system exists in Columbia County for notifying response personnel and the public.
7. Provide for the identification and inspection of available shelters.
8. Maintain an updated file of all interagency mutual-aid agreements.

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9. Assist in developing local evacuation plans.
10. Develop and maintain a list of county residents requiring transportation during an evacuation (elderly, handicapped, without vehicle, etc.).
11. The Columbia County Public Information Officer will disseminate emergency information to the public through radio, television and print media.
12. Ensure that persons responsible for emergency communication center operations have been designated.
13. Develop and maintain a list of private individuals and organizations with resources and equipment available to protect or move structures in risk areas.

(2) Support Agencies:

- (a) Columbia County Board of County Commissioners: Authorize the Chairman of the Board of County Commissioners, or a designated representative, to issue evacuation orders, if needed.
- (b) Columbia County Sheriff's Office: Coordinate with the Columbia County Emergency Operations center for receiving and disseminating flood warnings.
- (c) Columbia County School Board:
 1. Identify schools available for sheltering evacuees and brief school principals on opening and operating procedures.
 2. Develop procedures for notifying school bus drivers to commence the pick-up and transport of evacuees to shelters.
- (d) All Participating Agencies:
 1. Develop and maintain standard operating guidelines which facilitate effective response and interagency coordination during a flood.
 2. Develop and participate in flood training programs and simulated emergency exercises.

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3. Develop and maintain an effective communications and warning network in Columbia County.
 4. Develop and maintain a list of agency personnel, volunteers and resources available for emergency operations during a flood.
- C. RESPONSE: When a flood watch is initiated, Columbia County Emergency Management will initiate a LEVEL III emergency operations center status. Upon the issuance of a flood warning, Columbia County Emergency Management will maintain LEVEL III Emergency Operations Center Status unless flooding is reported in the county. When flooding is reported in the county the Emergency Operations Center will upgrade to a minimum of a Level II activation and the Columbia County Emergency Operations Center response activities will commence. Response actions will be coordinated through the Columbia County Emergency Operations Center by Columbia County Emergency Management, as directed by the Columbia County Board of Commissioners. Listed below is information on existing resources, systems and procedures.

(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Warning:
 - a. Determine those areas in the county requiring a flood warning.
 - b. Notify local officials and agencies.
 - c. Advise Florida Division of Emergency Management of conditions and provide periodic updates.
2. Communications: Coordinate inter and intra-county communications via Columbia County Sheriff's Office.
3. Public Information: Disseminate weather watches and warnings, evacuation and sheltering information to the public through radio, television broadcasts, print/electronic media or automated telephone alert system.
4. Evacuation:
 - a. Implement evacuation activities at the direction of the Columbia County Board of County Commissioners or designated representative.
 - b. Ensure that persons in risk areas are evacuated.

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5. Emergency Transportation:
 - a. Determine the transportation needs of general and special care populations.
 - b. Coordinate emergency transportation activities with the School Board and other local agencies.
 6. Sheltering and Care: Coordinate the opening of shelters through the American Red Cross and Columbia County School Board and ensure evacuee needs are provided for.
 7. Public Health: Coordinate with the Columbia County Health Department and other local agencies/groups in providing public health and medical services.
 8. Law Enforcement: Provide liaison between law enforcement agencies.
 9. Search and Rescue: Coordinate the distribution of resources needed to provide food, rest and sanitation for search and rescue personnel
 10. Mutual-aid and Outside Assistance:
 11. Implement mutual-aid agreements and/or outside assistance procedures, if needed.
 12. Coordinate mutual-aid and/or outside support, if utilized.
- (b) Columbia County Board of County Commissioners:
1. Evacuation: The Chairman of the Board of County Commissioners, or a designated representative, shall determine the need for, and issue, evacuation orders.
 2. Public Information: Release information through the Columbia County Public Information Officer.

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(c) Columbia County Sheriff's Office:

1. Warning:
 - a. Assist Columbia County Emergency Management in contacting local officials and agencies.
 - b. Provide siren/public address warning to the public, if the situation warrants.
2. Communications:
 - a. Coordinate communications, as directed by Columbia County Emergency Management, and maintain a log of all incoming/outgoing messages and activities.
 - b. Disseminate evacuation orders to persons by public address system or door-to-door notification, if the situation warrants.
 - c. Maintain traffic control on all evacuation routes.
3. Search and Rescue: Provide resources and coordination for search and rescue operations, and maintain a record of all activities.
4. Public Safety:
 - a. Provide public safety through law enforcement, traffic control and security operations.
 - b. Provide coordination between municipal, county and state law enforcement agencies.

(d) Columbia County Fire Department:

1. Warning: Assist in providing siren/public address warning to persons in risk areas, if the situation warrants.
2. Fire Suppression/Search and Rescue: Provide personnel and equipment for fire suppression and/or search and rescue operations.
3. Public Safety: Assist the Columbia County Sheriff's Office in traffic operations.

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(e) Columbia County Health Department:

1. Public Information: Provide the Columbia County Public Information Officer with health information for release.
2. Health and Medical:
 - a. Provide health and supplemental medical services to evacuees and other persons in the county.
 - b. Monitor and evaluate the scope of sanitary hazards resulting from a flood (water contamination, etc.) and issue health warnings through the Public Information Officer.
 - c. Provide rodent, snake and other pest control measures, as needed.
 - d. Provide emergency mortuary facilities, as needed.

(f) Columbia County School Board;

1. Evacuation/Emergency Transportation: Provide transportation for evacuees, if needed.
2. Sheltering and Care: Provide school personnel to open and manage shelters in coordination with American Red Cross.

(2) Support Agencies:

(a) Columbia County Public Works:

1. Communications: Provide emergency generators and perform necessary repairs to ensure that power is maintained for communications purposes.
2. Public Safety: Assist Columbia County Sheriff's Office in traffic control operations, if needed.
3. Emergency Transportation: Provide vehicles and drivers for the movement of emergency supplies and equipment.

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(b) Columbia County Emergency Medical Services:

1. Communications: Provide communications for coordinating ambulance services and medical facility response activities.
2. Emergency Treatment and Transportation: Provide treatment and transportation of the ill/injured to medical facilities.

(c) Local Regional Hospitals (SHANDS at Lake Shore, Lake City Medical Center and Department of Veterans Affairs Medical Center, Lake City):

1. Provide emergency treatment for the ill or injured.
2. Assist the Columbia County Health Department in providing supplemental health services.
3. Coordinate the transfer of patients to medical facilities capable of specialized treatment, if necessary.

(d) Public and Private Utility Companies:

1. Restrict electrical power in those areas affected by floodwaters to mitigate the possibility of fire and/or electrocution.
2. Assist in the inspection of potable water supplies to evaluate possible contamination caused by floodwaters and report findings to the Columbia County Health Department.

(e) Other Participating Agencies: Provide assistance, as needed.

D. RECOVERY

(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Warning: Ensure re-entry information is communicated and coordinate re-entry activities.

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2. Damage Assessment:
 - a. Provide damage assessment team members with report and expenditure forms and coordinate damage assessment activities.
 - b. Submit required reports to the State Warning Point.
3. Temporary Housing: Procure temporary housing, if needed.
4. Federal Public Assistance:
 - a. Establish a location to serve as the Disaster Recovery Center and provide assistance information to the public through radio and/or television.
 - b. Coordinate post-disaster assistance programs.
5. Debris Removal:
 - a. Inform agencies of debris removal requirements.
 - b. Coordinate debris removal operations.
 - c. Maintain expenditure documentation on local debris removal activities.
6. Columbia County Board of County Commissioners: Apply for federal assistance and provide liaison between county, state and/or federal relief agencies.
7. Columbia County Public Works:
 - a. Provide for debris removal from public properties.
 - b. Remove “public debris” from private property after written consent of the property owner is given.
 - c. Maintain a list of private debris removal services that may be utilized by private property owners or assist public agencies in debris removal efforts.

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8. Columbia County School Board: Emergency Transportation/Sheltering and Care:
 - a. Provide transportation to persons reentering evacuated areas, if needed.
 - b. Inspect and close shelters, when warranted.
9. Columbia County Health Department: Continue to monitor for possible health hazards.

(2) Supporting Agencies:

- (a) The Florida Department of Transportation shall remove debris from state-maintained highways and state-owned properties.
- (b) Private organizations and volunteers, if utilized, shall coordinate with the County Road Department in accomplishing debris removal.
- (c) Public and private companies shall restore disrupted utilities and communications as soon as possible.
- (d) Local agencies and groups shall provide damage information to the Columbia County Emergency Operations Center or damage assessment teams.

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ANNEX III - HAZARD SPECIFIC ANNEX – APPENDIX 3
HAZARDOUS MATERIALS (HAZMAT)

I. INTRODUCTION:

- A. Due to the extensive road network, rail system and agribusiness in Columbia County, there is a high probability a hazardous material accident could occur. Through certain mitigation efforts such as: Department of Transportation Regulations and enforcement, awareness training requirements to public employees, efforts for public awareness and protection the cause and effects of an incident involving hazardous materials are lessened.
- B. All areas next to transportation corridors and fixed facilities that routinely transport or store hazardous materials would be considered vulnerable. An accident involving transported hazardous materials would generally affect those who live and/or work along the major transportation corridors such as Interstate 75 North-South, Interstate 10 East-West, State Highways 27, 441/41, 100, 47 and U.S. Highway 90. Impacts to people along these routes could range from very few to as many as 1,000. This could include the special needs, farm workers, tourist population, non-English speaking/hearing impaired, transient, inmates, and mobile home populations.
- C. The worst case would be railroad incident releasing a large amount of toxic vapors during business hours and schools open. Several minor Hazardous Materials incidents occur in Columbia County each year.

