EMERGENCY MANAGEMENT
WALTON COUNTY

Basic Plan

TABLE OF CONTENTS

Record of Changes
This version of the Walton County Comprehensive Emergency Management Plan (CEMP) is completely re-formatted and the information herein has been completely updated to meet the criteria set forth by Florida Division of Emergency Management.

Information on processes was gathered from those who are currently responsible for those processes. The previous CEMP was used as a historical reference or when determined there were no changes required.

I. INTRODUCTION

Florida Statutes, Chapter 252 (Emergency Management) identifies Emergency Management powers and responsibilities for political subdivisions in the State of Florida. A key provision in the statute is that each county in Florida shall develop "an emergency management plan and program that are coordinated and consistent with the State comprehensive plan and program." Furthermore, Florida Administrative Code Rule 9G-6.0023 (Comprehensive Emergency Management Plans) provides the requirements, format and standards required by this CEMP and Presidential Homeland Security Directives 5 & 8 require that state and local governments adopt the fundamental principles, language and operational concepts in the National Incident Management System (NIMS) and the National Response Framework.

The CEMP describes the basic assumptions, strategies, operational goals and mechanisms through which the County will mobilize resources and conduct activities to guide and support emergency management efforts through preparedness, response, recovery and mitigation. The CEMP establishes a comprehensive approach to reduce the effects of natural, manmade or technological disasters on the community.

The CEMP establishes uniform policies and procedures consistent with NIMS to preaddress the four phases of emergency management: preparedness, response, recovery and mitigation. It parallels federal and state plans and requirements set forth in the Federal Response Framework and State of Florida CEMP. Further, it describes how national, state and regional resources will be coordinated to supplement county resources in response to a disaster.

The CEMP describes potential hazards and the vulnerable populations affected by the hazards. It validates the use of the emergency operations center and emergency support function (ESF) concepts during emergencies under an NIMS compliant Incident Command System (ICS) and it describes the response and recovery activities of public, private and volunteer agencies during disaster incidents.

A. Purpose
The Walton County CEMP establishes a framework for an all hazards system of comprehensive emergency management.
The specific purposes of the plan are to:
- Develop a basic structure for all-hazards planning in Walton County, Florida.
- Reduce the vulnerability of Walton County to loss of life, injury, damage to and loss of property resulting from all-hazards by developing effective preparedness, response, recovery and mitigation plans using the basic structure developed in the CEMP.
- Provide a coordinated response to emergencies and disasters that will protect lives and property and expedite recovery activities.
- Identify the potential hazards and vulnerable populations affected by the hazards not addressed in the Local Mitigation Strategy (LMS) for future addition to the LMS.

B. Scope
The scope of the Walton County CEMP is to identify planning initiatives associated with all-hazard planning. Specifically, the plan:

- Establishes fundamental policies, program strategies and assumptions for a County Comprehensive Emergency Management Activity.
- Establishes a basic Concept of Operations using the National Incident Management System from initial monitoring, including pre-disaster mitigation, through post-disaster response and recovery.
- States basic specific functional responsibilities to appropriate departments and agencies, and outlines methods to coordinate with local, state and federal partners as appropriate for the needs of the event.

C. Methodology
The Walton County CEMP was written in accordance with the CEMP plan criteria (Form CEMP-001) established by the Florida Division of Emergency Management (FDEM). It incorporates the concepts, assumptions, and terminology of the National Incident Management System (NIMS), as well as the National Response Framework (NRF) and institutionalizes the use of the Incident Command System for field response. The plan is also consistent with the national priorities as identified in Homeland Security Presidential Directive (HSPD) 8.

The plan is constantly being reviewed through exercises and actual events. It is the responsibility of the Walton County Emergency Management Division (WCEM) Planner to update this plan with lessons learned at a minimum, every four years. WCEM will seek input and clarification from subject matter experts within the county, including but not limited to members of local planning, GIS, and health, law enforcement and fire departments. Participation with planning efforts throughout the county is encouraged through quarterly Emergency Support Function (ESF) meetings at which input and feedback is encouraged. Additionally, the Local Mitigation Strategy workgroup-comprised of representatives from each municipality- performs an active part in the planning for this document.

In writing and updating the plan the following assumptions were used:

- 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 to respond.
- 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.
- The County, municipalities and special districts will use available resources before requesting assistance from external sources. EOC staff will forecast the need for requesting additional resources from the State as local resources are deployed.
- Evacuation and sheltering will rely upon regional coordination and the best available shelter operations.
- County, municipality and special districts emergency management agencies will initiate actions toward preserving life and protecting property while working to maintain direction and control through their Emergency Operations Centers (EOC).
- The Walton County EOC will be activated and staffed by designated personnel to support local operations at the appropriate level.
- When County resources and capabilities are exhausted, additional resources will be requested from the State and through the appropriate assigned database for the incident: EM Constellation.

- Planning at the County and State levels will be based on pre-identification of at-risk populations and determination of resource shortfalls and contingencies. Persons needing special care will contact the WCEM Office to register annually. Failure to pre-register will not disqualify a person from receiving appropriate service in this category.
- Each County agency and volunteer organization will document and seek reimbursement, as appropriate, for expenses incurred during disaster operations. Eligible organizations will apply for reimbursement from FEMA individually as the County will not be held responsible for the application process of other agencies.

Upon acceptance of this plan by the Florida Division of Emergency Management, the Walton County Board of County Commissioners (BCC) will approve the Walton County CEMP by resolution and the Chairperson will sign the Adoption Resolution. The approved plan will be distributed to essential agencies and entities as listed in Appendix 33.

To ensure this plan remains a useful tool it shall be updated as necessary and required. Each version will be dated and include an appendix noting the changes made. The current approved CEMP will be posted on the Walton County website and a hardcopy kept in the Emergency Operations Center for use and review.

As changes are made, the revised version will be posted on the Walton County Web site and a hard copy printed for use and review in the EOC. All essential parties listed in Appendix 33 will be notified via email, phone call or other means that changes have been made and posted.

The promulgation letter can be found in Appendix 20.

II.SITUATION

The following contains hazard identification, historical information, and general risk analysis, as well as geographic, demographic and economic information.

A. Hazard Analysis
The Local Mitigation Strategy (LMS) Plan, approved September 17, 2010 by the Federal Emergency Management Agency (FEMA) identifies the potential impacts and consequences of the various hazards as required by the FEMA in the LMS Plan (Appendix 15).

Hazards addressed by the LMS plan include:
* Coastal Storm/ Hurricane   * Severe Thunderstorm/ Tornado
* Coastal/ Riverine Erosion   * Sinkhole
* Flood   * Wildfire
* Dam Failure   * Drought/ Heat Wave
* Winter Storm/ Freeze   * Earthquake
* Tsunami/ Rogue Wave   * Hazardous Materials
* Power Failure/ Outages   * Terrorism
* Nuclear Accidents/ Domestic Radiation

The LMS plan can also be found at **http://www.co.walton.fl.us/index.aspx?NID=569**.

