

# **Madison County Comprehensive Emergency Management Plan 2025**



# **MADISON COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

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Transmitted here within is the 2025 version of the MADISON County Comprehensive Emergency Management Plan. This plan has been updated to incorporate changes identified by emergency management partners and stakeholders. This plan is submitted in accordance with the Mississippi Code section 33-15-14.

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# MADISON COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

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## Promulgation Statement

County government shares a responsibility with State and municipal governments to be prepared in the event of a natural, technological, or man-made emergency or disaster that threatens life, property, or the environment. The Mississippi Emergency Management Law, MS Code Ann. § 33-15(1972) confers emergency powers on the Governor, the Mississippi Emergency Management Agency, executive heads of governing bodies of municipalities, and counties of the state to meet this responsibility.

In order to provide an effective response to emergency situations, the federal, state, local, and tribal governments must plan and prepare together. The concept and assignment of responsibilities outlined in this plan shall serve as the basis for the conduct of emergency operations by MADISON County. It shall be the responsibility of all county agencies and organizations to perform their assigned functional tasks and prepare and maintain standard operating procedures and/or guidelines. All responsible parties shall provide notice of revisions and improvements to this CEMP and support it through training and exercises.

This plan is in accordance with existing state and federal statutes, in coordination with the National Response Framework, and is compliant with the National Incident Management System. It will be reviewed annually, revised, and updated biennially or more frequently as warranted. This plan is written and will be updated in compliance with the Federal Emergency Management Agency's *Developing and Maintaining Emergency Operations Plan, Comprehensive Preparedness Guide 101*, Version 3.0, September 2021.

Therefore, by virtue of the authority vested in me as President of the Board of Supervisors of MADISON County, I hereby promulgate the MADISON County CEMP. Furthermore, I charge the Director of the MADISON County Emergency Management Agency with responsibility for implementing this plan under emergency conditions and its ongoing development, as experience and changing conditions require.

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Gerald Steen  
President, MADISON County Board of Supervisors

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Date

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# MADISON COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

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## Approval and Implementation

This plan will be effective upon submission by the MADISON County Emergency Management Agency's Director and approval by the President of the County Board of Supervisors.

This plan will be executed upon order of the President of the County Board of Supervisors or his authorized representative.

This document replaces all previous versions of MADISON County's emergency response plans.

### SUBMITTED:

\_\_\_\_\_  
Date:

By:

\_\_\_\_\_  
Albert Jones III  
Director MADISON COUNTY  
Emergency Management Agency

### APPROVED:

\_\_\_\_\_  
Date:

By:

\_\_\_\_\_  
Gerald Steen  
President MADISON COUNTY  
Board of Supervisors

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## RECORD OF CHANGES

As changes are made to this plan, the following procedures should be followed:

1. MADISON County will issue all changes to holders of the plan through electronic media, e-mail, or hard copy.
2. Upon receiving written notification regarding changes to this plan, individuals issued a hard copy should insert new pages and remove and destroy old pages. Minor changes may be made on existing pages with pen and ink.
3. When any changes are made, enter the log below accordingly.
4. A rewrite will be performed every five years, with a review and modification every two years as outlined in the MS Code Ann. § 33-15 (1972).

| Date    | Page & Section    | Brief Description         |
|---------|-------------------|---------------------------|
| 08/2025 | BasicPlan/<br>All | Rewrite of the base plan. |
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Send any comments regarding this document to the MADISON County EMA at  
[ema@madison-co.com](mailto:ema@madison-co.com)

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## RECORD OF DISTRIBUTION

### Primary Distribution List

| Copy No. | Individual's Name and Title/Organization's Name | Date of Transmittal | Date of Receipt |
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| 2        | City of Madison Fire/ Police                    |                     |                 |
| 3        | City of Ridgeland Fire/ Police                  |                     |                 |
| 4        | City of Canton Fire/ Police                     |                     |                 |
| 5        | Town of Flora                                   |                     |                 |
| 6        | City of Gluckstadt                              |                     |                 |
| 7        | Madison County Sheriff's Office                 |                     |                 |
| 8        |                                                 |                     |                 |
| 9        |                                                 |                     |                 |
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## BASE PLAN

**1. PURPOSE.** This Comprehensive Emergency Management Plan (CEMP) describes MADISON County's approach to response and recovery activities related to emergencies and major disasters. It establishes the policies and procedures by which MADISON County shall coordinate local response to disasters. Furthermore, it utilizes the Emergency Support Function (ESF), Support, and Incident Annex concept to marshal and apply county resources and describes the responsibilities of local agencies in executing effective response and recovery operations.

This CEMP incorporates the concepts and requirements found in state and federal laws, regulations, and guidelines. Furthermore, the CEMP provides the decision framework to effectively enable the local government to respond to and recover from emergencies and disasters. The plan identifies the responsibilities and actions required to protect lives, property, and the environment from natural, man-made, and technological emergencies and disasters.

The CEMP consists of four components: (1) Basic Plan w/Appendices, (2) ESF Annexes, (3) Support Annexes, and (4) Incident Annexes for specific events.

**2. SCOPE.** This document provides structures for implementing county-level policy and operational coordination for incident response. It can be partially or fully implemented in the context of a threat, in anticipation of a significant event, or in response to an incident. The selective implementation allows for a scaled response, delivery of the exact resources needed, and a level of coordination appropriate to each incident.

This CEMP is intended to accelerate and organize the county's capacity to rapidly assess and respond to incidents that require county assistance. Many incidents require virtually spontaneous activation of interagency coordination protocols to prevent the incident from escalating. A county department or agency acting on independent authority may be the initial and the primary county responder. However, incidents that require more systematic county response efforts are actively coordinated through the appropriate mechanisms described in this document and its supporting annexes.

Initial coordination of county incident assessments and response efforts are intended to occur seamlessly, without the need for any formal trigger mechanism such as a written declaration by the County Board of Supervisors. This will support a more agile, scalable, and coordinated response by the whole community.

Major components of this plan include disaster information and situational awareness, the concept of operations, and direction and control, supported by automatic activation.

## 3. AUTHORITIES.

- a. Robert T. Stafford Disaster Relief and Emergency Assistance Act; amended the Disaster Relief Act of 1974, PL 93-288.  
[https://www.fema.gov/sites/default/files/2020-03/stafford-act\\_2019.pdf](https://www.fema.gov/sites/default/files/2020-03/stafford-act_2019.pdf)
- b. Americans with Disabilities Act, Title II, September 2010  
[https://www.ada.gov/ada\\_title\\_II.htm](https://www.ada.gov/ada_title_II.htm)
- c. Fair Housing Act (FHA) of 1968  
<https://www.justice.gov/crt/fair-housing-act-1>
- d. Public Law 104-321, October 1996 (EMAC)  
[Public Law 104-321, October 1996](#)
- e. Public Law 98-473, Emergency Federal Law Enforcement Assistance Act, October 1984  
<https://uscode.house.gov/view.xhtml?path=/prelim@title34/subtitle5/chapter501&edition=prelim>
- f. United States Code, Title 18, Section 1385 (Posse Comitatus Act)  
<https://www.govinfo.gov/app/details/USCODE-2011-title18/USCODE-2011-title18-partI-chap67-sec1385/summary>
- g. MS Code, Emergency Management and Civil Defense, Title 33-15.  
[MS Code 33-15](#)
- h. MS Code, Emergency Management Assistance Compact (EMAC), Title 45-18.  
[MS Code 45-18](#)
- i. MS Executive Order No. 932, March 2005  
<https://www.homelandsecurity.ms.gov/sites/mohs/files/MOHS%20Files/ExecutiveOrder932.pdf>

## 4. REFERENCES.

- a. Homeland Security Presidential Directive 5 (HSPD-5)  
<https://www.dhs.gov/sites/default/files/publications/Homeland%20Security%20Presidential%20Directive%205.pdf>