II. ORGANIZATION: Organizational roles and responsibilities of agencies involved in responding to emergency situations are found in the Emergency Support Function Appendix to the Columbia County Comprehensive Emergency Management Basic Plan.

III. RESPONSIBILITIES BY PHASE: Each agency that has a specific responsibility relative to hazardous materials incident mitigation, preparedness, response and/or recovery is listed on the following pages.

A. MITIGATION

(1) Columbia County Board of County Commissioners:

- (a) Consider the adoption of safe speed limits for trucks/tankers.

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- (b) Consider restricting the development of storage/loading/transport facilities in residential areas, and close to schools and medical facilities.
 - (c) Consider providing strict enforcement of regulations concerning the storage, loading, transport and disposal of materials classified as hazardous.
- (2) Support Agencies: Lend interagency support by providing information and/or assistance in planning or implementing mitigation activities.

B. PREPAREDNESS

(1) Primary Agencies:

- (a) Columbia County Board of County Commissioners: Develop and/or maintain mutual-aid agreements (preferably written) with any group, organization, agency, or company in Columbia County, or the surrounding counties, which has a hazardous material (s) response capability, either through the provision of manpower or equipment.

(b) Columbia County Emergency Management:

1. In conjunction with the Sheriff's Department, and County, Municipal and Volunteer Fire Department, develop evacuation procedures based on weather conditions, the location and severity of the hazardous material incident, and the type of material involved.
2. Provide overall coordination of the training and testing (exercise) of emergency response personnel for hazardous materials situations.
3. Ensure that procedures have been established for evacuating the hospital and nursing homes; the ill, injured, non-ambulatory, and retarded; all schools; the county and city jails; and all other special care facilities.
4. Be familiar with local, state and federal groups/agencies which can provide technical and physical assistance.
5. Serve as Public Information Officer as required.
6. Work in conjunction with the Sheriff and other law enforcement agencies in establishing alert and warning procedures.

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7. Consider emergency transportation needs; how they will be met, by whom, and with what.
8. Plan for the establishment of a Incident Command Post, which would serve as the central point to coordinate response activities with the Emergency Operations Center and the Sheriff's Dispatch Center.
9. Develop a roster of county employees having any training or experience in hazardous materials response.
10. Assist in establishing Standard Operating Procedures for all groups involved in responding to a hazardous material accident.

(c) Columbia County Fire Department:

1. Assist Columbia County Emergency Management and Sheriff's Department in developing evacuation procedures based on weather conditions, the location and severity of the incident and the type of material involved.
2. Participate in training exercises.
3. Develop Standard Operating Guidelines in conjunction with the Columbia County Emergency Management Director.

(d) Columbia County Sheriff's Office:

1. Be familiar with individual roles in evacuation and security procedures.
2. Ensure that adequate communications and warning networks have been, or will be, established.
3. Assist Columbia County Emergency Management Director in developing evacuation procedures based on weather conditions, the location and severity of the incident, and the type of material involved.
4. Designate a Communications Officer to coordinate communications during an emergency situation, between the Emergency Operations Center, Sheriff's Dispatch Center and field units.

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5. Provide for an additional dispatcher to operate out of the Emergency Operations Center and/or the Sheriff's Dispatch Center during occurrence of any event involving the release of a hazardous material.
6. Participate in training exercises.
7. In conjunction with Columbia County Emergency Management establish standard operating guidelines.

(e) Support Agencies:

1. Provide for medical treatment of affected persons.
2. Provide for sheltering of any evacuees.
3. Establish procedures for presentation and dissemination of emergency public information programs and brochures.

C. RESPONSE: The first on-scene rescue, fire, or law enforcement unit at a hazardous materials accident will immediately notify 9-1-1 dispatch who will notify Columbia County Emergency Management. Columbia County Emergency Management will notify the State Warning Point (Division of Emergency Management) in Tallahassee. The emergency management director will activate the emergency operations center during any hazardous material incident which has been deemed a potential threat to population. Hazardous material response actions will be coordinated through the Columbia County Emergency Operations Center by the Columbia County Emergency Management Director.

(1) Primary Agencies

(a) Columbia County Emergency Management

1. Warning
 - a. Contact the State Warning Point.
 - b. Activate the Columbia County Emergency Operations Center, if necessary.

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- c. Notify individuals/groups/agencies that would have a primary response role.
 - d. Direct the Sheriff in implementing warning procedures, as conditions warrant.
2. Communications
- a. Ensure the activation of a Incident Command Post which has a direct link to the emergency operations center and the Sheriff's Office Center and field units, if required.
 - b. Alert mutual-aid groups, inform them of the situation and the possible need of assistance.
 - c. Have the State Warning Point notify local units of state law enforcement agencies (Florida Highway patrol, Game and Fresh Water Fish Commission, etc.) about the incident and possible need of assistance, depending on the severity of the incident.
 - d. Designate an area to be used in briefing and updating the media.
3. Public Information: Disseminate information to the public through radio television, or the automated telephone alert system.
4. Public Safety:
- a. Coordinate the establishment of a risk/evacuation zone.
 - b. Coordinate the overall response action.
 - c. Delegate responsibilities to additional individuals/groups as the need arises.
5. Evacuation: Initiate and/or coordinate evacuation.

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6. Emergency Transportation:
 - a. Coordinate the provision of emergency transportation with the Superintendent of Schools.
 - b. Ensure that an adequate number of vehicles are available to transport the ill, injured, elderly, handicapped/ hospitalized and non-ambulatory from the risk zone.
 7. Sheltering and Care: Coordinate with the Superintendent of Schools and other providers in selecting and opening shelters.
- (b) Columbia County Board of County Commissioners: The chairman or a designated alternate shall keep abreast of all evacuation activities.
- (c) Columbia County Fire Department:
1. Warning: Assist Sheriff's Office in providing warning to population in risk zone.
 2. Public Safety:
 - a. Respond to all accidents, leaks, fires, etc., involving a hazardous material.
 - b. Inform the Columbia County Emergency Management Director of the type of hazardous material potential threat to population and their ability to contain, or assist in containing, the hazardous material.
 - c. Assist the Columbia County Emergency Management Director and the Sheriff's Department in determining proper evacuation zones and routes based on; weather conditions, the location and severity of the incident, the type of material and the potential threat.
 - d. Evaluate the situation and make a recommendation on the need for outside assistance.
 - e. Contain and/or reduce the threat if possible.

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3. Evacuation: Assist Sheriff's Department in door-to-door evacuation of the risk zone population.
4. Health and Medical: Provide emergency on-site medical care.

(d) Columbia County Sheriff's Office:

1. Warning:
 - a. Implement warning procedures as directed by the Emergency Management Director.
 - b. Warn all individuals who are within the risk zone.
2. Communications:
 - a. The Sheriff's Department Dispatch Center will coordinate with the Emergency Operations Center.
 - b. Other law enforcement agencies will provide back-up communications, as needed.
 - c. The Communications Officer will control and coordinate all emergency related communications, as directed by the Emergency Management Director.
 - d. In the absence of the Columbia County Emergency Management Director, the Communications Officer will contact the State Warning Point and relay all pertinent information back to the incident site.
3. Public Safety:
 - a. The Sheriff will coordinate the overall law enforcement response.
 - b. Report all accidents involving hazardous materials to the Emergency Management Director, and include an estimate of the type of hazardous material and the potential threat to population.

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- c. Assist the Columbia County Emergency Management Director, and the local fire departments, in determining evacuation zones and routes based on; weather conditions, the location and severity of the incident, the type of material and the potential threat.
 - d. Evaluate the situation and make a recommendation on the need for outside assistance.
 - e. Provide law enforcement and security in order to prevent vandalism, looting, etc.
 - f. Coordinate traffic control and provide access for response personnel and vehicles.
 - g. Prevent unauthorized personnel (curiosity seekers, etc.) from entering the risk zone.
 - h. Assist in transporting at risk population.
4. Evacuation:
- a. Provide door-to-door notification and evacuation of residents in the risk zones, when possible.
 - b. Supplement or substitute (as conditions warrant), door-to-door notification.
5. Search and Rescue: Provide personnel and coordinate on-site search and rescue operations, and maintain a record of all activities.

(2) Support Agencies

- (a) Local Regional Hospitals (SHANDS at Lake Shore, Lake City Medical Center and Department of Veterans Affairs Medical Center, Lake City):
 - 1. Provide supplemental medical supplies to facilities sheltering population.
 - 2. Provide for emergency mortuary services and designate a facility to serve this function.

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(b) Century Ambulance:

1. Emergency Transportation: Assist in the transportation of the ill, injured, elderly, handicapped, hospitalized and non-ambulatory.
2. Health and Medical:
 - a. Provide emergency on-site medical care.
 - b. Provide ambulance service.
 - c. Coordinate the transfer of ill/injured to medical facilities.
3. Public Information: Coordinate the provision and dissemination of public information/service announcements with the Public Information Officer (EM Director).