DISEASE AND PANDEMIC OUTBREAKS

Most efforts in analyzing the impacts and effects of disease and pandemic have been at the national level. Because of the dynamics involved with the spread of disease and pandemic, a local level assessment has not been conducted specifically, but the local understanding that if a pandemic does impact our community, it will quickly overwhelm our local healthcare system.

Recent History of Pandemic

In February 2004, avian influenza virus was detected in pigs in Vietnam, increasing fears of the emergence of new variant strains. It is feared that if the avian influenza virus undergoes antigenic shift with a human influenza virus, the new subtype created could be both highly contagious and highly lethal in humans. Such a subtype could cause a global influenza pandemic, similar to the Spanish Flu, or the lower mortality pandemics the Asian Flu and the Hong Kong Flu.

In November 2004 the director for the western region of the World Health Organization said that an influenza pandemic was inevitable and called for urgent plans to combat the virus.

In 2009, the H1N1 "Swine Flu" emerged in the U.S. The World Health Organization is reporting worldwide as of July 23, 2010, more than 214 countries and territories have reported laboratory confirmed cases of H1N1 2009, including over 18,366 deaths. This number is certainly underreported. During this, Florida Department of Health (FDOH) in Walton County reported administering approximately 6,800 H1N1 vaccination doses, 1 H1N1 death and 2 H1N1 hospitalizations. Though the flu effects were not as significant as first thought it was used by the FDOH in Walton County as an opportunity to test and update response plans for diseases and pandemic event.

Recent History of Outbreaks

The sentential birds used to detect West Nile Virus and Eastern Equine Encephalitis in Walton County began to test positive for the diseases with increased frequency in August 2012.

Due to heavy rains, the mosquito population increased rapidly in the summer of 2012. The West Nile and Equine Encephalitis viruses are most commonly spread via mosquito. Thus as the mosquito population increased the number of West Nile Virus cases increase. The virus is most dangerous to the elderly and those with compromised immune systems.

In an effort, to combat and control the outbreak, North Walton Mosquito Control and South Walton Mosquito Control Districts increased the frequency of spraying and released information on ways to decrease the number of mosquito bites. Due to the fact that mosquitos are prevalent throughout the county, no hazard map can be created and no one area can be deemed to be at a greater risk from this hazard.

Examples of the information released by the Mosquito Control Division and The Florida Department of Health (FDOH) can be found in Appendix 24.

MAJOR TRANSPORTATION INCIDENTS

Continued growth in Walton County results in increased traffic on local roadways, rail lines and airport.

The DeFuniak Springs airport has approximately 16,000 takeoff and landings each year. The primary runway is 4,146'X60' which limits the size of aircraft that use the airport. While many jets can land/ take off

here, their insurance often doesn't cover them on a runway shorter than 5,000 feet. While most of the aircraft are light aviation crafts, pilot or pilot and single passenger, there is the capability for use by aircraft as large as the C-130. There have been 3 crashes with light aviation aircraft, resulting in one fatality and one injury.

The rail line in Walton County runs parallel with US Highway 90, traversing Walton County from the Holmes County line to the Okaloosa County line. In 2011 CSX Corporation (rail transportation network) reported 13,413 hazardous material shipments. These shipments included molten sulfur, nitric acid, ammonium nitrate and many other chemicals that, should an incident occur, would cause harm to the citizens and environment of Walton County. Due to the quantity of hazardous materials, CSX works with local responders to supply training, response teams and equipment in order to prevent disaster.

Most of the roadway hazards have been discussed in previous sections to include flooding, hazardous material event, and smoke on the roadways from fires. Traffic crashes due to careless or reckless drivers or drivers under the influence of drugs or alcohol are spontaneous events. These types of crashes tend to be smaller in nature (involving only 1 or 2 vehicles) and cause minimal transportation issues.

The probability of a major transportation event in Walton County is in the medium to low range. These occurrences, caused by nature or man, are extremely difficult to predict therefore a hazard map has not been created.

COASTAL OIL SPILLS
Murphy Oil has a depot located in Freeport, which is supported by fuel barges.

Panhandle Counties have witnessed several oil spills along the Gulf of Mexico over the years with no specific impact to our community until 2010. However, with over 27,000 abandoned wells in the Gulf of Mexico, there remains a constant risk of small leakage and potential landfall impacts and damages. (Source: AP investigation:http://www.google.com/hostednews/ap/article/ALeqM5gz8SP1X8Y6bOR5kwCcuxUdV1XwLgD9GPVQ0G1)

Some notable historical spills in the Gulf of Mexico are:
- June 3, 1979- An exploratory well, Ixtoc 1 blew and released approximately 140 million gallons of crude oil.

- August 10, 1993-Three ships collided releasing approximately 336,000 gallons of No. 6 fuel into Tampa Bay.

- November 28, 2000-An oil tanker released 567,000 gallons of crude oil into the lower Mississippi River.

- September 2004- Hurricane Ivan caused numerous releases into the Gulf of Mexico from damaged pipelines and platforms in the Gulf.

- September 2005- As a result of Hurricane Katrina, there were 44 oil spills found in southeast Louisiana where millions of gallons were reportedly spilled.

- April 20, 2010- A fire and explosion occurred on the Deepwater Horizon, a semisubmersible drilling platform. The Deepwater Horizon is approximately 50 miles SE of the Mississippi Delta.

  Recent measurements and modeling show that, as a result of depletion of the hydrocarbon reservoir, the daily flow rate decreased over the 87 days prior to the well's closure. Based on these

measurements and modeling, the scientific teams estimate 62,000 barrels of oil per day were leaking into the Gulf of Mexico from the well at the beginning of the spill.

Overall, the scientific teams estimate that approximately 4.9 million barrels of oil were released from the well. Not all of this flowed into the Gulf; containment activities conducted by BP under U.S. direction captured approximately 800,000 barrels of oil prior to the capping of the well.

The new estimates reflect the collaborative work and discussions of the National Incident Command's Flow Rate Technical Group (FRTG), led by United States Geological Survey (USGS) Director Marcia McNutt, and a team of Department of Energy (DOE) scientists and engineers, led by Energy Secretary Steven Chu. (http://www.restorethegulf.gov/release/2010/08/02/us-scientificteams-refine-estimates-oil-flow-bps-well-prior-capping)

Impacts to Walton County and the Florida panhandle were minimal. Tar balls and tar mats were reported, with the limited oil sheen quickly "skimmed" before landfall occurred. Most of the light crude oil sheen impacted the shores of Louisiana.