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- b. Homeland Security Presidential Directive 8 (HSPD-8)  
<https://www.dhs.gov/presidential-policy-directive-8-national-preparedness>
- c. National Incident Management System, Third Edition, October 2017  
<https://www.fema.gov/media-library/assets/documents/148019>
- d. National Response Framework, Fourth Edition, October 2019  
[https://www.fema.gov/sites/default/files/2020-04/NRF\\_FINALApproved\\_2011028.pdf](https://www.fema.gov/sites/default/files/2020-04/NRF_FINALApproved_2011028.pdf)
- e. National Disaster Recovery Framework, Second Edition, June 2016  
[https://www.fema.gov/sites/default/files/2020-06/national\\_disaster\\_recovery\\_framework\\_2nd.pdf](https://www.fema.gov/sites/default/files/2020-06/national_disaster_recovery_framework_2nd.pdf)
- f. National Protection Framework, Second Edition, June 2016  
[https://www.fema.gov/sites/default/files/2020-04/National\\_Protection\\_Framework2nd-june2016.pdf](https://www.fema.gov/sites/default/files/2020-04/National_Protection_Framework2nd-june2016.pdf)
- g. National Prevention Framework, Second Edition, June 2016  
[https://www.fema.gov/sites/default/files/2020-04/National\\_Prevention\\_Framework2nd-june2016.pdf](https://www.fema.gov/sites/default/files/2020-04/National_Prevention_Framework2nd-june2016.pdf)
- h. National Mitigation Framework, Second Edition, June 2016  
[https://www.fema.gov/sites/default/files/2020-04/National\\_Mitigation\\_Framework2nd\\_june2016.pdf](https://www.fema.gov/sites/default/files/2020-04/National_Mitigation_Framework2nd_june2016.pdf)
- i. FEMA National Incident Support Manual, Change 1, January 2013  
[https://www.fema.gov/sites/default/files/2020-04/FEMA\\_National\\_Incident\\_Support\\_Manual-change1.pdf](https://www.fema.gov/sites/default/files/2020-04/FEMA_National_Incident_Support_Manual-change1.pdf)
- j. FEMA Incident Action Planning Guide, July 2015  
[https://www.fema.gov/sites/default/files/2020-07/Incident\\_Action\\_Planning\\_Guide\\_Revision1\\_august2015.pdf](https://www.fema.gov/sites/default/files/2020-07/Incident_Action_Planning_Guide_Revision1_august2015.pdf)
- k. FEMA Developing and Maintaining Emergency Operations Plan, Comprehensive Preparedness Guide (CPG) 101, Version 3.0, September 2021  
[https://www.fema.gov/sites/default/files/documents/fema\\_cpg-101-v3-developing-maintaining-eops.pdf](https://www.fema.gov/sites/default/files/documents/fema_cpg-101-v3-developing-maintaining-eops.pdf)
- l. FEMA Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters, November 2010

[https://www.fema.gov/pdf/about/odc/fnss\\_guidance.pdf](https://www.fema.gov/pdf/about/odc/fnss_guidance.pdf)

**m. MEMA Response Framework, March 2021**

[MEMA Downloads/MEMA Publications](#)

A list of acronyms and abbreviations used in this document and associated appendices and annexes can be found in Appendix 1 (Acronyms and Abbreviations).

A list of definitions for those terms commonly used in emergency management can be found in Appendix 2 (Glossary).

**5. REFERENCE REPOSITORY.** The CEMP reference repository containing this base plan, associated annexes, appendices, referenced documents and authorities, and other supporting documents can be found at Madison County Chancery Clerk's Office.

**6. COUNTY MISSION.** The mission of MADISON County is to safeguard MADISON County and its citizens by fostering a culture of preparedness, executing timely responses during a disaster, and quickly restoring quality of life post-event.

**(a) Preparedness.** Should an emergency or disaster occur, identifying resources and ensuring the ability to respond effectively is the cornerstone of preparedness. Preparedness involves actions that will improve the speed and coordination of the response to an emergency. Planning, training, and exercising are all preparedness activities. Disaster preparedness exercises, ranging from tabletop activities to full-scale simulations of disaster situations involving all agencies, are conducted to ensure that proposed plans and coordinated activities will function as planned.

**(b) Response.** The response phase is the period shortly before, during, and after a disaster. Emergency response is when activities are conducted to save lives and minimize damage. Activation of the County Emergency Operations Center (EOC), search and rescue (SAR), and reception and care of disaster victims are some response actions. The MADISON County EOC may house representatives of each department and organization involved in response activities to ensure an organized response to the situation and provide the public with accurate and timely information regarding the disaster.

**(c) Recovery.** The period when the immediate threat to life and property has passed, and cleanup, repair, and restoration activities become a priority. This stage will continue until the community is returned to normal or near-normal operations. Debris cleanup, damage assessment, and reconstruction are some standard recovery measures. Joint local, state, and federal damage assessment teams quickly survey damaged areas. The county emergency management office is

expected to work closely with recovery teams to ensure swift completion of the assessment process.

**(d) Mitigation.** Mitigation is any action "determined to be cost-effective, which substantially reduces the risk of future damage, hardship, loss, or suffering, in any area affected by a major disaster." Mitigation saves lives, reduces property damage, helps preserve the disaster area's economy, and decreases disaster assistance costs. Effective Mitigation requires understanding local risks, addressing the hard choices, and investing in long-term community well-being. Without mitigation actions, safety, financial security, and self-reliance are jeopardized. Mitigation funding is available to state, local governments, and federally recognized Indigenous Tribes to implement long-term hazard mitigation planning and projects following a Presidential major disaster declaration. Examples of mitigation projects may include acquiring flood-prone structures, elevations of structures, and saferooms.

**7. PLAN CONSTRUCT.** The Federal Emergency Management Agency (FEMA) Comprehensive Preparedness Guide (CPG) 101 guides developing emergency operations plans. As CPG 101 promotes a common understanding of the fundamentals of risk-informed planning and decision making, MADISON County adheres to these planning concepts to help our planners examine a hazard or threat and produce integrated, coordinated, and synchronized plans. MADISON County's planning goal is to assist in making the planning process routine across all phases of emergency management and for all homeland security mission areas. The following components comprise the content of this CEMP:

**a. Base Plan.** The Base Plan establishes fundamental policies and assumptions for countywide emergency management, outlines the county's vulnerabilities to potential hazards, establishes a comprehensive emergency management concept of operations, and outlines local and state relationships and responsibilities. The base plan includes planning assumptions, roles, responsibilities, concept of operations, incident management actions, and scheduled maintenance instructions. The incident management actions incorporate the updated requirements of the National Incident Management System (NIMS).

**b. Emergency Support Function Annexes.** The ESF annexes identify the specific activities required to support each numbered function and specify the agencies and organizations responsible for performing those activities. There are sixteen (16) ESFs that are common to incident response. However, MADISON County has the discretion to modify this list to meet its needs. While the ESFs name and describe the specific tasks, they do not describe the detailed procedures to accomplish them. The coordinating ESF shall develop the detailed methods and identify support actions in Interagency Coordination Procedures, Standard Operating Procedures (SOPs), and Standard Operating Guides (SOGs). The standard Mississippi ESFs are:

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- (1) ESF #1 – Transportation.
- (2) ESF #2 – Communications.
- (3) ESF #3 – Public Works and Engineering.
- (4) ESF #4 – Firefighting.
- (5) ESF #5 – Emergency Management (Information and Planning).
- (6) ESF #6 – Mass Care, Emergency Assistance, Temporary Housing, and Human Services.
- (7) ESF #7 – Logistics.
- (8) ESF #8 – Public Health and Medical Services.
- (9) ESF #9 – Search and Rescue.
- (10) ESF #10 – Oil and Hazardous Materials Response.
- (11) ESF #11 – Animals, Agriculture, and Natural Resources.
- (12) ESF #12 – Energy.
- (13) ESF #13 – Public Safety and Security.
- (14) ESF #14 – Cross-Sector Business and Infrastructure.
- (15) ESF #15 – External Affairs.
- (16) ESF #16 – Military Support to Civilian Authorities.

**c. Support Annexes.** The support annexes describe how local and tribal entities and volunteer and non-governmental organizations coordinate and execute the standard functional processes and administrative requirements necessary for efficient and effective incident management. The Support Annexes are:

- (1) Madison County Financial Management Support Annex.