(c) Columbia County School Board:

1. Sheltering and Care: Provide sheltering in school facilities.
2. Emergency Transportation: Provide transportation for evacuating population.

(d) Columbia County Public Works:

1. Provide heavy equipment (bulldozers, etc.), fill dirt and other items which would be essential to suppression and containment of the hazardous material incident, as requested by the Columbia County Emergency Management Director.
2. Provide manpower to augment emergency response personnel, as requested by the Columbia County Emergency Management Director.

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D. RECOVERY

(1) Primary Agencies

(a) Columbia County Board of County Commissioners:

1. Issue the re-entry order, upon the recommendation of the Columbia County Emergency Management Director.
2. Authorize the deactivation of the emergency response network.

(b) Columbia County Emergency Management:

1. Continue to provide for the coordination of county/local manpower and resources.
2. Assist state and federal agencies in damage assessment.
3. Advise the Columbia County Board of County Commissioners when to issue the re-entry order.
4. Determine when it would be appropriate to de-activate the emergency response network, and present this recommendation to the County Commission.

(c) Columbia County Fire Department:

1. Ensure containment and termination of the hazardous materials threat.
2. Assist in site cleanup and debris removal, if necessary.
3. Monitor conditions which could cause or re-ignite a fire.

(d) Columbia County Sheriff's Office:

1. Assist in the return of displaced population.
2. Provide traffic control.
3. Maintain security of evacuated residences and businesses.

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(2) Support Agencies:

(a) Columbia County Health Department

1. Provide post disaster medical advice and bulletins.
2. Make sure examinations and medical care for those with symptoms related to hazardous materials exposure are secured.
3. Monitor health conditions in the area of the accident.
4. Continue to provide emergency public information.

(b) Columbia County School Board:

1. Provide transportation to return displaced population, as able.
2. Continue to shelter population, as needed.

(c) Columbia County Public Works:

1. Coordinate and provide debris removal.
2. Provide manpower and equipment to assist the recovery effort, as requested by the Columbia County Emergency Management Director.

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ANNEX III- HAZARD SPECIFIC ANNEX – APPENDIX - 4
CIVIL DISTURBANCE AND TERRORISM

- I. **INTRODUCTION:** The possibility for civil disturbance in Columbia County is relatively small given the density of its rural population. Likewise, the county does not have any major industry or structures that would pre-dispose it as a target for terrorist activity. However, given the increasing occurrence of violence in schools and work places, Columbia County could have an incident that would affect its residents. The number of those impacted could be as high as 1000 if one of the county's schools was the target of such an act.
- II. **ORGANIZATION:** Organizational roles and responsibilities of agencies involved in responding to emergency situations are found in the Emergency Support Function Appendix to the Columbia County Comprehensive Emergency Management Basic Plan.
- III. **RESPONSIBILITIES BY PHASE:** Specific agency responsibilities, by phase of emergency management, are as follows:

A. MITIGATION

- (1) Columbia County Emergency Management: Provide public information on ways to reduce the impacts from terrorism or civil disturbance.
- (2) Columbia County Sheriff's Office: Monitor information on potential problems involving civil unrest or terrorist activity.

B. PREPAREDNESS

(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Provide information to residents about potential event.
2. Report incident to State Warning Point.
3. Assist Sheriff's Office and requested including obtaining needed resources.
4. Monitor conditions of incident and prepare for potential public safety actions.

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(b) Columbia County Sheriff's Office:

1. Monitor conditions of incident and prepare for potential public safety actions.
2. Request resources based on the needs of the incident.

(2) Support Agencies:

- (a) Assist the Emergency Management Director, as requested.
- (b) Assist the Sheriff's Office, as requested.

C. RESPONSE

(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Coordinate the provision essential resources.
2. Assist the Sheriff's Office in protective actions as requested.
3. Coordinate public information.
4. Ensure State Warning Point is updated.
5. Coordinate with other county agencies as required.

(b) Columbia County Sheriff's Office:

1. Coordinate and respond to the incident with primary concern being for public safety.
2. Coordinate with responding outside law enforcement agencies.
3. Request resources needed to respond to and recovery from the incident.
4. Make recommendations to the Columbia County Board of County Commissioners and Columbia County Emergency Management regarding any type of declaration needed.

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- (c) Columbia County Board of County Commissioners: Provide assistance as needed to the Sheriff's Office and Emergency Management in support of operations.
- (2) Support Agencies: Provide manpower, resources and equipment as requested by the Sheriff and/or Director of Emergency Management and the Sheriff's Office in response to the incident.

D. RECOVERY

(1) Primary Agencies:

(a) Columbia County Emergency Management :

- 1. Monitor impact from the incident and/or assist state and federal representatives in damage assessment.
- 2. Ensure that basic needs (food, water, heat and shelter) are being provided for those who require assistance.
- 3. Coordinate local manpower and resources.

(b) Columbia County Sheriff's Office: Coordinate recovery efforts from a law enforcement/security standpoint that involve the facility/area that the incident occurred.

- (2) Support Agencies: Provide manpower, resources and equipment as requested by the Director of Emergency Management /Sheriff's Office.

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ANNEX III- HAZARD SPECIFIC ANNEX – APPENDIX 5
BRUSH, WILDLAND and FOREST FIRES

I. INTRODUCTION:

- A. Wild land fires cause significant annual loss of timber, agriculture and wildlife. Due to the concentration of residents in rural wooded areas of Columbia County, additional threats to life and property exist, therefore, requiring increased mitigation efforts. Columbia County has 228,867 acres of forest or private timber company land. Any type of drought condition would enhance the possibility of a major forest fire thereby significantly impacting the county. The potential of impact to residents who live near/around forest or private timber company land is the greatest due to interface issues. The greatest threat is in the Town of Fort White where a wildfire could impact as many as 1,500 people and force the evacuation of as many as 833 homes. This segment of the population could include persons with special needs, farm workers, tourist population, non-English speaking/hearing impaired, mobile home, and transient visitors.
- B. Columbia County is subject to numerous wild land and forest like fires as a large percentage of the county is planted pinelands and open rural areas. Although Columbia County Fire Department responds to many wild land (brush) fire calls annually property losses are kept to a minimum. The last large wild land fire occurred during the Bugaboo Fire in May 2007 where several thousands of acres of planted pines were destroyed causing an estimated two hundred thousand dollars damage. Last year wild land fires caused approximately thirty thousand dollars in property damage with ninety-five percent covered by insurance.

- II. **ORGANIZATION:** Organizational roles and responsibilities of agencies involved in responding to emergency situations are found in the Emergency Support Function Appendix to the Columbia County Comprehensive Emergency Management Basic Plan.

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III. **RESPONSIBILITIES BY PHASE:** Specific agency responsibilities, by phase of emergency management, are as follows:

A. MITIGATION

(1) Primary Agencies:

(a) Columbia County Fire Department:

1. Review structural fire codes and assists in their enforcement.
2. In conjunction with Columbia County Emergency Management, develop public information on fire prevention.

(b) Florida Division of Forestry:

1. Issue and enforce permits for outdoor burning.
2. Develop and distribute information on preventing grass and forest fires.
3. Promote controlled burning practices.

(c) Columbia County Emergency Management:

1. Maintain and update the Hazard Vulnerability Analysis to identify fire hazards and population at risk.
2. Dispense information on fire suppression activities and mitigation procedures to local policy-makers and organizations with responsibilities toward reducing fires.
3. Disseminate fire prevention information to the public.

(2) Support Agencies:

- (a) Columbia County Board of County Commissioners: Consider adopting and enforcing structural fire codes and issuing permits for brush and debris burning.

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- (b) Columbia County Sheriff's Office: Enforce debris-burning codes, especially during periods of dry and windy weather.
- (c) Columbia County Building Inspector: Assist in the development and enforcement of structural fire codes.
- (d) Columbia County Public Information Officer: Through local radio, television and newspaper media disseminate information to the public on fire prevention, as requested by Columbia County Emergency Management.

B. PREPAREDNESS

(1) Primary Agencies

(a) Columbia County Fire Department:

1. Trains fire personnel and ensure the proper maintenance of equipment.
2. Establish and maintain mutual-aid agreements with fire units within and outside of the county.
3. Maintain and update maps of vulnerable areas, special facilities and populations, hazardous material storage sites and the location of fire hydrants/water sources.
4. Participate in countywide fire preparedness.
5. Develop and maintain communication links with the Columbia County Emergency Operations Center and other emergency response agencies.

(b) Florida Division of Forestry:

1. Trains fire personnel and ensure the proper maintenance of equipment.
2. Maintain agreements with local fire units for assistance with grass fires.
3. Continue to support and participate in the National Interagency Incident Management System for inter and intrastate assistance when additional resources are needed to fight grass and forest fires.

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4. Maintain and update maps of forested areas, land development and lumber removal.
5. Continue to monitor Columbia County for forest fires.
6. Monitor local and regional weather conditions and forecasts, and notify local fire personnel of significant changes that increase the threat of forest fires.
7. Participate in countywide fire preparedness exercises.

(c) Columbia County Emergency Management:

1. Maintain and update the Columbia County hazard vulnerability assessment and comprehensive emergency management plan, as required.
2. Maintain and update files on all county and municipal fire units, mutual-aid agreements and, if necessary, assist in establishing mutual-aid agreements.
3. Ensure an adequate warning notification system.
4. Ensure that personnel are trained for fire disaster operations and available resources inventoried.
5. Develop a communications system to facilitate coordination between fire units and other agencies.
6. Develop, conduct and evaluate periodic preparedness exercises.
7. Assume responsibility for disseminating emergency response and recovery information to the public.
8. Assume responsibility as the county warning point for receiving and disseminating a fire warning.