Even with the recent Deepwater Horizon disaster, the risk to the Gulf Coast is still considered low to our specific area based upon the low frequency and large area of the coastal exposure. The largest impacts will still be felt within the local tourism economy, the environment and the government tax base. With this event still unfolding, those impacts have yet to be calculated.

B. GEOGRAPHIC INFORMATION

Walton County covers 1,218 square miles (1,038 of land and 180 of water) situated in the panhandle of Florida. It is bordered to the west by Okaloosa County, the north by the state of Alabama, the east by Holmes, Washington and Bay Counties and the south by the Gulf of Mexico.

Walton County

The elevations in Walton County, as seen in Appendix 14, vary from 5 feet below sea level to more than 300 feet in the northern portions of the county. The northern end of Walton County is home to Britton Hill, the highest natural point in Florida, at 345 feet above sea level. Historically, flooding has not been of concern in the Britton Hill area although flash flooding can occur anywhere. As for the lower elevations, Walton County seeks to lessen the effects of

flooding through our Local Mitigation Strategy. The lowest identifiable point in Walton County is located in a borrow pit in the Black Creek area. Flooding at this location would most likely not be a hazard to public health or safety and flood recovery here will be addressed as necessary. The topography of Walton County also includes Lake DeFuniak, one of two naturally occurring round lakes in the world.

The county is home to many environmentally sensitive areas due to the use of aquifers to supply drinking water, the drive to re-establish coastal dunes to fight erosion, and the desire to preserve the flora and fauna of the region. Highlighting these areas is a series of maps; the Aquifers can be found in Appendix 12, the conservation lands in Appendices 8 & 9, drainage basins in Appendix 21, and watershed in Appendix 22. Current efforts to mitigate issues in these areas can be found in the approved Local Mitigation Strategy. Perhaps the most unique features of Walton County are the coastal dune lakes found in the area's beach dune system. The rare lakes are reportedly found only along the coasts of New Zealand, Australia, Madagascar, and in the United States along the coasts of Oregon, South Carolina, and Northwest Florida (Appendix 9).

According to the Florida Natural Areas Inventory, Walton County's coastal dune lakes are imperiled globally because of rarity and critically imperiled in the state of Florida because of extreme rarity. They are also indispensable to our coastline as wetland systems that filter and store water, provide habitat for a wide variety of unique plants and animals, and exist as a natural estuarine transition between the Gulf and upland areas.(http://sowal.com/coastal-dune-lakes-of-south-walton-county)

The current land use pattern highlights that a large portion of the county is sparsely populated as it is designated agricultural, conservation, parks & recreation or federally owned. The current highest density area for commercial and single family homes is along US Hwy 98/ CR 30A.

A map of current land use is in Appendix 4. A map of future land use is in Appendix 5.

Flood prone areas are designated in two of three categories on the Flood Plain Map in Appendix 2. The most likely area to succumb to flooding is the 100-year flood plain area and those areas outside the flood plain are the least likely to be affected by flooding.

C. DEMOGRAPHIC PROFILE

Demographics

Total population: According to the 2013 estimates of the US Census Bureau, Walton County is home to 59,807 residents. (Source: http://quickfacts.census.gov/qfd/states/12/12131.html)

Population Density and Distribution: The area density to 57 people per square mile with the density increasing from North to South. (Source: http://quickfacts.census.gov/qfd/states/12/12131.html)

Age Distribution:

Population by Age	Number	Percent
Persons 0 – 4 years	3,289	5.5%
Persons 5 – 17 years	12,201	20.4%
Persons 18 – 64 years	33,492	56.0%
Persons > 64 years	10,825	18.1%

http://quickfacts.census.gov/qfd/states/12/12131.html

Special Needs Population: There are approximately 195 citizens registered with the Walton County Special Needs Sheltering Assistance through Emergency Support Function (ESF) 8, "Health and Medical." These citizens are registered in a special needs registry database that is updated annually and maintained by Walton County Emergency Management (WCEM) staff.

Farm Workers: There is no data available on farm workers in Walton County, FL.

Area of Tourist Population and Possible Increase: The beach area along US 98 is considered the tourist corridor. (Source: Walton County Local Mitigation Strategy) Tourists swell the population by approximately 47,000 – 52,000 at any given time during peak tourist season. (Source: U.S. Census 2010 Demographic Profile Data)

Non-English Speaking Population: Whether a person has a physical impairment or does not understand English, data on non-English speakers is very difficult to capture. The U.S. Census data captures information on languages spoken, but does not identify those who do not understand or have difficulty comprehending English information. No other source for this information has been located.

Transient Population: The transient/ homeless population is estimated to be approximately 453 persons distributed throughout the County according the Florida Department of Children and Families, Office on Homelessness.(http://www.okaloosawaltonhomeless.org/documents/2013_Florida_Homeless_Council_Report.pdf)
The definition of "homeless" for the purposes of this document aligns with the Department of Housing and Urban Development's (HUD) definition to include:
(1) Those living in a publicly or privately operated shelter providing temporary living arrangements;

(2) Those persons whose primary nighttime residence is a public or private place not intended to be used as an accommodation for human beings, such as: a car, park, abandoned building or camping ground;

(3) A person who is exiting from an institution, where he or she lived for 90 days or less, and who was otherwise homeless immediately prior to entering that institution;

(4) A person who is fleeing from a domestic violence situation;

(5) A person who will lose their primary nighttime residence within 14 days, where no subsequent dwelling has been found and the individual lacks the resources to obtain permanent housing.

Mobile Home Parks & Population: Mobile homes: 6,417. Due to the constant fluctuation in population of mobile home residents, no data is available for this criterion.

Inmate Population: The incarcerated population in Walton County is approximately 2,000. This includes work camp populations. (Source: U.S. Census 2010 Demographic Profile Data)

D. ECONOMIC PROFILE
Employment by Major Sectors: According to the Florida Legislature Office of Economic & Demographic Research Walton County's largest employment areas are Trade, Transportation & Utilities with 20.5% of the workforce; Leisure & Hospitality with 23.8% of the workforce; and Government with 16.6% of the workforce.

Average Property Value: The median value of owner-occupied housing units in Walton County is $199,800 (US Census 2010).