- (2) Madison County Logistics Support Annex.
- (3) Madison County Mutual Aid Support Annex.
- (4) Madison County Volunteer and Donations Management Support Annex.
- (5) Madison County Worker Safety and Health Support Annex.
- (6) Madison County Shelter Support Annex.
- (7) Madison County COOP Plan Annex.
- (8) Madison County hazard Mitigation Plan Annex.

**d. Incident Annexes.** The incident annexes address specific catastrophic and unique hazards. These annexes and associated appendices outline special considerations and priorities generated by particular hazards affecting the county and the corresponding actions required to cope with them. The Incident Annexes are:

- (1) Madison County Biological Incident Annex.
- (2) Madison County Cyber Incident Annex.
- (3) Madison County Earthquake Incident Annex.
- (4) Madison County Ebola Virus Incident Annex.
- (5) Madison County Food and Agriculture Incident Annex.
- (6) Madison County Nuclear-Radiological Incident Annex.
- (7) Madison County Pandemic Influenza Incident Annex.
- (8) Madison County Pipeline Incident Annex.
- (9) Madison County Terrorism Incident Annex.
- (10) Madison County Severe Weather Incident Annex.

**8. SITUATION OVERVIEW AND PLANNING ASSUMPTIONS.** MADISON County is composed of 6 cities and municipalities and consists of a total population of approximately 114,000 as of the 2020 U.S. census updates. Of the county's population, approximately 18.6% are disabled. Disability characteristics include (1) hearing difficulty, (2) vision difficulty, (3) cognitive difficulty, (4) ambulatory difficulty, (5) self-care difficulty, and (6) independent living difficulty.

*Note:* Visit [www.factfinder.census.gov](http://www.factfinder.census.gov) for disability statistics

MADISON County is exposed to many hazards, all of which have the potential of causing casualties, damaging or destroying public or private property, and disrupting the county's economy. In any crisis or emergency, MADISON County's foremost concern is for the protection of human life and property.

The MADISON County EMA, with assistance from the state, has taken great care in identifying these hazards and developing and executing plans that fully serve the citizens of MADISON County. The county has worked with numerous local agencies, organizations, and concerned citizens to ensure that MADISON County is prepared to mitigate, prevent, protect, prepare for, respond to and recover from these threats. By researching historical records and learning from past hazardous events, vulnerabilities have been identified and estimated future losses projected. In addition, local capabilities have been identified, and assessments have been made concerning current effectiveness.

**a. Preparedness Overview.** Preparedness refers to the actions taken to plan, organize, equip, train and exercise to build and sustain the capabilities necessary to prevent, protect against, mitigate the effects of, respond to, and recover from those threats that pose the greatest risk to the security of the county.

Preparedness is the shared responsibility of the whole community. Every member contributes, including individuals, communities, the private and nonprofit sectors, faith-based organizations, and federal, state, and local governments. Preparedness also includes children, individuals with access and functional needs, diverse communities, and people with limited English proficiency.

MADISON County conducts emergency preparedness awareness campaigns through social media, civic groups, school visits, etc. Awareness campaigns include earthquake awareness, severe weather awareness, flood awareness, hurricane awareness, mitigation campaigns for children and adults, and tornado awareness. MADISON County utilizes a variety of social networking venues, translators, and broadcasting methods, such as:

(1) Facebook, Twitter, Instagram

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(2) Local News outlets (i.e., Newspaper, Radio, TV, etc.)

(3) Local special interest groups (i.e., associations, civic groups, etc.)

The county's location in the Central portion of the state makes it vulnerable to several significant natural hazards, including: floods, and tornadoes, among others. Furthermore, MADISON County is home to considerable infrastructure, populations, and government functions that place it at risk for intentional acts that cause physical damage, casualties, or operational disruptions.

The graph below analyzes MADISON County's potential hazards and the potential **Risks** and **Impacts** they pose to this jurisdiction.

| Hazard               | Risk   | Impact                                                              |
|----------------------|--------|---------------------------------------------------------------------|
| Earthquake           | Medium | Possible disruption to life,structure,infrastructure and topography |
| Hurricane            | Medium | Possible disruption to life,structure,infrastructure and topography |
| Tornado              | High   | Possible disruption to life,structure,infrastructure and topography |
| Winter Weather       | High   | Possible disruption to life,structure,infrastructure and topography |
| Flooding             | High   | Possible disruption to life,structure,infrastructure and topography |
| Wildfire             | Low    | Possible disruption to life,structure,infrastructure and topography |
| Cyber                | Low    | Possible disruption to life,structure,infrastructure and topography |
| Pipeline             | Medium | Possible disruption to life,structure,infrastructure and topography |
| Terrorism            | Low    | Possible disruption to life,structure,infrastructure and topography |
| Nuclear Radiological | Low    | Possible disruption to life,structure,infrastructure and topography |

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**b. Capability Assessment.** With preparedness as the foundation, the CEMP utilizes the mission areas of protection, prevention, response, recovery, and mitigation to implement three core capabilities that span all five mission areas: Planning, Public Information and Warning, and Operational Coordination.

**c. Mitigation Overview.** Whether a natural disaster, man-made incident, or Pandemic, there is a need for a holistic regional strategy to improve the resilience of our infrastructures and essential services and the communities that depend upon them. This all-hazards, multi-jurisdiction, cross-sector approach to preparedness and resilience includes detection, prevention, mitigation, response, recovery/restoration, training, exercises, and community outreach. It requires utilities and other service providers to examine external linkages that affect their operations and business continuity. It also necessitates collaboration between the county, state, public, private, and non-profit stakeholders to share information, understand, and address county vulnerabilities and consequences posed by infrastructure interdependencies.

MADISON County will enhance its ability to complete its goals and objectives by taking maximum advantage of the current and future mitigation resources to reduce the impacts of natural and human-caused disasters on the citizens and infrastructure. The county will also vigorously pursue methods to augment existing programs by involving other opportunities, such as public-private partnerships. The involvement of a wide range of participants in mitigation efforts increases the feasibility of implementing mitigation projects as resources become available.

The county will provide, promote, and support education and training on the benefits of a comprehensive countywide hazard mitigation program for local agencies and private enterprises. Throughout the process, MADISON County citizens will remain a priority. A comprehensive overview of the hazards that threaten MADISON County, complete with goals and objectives, has been developed to mitigate potential losses from those hazards.

### **d. Planning Assumptions.**

(1) Federal civil rights laws in Section IV of the FEMA Guide “Accommodating Individuals with Disabilities in the Provision of Disaster Mass Care, Housing, & Human Services” require equal access for and prohibit discrimination against people with disabilities in all aspects of emergency planning, response, and recovery.

(2) To comply with Federal law, those involved in emergency management should understand the concepts of accessibility and nondiscrimination and how they apply in emergencies.

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(3) Incidents mean an occurrence or event (natural, technological, or human-caused) that requires a response to protect life, property, or the environment. Examples include major disasters, emergencies, terrorist attacks, terrorist threats, civil unrest, wild land and urban fires, floods, hazardous materials (HAZMAT) spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, tsunamis, war-related disasters, public health, and medical emergencies and other occurrences requiring an emergency response.

(4) Incidents may occur with little or no warning in a general or specific threat or hazard and may involve single or multiple geographic/jurisdictional areas.

(5) All incidents begin and end locally and are typically managed at the lowest possible geographic, organizational and jurisdictional level.

(6) Counties should request assistance from other counties through the Statewide Mutual Aid Compact (SMAC) and use available resources and mutual aid before requesting state assistance.

(7) If an incident exceeds the capabilities of both the state and local governments, the state may request assistance from other states using the Emergency Management Assistance Compact (EMAC).

(8) Shortages of temporary or permanent housing, damage or destruction to public and private records, environmental impact, and social and economic disruption may occur.

(9) Typical damage from incidents could include damaged buildings or impacted infrastructure. Businesses and citizens that rely on networked, computer-based systems may be particularly vulnerable.