(2) Support Agencies:

(a) Columbia County Board of County Commissioners:

1. Develop/maintain mutual-aid agreements.
2. Participate in fire emergency exercises.

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(b) Columbia County Sheriff's Office:

1. Participate in fire training and preparedness exercises.
2. Assume responsibility as the county warning point for receiving and disseminating a fire warning.
3. Designate, by title, a Communications Officer and brief all dispatchers on emergency procedures.
4. Develop and maintain an effective communications link with local response agencies.

(c) Local Regional Hospitals (SHANDS at Lake Shore, Lake City Medical Center and Department of Veterans Affairs Medical Center, Lake City):

1. Participate in fire training preparedness exercises.
2. Identify necessary medical supplies for fire related injuries and have a sufficient quantity available.
3. Establish procedures for moving severely injured or burned victims to hospitals within or outside the county.

C. RESPONSE: The responsibility for fire services in a disaster situation is basically the same as in daily operations, with the primary responsibility for local and structural fires being assumed by local municipal and volunteer fire departments. The Florida Division of Forestry assumes responsibility for all forest fire response. Disaster operations will differ if a fire is of a magnitude that it threatens a large segment of the population and/or a vast area of property. When fires such as this occur, the Columbia County Emergency Management Emergency Operations Center will be activated and overall the Columbia County Emergency Management Director coordinates response activities. The Florida Division of Forestry will continue to have responsibility for overall coordination of forest fire response. Fire service agencies and their responsibilities during a fire emergency are as follows:

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(1) Primary Agencies:

(2) Columbia County Fire Department:

(a) Evacuation:

1. Assist in the notification to evacuate risk areas.
2. Assist residents in evacuating risk areas.
3. Monitor evacuation routes for safe passage and identify alternate routes if needed.

(b) Search and Rescue:

1. Evaluate conditions to determine if special equipment is needed.
2. Provide personnel and equipment for search and rescue operations.

(c) Fire Suppression:

1. Provide the manpower and equipment necessary to control and extinguish fires threatening populated areas and property.
2. Assess the severity of the emergency and begin to implement the appropriate plan of action, coordinating the appropriate fire fighting and rescue procedures necessitated by the emergency.
3. In the event a fire emergency is declared establish a forward command post to coordinate on-site fire suppression efforts.
4. Ensure that law enforcement agencies have established a proper control perimeter and have secured adequate routes for emergency vehicles and personnel.
5. Call upon any or all fire units, emergency management organizations, government districts, law enforcement agencies, and private fire fighting groups within and outside the county to provide technical assistance, personnel, and/or equipment, as the disaster may warrant.

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6. Keep the Columbia County Emergency Management Emergency Operations Center updated on the fire and report on evacuation, search and rescue, and fire suppression activities.

(3) Florida Division of Forestry

- (a) Public Information: Provide information to the Columbia County Emergency Management for dissemination to the public.
- (b) Evacuation: Assist the Sheriff's Office in disseminating evacuation orders.
- (c) Urban Search and Rescue: Assist with search and rescue, as needed.
- (d) Fire Suppression:
 1. Provide the manpower and equipment necessary to control and extinguish grass and forest fires.
 2. Monitor advancement of grass and/or forest fire and provide updated information to the Columbia County Emergency Management Emergency Operations Center.
 3. Establish a forward command post with the local Fire Chief, if needed.
 4. Implement mutual-aid agreements or National Incident Management System if needed.

(4) Columbia County Emergency Management:

- (a) Warning:
 1. Notify local officials and agencies.
 2. Advise the State Warning Point conditions and provide periodic updates.
- (b) Public Information: Disseminate emergency information to the public through radio and/or television.

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- (c) Evacuation:
 - 1. Issue and implement evacuation orders at the direction of the Board of County Commissioners.
 - 2. Ensure that law enforcement agencies have implemented evacuation procedures, and provided adequate routes for emergency vehicles and personnel.
 - 3. Coordinate the evacuation operations of support agencies.
- (d) Search and Rescue: Assist in coordinating search and rescue operations in affected areas.
- (e) Sheltering and Care: Coordinate sheltering procedures for evacuees with the Superintendent of Schools.
- (f) Fire Suppression:
 - 1. Monitors fire suppression activities and assist with coordinating agency response.
 - 2. Coordinate mutual-aid support, if utilized.
 - 3. Monitor weather conditions (wind direction, etc.).
- (g) Health and Medical: Assist with coordinating the transportation of fire victims to medical facilities within or outside the county.
- (5) Columbia County Board of County Commissioners: Issue emergency declarations, as required.
- (6) Columbia County Sheriff's Office:
 - (a) Warning:
 - 1. Provide siren/public address warning to the public.
 - 2. Alert all primary agencies to the fire emergency.

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- (b) Communications: Dispatch municipal and volunteer fire department personnel as requested by the Director of Emergency Management.
- (c) Public Safety: Establish perimeter control of risk areas.
- (d) Evacuation:
 - 1. Disseminate evacuation orders to county residents.
 - 2. Secure adequate routes for emergency vehicles and personnel, and evacuees.
- (e) Search and Rescue:
 - 1. Determine the area and resources needed for search and rescue operations.
 - 2. Provide personnel and coordination for search and rescue operations.
- (f) Emergency Transportation: Assist in providing emergency transportation.
- (7) Century Ambulance:
 - (a) Evacuation: Assist in the evacuation of handicapped and elderly persons.
 - (b) Health and Medical:
 - 1. Provide immediate medical assistance to injured persons.
 - 2. Transport injured persons to local medical facilities.
 - 3. Coordinate the transfer of critical patients to medical facilities outside the county, if necessary.
 - 4. Maintain adequate supplies and equipment to assist victims of fire-related injuries.

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(c) Columbia County Public Works:

1. Evacuation:
 - a. Provide road barricades for traffic control.
 - b. Assist in the transportation of equipment, documents, etc., out of threatened areas.

(d) Public and Private Utilities:

1. Monitor all fire, which may cause electrical outages.
2. Ensure the safety of fire personnel by securing all downed power lines.

D. RECOVERY

(1) Primary Agencies

(a) Columbia County Fire Department:

1. Ensure all fires in or near populated areas are extinguished.
2. Identify and post unsafe structures.
3. Provide damage information to the Columbia County Emergency Management Emergency Operations Center.

(b) Florida Division of Forestry:

1. Ensure all grass and forest fires are extinguished.
2. Monitor the affected area to prevent fires from starting again.
3. Provide property owners with reforestation information.
4. Provide damage information to the Columbia County Emergency Management Emergency Operations Center.

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(c) Columbia County Emergency Management:

1. Issue the re-entry order and coordinate activities.
2. Coordinate post-emergency search and rescue activities with the Columbia County Sheriff's Department and volunteer fire units.
3. Coordinate temporary housing and damage assessment activities.
4. Establish Disaster Recovery Centers and provide recovery information to the public through the news media.

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ANNEX III- HAZARD SPECIFIC ANNEX – APPENDIX 6
THUNDERSTORMS, TORNADOES and SEVERE WEATHER

I. INTRODUCTION:

- A. Columbia County is extremely vulnerable to these wind disasters due to a high concentration of the population residing in manufactured and/or mobile homes. A tornado or a series of tornadoes could affect as many as 5,000 people if they should occur in a highly populated area of the county. Minor damage has occurred within the past three- (3) years from tornadoes/down burst winds in the county.
- B. Columbia County reported two tornadoes in 2007 and 2008 with one death attributed to their activity. Because of their speed of onset and unpredictability, immediate warning must be disseminated to inform residents to seek protective sheltering. The greatest area of vulnerability lies in rural areas of Columbia County because of the difficulty in warning the residents.

II. ORGANIZATION: Organizational roles and responsibilities of agencies involved in responding to emergency situations are found in the Emergency Support Function Appendix to the Columbia County Comprehensive Emergency Management Basic Plan.

III. RESPONSIBILITIES BY PHASE: Specific agency responsibilities, by phase of emergency management are as follows:

A. MITIGATION

(1) Columbia County Emergency Management:

- (a) Direct severe weather mitigation activities in Columbia County.
- (b) Maintain and update the severe weather Attachment included in the Hazards Vulnerability Analysis, as required.
- (c) Provide information to local policy-makers concerning mitigation procedures.

(2) Columbia County Board of County Commissioners: Consider the adoption of ordinances regulating minimum requirements on mobile home anchoring systems.

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B. PREPAREDNESS

(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Maintain and update the Columbia County Comprehensive Emergency Management Plan, as required.
2. Assume responsibility for developing and conducting training and educational programs for emergency response personnel.
3. Ensure that persons responsible for communications have been designated.
4. Prepare and disseminate emergency public information on severe weather through brochures, newspaper inserts, presentation and public service announcements on radio and television, as able.
5. Monitor the local and regional weather releases when tornadic conditions appear imminent.
6. Try to improve the effectiveness of the severe weather warning system that exists in Columbia County for notifying response personnel and the public.
7. Ensure that shelters have been identified and made ready for post-emergency relief activities.
8. Maintain an updated file of all interagency mutual-aid agreements that might be needed in the aftermath of a severe weather.
9. Designate, by title, Damage Assessment Team members.