Per Capita Income: The per capita income for Walton County is $25,510.
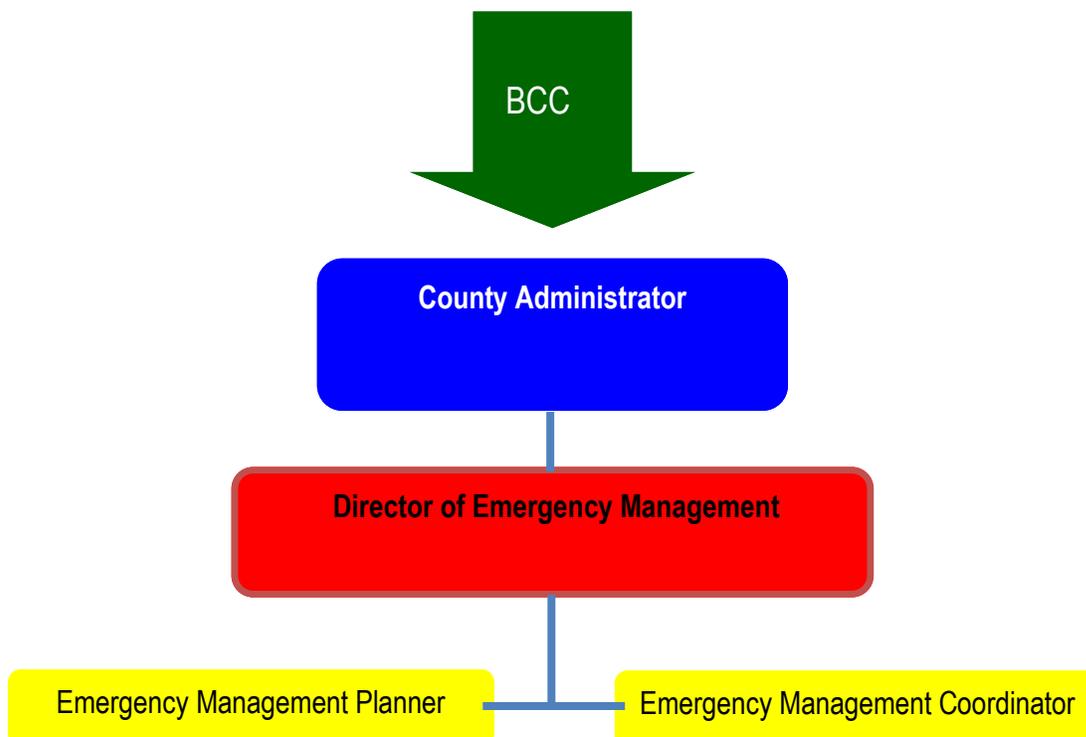(http://quickfacts.census.gov/qfd/states/12/12131.html)

Due to the rippling effect of a disaster the entire county has the potential to be affected; be it through the destruction of property or disruption of everyday life. Because of the relatively low per capita income of any major disaster would likely produce hugely negative economic effects throughout the county. For more information on the effects of various disasters see the approved Walton County Local Mitigation Strategy (LMS).

III. CONCEPT OF OPERATIONS

A. ORGANIZATION

During day-to-day operations, WCEM is under the direction of the County Administrator at the will of the Walton County Board of County Commissioners (Appendix 26). During a disaster, the WCEM Director would assume the role of incident commander as defined by ICS.

The WCEM organizational structure is constantly being adjusted to maximize the organizations effectiveness and efficiency. The current organizational chart is included here:

BCC

County Administrator

Director of Emergency Management

Emergency Management Planner

Emergency Management Coordinator

Emergency Management Organizational Chart

During an emergency or disaster situation Walton County uses the Incident Command System (ICS) and the Emergency Support Functions (ESF) discussed later in this section. Walton County has identified eighteen ESFs, similar in number and function to the State of Florida. Each of the ESFs has identified roles and responsibilities, which all of the ESF lead and support agencies will work together to accomplish during a Local State of Emergency. Each ESF is responsible to coordinate their efforts before disaster impacts our community, developing their own plans, procedures, and policies as to how they will staff and operate within the EOC and how they will coordinate resources out in the field. These plans, procedures and policies will be listed within each ESF Appendix as they are developed and used.

There is no difference in the management structure based on type of disaster. The incident commander or components of the unified command will vary based on the incident needs. The ability for ICS to be a scalable system to meet those needs is why Walton County uses it as the management structure. This allows all ESFs and organizations the opportunity to plan for their integration into this system and to understand the process, the reporting structure, and accountability. The structure is located in figure below.
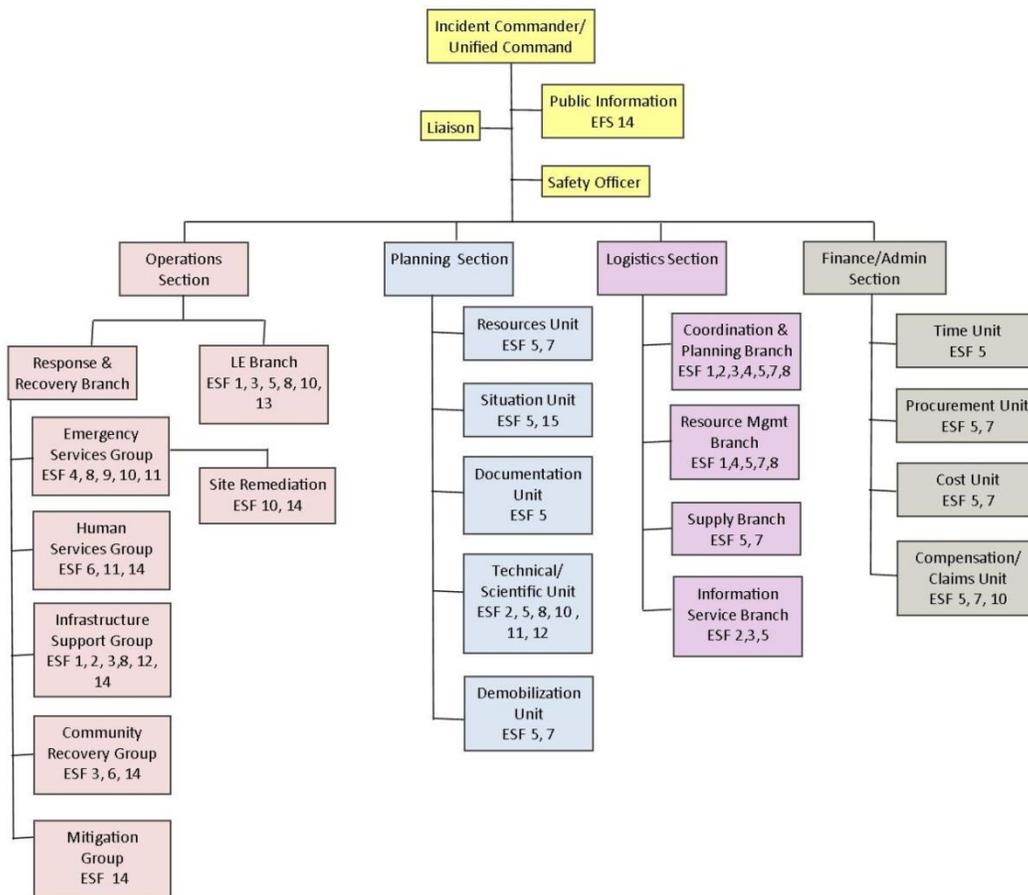
Activation of the Emergency Operations Center and Declaration of Local State of Emergency
In accordance with Walton County Policy No. 26, "State of Emergency" shall be declared by an emergency session meeting of the Board of County Commissioners (BCC). In the event that an emergency session cannot be convened, the Chairman of the Board shall proclaim a State of Emergency. In the event the Chairman cannot be located, the lines for succession for proclamation shall be:

(a) The Vice Chair
(b) Any other Commissioner
(c) County Administrator

Activation of the EOC means that it is staffed to the appropriate level by Emergency Management staff and by representatives of the ESF Lead and Support agencies. The decision to activate the EOC and the activation level will be at the discretion of the EM Director or designee who will provide updates to the BCC and County Administrator as information becomes available. (Refer to Annex V)

ICS Command and General Staff
Command is responsible for the overall control and management of the incident or event. It is comprised of the Command and General Staff.