**9. CONCEPT OF OPERATIONS.** Incidents typically begin and end locally and are managed daily at the lowest possible geographical, organizational, and jurisdictional levels. This plan considers the whole community's involvement, including individuals, communities, the private and non-profit sectors, faith-based organizations, and federal, state, and local governments mandated or encouraged to develop, exercise, and maintain individual CEMPs.

When local resources become exhausted, emergency managers depend on the involvement of multiple jurisdictions for support. Therefore, the whole community must be prepared to assist in this effort. This plan will be activated under the direction of the Board of Supervisors or by their designee in response to emergency or disaster events that exceed local emergency management's ability and resources.

**a. National Planning Frameworks.** The National Planning Frameworks, one for each preparedness mission area, describes how the whole community works together to achieve the National Preparedness Goal (NPG). The Goal is the cornerstone of implementing the National Preparedness System (NPS). The Frameworks foster a shared understanding of our roles and responsibilities from the firehouse to the White House. They help us understand how we, as a nation, coordinate, share information, and work together, ultimately resulting in a more secure and resilient nation.

**(1) National Prevention Framework.** The National Prevention Framework describes what the whole community—from community members to senior leaders in government—should do upon discovering an imminent threat to the homeland. An imminent threat is intelligence or operational information that warns of a credible, specific, and impending terrorist threat or ongoing attack against the United States. This Framework helps achieve the National Preparedness Goal of a secure and resilient Nation that is optimally prepared to prevent an imminent terrorist attack within the United States. The processes and policies described in this document will be conducted in accordance with existing laws and regulations. This Framework guides individuals and communities, the private and nonprofit sectors, faith-based organizations, and all levels of government (local, regional/metropolitan, state, tribal, territorial, and Federal) to prevent, avoid, or stop a threatened or actual act of terrorism

**(2) National Protection Framework.** The National Protection Framework describes how the whole community safeguards against acts of terrorism, natural disasters, and other threats or hazards. The Protection processes and guiding principles in this Framework provide a unifying approach that is adaptable to specific Protection mission requirements, mission activities, jurisdictions, and sectors. The dynamic nature of the nation's risks requires a national approach adaptable to this changing and increasingly volatile landscape. This Framework describes the core capabilities, roles and responsibilities, and network of coordinating structures that facilitate the protection of individuals, communities, and the Nation.

**(3) National Mitigation Framework.** The National Mitigation Framework establishes a common platform and forum for coordinating and addressing how the Nation manages risk through mitigation capabilities. This Framework describes mitigation roles across the whole community. The Framework addresses how the Nation will lessen the impact of disaster by developing, employing, and coordinating core mitigation capabilities to reduce loss of life and property. Building on a wealth of evidence-based knowledge and community experience, the Framework seeks to increase risk awareness and promote resilience building by leveraging mitigation enhancing products, services, and assets across the whole community.

**(4) National Response Framework.** The National Response Framework (NRF) provides foundational emergency management doctrine for how the Nation responds to all types of

incidents. The NRF is built on scalable, flexible, and adaptable concepts identified in NIMS to align key roles and responsibilities across the Nation. The structures, roles, and responsibilities described in this Framework can be partially or fully implemented in a threat or hazard, in anticipation of a significant event, or in response to an incident. Implementation of the structures and procedures described herein allows for a scaled response, delivery of specific resources and capabilities, and a level of coordination appropriate to each incident.

**(5) National Disaster Recovery Framework.** The National Disaster Recovery Framework (NDRF) establishes a common platform and forum for how the whole community builds, sustains, and coordinates the delivery of recovery capabilities. Resilient and sustainable recovery encompasses more than restoring a community's physical structures to pre-disaster conditions. Through effective coordination of partners and resources, we can ensure the continuity of services and support to meet the needs of affected community members who have experienced the hardships of financial, emotional, or physical impacts of devastating disasters.

**(6) National Incident Management System.** One of the six core components of the National Preparedness System, NIMS provides a consistent framework for incident management, regardless of the incident's cause, size, or complexity. NIMS provides the nation's first responders and authorities with the same foundation for incident management for all hazards.

Executive Order No. 932, as signed by the Governor of the State of Mississippi, designates the NIMS as the basis for all incident management in Mississippi. NIMS provides a consistent nationwide approach for federal, state, tribal, and local governments to work together to prepare for, prevent, respond to and recover from domestic incidents, regardless of cause, size, or complexity.

The components of NIMS include:

- (1) Incident Command System (ICS).**
- (2) Multi-agency Coordination Systems (MACS).**
- (3) Training.**
- (4) Identification and management of resources (including systems for classifying types of resources).**
- (5) Qualification and certification of resources responding to the incident.**
- (6) Collection, tracking, and reporting of incident information and incident resources.**

**b. Incident Command System.** ICS is a critical component of NIMS and is used to manage all incidents. ICS organizes on-scene operations for a broad spectrum of emergencies, from small to complex incidents, both natural and man-made. The field response level is where emergency management/response personnel, under the command of an appropriate authority, carry out tactical decisions and activities in direct response to an incident or threat. Resources from the federal, state, tribal, or local levels, when appropriately deployed, become part of the field ICS as prescribed by the local authority. All levels of government use ICS – local, state, tribal, and federal – and many non-governmental organizations (NGOs) and the private sector. ICS is applicable across disciplines.

ICS Management includes the following characteristics:

- (1) Common Terminology.
- (2) Modular Organization.
- (3) Management by Objectives.
- (4) Reliance on an Incident Action Plan (IAP).
- (5) Manageable Span of Control.
- (6) Pre-designated Incident Mobilization Center Locations and Facilities.
- (7) Comprehensive Resource Management.
- (8) Integrated Communications.
- (9) Establishment and Transfer of Command.
- (10) Chain of Command/Unity of Command.
- (11) Unified Command.
- (12) Accountability of Resources and Personnel.
- (13) Deployment.
- (14) Information and Intelligence Management.

**c. Unified Command System.** Unified Command (UC) is a structure that brings together the Incident Commanders of different organizations/agencies involved in the incident to coordinate an effective response while at the same time carrying out their jurisdictional responsibilities.

The UC links the organizations/agencies responding to the incident and provides a forum for these entities to make consensus decisions. Under the UC, the various jurisdictions or agencies and non-government responders closely coordinate throughout the operation to create an integrated response team. Jurisdictions may or may not be co-located.

The UC is responsible for the overall management of the incident and possesses the decision-making authority. The UC directs incident activities, including developing and implementing overall objectives and strategies, approving the order, and releasing resources. Members of the UC will work together to create a standard set of incident objectives and strategies, share information, maximize available resources, and enhance the efficiency of the individual response organizations.

UC members shall represent an appropriate level of authority in their respective organizations and agencies and the resources to carry out their responsibilities. The UC members may change as the response transitions out of emergency response into recovery. The UC enables state agencies and the federal government to carry out their responsibilities while working cooperatively within one response management system in conjunction with the ICS.

**d. Multi-Agency Coordination System.** MACS is the cornerstone of comprehensive emergency management. Fundamentally, MACS provides support, coordination, and assistance with policy-level decisions to the ICS structure managing an incident. MACS may be required on large or wide-scale incidents that require higher-level resource management or information management. The primary functions of MACS are to:

- (1) Support incident management policies and priorities.
- (2) Facilitate logistics support and resource tracking.
- (3) Make resource allocation decisions based on incident management priorities.
- (4) Coordinate incident-related information.
- (5) Coordinate interagency and intergovernmental issues regarding incident management policies, priorities, and strategies.

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Additionally, MACS include emergency operations centers, such as the SEOC, and, in specific multi-jurisdictional or complex incidents, multi-agency coordination entities. Multi-agency coordination entities are responsible to:

- (6) Ensure each agency involved is providing situation and resource status information.
- (7) Acquire and allocate resources required by incident management personnel.
- (8) Coordinate and identify future resource requirements.
- (9) Coordinate and resolve policy issues.
- (10) Providing strategic coordination.

### **e. Public Information/Interoperable Communications.**

**(1) Public Information.** Public information consists of processes, procedures, and systems to communicate timely, accurate, and accessible information on the incident's cause, size, and current situation to the public, responders, and additional stakeholders. Public information must deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.