(b) Columbia County Sheriff's Office:

1. Assume responsibility as the County Warning Point for receiving and disseminating severe weather warnings.
2. Designate, by title, a Communications Officer and a backup dispatcher.

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(c) Columbia County School Board:

1. Identify those schools which will act as shelters for those left homeless by a severe weather.
2. Brief school principals on procedures for opening and operating shelters.

(2) Supporting Agencies:

- (a) Develop and maintain standard operating guidelines which facilitate effective response and relief activities during a severe weather emergency.
- (b) Participate in severe weather education programs and simulated emergency exercises sponsored by Columbia County Emergency Management
- (c) Develop and maintain a list of personnel and equipment available for emergency operations during a severe weather emergency.
- (d) Maintain a current roster of available volunteer groups.
- (e) In conjunction with Columbia County Emergency Management, develop facility in-place protection plans.

C. RESPONSE: Upon notification of severe weather conditions the Columbia County Sheriff's Office or Emergency Management will contact local radio and television stations to disseminate warning information to the public. During such conditions, emergency evacuation may not be possible and residents will be advised to seek protective sheltering (in-place or otherwise). When conditions permit the Columbia County Emergency Management Director will activate the Columbia County Emergency Operations Center.

(1) Columbia County Emergency Management:

- (a) Warning:
 1. Notify local officials and agencies.
 2. Notify State Warning Point of conditions and provide situation updates.
 3. Provide warning information to the public.

CEMP Annex III – Hazard Specific Annex, Appendix 1 – AIII-A6 - 3
Thunderstorms, Tornadoes, and Severe Weather

“Failure to Prepare is Preparing to Fail.” – Benjamin Franklin

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- (b) Communications: Coordinate inter and intra-county communications.
 - (c) Emergency Transportation: Coordinate post-emergency transportation needs of general and special care populations.
 - (d) Sheltering and Care: Provide liaison between the Superintendent of Schools and other local groups that will provide sheltering and care.
 - (e) Search and Rescue/Public Safety: Coordinate the distribution of resources needed to provide food and sanitation for on-site emergency personnel and provide liaison between municipal, county and state law enforcement agencies.
 - (f) Mutual-aid and Outside Assistance: Implement mutual-aid agreements and/or outside assistance procedures, if needed. Coordinate all assistance.
- (2) Columbia County Board of County Commissioners: Declare emergency declarations as needed.
- (3) Columbia County Sheriff's Office:
- (a) Warning: Assist Columbia County Emergency Management in warning the public and notifying local officials and agencies.
 - (b) Communications: Coordinate interagency communications, as directed by the Columbia County Emergency Management Director and maintain a log of all incoming and outgoing messages.
 - (c) Search and Rescue/Public Safety:
 - 1. Provide personnel for post-emergency search and rescue operations and maintain a record of all activities.
 - 2. Provide coordination between state, county and municipal law enforcement agencies.
 - 3. Provide traffic control and security operations in areas that have been evacuated.

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- (d) Columbia County Fire Department: Provide personnel and equipment for post-emergency fire suppression and/or search and rescue operations.
- (4) Columbia County Health Department:
 - (a) Public Information: Provide the Columbia County Public Information Officer with health information (warnings, etc.) for release to the public.
 - (b) Public Health:
 - 1. Provide health services to evacuees and other county residents.
 - 2. Monitor and evaluate the scope of sanitary hazards resulting from a severe weather.
 - 3. Provide emergency mortuary services, if needed.
- (5) Columbia County School Board:
 - (a) Provide transportation services as requested.
 - (b) Provide personnel to open and operate shelters.
- (6) Century Ambulance:
 - (a) Communications: Provide communications for coordinating ambulance services, hospital emergency response activities and transport of the ill and injured.
 - (b) Urban Search and Rescue: Provide on-site medical support to search and rescue personnel.
 - (c) Emergency Transportation: Provide transportation of the ill/injured.
- (7) Public and Private Utility Companies: Restrict electrical power in those areas affected by a severe weather to mitigate the possibility of fires and/or electrocution.

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D. RECOVERY

(1) Columbia County Emergency Management:

- (a) Warning: Ensure that reentry information is broadcast at the appropriate time and coordinate recovery activities.
- (b) Damage Assessment:
 - 1. Provide damage assessment team members with report and expenditure forms and coordinate damage assessment activities.
 - 2. Submit required damage assessment reports to the Florida Division of Emergency Management.
- (c) Temporary Housing: Procure temporary housing, if needed.
- (d) Federal Assistance Procedures:
 - 1. Establish a location to serve as the Recovery Center and provide assistance.
 - 2. Coordinate post-disaster assistance programs.
- (e) Debris Removal:
 - 1. Coordinate debris removal operations.
 - 2. Make sure proper expenditure documentation on local debris removal operations is maintained.

(2) Columbia County Public Works:

- (a) Debris Removal:
 - 1. Provide for debris removal from public-owned properties.
 - 2. Remove “public debris” from private property after written consent of the property owner is secured.

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(b) Columbia County School Board:

1. Emergency Transportation/Sheltering and Care:
 - a. Provide buses and drivers to persons returning from shelters.
 - b. Close shelters at direction of Columbia County Emergency Management/American Red Cross.

(c) Columbia County Health Department: Monitor for possible health hazards.

(d) Other Participating Agencies:

1. The Florida Department of Transportation shall remove debris from state-maintained highways and state-owned properties.
2. Private organizations and volunteer groups, if utilized, shall coordinate with the County Road Department to accomplish debris removal, if needed.
3. Public and private companies shall restore disrupted utilities and communications as soon as possible.
4. All local agencies shall provide damage information to the Columbia County Emergency Operations Center or the Damage Assessment Team.

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ANNEX III- HAZARD SPECIFIC ANNEX – APPENDIX 7 - DROUGHT

I. INTRODUCTION:

- A. The Columbia County Hazards Vulnerability Analysis has determined that a severe drought may have an adverse impact on farming and/or the cattle raising industry. There has been no occurrence of droughts severe enough to threaten people. However, there is a secondary risk of forest, grass and muck fires because of drought conditions. This will, therefore, be an added concern for the county, as well as, the State Division of Forestry (see Forest Fires Hazard).
- B. To minimize damage from a severe drought it is necessary that mitigation and preparedness activities be consistent and on-going. Response activities will begin upon notification of water use restrictions by the Suwannee River Florida Water Management District. Recovery activities will always follow and be a logical part of any response action.

II. ORGANIZATION: Organizational roles and responsibilities of agencies involved in responding to emergency situations are found in the Emergency Support Function Appendix to the Columbia County Comprehensive emergency management Basic Plan.

III. RESPONSIBILITIES BY PHASE: Each agency having a specific responsibility relative to drought mitigation, preparedness, response and recovery is listed on the following pages.

A. MITIGATION:

(1) Primary Agencies:

- (a) Columbia County Emergency Management: Assist the County Agricultural Agent with providing public information on water conservation practices to the public and agricultural interests.

(b) County Agricultural Agent:

- 1. Keep abreast of the latest techniques in irrigation and cultivation and make this information available to interested parties.
- 2. Promote conservative irrigation and procedures among growers, farmers, and poultry and livestock producers.

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(2) Support Agencies:

- (a) Protect water supplies and educate the public in water conservation.
- (b) Assist the County Agricultural Agent with providing mitigation efforts among the poultry and livestock producers.

B. PREPAREDNESS

(1) Primary Agencies

(a) Columbia County Office Emergency Management:

- 1. Locate supplementary water sources for emergency conditions.
- 2. Be familiar with actions to be taken under a water use restriction imposed by the Suwannee River Florida Water Management District.
- 3. Understand local governments' responsibilities under water use restrictions.
- 4. Continue to monitor potential for wildfire activity.

(b) County Agricultural Agent:

- 1. Be familiar with water use restrictions imposed by the Suwannee River Florida Water Management District on local growers, farmers, livestock, and dairy producers.
- 2. Be familiar with disaster aid available during and after a drought.

(2) Support Agencies:

- (a) Provide assistance to the Columbia County Emergency Management Office as requested.
- (b) Provide assistance to the County Agricultural Agent, as requested.

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C. RESPONSE

(1) Primary Agencies:

(a) Columbia County Board of County Commissioners: Assist Suwannee River Florida Water Management District in enforcing water use restrictions.

(b) Columbia County Emergency Management:

1. Assist Suwannee River Florida Water Management District in initiating water use restrictions.
2. If needed, acquire supplemental water for residential use.
3. Assist the County Agricultural Agent in providing information and technical assistance to local growers, farmers, poultry and livestock producers.
4. Coordinate county manpower and resources.

(c) County Agricultural Agent:

1. Assist the agricultural sector in identifying drought-related disaster aid.
2. Provide technical assistance to growers, farmers, and others in the agricultural sector.

(d) Columbia County Sheriff's Office: Assist Suwannee River Florida Water Management District in enforcing water use restrictions.

(2) Support Agencies: Provide manpower, resources and equipment, as requested by the Director of Emergency Management and the County Agricultural Agent in regards to health and public safety.

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D. RECOVERY

(1) Primary Agencies:

(a) Columbia County Emergency Management: Assist state and federal personnel in damage assessment.