The Command Staff function will be conducted in one of two ways: 1) as a Single Command (used when an incident occurs within a single jurisdiction, and there is no jurisdictional or agency overlap, and a single IC can be designated); or 2) Unified Command (UC) (used when there are multiple agencies and multiple jurisdictions, and a single set of objectives need to be developed to guide incident management).

It is important to note even though there is an incident command or unified command structure in place, the structure itself is a coordination command and control structure. Each organization will maintain control of its own resources, staff, and general responsibilities to their own organizations. This command and control structure is a process from which this multi-organizational and multi-jurisdictional EOC can function with accountability and structure that will provide for a more coordinated and efficient response that will maximize the use of resources at the local and regional level. And as such, the IC or UC in charge are merely coordinating resources in a cooperative manner to meet the needs of the community. At the same, there will be numerous resources within the command and control of the IC within their own organization, so it will be important to balance the line between EOC operational command and control authorities and organizational command and control authority while everyone works together for a common goal.

Section Chiefs/ Branch Directors
Section Chiefs and Branch Directors have management/ supervisory roles and responsibilities in the ICS of the EOC. These positions are responsible to oversee and coordinate the functions of their Sections, Branches, the ESFs, and ultimately the coordination of all of the organizations represented in the EOC. These positions should be aware of all activities ongoing in the field and within their Sections much like people would in day-to-day roles and functions as Department Heads, Managers, and Supervisors working for their employer. The only difference in the EOC is that the EOC is formatted to be NIMS compliant and functions as a multi-jurisdictional, multi-organizational operation. All Section Chiefs, Branch Managers, and ESF leads must remember that the EOC represents all political and geographical jurisdictions within the Walton County boundaries. The Section Chiefs and Branch Directors must coordinate with the ESFs to make sure all preparedness, response, recovery, and mitigation activities and data functions of the EOC are representative of all of the Walton County jurisdictions, regardless of employer.

Operations Section
The Operations Section Chief is responsible for the coordination of all activities of the Section and subsequent ICS positions under the Operations Sections to include the Emergency Response Services, Public Works (WCPW) and Human Resources Division Directors, ESFs, and the individual lead and support organizations that make up each ESF supporting the EOC operations. The organizational structure depicted in the Walton County ICS earlier in this section, identifies the chain of command and responsibility for the people filling these positions. This structure also provides a level of accountability.

The Emergency Response Division under the Operations Section is responsible for reducing the immediate danger, saving lives and property, establishing situation control and restoring normal conditions. Incident operations can be organized and executed in multiple ways and will depend on the type of incident, agencies involved and the specific objectives and strategies of the incident management effort.

WCPW groups the Emergency Support Functions that address pre- and post-disaster preparedness, mitigation and operational readiness for infrastructure.

The Human Resource Division groups the Emergency Support Functions that address pre- and post-disaster preparedness, mitigation and operational readiness for social services and animal protection.

Planning Section
The Planning Section is responsible for collecting, evaluating and disseminating planning information pertaining to the incident. This section maintains information and intelligence on the current and forecasted situation as well as the status of resources assigned to the incident.

The Planning Section chief oversees all incident-related data gathering and analysis regarding incident operations and assigned resources, develops alternatives for tactical operations, conducts planning meetings and prepares the Incident Action Plan (IAP) for each operational period.

The Planning Section collects all data from each ESF as well as from external sources and serves as a conduit for the dissemination of that information within the EOC. The Planning Section is responsible for developing the operational periods' IAP that will support the operational mission and goals of the County. The Planning Section will collect all damage assessment data and all impact assessment data and provide detailed geo-spatial analysis to support operational decision-making throughout the event.

Logistics Section
The Logistics Section is led by the Logistics Section Chief. Identifying a deputy Logistics Chief is encouraged when all designated units are established. When the incident is very large or requires a number of facilities with large numbers of equipment, the Logistics Section can be divided into three branches. The Logistics Section is responsible for all support requirements needed to facilitate effective and efficient incident management, including ordering resources from off-incident locations. As set forth in the CEMP, the Logistics Section will coordinate with all of the ESFs, as appropriate, that have a significant role in managing logistics and resource support.

The County Purchasing Office has developed procedures for obtaining resources needed during disasters (Appendix 18). A purchasing agent is assigned to the EOC to activate the procedures, secure resources

and issue purchase orders. Essential items as well as prospective vendors have been pre-identified. Purchasing Staff will work with all ESFs to provide resource support before, during and after a disaster event. Purchases made outside the set procedures may end in personal liability for the purchaser.

Finance Section
Under NIMS, the Finance Section is established when there is a need for financial reimbursement (individual and agency or department) and/ or Management and Budget Services to support incident management activities.
While the ICS structure does not change for incidents, which entity may fill those roles will be based on the expertise needed to address the situation. The following are the lead and support agencies established to fill each of the eighteen ESFs recognized by Walton County:

ESF 1 Transportation
State Lead Agency:	Florida Department of Transportation
Lead Agency:	Walton County School District
Support Agencies:	Walton County Fire Rescue/ South Walton Fire Rescue
	Walton County Public Works
	Tri-County Community Council
	CSX Railroad

ESF 2 Communications
State Lead Agency:	Department of Management Services, Division of Telecommunications
Lead Agency:	Walton County Sheriff's E911 Communications Center
Support Agencies:	Walton County Amateur Radio Club
	Century Link

ESF 3 Public Works
State Lead Agency:	Florida Department of Transportation
Lead Agency:	Walton County Public Works Division
Support Agencies:	Walton County Building Department
	City of DeFuniak Springs Utility / Public Works Department
	City of Freeport
	City of Paxton

ESF 4 Firefighting
State Lead Agency:	Department of Financial Services, Division of State Fire Marshall
Lead Agency:	Walton County Fire Rescue/ South Walton Fire Rescue
Support Agencies:	Municipal Fire Departments
	Florida Forest Service