Translation of essential communications ensures Public Information Officers (PIOs) have the means for communicating risk and safety actions to nearly all citizens of MADISON County. This includes non-English speaking populations. Translation services are available commercially and identified by the MADISON County EMA.

Interpretation for the deaf and hard of hearing is also of critical importance. MADISON County EMA will contact a certified interpreter via request through State or local resources to participate in critical news conferences from the MADISON County EOC designated location. Essential news releases and information may also be interpreted and distributed with vendors specializing in translation into American Sign Language (ASL), posted, and distributed via the web.

**(2) Interoperable Communications.** NIMS stresses that the success of incident response and recovery operations depends on the availability and redundancy of critical communications systems to support connectivity to internal organizations, other departments or jurisdictions, and the public. MADISON County will strive to achieve interoperable communications. This includes testing their communications equipment bi-annually to assess the adequacy of supporting essential

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functions and communicating with first responders, emergency personnel, federal, tribal, state governments, other agencies, organizations, and the general public. The Mississippi Wireless Communications Commission (WCC) leads the statewide communications 700-megahertz (MHz) communications project funded by several federal agencies (i.e., the Federal Communications Commission (FCC) and FEMA). This system was developed to ensure interoperability between federal, state, tribal, and local levels of government. MADISON County maintains its local radio systems but has access to the MSWIN system.

MADISON County utilizes traditional communications systems and modern technologies such as WebEOC (a computer-based emergency management program), internet, and high frequency (HF) radios tasked in this plan to enhance the county's capability in communications and automated data systems.

Internal and external communications equipment is essential to support disaster recovery efforts. Each is needed to disseminate instructions and operational guidance. Internal communications equipment may utilize existing telephone systems, e-mail, satellite radio, facsimile machines, HF radio, or messengers (in extreme situations). External communications use many of the same methods. However, in a major disaster, existing communications may require augmentation to handle the increased traffic volume.

**(3) Local, State, Tribal, and Federal Relationships.** The CEMP addresses the full spectrum of emergency management activities related to incident management for response and recovery, consistent with state law. The MS Code Ann. § 33-15-1(1972) is the legal guidance for all emergency management operations. It addresses legal issues related to preparedness, response, or recovery actions. MS Code Ann. § 33-15-21(1972) addresses the liability protection available to responders.

**(a) Local.** The initial responsibility for the first level of response, emergency actions, direction, control, and coordination rests with the local government through elected and appointed officials. County and municipal governments handle most emergencies in accordance with local laws and community requirements.

Local police, fire, emergency medical services (EMS), emergency management, public health, medical providers, public works, and other community agencies are often the first to be notified about a threat or hazard and respond to an incident. These entities work with individuals, families, and service providers for people with disabilities and others with access and functional needs to enhance their awareness of risk levels and specific threats, develop household emergency plans that include household pets and service animals, and prepare emergency supply kits. Information on preparing emergency supply kits can be found on the MEMA website at [www.msema.org](http://www.msema.org) and [www.ready.gov](http://www.ready.gov).

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If an incident escalates and exceeds the capability of local resources and personnel, state resources may be made available through coordination with MEMA. Local authorities should respond to the severity and magnitude of the incident by:

- Proclaiming a "Local Emergency" [MS Code Ann. § 33-15-17 (d)(1972)].
- Fully employing their resources [MS Code Ann. § 33-15-49(1972)].
- Designating capable personnel to make requests to MEMA for additional resources, if necessary [MS Code Ann. § 33-15-17(a) (1972)].

As appropriate, MADISON County should implement SMAC or Mutual Aid Agreements (MAA) with other jurisdictions, local organizations, chapters of volunteer organizations, private industry, or others.

Each municipality within the county must coordinate state and federal emergency response assistance requests through the county emergency management agency.

Assistance from higher levels of government is obtained by requests from the head of the affected local government (or the designated representative) to the head of the next higher level of government.

Local government officials shall take formal action to proclaim the existence of a local emergency [MS Code Ann. § 33-15-17(d) (1972)] and record the activity in the minutes of the board or council meeting.

Requests for assistance from a local government will, at a minimum, contain the following:

The specific cause(s) of the emergency or disaster.

- The effective date (beginning of the incident).
- The anticipated date the emergency will expire. (By law, an emergency action automatically ends 30 days from the date of enactment unless it is extended by the official action of the governing body).
- Special provisions that are deemed necessary to cope with the situation. These include but are not limited to: suspension of selected routine public services, reallocation of scarce

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resources such as fuel, energy, food, and water supplies, reassignment of manpower; movement, combination, or relocation of government offices; activation of shelters, imposition of curfews and provision for emergency purchasing authority.

According to state reporting requirements, local government officials must submit minimum prescribed reports to MEMA through the Civil Defense/Emergency Management (CD/EM) Director or designee. These reports, which are available via WebEOC or Crisis Track, are updated periodically and include the following:

- Initial Disaster Report (MEMA DR-1) - Due within 4 hours of the incident.
- Situation Report (MEMA DR-2) - Due within 24 hours of the incident and every 24 hours thereafter until the reporting process for that incident is finished.
- Proclamation of Local Emergency (MEMA DR-3) – Due within 24 hours and renewed every 30 days, as needed.

If state assistance is requested, a resolution requesting the Governor to proclaim a state of emergency (MEMA DR-4). If local governments request state or federal assistance, local officials are required to submit, through the local emergency management director to MEMA, as agent for the Governor, the above reports and the following assessments:

- Completed Preliminary Damage Assessments (PDA)
- Report of obligations and expenditures

All requests for resources and assistance from local governments must be documented. MEMA designates WebEOC as the primary tool for documenting all requests (if the electronic connectivity is available). Requests may be made by e-mail, telephone, or field copy to the SEOC should WebEOC connectivity not be functional.

**(b) At-Risk Populations and those with Access and Functional Needs.** MADISON County adheres to Mississippi's recognition throughout all mission areas and phases of emergency management that local, state, tribal, and federal governments must consider the whole community's needs. Mississippi adheres to FEMA: IV. "Non-Discrimination Principles of the Law" require equal access for and prohibit discrimination against people with disabilities in all aspects of emergency planning, response, and recovery. There will be no discrimination on the grounds of race, color, religion, nationality, sex, age, handicap, language, or economic status in the execution of disaster preparedness or disaster relief and assistance functions. This policy applies equally to all levels of government, contractors, and labor unions. During an emergency,

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consumer complaints on alleged unfair or illegal business practices will be referred to the State Attorney General's Consumer Protection Division.

Specific members of the population of special interest are:

**(c) People with Access and Functional Needs.** According to the latest American Community Survey, approximately 15 percent of the county's population have disabilities.

Populations with access and functional needs may include those members of the community who:

- Have mobility or physical impairments.
- Vision impairments.
- Hearing impairments.
- Cognitive or learning impairments.
- Psychological disorders.
- Reside in an assisted living facility or institutional setting.
- Lack of access to accessible transportation.
- Are from diverse cultures.
- Have limited English proficiency or are non-English speaking.
- Are illiterate.
- Are homeless.

These community members may have needs before, during, and after an incident in access and functional areas, including but not limited to maintaining independence, communication, transportation, supervision, and medical care.

When considering this population and others who are at risk, emergency management plans should allow for the following:

- **Communications and Public Information:** Emergency notification systems must ensure effective communication for deaf/hard of hearing, blind/low vision, deaf/blind, illiterate, and homeless.

- **Evacuation and Transportation:** Evacuation plans must incorporate disability and older adult transportation providers to move people with mobility impairments and those with limited access to accessible transportation.

During State-declared catastrophic incidents, the Mississippi State Department of Health (MSDH) utilizes specialized vehicles such as ambulatory buses and wheelchair vans for affected populations with special medical needs. However, these vehicles can be used for persons with functional needs requirements. Additionally, the Mississippi Department of Transportation (MDOT) maintains a fleet of public transit vehicles used daily to transport the elderly and those who have transportation challenges. These vehicles will be called upon to augment ESF #6 requirements to ensure that affected persons with functional and special medical needs are provided.