(b) County Agricultural Agent:

1. As a representative of the United States Department of Agriculture Disaster Committee in the county, provide damage assessment and/or assist state and federal personnel in damage assessment.
2. Continue to assist the agricultural sector in identifying drought related disaster aide.

(c) Support Agencies:

1. Provide manpower, resources and equipment, as requested by the Columbia County Emergency Management Director.
2. Provide manpower, resources and equipment, as requested by the County Agricultural Agent in regards to damage assessment and documentation for request for federal aid.

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ANNEX III- HAZARD SPECIFIC ANNEX – APPENDIX - 8
SINKHOLES and SUBSIDENCE

- I. **INTRODUCTION:** As a symptom of drought conditions due to prolonged decrease in the water table, sinkholes occur naturally in North Florida and are difficult to detect and therefore difficult to predict when or where they would occur. When they strike densely populated areas or at critical facilities, they can be disastrous. Sinkholes can become disruptive to the point of creating a state of emergency. Several large sinkholes have occurred in Columbia County within the past several years causing major property damage all of which was covered by individual homeowners insurance. The most vulnerable areas are located in the Southwest quadrant of the county, West of State Road 47 and South of County Road 240.
- II. **ORGANIZATION:** Organizational roles and responsibilities of agencies involved in responding to emergency situations are found in the Emergency Support Function Appendix to the Columbia County Comprehensive Emergency Management Basic Plan.
- III. **RESPONSIBILITIES BY PHASE:** Specific agency responsibilities, by phase of emergency management, are as follows:
- A. **MITIGATION:** Columbia County Emergency Management: Educate public on sinkhole formation and mitigation.
- B. **PREPAREDNESS**
- (1) Primary Agency:
- (a) Columbia County Emergency Management
1. Be familiar with actions to be taken under a water use restriction imposed by the Suwannee River Florida Water Management District.
 2. Continue to monitor potential for sinkhole formation.
- (2) Support Agencies: Provide assistance to Columbia County Emergency Management, as requested.

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C. RESPONSE

(1) Primary Agencies:

(a) Columbia County Board of County Commissioners: Assist Suwannee River Florida Water Management District in enforcing water restrictions.

(b) Columbia County Emergency Management:

1. Assist Suwannee River Florida Water Management District in initiating water use restrictions.
2. Coordinate county manpower and resources.
3. Conduct damage assessment as needed.
4. Assist in re-location of residents, as needed.

(c) Columbia County Sheriff's Office: Secure impacted areas as needed.

(2) Support Agencies: Provide manpower, resources and equipment, as requested by the Director of Emergency Management.

D. RECOVERY

(1) Primary Agency: Columbia County Emergency Management: Assist state and federal personnel in damage assessment.

(2) Support Agencies: Provide manpower, resources and equipment, as requested by Columbia County Emergency Management through the Columbia County Emergency Operations Center.

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ANNEX III- HAZARD SPECIFIC ANNEX – APPENDIX - 9
DISEASE AND PANDEMIC OUTBREAK

- I. **INTRODUCTION:** Due to the potential of complex health and medical conditions that could threaten the general population, a naturally occurring disease outbreak could impact the county's residents, especially in a confined setting such as a school. It is also recognized that this hazard could be the result of a terrorist action. This hazard is continuously monitored.
- II. **ORGANIZATION:** Organizational roles and responsibilities of agencies involved in responding to emergency situations are found in the Emergency Support Function Appendix to the Columbia County Comprehensive Emergency Management Basic Plan.
- III. **RESPONSIBILITIES BY PHASE:** Specific agency responsibilities, by phase of emergency management, are as follows:
 - A. MITIGATION
 - (1) Primary Agencies:
 - (a) Columbia County Emergency Management: Provide public information on ways to reduce the impacts from terrorism or civil disturbance.
 - (b) Columbia County Health Department:
 1. Monitor information on potential problems involving disease or pandemic outbreak.
 2. Provide information to the public regarding general and/or specific health conditions.
 - (2) Support Agencies: Assist in activities as requested.

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B. PREPAREDNESS

(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Provide information to residents about potential event.
2. Report incident to State Warning Point.
3. Assist Columbia County Health Department as requested including obtaining needed resources.
4. Monitor conditions of incident and prepare for potential public safety actions.

(b) Columbia County Health Department:

1. Monitor conditions of incident and prepare for potential public safety actions.
2. Request resources based on the needs of the incident.
3. Provide public information as required by the incident.
4. Coordinate with local, state and federal agencies involved in the incident.

(c) Columbia County Emergency Medical Services: Assist Columbia County Health Department as requested.

(d) Local Regional Hospitals (SHANDS at Lake Shore, Lake City Medical Center and Department of Veterans Affairs Medical Center, Lake City): Prepare for possible influx of patients.

(e) Columbia County Board of County Commissioners: Support actions as requested by Columbia County Emergency Management and the Columbia County Health Department.

(2) Support Agencies:

(a) Assist the Emergency Management Director, as requested.

(b) Assist the Columbia County Health Department, as requested.

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C. RESPONSE

(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Provide information to residents about potential event.
2. Report incident to State Warning Point.
3. Assist Columbia County Health Department as requested including obtaining needed resources.
4. Monitor conditions of incident and coordinate public safety actions to include, but not be limited to shelter, food and water, evacuations, etc.
5. Coordinate the provision essential resources.
6. Assist the Columbia County Health Department in protective actions as requested.
7. Coordinate public information regarding health orders, isolation areas, etc.

(b) Columbia County Health Department:

1. Respond to and monitor conditions of incident execute public safety actions.
2. Request resources based on the needs of the incident.
3. Provide public information regarding health and safety issues, immunization programs, special orders, etc.
4. Coordinate with local, state and federal agencies involved in the incident.
5. Ensure the local health care facilities are capable to handling victims.
6. Coordinate with Columbia county Emergency Medical Services in transportation of victims.
7. Coordinate with required agencies in the disposition of deceased victims.

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(c) Century Ambulance:

1. Provide transportation and treatment of victims.
2. Assist Columbia County Health Department as requested.

(d) Local Regional Hospitals (SHANDS at Lake Shore, Lake City Medical Center and Department of Veterans Affairs Medical Center, Lake City):

1. Provide treatment of victims.
2. Provide isolation support for Columbia County Health Department.

(e) Columbia County Board of County Commissioners: Support actions as requested by Emergency Management and the Columbia County Health Department.

(2) Support Agencies:

- (a) Assist the Emergency Management Director, as requested.
- (b) Assist the Columbia County Health Department, as requested.

D. RECOVERY

(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Monitor impact from the incident and/or assist state and federal representatives in damage assessment.
2. Ensure that basic needs (food, water, heat and shelter) are being provided for those who require assistance.
3. Coordinate local manpower and resources.

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(b) Columbia County Health Department:

1. Coordinate recovery efforts involved in returning the impacted population and area to pre-event condition.
2. Continue to monitor infected victims during recovery.
3. Provide public information regarding health and safety issues, immunization programs, special orders, etc.
4. Coordinate with local, state and federal agencies involved in the incident.
5. Coordinate with required agencies in the disposition of deceased victims.

(2) Support Agencies: Provide manpower, resources and equipment as requested by Columbia County Emergency Management through the Columbia County Emergency Operations Center/Sheriff's Office.

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ANNEX III- HAZARD SPECIFIC ANNEX – APPENDIX 10
CRITICAL INFRASTRUCTURE DISRUPTION

- I. **INTRODUCTION:** Critical infrastructure failure or disruption could occur in any jurisdiction within Columbia County. Impacts to water, power, gas, or communications systems would negatively affect the residents/businesses within the county. Based on historical data, Columbia County has experienced limited critical disruption caused by specific weather phenomenon such as tropical storms, tornadoes, etc...
- II. **ORGANIZATION:** Organizational roles and responsibilities of agencies involved in responding to emergency situations are found in the Emergency Support Function Appendix to the Columbia County Comprehensive Emergency Management Basic Plan.
- III. **RESPONSIBILITIES BY PHASE:** Specific agency responsibilities, by phase of emergency management, are as follows:

A. MITIGATION

- (1) Primary Agencies: Columbia County Emergency Management, Identify the impacts to water, power, gas, or communications systems would negatively affect the residents/businesses within the county.
- (2) Support Agencies: Assist Columbia County Emergency Management in identifying potential failure sites and circumstances.

B. PREPAREDNESS

- (1) Primary Agencies:
 - (a) Columbia County Emergency Management:
 1. Provide information to residents of Columbia County regarding the potential impacts from infrastructure failure.
 2. Ensure that emergency equipment and supplies are available.
 3. Monitor conditions that could escalate the incident.

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- (b) Public Utilities and Infrastructure Suppliers: Provide technical assistance relating to the specific potential failure.
 - (2) Support Agencies: As requested, assist Columbia County Emergency Management.
- C. RESPONSE
- (1) Primary Agencies:
 - (a) Columbia County Emergency Management:
 - 1. Coordinate the provision of food, fuel, heaters and other essential resources.
 - 2. Assist the infrastructure agency obtaining resources as required by the event.
 - 3. Coordinate local manpower and resources.
 - 4. Provide essential services to impacted residents (food, water, shelter, etc.).
 - (b) Public Utilities and Infrastructure Suppliers:
 - 1. Provide technical assistance relating to the specific failure.
 - 2. Restore infrastructure to impacted residents.
 - (2) Support Agencies: Provide manpower, resources and equipment as requested by Columbia County Emergency Management through the Columbia County Emergency Operations Center.