ESF 5 Planning

State Lead Agency:	Division of Emergency Management
Lead Agency:	Walton County Emergency Management
Support Agencies:	Walton County Administrator's Office
	Walton County Board of County Commissioners' Office
	Walton County Sheriff's Office
	Lead Agencies of all ESF
	Walton County Legal Department

ESF 6 Mass Care

State Lead Agency:	Department Business and Professional Regulation (Response)
	Department of Children and Families (Recovery)
Lead Agency:	American Red Cross of Northwest Florida
Support Agencies:	Florida Health- Walton County
	Walton County School Board
	Sacred Heart on the Emerald Coast
	Healthmark Regional Hospital

ESF 7 Resource Management

State Lead Agency:	Department of Management Services, Division of Purchasing
Lead Agency:	Walton County Office of Management & Budget
Support Agencies:	Walton County Finance Office
	Walton County Purchasing Department

ESF 8 Health and Medical Services

State Lead Agency:	Florida Department of Health
Lead Agency:	Florida Health- Walton County
Support Agencies:	Healthmark Regional Medical Center
	Sacred Heart on the Emerald Coast
	Walton County Fire Rescue/ South Walton Fire Rescue
	District 1 Medical Examiner's Office

ESF 9 Search and Rescue

State Lead Agency:	Department of Financial Services, Division of State Fire Marshall
Lead Agency:	Walton County Fire Rescue /South Walton Fire Rescue
Support Agencies:	Walton County Public Works Department
	Walton County Sheriff's Office
	City of DeFuniak Springs Police Department
	Municipal Fire Departments

ESF 10 Hazardous Materials

State Lead Agency:	Department of Environmental Protection
Lead Agency:	Walton County Fire Rescue /South Walton Fire Rescue
Support Agencies:	Municipal Fire Departments
	Walton County Emergency Management
	Southern Waste Services (SWS)

ESF 11 Food and Water
      State Lead Agency: Department of Agriculture and Consumer Services
      Lead Agency: West Florida Chapter, American Red Cross
      Support Agencies: Salvation Army
                              Walton County Emergency Management
                              Walton County District School District

ESF 12 Energy
      State Lead Agency: Public Service Commission & Florida Division of Emergency Management
      Lead Agency: Gulf Power Electrical Company
                              Choctawhatchee Electric Cooperative, Inc. CHELCO
      Support Agencies: Walton County Public Works Division
                              City of DeFuniak Springs Utilities Department
                              City of Freeport Utility Department
                              City of Paxton Utility Department
                              Okaloosa Gas

ESF 13 Military Support
      State Lead Agency: Department of Military Affairs, Florida National Guard
      Lead Agency: Florida National Guard
      Support Agencies: US Coast Guard
                              Eglin AFB

ESF 14 Public Information
      State Lead Agency: Executive Office of the Governor, Office of Communications
      Lead Agency: Walton County Board of County Commissioners PIO
      Support Agencies: Walton County Sheriff's Office Public Information Officer
                              Walton County Chamber of Commerce PIO
                              Walton County Tourist Development Council (TDC)

ESF 15 Volunteers and Donations
      State Lead Agency: Governor's Commission on Volunteerism and Community Service
      Lead Agency: American Red Cross of Northwest Florida
      Support Agencies: Walton County CERT
                              United Way of Okaloosa and Walton Counties
                              The Salvation Army

ESF 16 Law Enforcement
      State Lead Agency: Florida Department of Law Enforcement
      Lead Agency: Walton County Sheriff's Office
      Support Agencies: City of DeFuniak Springs Police Department
                              Florida Highway Patrol/ Department of Transportation
                              Florida Fish and Wildlife Commission
                              Florida National Guard

ESF 17 Animal Services
      State Lead Agency: Department of Agriculture and Consumer Services
      Lead Agency: Walton County Animal Control
      Support Agencies: Alaqua Animal Refuge

ESF 18 Economic Stabilization
      State Lead Agency: Florida Department of Economic Opportunity
      Lead Agency: Walton County Tourist Development Council
      Support Agencies: Walton County Area Chamber of Commerce

Emergency Support Function responsibilities will be carried out in accordance with the policies and procedures developed by the ESFs and captured in the Walton County ESF Guidebooks. Each ESF maintains an activation guidebook that is updated as needed at least annually and is stored at the EOC.

1. Mitigation
2. Preparedness
3. Response
4. Recovery

There are four phases of a disaster, as represented in the diagram above, in any incident no matter its size. By developing this CEMP and other subsequent plans, holding trainings and exercises, and developing Memorandum of Understanding/Agreement, Walton County elects to begin in the preparedness phase.

B. PREPAREDNESS ACTIVITIES
1. General Issues:

CEMP Maintenance Coordination
The Walton County CEMP development and maintenance is coordinated by the Emergency Management Planner. A complete update shall occur every four years. Upon concurrence by the State Division of Emergency Management and WCEM, the Walton County Board of County Commissioners (BCC) will adopt the CEMP and such action noted in the BCC Minutes and by the Chairman signing the appropriate Resolution (Appendix 34).

Preservation of Records
The responsibility for the preservation of vital records/ documents deemed essential for continuing government functions and conducting post-disaster operations varies by government entity. The responsible party is designated in the entity's Continuity of Operations Plan (COOP). As the COOP is exempt from public disclosure under the provisions of Section 281.301, Florida Statutes, it is For Official Use Only. Portions of the COOP contain information that raises personal privacy or other concerns, and

may be exempt from mandatory disclosure under the Freedom of Information Act (see 5 United States Code §552, 41 Code of Federal Regulations Part 105-60).

Special Needs Registration
Pursuant to Florida Statute 252.355, WCEM maintains a registry of persons with special needs located within the county in order to plan for resource allocation to meet those identified needs. The registration program includes a uniform electronic registration form and a database for uploading and storing submitted registration forms that may be accessed and reviewed by the WCEM Planner. Upon receipt of a paper registration form, the WCEM Planner enters the person's registration information into the database. The database is updated constantly and registration is required annually. The form is located on the WCEM website at http://fl-waltoncounty2.civicplus.com/Index.aspx?NID=1063.

2. Public Awareness & Education:

Public Awareness and Education are critical elements in getting our community prepared. Numerous programs and websites are available with information about preparing for, personal response to, mitigating and recovering from a disaster. The WCEM Division has developed an annual all-hazards event to distribute preparedness, response, mitigation and recovery information for the general public.

In the interim, the WCEM Division maintains information for distribution at other local events and through any or all of the following, as needed:
1. Activation of the Emergency Alert System (EAS)
2. Information statements released to the local media
3. Public address systems in public safety vehicles
4. Preparedness events at merchant locations
5. First Call Reverse 9-1-1 Phone Messaging System
6. Social Networks
7. Website

The Walton County Geographical Information System (GIS) Department has created an interactive map to assist residents and visitors to determine the nearest evacuation route and to know their evacuation zone. The interactive maps can be found at http://waltongis.maps.arcgis.com/explorer/ . Non-interactive versions of all the maps regarding emergency planning can be found at http://www.co.walton.fl.us/index.aspx?NID=534 .