- **Sheltering:** Care and shelter plans must address the access and functional needs of people with disabilities and older adults to allow for sheltering in general population shelters. See MADISON County Shelter Support Plan.

- **Americans with Disabilities Act of 1990, As Amended:** When shelter facilities are activated, the state will work with local officials to ensure they accommodate the Americans with Disabilities Act (ADA). Refer to the ADA Checklist for Emergency Shelters, July 26, 2007, at: <http://www.ada.gov/pcatoolkit/chap7shelterchk.htm>.

- **Functional Needs Support Services Compliance:** Functional Needs Support Services (FNSS) are defined as services that enable individuals to maintain their independence in a general population shelter. All shelters must meet physical and programmatic accessibility requirements as defined by the ADA. An FNSS designation means that shelters provide a higher level of attendant care than general population shelters. Any facility designated as an approved shelter must meet minimum safety requirements. To ensure consistency with state and federal standards, guidelines, and best practices, all shelters must be American Red Cross (ARC) compliant. FNSS Compliance includes:

- Reasonable modifications to policies, practices, and procedures.
- Durable medical equipment.
- Consumable medical supplies.

- Personal assistance services.
- Other goods and services as needed.

When local government becomes overwhelmed, MDHS will act in conjunction with the American Red Cross to meet victims' needs. For FNSS shelter guidance, refer to *Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters*, November 2010. [https://www.fema.gov/pdf/about/odc/fnss\\_guidance.pdf](https://www.fema.gov/pdf/about/odc/fnss_guidance.pdf)

- **At-Risk Individuals.** Plans must include the at-risk population such as, but are not limited to: the homeless, transportation disadvantaged, those without communication systems such as telephones, and tourists who may not be in contact with traditional emergency service providers. These individuals may find it difficult to access and use resources to prepare for, respond to, and recover from disasters. State government and its political subdivisions must include provisions in their emergency response plans that address these individuals' specific needs during response recovery.

As the coordinating agency for ESF #6, the Mississippi Red Cross is responsible for coordinating additional services in FNSS shelters. Examples of these services include but are not limited to:

- Bariatric beds and linens.
- Procurement of health aids (i.e., eyeglasses, canes, oxygen tanks, etc.).
- Language interpreters.
- Communications aids (i.e., braille, hearing aids, etc.).

Additional information regarding FNSS in shelters can be found in ESF #6.

### 10. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES.

**a. Organization.** MADISON County is organized into two levels of government: municipal and county.

**b. Responsibilities.** The intent of the MADISON County CEMP includes but is not limited to reducing the vulnerability of the people and property of this county; preparing for the efficient evacuation and shelter of threatened or affected persons. This includes children, individuals with disabilities, others with access and functional needs, diverse communities, and people with limited

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English proficiency, preparing for the evacuation and shelter of threatened household pets and service animals; providing for the rapid and orderly provision of relief to persons. Additionally, stakeholders coordinate activities relating to emergency prevention, protection, response, recovery, and mitigation among and between agencies and officials of this county, with similar agencies and officials of other states, local and federal governments, interstate organizations, and the private sector.

**(1) Local Government.** Through the elected officials, it is the responsibility of local governments to establish and provide for the necessary organizational structure that will alleviate human distress and return their community to normal as soon as possible after a major emergency or disaster. To accomplish these goals, it is imperative that effective planning be completed. Powers, rights, duties, functions, and privileges are exercised by the County Board of Supervisors, Mayors, and governing bodies of all municipalities.

*The Emergency Management Act of 1995* requires each county operating individually or jointly to establish and maintain a local emergency management organization. Local officials will appoint an Emergency Management Coordinator or official who will have direct responsibility for the organization, administration, and operation of a local organization for emergency management, subject to the direction and control of local officials.

As stated in *Title 33, Chapter 15 Mississippi Code of 1972, Annotated*, each county will develop an emergency management plan and program coordinated and consistent with Mississippi's CEMP.

Incident management activities shall be initiated and conducted using the NIMS command and management principles. In accordance with NIMS requirements, the ICS will be used as the incident management system.

The MADISON County CEMP should be prepared and revised annually to reflect local, state, tribal, or federal changes. MEMA will schedule a two-year review and assist the counties in a rewrite every five years. (See § 33-15-14 of the MS Emergency Management Law Preparation and maintenance of state comprehensive emergency management plan.)

This plan should be tested and exercised annually to ensure they are adequate and represent the current level of local capability to respond to and recover from a disaster or emergency. These plans must be compatible with the State's CEMP and provide guidance and operating procedures to apply for supplemental state and federal assistance after local resources are committed or exhausted.

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According to their capabilities, agencies of local governments may be assigned responsibilities and specific tasks by the local governing body. They are responsible for initial response and relief efforts and advising government officials when assistance is needed.

The President of the Board of Supervisors is the primary official responsible for the action of the county government. The Mayor is the Chief Executive Officer accountable for the actions of the municipal government. County and city governing authorities are authorized to:

(a) Assign and make available employees, property, and equipment for emergency operations.

(b) Establish local EOC and secondary control centers to serve as emergency command posts.

(c) If warranted, proclaim a local emergency to exist upon the occurrence or imminent threat of a natural disaster.

(d) Activate local plans and appropriate MAAs.

(e) Prepare and submit requests for state assistance through the counties.

(f) Accept services, equipment, supplies, or funds by gifts, grants, or loans from the State or Federal government or any person, firm, or corporation.

(g) Organize and staff emergency preparedness entities to coordinate and manage disaster response and recovery.

(h) Coordinate the emergency response effort within their political jurisdictions (county and municipalities).

(i) Provide regular situational updates to MEMA.

(j) Direct local evacuations, coordinate shelter activation, and request outside assistance when necessary.

(k) Activate MAAs or SMAC with neighboring counties and among municipalities within the county.

(l) Proclaim a local state of emergency and formally request state assistance.

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**(m)** Designate local PIOs for coordination with the Joint Information Center (JIC).

**(n)** Document all requests for resources and assistance using WebEOC (if the electronic connectivity is available during and following the incident).

Protective actions, such as evacuation and re-entry, are local in scope. In such cases, county officials coordinate and administer emergency preparation and response activities for an area, using local resources in accordance with county policies and plans.

The MADISON County Emergency Management Director and elected officials are responsible for all policy-level decisions in disaster situations. (In the absence of an appointed Emergency Management Director, responsibility for this function will revert to the Deputy Director or County appointee.)

COOP/COG actions at local levels will be initiated and implemented in close collaboration with MEMA. It is the responsibility of every local government to develop a functional COOP/COG plan.

**(2) Local Continuity of Government.** Mississippi statutes and constitution provide operative guides for changes to the seats of state and local governments. This includes a succession of the MADISON County Board of Supervisors and emergency powers of the local government during a disaster or emergency.

Formally defined lines of succession are of primary importance to protecting and preserving constitutional government. Interim successors are authorized to exercise all the powers and discharge all the duties of their office during an emergency in which they become the successor. A minimum of three successors is recommended for each branch.

**(a) MADISON County**

- President of the Board of Supervisors
- Vice President
- Board Members in order of Seniority
- County Administrator

**(b) City of Ridgeland, Madison, Canton, Flora, Gluckstadt**

- Mayor
- Board of Alderman

### **(c) MADISON County Emergency Management Agency**

- Emergency Management Director
- Designee (1)
- Designee (2)

To ensure rapid response to any emergency or disaster requiring Continuity of Operations (COOP) implementation, pre-delegated authorities for making policy determinations and decisions are given to the MADISON County Emergency Management Director or appointee.

**(3) Local Continuity of Operations.** Section § 17-7-1 of the Mississippi Code, “Removal of sites of government in emergency resulting from natural disaster, enemy attacks, etc.,” provides for relocation of the center of State government in an emergency.