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D. RECOVERY

(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Monitors damage assessment and/or assist State and Federal representatives in damage assessment.
2. Ensure that basic needs (food, water, heat and shelter) are being provided for those who require assistance.
3. Coordinate local manpower and resources.

(2) Support Agencies: Provide manpower, resources and equipment as requested by Columbia County Emergency Management through the Columbia County Emergency Operations Center.

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ANNEX III- HAZARD SPECIFIC ANNEX – APPENDIX - 11
MAJOR TRANSPORTATION INCIDENTS

I. **INTRODUCTION:**

- A. Major railway and/or highway accidents pose continuous threats to Columbia County. There are two (2) major railway corridors in the county, one entering Columbia County from Union County running beside State Road 100 into Lake City and joining the east-west line entering Columbia County from Baker County. One of the lines continues north to Hamilton County running alongside U.S. Highway 41 to White Springs. The east-west line exits into Suwannee County between U.S. Highway 90 and County Road 250.
- B. Columbia County has numerous highways, Interstate 75 North-South, and Interstate 10 East-West. U.S. Highway 41/441 runs North/South through the County. We have a major crossroad for interstate commerce and tourism with varied types of transportation passing through Columbia County. The possibility of a critical casualty, or hazardous material occurrence and/or disruption of major routes pose a constant threat to Columbia County.
- C. Columbia County has one municipal airport with no commercial arrival or departure flights. An accident involving roadway or railway transportation would have the greatest impact to county residents affecting very few to as many as 1,000.

II. **ORGANIZATION:** Organizational roles and responsibilities of agencies involved in responding to emergency situations are found in the Emergency Support Function Appendix to the Columbia County Comprehensive Emergency Management Basic Plan.

III. **RESPONSIBILITIES BY PHASE:** Each agency that has a specific responsibility relative to hazardous materials incident mitigation, preparedness, response and/or recovery is listed on the following pages.

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A. MITIGATION

(1) Primary Agencies: Columbia County Board of County Commissioners:

1. Consider the adoption of safe speed limits for trucks/tankers.
2. Consider restricting the development of storage/loading/transport facilities in residential areas, and close to schools and medical facilities.
3. Consider providing strict enforcement of regulations concerning the storage, loading, transport and disposal of materials classified as hazardous.

(2) Support Agencies: Lend interagency support by providing information and/or assistance in planning or implementing mitigation activities.

B. PREPAREDNESS

(1) Primary Agencies:

- (a) Columbia County Board of County Commissioners: Develop and/or maintain mutual-aid agreements (preferably written) with any group, organization, agency, or company in Columbia County, or the surrounding counties, which has a hazardous material (s) response capability, either through the provision of manpower or equipment.

(b) Columbia County Emergency Management:

1. In conjunction with the Columbia County Sheriff's Department, and County, Municipal and Volunteer Fire Departments, develop evacuation procedures based on weather conditions, the location and severity of the major transportation incident, and the type of material involved.
2. Provide overall coordination of the training and testing (exercise) of emergency response personnel.
3. Be familiar with local, state and federal groups/ agencies which can provide technical assistance
4. Serve as Columbia County Information Officer as required.

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5. Work in conjunction with the Sheriff and other law enforcement agencies in establishing alert and warning procedures.
6. Consider emergency transportation needs; how they will be met, by whom, and with what.
7. Become familiar with transportation routes and alternates.
8. Plan for the establishment of a Forward Command Post which will coordinate response activities with the Emergency Operations Center and the Sheriff's Dispatch Center, if required.

(c) Columbia County Fire Department:

1. Assist the Emergency Management Director and the Sheriff's Department in developing evacuation procedures based on weather conditions, the location and severity of the incident and the type of material involved.
2. Participate in training exercises.
3. Develop Standard Operating Guidelines in conjunction with the Columbia County Emergency Management Director.

(d) Columbia County Sheriff's Office:

1. Be familiar with individual roles in evacuation and security procedures.
2. Ensure that adequate communications and warning networks have been, or will be, established.
3. Assist the Columbia County Emergency Management Director in developing evacuation procedures based on weather conditions, the location and severity of the incident, and the type of material involved.
4. Designate a Communications Officer to coordinate communications during an emergency situation, between the Columbia County Emergency Operations Center, Sheriff's Dispatch Center and field units.
5. Provide for an additional dispatcher to operate out of the Emergency Operations Center and/or the Sheriff's Dispatch Center during occurrence of any event involving the release of a hazardous material.

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6. Participate in training exercises.

7. In conjunction with the Columbia County Emergency Management Director establish Standard Operating Guidelines.

(2) Support Agencies:

(a) Prepare for possible isolation of population segments.

(b) Provide for sheltering of any evacuees.

C. RESPONSE: The first on-scene rescue, fire, or law enforcement unit at a hazardous materials accident will immediately notify the Sheriff's dispatcher, who will notify Columbia County Emergency Management. Columbia County Emergency Management will notify the State Warning Point (Florida Division of Emergency Management) in Tallahassee. The Columbia County Emergency Management Director will activate the Columbia County Emergency Operations Center during any hazardous material incident which has been deemed a potential threat to population. Response actions will be coordinated through the Columbia County Emergency Operations Center by the Columbia County Emergency Management Director.

(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Warning:

a. Contact the State Warning Point.

b. Activate the Columbia County Emergency Operations Center, if necessary.

c. Notify individuals/groups/agencies that would have a primary response role.

d. Direct the Sheriff and/or fire personnel in implementing response procedures.

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2. Communications:
 - a. Alert the State Warning Point Communications Officer to the fact that a major transportation incident has occurred and to prepare for incoming/outgoing messages.
 - b. Ensure the activation of a Incident Command Post which has a direct link to the Columbia County Emergency Operations Center and the Sheriff's Department Dispatch Center and field units.
 - c. Alert mutual-aid groups, inform them of the situation and the possible need of assistance.
 - d. Have the State Warning Point notify local units of state law enforcement agencies (Florida Highway patrol, Game and Fresh Water Fish Commission, etc.) about the incident and possible need of assistance, depending on the severity of the incident including road blocks.
 - e. Designate an area to be used in briefing and updating the media.
3. Public Information: Disseminate information to the public through radio television, or automated phone alert system.
4. Public Safety:
 - a. Coordinate the establishment of a risk/evacuation zone.
 - b. Coordinate the overall response action.
 - c. Delegate responsibilities to additional individuals/groups as the need arises.
5. Evacuation: Initiate and/or coordinate evacuation.

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6. Emergency Transportation:

- a. Coordinate the provision of emergency transportation with the Superintendent of Schools.
- b. Ensure that an adequate number of vehicles are available to transport the ill, injured, elderly, handicapped/ hospitalized and non-ambulatory from the risk zone.

7. Sheltering and Care: Coordinate with the Superintendent of Schools and other providers in selecting and opening shelters.

(b) Columbia County Board of County Commissioners:

1. The chairman or a designated alternate shall keep abreast of all evacuation activities.
2. Issue evacuation and other orders as requested by emergency management.

(c) Columbia County Fire Department:

1. Warning: Assist the Columbia County Sheriff's Department in providing warning to population in risk zone.
2. Public Safety:
 - a. Respond to all accidents, leaks, fires, etc., involving a hazardous material.
 - b. Inform the Columbia county Emergency Management Director of the type of potential threat to population and their ability to contain, or assist in containing, any hazardous material.
 - c. Assist the Columbia County Emergency Management Director and the Sheriff's Department in determining proper evacuation zones and routes based on; weather conditions, the location and severity of the incident, the type of material and the potential threat.
 - d. Evaluate the situation and make a recommendation on the need for outside assistance.
 - e. Contain and/or reduce the threat if possible.

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3. Evacuation: Assist Sheriff's Department in door-to-door evacuation of the risk zone population.
4. Health and Medical: Provide emergency on-site medical care.

(d) Columbia County Sheriff's Office:

1. Warning:
 - a. Implement warning procedures as directed by the Emergency Management Director.
 - b. Warn all individuals who are within the risk zone.
2. Communications:
 - a. The Sheriff's Department Dispatch Center will coordinate with the Columbia County Emergency Operations Center.
 - b. Other law enforcement agencies will provide back-up communications, as needed.
 - c. The Communications Officer will control and coordinate all emergency related communications, as directed by the Emergency Management Director.
 - d. In the absence of the Columbia County Emergency Management Director, the Communications Officer will contact the State Warning Point and relay all pertinent information back to the incident site.
3. Public Safety:
 - a. The Columbia County Sheriff will coordinate the overall law enforcement response.
 - b. Report all accidents involving major transportation incidents to the Emergency Management Director, and include an estimate of the type of hazardous material and the potential threat to population.

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- c. Assist the Columbia County Emergency Management Director, and the local fire departments, in determining evacuation zones and routes based on; weather conditions, the location and severity of the incident, the type of material and the potential threat.
 - d. Evaluate the situation and make a recommendation on the need for outside assistance.
 - e. Provide law enforcement and security in order to prevent vandalism, looting, etc.
 - f. Coordinate traffic control, road blocks and provide access for response personnel and vehicles.
 - g. Prevent unauthorized personnel (curiosity seekers, etc.) from entering the risk zone.
 - h. Assist in transporting at risk population.
4. Evacuation:
- a. Provide door-to-door notification and evacuation of residents in the risk zones, when possible.
 - b. Supplement or substitute (as conditions warrant), door-to-door notification.
- (e) Century Ambulance:
- 1. Emergency Transportation: Assist in the transportation of the ill, injured, elderly, handicapped, hospitalized and non-ambulatory.
 - 2. Health and Medical:
 - a. Provide emergency on-site medical care.
 - b. Provide ambulance service.
 - c. Coordinate the transfer of ill/injured to medical facilities.