3. Training & Exercises:

Exercises are a key component in improving all-hazards incident management capabilities. The WCEM Division regularly participates in a range of exercises, including multi-disciplinary and multi-jurisdictional exercises that are designed to improve integration and interoperability.

The Homeland Security Exercise Evaluation Program (HSEEP) is utilized for developing, delivering and evaluating exercises where appropriate and required. After-action reports using this HSEEP system with input from all those who participated will be used to identify opportunities for improvements in processes and procedures. Those changes will result in updates or development of new plans, Standard Operating Procedures (SOP), and checklists as appropriate within a reasonable time after an exercise or an actual event.

At a minimum, the County will participate in the annual FDEM statewide hurricane exercise. During this exercise, all ESFs are represented at the EOC. Other organizations typically hold exercises throughout the year, and as requested or as appropriate, the WCEM Division may participate. A record of actual incidents and exercises is maintained by WCEM.

Training is an ongoing effort by every organization, not only in support of daily responsibilities, but also in support of the EOC disaster response. Through the Emergency Management industry at the federal, state, and local levels, additional training requirements are being implemented with on-line training and regularly scheduled classroom opportunities that support general understandings of disaster response to specific disaster response operations and incident management. A list of common exercise participants can be found in Appendix 33.

All of the training efforts locally are consistent with the federal National Incident Management System (NIMS) and the Incident Command System (ICS) programs. Elements of the programs include:
- Multi-disciplinary and multi-jurisdictional interaction, including involvement with private-sector and non-governmental organizations, during realistic exercises;
- Standard courses on incident command and management, incident management structure, and operational coordination processes and systems;
- Courses focused on discipline and agency-specific subject matter expertise.

With the implementation of the local training program, the NIMS requires minimum training to be completed by anyone that participates in disaster response based upon their roles and responsibilities (including all county responders, municipalities and volunteers). To meet these federal requirements, the County has committed to meeting these training requirements through a comprehensive local training program being developed and implemented locally. The Emergency Management Coordinator is responsible for the coordination of the local training program.

Currently, only federal requirements identify minimum standards for disaster response, but as additional requirements are added, the local training program will include those additional requirements as appropriate. NIMS requires the following training courses, as identified in the *Five-Year NIMS Training Plan, February 2008,* varying by response roles and responsibilities:

- ICS 100 – Incident Command Systems, An Introduction
- ICS 200 – Incident Command System for Single Resources and Initial Action Incidents
- ICS 300 - Intermediate ICS
- ICS 400 - Advanced ICS
- IS 700 – National Incident Management System (NIMS), An Introduction
- IS-701 - NIMS Multiagency Coordination Systems (MACS)
- IS 702 - NIMS Public Information
- IS 703 - NIMS Resource Management
- IS 704 - NIMS Communications and Information Management
- IS 705 - NIMS Preparedness
- IS 706 - NIMS Intrastate Mutual Aid, An Introduction
- IS 707 - NIMS Resource Typing
- IS 800 – National Response Framework (NRF), An Introduction

WCEM is constantly working to develop and offer training programs including but not limited to the following subject matter:
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• Emergency Management Disaster Planning for Business, Industry and Government
• Community Emergency Response Team (CERT)
• Damage Assessment
• Emergency Operations Center Support Staff Training
• Mitigation
• Debris Removal
• Human Needs/ Services/ Unmet Needs
• And many other job/function specific classes offered by local, state, and federal partners.

Working through the State training unit and FEMA on-line training program, many classes can be coordinated, requested, or taken on-line as needs are identified through all of the ESF partners.

The State of Florida offers numerous training opportunities as identified at this link:
http://www.floridadisaster.org/TrainingCalendar/courseinfo.asp

FEMA offers numerous on-line courses as well and are identified here:
http://www.training.fema.gov/IS/crslist.asp

Local organizations or non-profit organizations may offer additional training opportunities such as first aid or CPR. These are coordinated through those agencies directly, with many private certification and licensure programs available through private businesses or local educational facilities.

C. Memorandums of Understanding and Mutual Aid Agreements
Developing Memorandums of Understanding (MOUs) and Mutual Aid Agreements (MAAs) has become the normal practice for many communities, not just for disaster resources, but also for normal operations. During disaster incidents, resources are typically in short supply and heavy demand. MAAs or MOUs help establish parameters and service expectations well in advance of disaster incidents, filling pre-identified gaps before they hinder the response to or recovery from a disaster. The MOUs & MAAs used by Walton County during an disaster are created and maintained by two different county governmental entities: the BCC and the WCSO. Additionally, each ESF maintains subsequent MOUs and MAAs within their agencies.

Walton County is a signatory to the Statewide Mutual Aid Agreement (SMAA). This agreement allows counties to work through the State of Florida to request additional resources when there is a local need, or to provide resources to assist other communities. The assistance can be requested by or provided to any community in the State of Florida. In the same effort, at the federal level, there is an Emergency Management Assistance Compact (EMAC) that allows States to request and offer up resource assistance when there are significant disaster incidents statewide. All 67 Sheriffs in the State of Florida have signed the Florida Sheriff's Association agreement, which allows law enforcement from another county to assist a county in need with full law enforcement powers. These agreements streamline the assistance process by pre-identifying financially responsible parties and the process for which reimbursements and coordination will occur.

Local resource requests and offered resource requests will be coordinated at the will of the WCEM Director in collaboration with the WC Administrator. All additional resource requests or offered resource support will

be coordinated through the State's resource management system (EMConstellation). Each County has limited personnel that are authorized to access this system so that requests can be managed and coordinated more effectively. This coordination will be managed locally by the Logistics Section. Internal processes and procedures to make requests for needs beyond the capabilities of the County work through the EOC incident management software.

IV. FINANCIAL MANAGEMENT POLICY

The Walton County Finance Director or designee will serve as Walton County's lead for all financial and procurement support for supplies, facilities, and equipment needed by County agencies. Items that could be included are meals for emergency workers, repair parts, construction materials, sanitary supplies and rental equipment.

Each agency, department, and political subdivision is responsible for providing guidance and training for their representatives as well as maintaining the appropriate financial records to meet requirements for internal regulations and state or federal financial assistance. Costs should be project-oriented: all labor, overtime, equipment, and supply costs for each specific project within the reimbursement category should be detailed. Such records should be compiled constantly as the operation progresses.

WC Finance will act as a central point of contact for final processing and tracking of post-disaster state and federal financial assistance to BCC departments. The Tourist Development Council (TDC) may assign personal to assist with completion of ICS forms and to act as an EOC liaison.