*Whenever, due to an emergency resulting from a natural disaster, the effects of enemy attack, or the anticipated effects of a threatened enemy attack, it becomes imprudent, inexpedient or impossible to conduct the affairs of municipal and county governments or any subdivisions thereof at the regular or usual place or places thereof, the governing body of each political subdivision of this state may meet at any place within or without the territorial limits of such political subdivision on the call of the presiding officer or any two (2) members of such governing body, and shall proceed to establish and designate by ordinance, resolution or other manner, alternate or substitute sites or places as the emergency temporary location, or locations, of government where all, or any part, of the public business may be transacted and conducted during the emergency situation. Such sites or places may be within or without the territorial limits of such political subdivision and may be within or without this state.*

The MADISON County EMA Director and the Board of Supervisors are responsible for all policy-level decisions in disaster situations. In the absence of an appointed Emergency Management Director, responsibility for this function will revert to the County Administrator.

Continuity of Operations Plan (COOP) actions at the county level will be initiated and implemented in close collaboration with the Board of Supervisors. MADISON County Emergency

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Management Agency retains copies of coordinating county agency continuity plans. All COOPs are found under separate covers. It shall be the responsibility of this agency to annually review, biannually revise, and conduct a rewrite every fifth year.

### **(4) State Government.**

(a) The Governor is responsible for declaring that a state of emergency exists and, at such time, directs all available state and local resources, as reasonably necessary, to cope with the disaster utilizing NIMS/ICS doctrine. This includes the designation of an “Emergency Impact Area,” transfer and direction of personnel or functions of state agencies or units to perform or facilitate disaster services, and designation of a state-level Incident Commander (IC) as needed.

(b) The State of Mississippi is responsible for assisting any political subdivision within the state that requests emergency or disaster assistance. The MEMA Executive Director shall coordinate and cooperate with the President and other federal officials as well as review and execute intrastate and interstate MAAs and compacts (EMAC/SMAC).

(c) During a declared emergency period, the state may take any action authorized under the provisions of the law without regard to a particular order, rule, or regulation of a state agency if such action is necessary to protect the safety and welfare of the inhabitants of this state.

(d) Protection, prevention, response, and recovery efforts for all threats or acts of terrorism within the state, regardless of whether they are deemed credible and/or whether they escalate to a higher level, are coordinated with the Mississippi Department of Public Safety (DPS) and Mississippi Office of Homeland Security (MOHS) as referenced in the Terrorism Incident Annex of the Mississippi CEMP.

### **(5) Mississippi Emergency Management Agency.**

(a) MEMA, with its Executive Director and staff, is authorized by MS Code Ann. § 33 15-7(1972). MEMA has responsibility for the coordination of all state emergency management activities.

(b) MEMA operates as the 24-hour state warning point. (Refer to ESF #2 – Communications and the MEMA Communications Standard Operating Guidelines (SOG) for additional information).

(c) In the event an emergency or disaster situation develops within the state, the MEMA Executive Director shall activate the SEOC, which will be staffed at the appropriate level throughout the event.

(d) MEMA will coordinate resources in the field.

(e) MEMA can serve as a liaison between local government and other State agencies.

**(6) Federal.** When an incident occurs that exceeds or is anticipated to exceed state, tribal, or local resources, as outlined in the NRF, the federal government will provide resources and capabilities to support the state response.

**(7) Private Sector and Non-Governmental Organizations.** The private sector and NGOs contribute to response efforts through engaged partnerships with each level of government. The protection of critical infrastructure and the ability to rapidly restore normal commercial activities can mitigate the impact of an incident, improve the quality of life of individuals, and accelerate the pace of recovery for communities and the nation. NGOs provide shelter, emergency food supplies, and other vital support services.

**(a) Personal Preparedness.** The residents of MADISON County are the primary beneficiaries of the county's emergency management system. At the same time, residents play an essential role in emergency management by ensuring they and their families are prepared for disasters.

Before an emergency, residents can assist the emergency management effort by taking first aid training, maintaining supplies, and being prepared to evacuate or shelter in place for several days. Many residents join disaster volunteer programs and remain ready to volunteer or support emergency response and recovery efforts. During an emergency, residents should monitor emergency communications and carefully follow directions from authorities. By being prepared, residents can better serve their families and community and reduce first responders' demands.

Many local government agencies, particularly county emergency services offices, have individual, family, and community preparedness initiatives. In conjunction with MEMA, MADISON County promotes individual and community preparedness at the state level and offers information for preparing for various disasters. Information can be found online at [www.msema.org](http://www.msema.org).

**(b) Public-Private Partnerships.** The private sector provides valuable assistance and resources to support emergency response and recovery activities. MADISON County EMA is currently working to secure agreements between local agencies, non-profit, and private sector resources that can be called upon during an emergency to support coordination and response between the government and the private sector.

Much of the private sector includes businesses. The portion of the county's critical infrastructure is owned or maintained by businesses and must be protected during a response to ensure a quick

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and complete recovery from an emergency. These same businesses provide valuable resources before, during, and after an emergency and play a critical role in meeting the needs of those impacted. Businesses are encouraged to develop a comprehensive business emergency plan to assist the business and the community protect vital resources.

**(c) Voluntary Organizations.** MADISON County recognizes the value and importance of organizations that perform voluntary services in the community. When a disaster threatens or strikes, these organizations are often the first on the scene. They have resources that augment emergency response and recovery efforts. Many are trained in various areas of emergency management. Services they provide most often address basic human needs, enabling affected individuals to resume normal daily activities. These services include but are not limited to shelter, food, clothing, spiritual support, health, and mental health services. Refer to the Volunteer and Donations Management Support Annex, ESF #6, ESF #11, and ESF #14 for more information.

**c. Direction, Control, And Coordination.** The MADISON County Board of Supervisors is responsible for appointing a county Emergency Management Director.

The MADISON County EMA Director or his/her designee is responsible for coordinating the county's response to an incident. The MADISON County response concept has been developed to parallel ICS doctrine whenever possible. Responsibilities in incident management include the direct control and employment of resources, management of incident assets, operations, and delivery of county assistance through all phases of emergency response. Additional variations are built into the county processes to further refine and focus effort.

As with NIMS doctrine, MADISON County supports the fundamental premise that all incidents start and end locally. MADISON County maintains constant vigilance for emergency management incidents within the county.

### **(1) MADISON County Emergency Operations Center (EOC)**

**(a)** The MADISON County EOC is located at:

1633 W. Peace Street  
Canton, MS 39046

Alternate EOC location is located at:

125 West North St  
Canton, MS 39046

**(b)** Whenever the MADISON County EOC is activated at a Level III or higher, MADISON County staff is assigned the lead of ESF #2, ESF #5, ESF #9, ESF #14, and ESF #15

## MADISON COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

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activities and to support other ESFs that have been activated. The staff in the EOC is comprised, as specified in the EOC's SOP, located under separate cover.

(c) Emergency Coordinating Officers (ECOs) from the local agencies/departments involved in the response will join the MADISON county staff in the EOC until emergency operations return to manageable levels. ECOs from local agencies, private volunteer agencies, and private nonprofit organizations are assigned to ESFs.

(d) Depending upon the severity and magnitude of the emergency, the EOC may be activated either partially or fully to support the accomplishment of the activities needed at the appropriate level described below:

- **Level I.** Any disaster or emergency that requires full county response where the local governments are overwhelmed. The EOC shall be fully operational with 24-hour staffing by all county ESFs. The MS IMAT could be deployed forward to the area of operations with resource support, direction, and control from the SEOC.

*Note: This level corresponds with FEMA Regional Response Coordination Center (RRCC) Level I: Massive - An event/incident involving massive levels of damage, with severe impact or multi-state scope. This level will result in a Presidential disaster declaration, with major federal involvement and full engagement of federal, regional, and national resources.*

- **Level II.** Involves an emergency or disaster that requires full county response and possible state response and recovery assistance. The EOC shall be fully operational on a continual 24-hour basis with staffing from all county ESFs. The MS IMAT could be deployed forward to the area of operations with resource support, direction, and control from the SEOC.

*Note: This level corresponds with FEMA RRCC Level II: Moderate - An event/incident involving moderate levels of damage that will likely result in a major Presidential disaster declaration, with moderate federal assistance.*

- **Level III.** Involves any emergency or pending disaster that is likely to require the involvement of several ESFs. All primary and support agencies shall be alerted and the EOC staffed with MADISON County and essential ESF personnel.