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(f) Columbia County School Board:

1. Sheltering and Care: Provide sheltering in school facilities.
2. Emergency Transportation: Provide transportation for evacuating population.

(g) Columbia County Public Works: Public Safety:

1. Provide heavy equipment (bulldozers, etc.), fill dirt and other items which would be essential to suppression and containment of the major transportation incident/hazardous material incident, as requested by the Columbia County Emergency Management Director.
2. Provide manpower to augment emergency response personnel, as requested by the Columbia County Emergency Management Director.

- (2) Support Agencies: Assist the Columbia County Emergency Management Director, as requested.

D. RECOVERY

(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Continue to provide for the coordination of county/local manpower and resources.
2. Assist state and federal agencies in damage assessment.
3. Continue to provide emergency public information.

(b) Columbia County Fire Department:

1. Ensure containment and termination of the hazardous materials threat.
2. Assist in site cleanup and debris removal, if necessary.

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(c) Columbia County Sheriff's Office:

1. Assist in the return of displaced population.
2. Provide traffic control.

(d) Columbia County Public Works:

1. Coordinate and provide debris removal.
2. Provide manpower and equipment to assist the recovery effort, as requested by the Columbia County Emergency Management Director.

(2) Support Agencies: Assist the Columbia County Emergency Management Director, as requested.

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ANNEX III- HAZARD SPECIFIC ANNEX – APPENDIX - 12
WINTER STORM, FREEZE AND COLD WEATHER EMERGENCIES

I. INTRODUCTION:

- A. Winter Storms: Columbia County is vulnerable to winter storms in several ways. There is no specialized equipment available locally for snow or ice problems on roadways. Power outages can affect numerous residents as most are dependent on private wells for water and electrical heat. The last winter storm to occur in Columbia County was the “no name” storm of March 1993. Significant wind damage was caused by this storm. Based upon historical data, Columbia County can expect a winter storm every ten years and a hard freeze every year.
- B. Freeze: Severe winter weather-freezing rain, sleet, snow and below freezing temperature are taxing to the resources of citizens, business, timber and agriculture. Extreme freezing conditions can render the roads impassable thereby having a dramatic effect on local emergency response agencies. For example: the freeze of December 1989 rendered the closure of Interstates 75 and 10. Below freezing temperature could cause electrical power outages, thereby leaving many homes without heat or water. In such cases, the requirement to open emergency shelters could exist. Hard freezes can be especially damaging when crops are planted and trees are in blossom early. Columbia County can expect several hard freezes during the winter season.

- II. **ORGANIZATION:** Organizational roles and responsibilities of agencies involved in responding to emergency situations are found in the Emergency Support Function Appendix to the Columbia County Comprehensive Emergency Management Basic Plan.

- III. **RESPONSIBILITIES BY PHASE:** Specific agency responsibilities, by phase of emergency management, are as follows:

A. MITIGATION

(1) Primary Agencies:

- (a) Columbia County Emergency Management: Assist the County Agricultural Agent in providing public information on ways to reduce the effects of freeze on the livestock and other agricultural activities.
- (b) County Agricultural Agent: Provide information on ways to reduce the effects of freeze on the poultry and cattle raising and agricultural industries.

CEMP Annex III – Hazard Specific Annex, Appendix 1 – AIII-A12 - 1
Winter Storm, Freeze and Cold Weather Emergencies

“Failure to Prepare is Preparing to Fail.” – Benjamin Franklin

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(2) Support Agencies:

- (a) May provide guidelines for the need of home insulation.
- (b) The Columbia County Sheriff's Office and Columbia County Fire Department, as well as, civic and volunteer organizations can locate and ensure that the ill, injured, elderly and handicapped have adequate heat, food, and medicines.
- (c) Assist the County Agricultural Agent with providing mitigation efforts amongst the poultry and livestock procedures.

B. PREPAREDNESS

(1) Primary Agencies:

- (a) Columbia County Emergency Management:
 - 1. Provide information to residents of Columbia County on how to prepare for freezing weather.
 - 2. Ensure that emergency heating equipment and fuel is available.
 - 3. Assist the County Agricultural Agent in providing information to the agricultural sector regarding the protection of crops, poultry and livestock.
 - 4. Monitor weather conditions.
- (b) County Agricultural Agent:
 - 1. Ensure that the agricultural sector is aware of resources available to them through the Agricultural Extension Office.
 - 2. Monitor weather conditions.

(2) Support Agencies:

- (a) Assist Columbia County Emergency Management as requested.
- (b) Assist the County Agricultural Agent as requested.

C. RESPONSE

CEMP Annex III – Hazard Specific Annex, Appendix 1 – AIII-A12 - 2
Winter Storm, Freeze and Cold Weather Emergencies

“Failure to Prepare is Preparing to Fail.” – Benjamin Franklin

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(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Coordinate the provision of food, fuel, heaters and other essential resources.
2. Assist the County Agricultural Agent in the acquisition and distribution of resources necessary for protecting crops, poultry and livestock.
3. Coordinate local manpower and resources.
4. Open shelters, if necessary.

(b) County Agricultural Agent:

1. Assist the agricultural sector in identifying freeze-related disaster aid.
2. Provide technical assistance to growers, farmers and others in the agricultural sector.

(2) Support Agencies: Provide manpower, resources and equipment as requested by the Director of Emergency Management and the County Agricultural Agent in regards to health and public safety.

D. RECOVERY

(1) Primary Agencies:

(a) Columbia County Emergency Management:

1. Monitor damage assessment and/or assist state and federal representatives in damage assessment.
2. Ensure that basic needs (food, water, heat and shelter) are being provided for those who require assistance.
3. Coordinate local manpower and resources.

(b) County Agricultural Agent:

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1. Assist the agricultural sector by providing information concerning resources (physical and financial) which would allow freeze-related needs to be addressed.
2. As a representative of the United States Department of Agriculture Disaster Committee in the county, perform damage assessment and/or assist state and federal representatives in damage assessment.

(2) Support Agencies:

- (a) Provide manpower, resources and equipment as requested by the Director of Emergency Management.
- (b) Assist with shelter, food and financial assistance.
- (c) Provide manpower, resources and equipment, as requested by the County Agricultural Agent in regards to damage assessment and documentation for request for federal aid.

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ANNEX III- HAZARD SPECIFIC ANNEX – APPENDIX 13 - EARTHQUAKES

I. INTRODUCTION:

- A. While Florida is generally not prone to earthquakes, North Florida is located on a seismic risk zone. There are documented seismic fault lines in close proximity to Columbia County; however, these faults are not clearly defined. These fault lines are:
 - (1) Suwannee Straits – runs southwest to northeast near the Madison/Jefferson line.
 - (2) Jacksonville Basin – runs southwest to northeast through Duval County.
 - (3) Peninsular Arch – runs southeast to northeast through the eastern portion of Columbia County.
- B. Past damage in Florida due to earthquakes has been minor with no damage reported in Columbia County in the past 40 years. This segment of the population could include the tourist population, transient visitors, mobile home, and limited year-round residents.

II. ORGANIZATION: Organizational roles and responsibilities of agencies involved in responding to emergency situations are found in the Emergency Support Function Appendix to the Columbia County Comprehensive Emergency Management Basic Plan.

III. RESPONSIBILITIES BY PHASE: Specific agency responsibilities, by phase of emergency management, are as follows:

A. MITIGATION

- (1) Columbia County Emergency Management: Identify the impacts to homes, businesses, water, power, gas, or communications systems would negatively affect the residents/businesses within the county.

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B. PREPAREDNESS

(1) Columbia County Emergency Management:

- (a) Provide information to residents of Columbia County regarding the potential impacts from an earthquake.
- (b) Ensure that emergency equipment and supplies are available.

(2) Seismic Lab in Gainesville: Provide technical assistance relating to the specific fault lines.

(3) Support Agencies: Assist Columbia County Emergency Management as requested.

C. RESPONSE

(1) Columbia County Emergency Management:

- (a) Coordinate the provision of food, fuel, heaters and other essential resources.
- (b) Assist the infrastructure agency obtaining resources as required by the event.
- (c) Coordinate local manpower and resources.
- (d) Provide essential services to impacted residents (food, water, shelter, etc.).

(2) Public Utilities and Infrastructure Suppliers:

- (a) Provide technical assistance relating to the specific failure.
- (b) Restore infrastructure to impacted residents.

(3) Support Agencies: Provide manpower, resources and equipment as requested by Columbia County Emergency Management through the Columbia County Emergency Operations Center.

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D. RECOVERY

(1) Columbia County Emergency Management:

- (a) Monitor damages assessment and/or assist state and federal representatives in damage assessment.
- (b) Ensure that basic needs (food, water, heat and shelter) are being provided for those who require assistance.
- (c) Coordinate local manpower and resources.

(2) Support Agencies: Provide manpower, resources and equipment as requested by Columbia County Emergency Management through the Columbia County Emergency Operations Center.