The EM Director or designee will assist Finance and other eligible government applicants to resolve conflicts or confusion with state and federal agencies. This assistance may include advising on eligibility of costs, acting as an intermediary between inspectors and applicants, or assisting in the preparation of appeals.

Mutual Aid responders are eligible for cost recovery during declared states of emergency. The responder shall submit the appropriate documents, to include ICS forms, to the requester, who will then use those documents as justification for additional disaster assistance funds. Specific procedures are contained in the Statewide Mutual Aid Agreement. Chapter 252, Florida Statutes, provides authority for political subdivisions to waive normal bidding procedures during a formal State of Emergency.

Each political subdivision is responsible for establishing guidelines for obligation and expenditure of funds under such emergency conditions. WCEM will notify Finance of training opportunities to support disaster financial management. The EM Division and Finance will be responsible for training local agencies and providing guidance and support for financial management during an actual event. Proper processing may be exercised during in the annual hurricane exercise at the request of Finance.

It is the intent of this policy to provide guidance for basic financial management to all departments and agencies responding under the provisions of this Plan, to ensure that funds are provided expeditiously and that financial operations are conducted in accordance with appropriate policies, regulations and standards. The Walton County BCC will maintain the responsibility of executing funding agreements with other legal entities on behalf of the County.

Due to the nature of most emergency situations, finance operations will often be carried out within compressed time frames and other pressures, necessitating the use of non-routine procedures; this in no way lessens the requirement for sound financial management and accountability.

A Presidential Declared Disaster or State or Local Emergency Declaration will permit funding from the Federal Disaster Relief Fund under the provisions of the Stafford Act in addition to the financial resources initiated at the state and local levels. The Federal Office of Management and Budget (OMB) and Congress will give rapid approval to a FEMA-prepared emergency budget request at a level sufficient to sustain a response operation for at least three weeks, with the opportunity to extend if the situation warrants.

Expenditure of Funds

Timely financial support of any extensive response activity could be crucial to saving lives and property. While innovative and expeditious means of procurement are called for during times of emergencies, it is still mandatory that good accounting principles and practices be employed in order to safeguard the use of public funds from the potential of fraud, waste and abuse.

In accordance with the State of Florida Resource and Financial Management Policies and Procedures and federal guidelines, approval for expenditure of funds for response operations will be given by officials of the Lead and support agencies. Each agency is responsible for establishing effective administrative controls of funds and segregation of duties for proper internal controls, and to ensure that actions taken and costs incurred are consistent with the missions identified in this plan.

Extreme care and attention to detail must be taken throughout the emergency response period to maintain logs, formal records and file copies of all expenditures (including personnel time sheets) in order to provide clear and reasonable accountability and justification for future reimbursement requests. Reimbursement is NOT an automatic authorization but a deliberative process as time and circumstances allow.

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 compliance with:

- The Code of Federal Register - Title 44 Emergency Management and Assistance (CFR 44); relevant Circulars and Federal Statutes, in a manner consistent with provisions of the Federal Stafford Act;

- Chapter 215, Florida Statutes, pertaining to state financial matters and Chapter 252, Florida Statutes, relating specifically to emergency Statutes, relating specifically to emergency management powers and responsibilities; and

- The State of Florida Resource and Financial Management Policies and Procedures.

All grant contracts for WCEM shall be executed by the designee of the Walton County BCC. This designee will provide oversight and maintenance for WCEM grants.

Walton County currently has the following executed contracts:

- Emergency Management Preparedness and Assistance Grant (EMPA) Trust Fund – The purpose of this grant is to help provide each county with a full-time functional Emergency Operations/ Emergency Management (EM) program. This grant contract requires each County to employ at least

one full time EM employee. The funding source for this grant is the State of Florida. Walton County's roles and responsibilities are outlined in the executed contract. Considerations such as quarterly reports, Scope of Work, Capability Assessment and other items are outlined within the contract.

- Emergency Management Performance Grant (EMPG) - The purpose of this grant is to assist in EOC operations and to support the EM Program. The funding source for this grant is the Federal Government. This contract requires a dollar for dollar match by the County. Walton County has always exceeded this match; the entire EOC budget is considered as the match for this grant. Walton County's roles and responsibilities are outlined in the executed contract. Considerations such as quarterly reports, Scope of Work and operational support are outlined within the contract.

- Hazard Analysis Grant – The purpose of this grant is to complete a Hazard Analysis for each facility in Walton County that reports the presence of one or more Extremely Hazardous Substances (EHSs) above the established threshold planning quantity.

V. REFERENCES AND AUTHORITIES

Public Law 103-337, this legislation reenacts the Civil Defense Act and all authorities, in their entirety, into the Stafford Act.

The Stafford Act (Public Law 100-707) is the Federal Disaster Relief and Emergency Assistance Act of 1988. It is the authority for federal assistance to local or state governments through a Presidential Disaster Declaration of an emergency or major disaster.

Florida Statute 252 (Emergency Management), Part I (general provisions) outlines EM powers of political subdivisions, requires counties to maintain a register of disable persons (special needs) and provides for the Emergency Management, Preparedness, and Assistance Trust Fund (F.A.C. 9G - 1 8 & 1 9). Part II (Florida Hazardous Materials Emergency Response and Community Right-To-Know Act of 1988) requires that site specific planning be accomplished for all extremely hazardous or large quantity hazardous materials facilities with the State. It also provides for a trust fund to accomplish this goal.

Florida Administrative Code, Rules 9G 6 & 7 require counties to develop Comprehensive Emergency Management Plans, establish a compliance review criteria and describe frequency and timing of plan reviews.

Walton County Code: In accordance with F.S. 252, Walton County has established the WCEM Division. To supplement the EM powers of political subdivisions given in F.S. 252, the Walton County Board of County Commissioners passed Walton County Resolution 2001-26, which provides for the continuity of government, the establishment of emergency measures and supports fiscal procedures required for the implementation of operations during all phases of emergency management.
(http://weblink.mccinnovations.com/weblink8/DocView.aspx?id=72495&searchid=84fd4528-f789-498d-8752-922f1aeb3dd5&dbid=9)

References for and/ or supplements to this CEMP:
- Walton County 2010 Local Mitigation Strategy (Appendix 15)
- Regional Domestic Security Standard Operating Guides
- Walton County Post-Disaster Re-development Plan (Appendix 17)
- Polices & Procedures Manual for Walton County BCC

- Walton County Emergency Management ESF Guidebooks
- Annex I Recovery
- Annex II Mitigation
- Annex III Debris Management
- Annex IV Public Information
- Annex V EOC Operations

Emergency response mutual aid agreements in effect for Walton County:
- Debris Management
- Florida Sheriff's Association
- Region One Law Enforcement Mutual Aid Agreement