*Note: This level corresponds with RRCC Level III: Minor - An event/incident involving minor to average levels of damage, which may result in a Presidential declaration of an emergency or disaster. Some federal involvement may be requested by state or local jurisdictions, and the request will be met by existing federal regional resources.*

- **Level IV.** Normal day-to-day operational activities. Involves any incident that does not exceed the capabilities of local government or results in minimal requirements for state-level assistance. Only those agencies or ESFs with normal day-to-day emergency service responsibilities or regulatory requirements for the incident will be notified by MADISON County EMA. Full SEOC activation is not expected.

**(2) Mobile or Forward Incident Command Posts.** Mobile or Forward Incident Command Posts (ICPs) can be tactical command posts or multi-agency coordination centers. A mobile or forward incident command post can be utilized as a stand-alone incident command post or augment the EOC fixed base of operations.

**(3) Recovery Operations.** The recovery process can be implemented in three locations: the EOC, the JFO, and the Disaster Recovery Center (DRCs). The latter two are field locations. The MEMA State Coordinating Officer (SCO) is responsible for committing all state resources and coordinating disaster recovery efforts between the federal, state, and local governments.

Short-term recovery goals should allow for:

- (a) Identify essential records, vital systems, and operations.
- (b) Establish priorities for reinstatement of systems and operations.
- (c) Establish maximum acceptable downtime before reinstatement to an acceptable system and operational level.
- (d) Identify minimum resources needed to recover business operations.

Long-term recovery goals should consider:

- (a) Strategic planning to include budgeting for structural and non-structural repairs.
- (b) Development and implementation of mitigation goals and activities.
- (c) Management and coordination of recovery activities.
- (d) Management of fiscal operations and recovery funding.
- (e) Management of volunteer, contractual, mutual aid, and agency resources.

**d. Information Collection, Analysis, and Dissemination.** Information collection, analysis, and dissemination are essential to avoid or minimize loss of life and property. All incident information flow is routed to the incident command at the EOC. This is facilitated at 1633 W. Peace St Canton, MS 39046.

**(1) WebEOC.** WebEOC is a crucial incident management tool and a digital link between MADISON County and MEMA. WebEOC is a web-based information management system that provides a single access point for collecting and disseminating emergency or event-related information. WebEOC provides real-time data provided by the users and can be used during emergency planning, mitigation, response, and recovery phases.

**(2) Mississippi Wireless Information Network.** MSWIN serves Mississippi by providing reliable, redundant radio communications for our state's first responders. The MSWIN System consists of over 144 tower sites and a point-to-point microwave backhaul network. MSWIN is monitored 24 hours a day, 365 days per year, to ensure availability. MSWIN was designed with a simple, straightforward objective: Get the right information to the right people, in the right place, at the right time. With this objective in mind, the MSWIN system is a robust architecture with disaster recovery features that provide reliable communications under extreme conditions.

**(3) Homeland Security Information Network Situation Rooms.** MADISON County has access to MEMA SITRooms. MEMA SITRooms are provided and sponsored by the Homeland Security Information Network (HSIN). The SITRooms are highly stable and safe platforms. The SITRooms are accessed online through Adobe Connect. MEMA develops the SITRooms to provide stakeholders with a virtual EOC platform during normal operations or incidents. The process provides for excellent situational awareness for both SEOC and non-SEOC participants. The SITRooms provide individual pods containing attendee lists, chat capability, current incident priorities, objectives, current operational schedule and meeting times (battle rhythm), downloadable documents and maps, useful links, and video capability.

In the event SITRooms are utilized by the SEOC for an incident, the SEOC will use one of the following URLs:

<https://share.dhs.gov/msema> (Daily SITRoom: Level IV Normal Operations)

<https://share.dhs.gov/mema-incident> (General)

<https://share.dhs.gov/mema-incident1> (Severe Weather/Flooding)

<https://share.dhs.gov/mema-incident2> (Hurricane/Tropical Storms)

<https://share.dhs.gov/mema-incident3> (Emergency/Radiological/Earthquake)

<https://share.dhs.gov/mema-uas> (Designated UAS SITRoom)

<https://share.dhs.gov/mrp> (Designated Radiological SITRoom - Restricted Access)

<https://share.dhs.gov/jicroom> (Designated JIC SITRoom)

<https://share.dhs.gov/ms-emac> (Designated EMAC SITRoom)

<https://share.dhs.gov/msbeoc/> (Designated MSBEOC SITRoom)

### **e. Protective Measures.**

#### **(1) Evacuation.**

(a) Evacuation is an action that the MADISON County government may implement. It is an organized, phased, and supervised dispersal of residents and others from dangerous or potentially dangerous areas.

(b) Protective action recommendations are issued by the appropriate local government officials where lives are endangered. County evacuation plans must be coordinated by the county government and must be in accordance with state plans.

(c) Some disasters provide enough time for a warning to allow for an orderly, well-planned evacuation. Other disasters do not allow for adequate notice or preparation for evacuation.

(d) Evacuation plans must consider the movement of residents and others with mobility impairments and those without accessible transportation.

(e) If shelter facilities are activated according to the MADISON County Shelter Plan, the county will ensure ADA provisions are in place and are compliant with FNSS. Care and shelter plans will address the access and functional needs of people with disabilities and older adults to allow shelter in general population shelters, including household pets and service animals.

(f) ESF #6 will coordinate all county efforts to provide sheltering, feeding, and other human needs following a catastrophic earthquake, hurricane, or other significant disaster requiring county mass care assistance. Specific types of shelters and shelter resource requirements are outlined in the ESF #6 Annex.

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(g) Evacuation and shelter instructions will be issued to the broadcast media through local media outlets and social media platforms. Hurricane evacuation routes are marked with transportation route signs. These signs may contain radio frequencies for Mississippi Public Broadcasting's (MPB) radio stations.

(h) MADISON County will coordinate evacuation requirements with MEMA before, during, and following a disaster. This includes but is not limited to the timeliness of evacuation, initiating evacuation procedures, issuing joint public information statements, evacuating those with access and functional needs, and determining evacuation routes and shelter locations. Types of evacuations include:

- **Spontaneous Evacuation.** Some residents or others in the threatened areas may observe an emergency incident or receive unofficial word of an actual or perceived threat. Without receiving instructions to do so, elect to evacuate the area. Their methods of movement and direction of travel are unorganized and unsupervised.

- **Voluntary Evacuation.** This is a warning to residents or others within a designated area that a threat to life and property exists or is likely to exist in the immediate future. Individuals issued this type of warning or orders are not required to evacuate; however, it would be advantageous.

- **Mandatory or Directed Evacuation.** This is a warning to residents or others within the designated area that an imminent threat to life and property exists, and individuals must evacuate in accordance with the instructions of local officials.

It will be the individual's responsibility to transport family and personal belongings whenever an evacuation occurs. Persons who are physically or financially unable to carry out the recommendations of local governments should inform the appropriate authorities to take advantage of local operating procedures and plans developed for persons with disabilities, access, and functional needs. The EOC shall be prepared to assist with resources to effectively and timely evacuate residents and others with disabilities from harm's way.

(2) **Sheltering.** The MADISON County Shelter Support Plan (published under another cover) provides an all-hazards framework for coordinating the county's sheltering procedures during major and catastrophic disaster operations. The Board of Supervisors, MADISON County EMA, and the county's ESF #6 coordinator are responsible for coordinating shelter support within the county. Under the Emergency Management Law, MS Code Ann. § 33-15-17 (1972), local governments have the authority to direct municipalities and counties to assist in staffing emergency shelters. Once local government and local voluntary agencies have exceeded local assets, assistance can be requested from the SEOC by the local EOC/EMA. MDHS has a coordinating

responsibility to provide shelters with the assistance of primary, support, and other non-governmental agencies. Local, tribal, and state governments are responsible for the welfare of those who reside in their jurisdictions. The state designates one or more official(s) to coordinate with federal ESF #6 during incidents requiring a coordinated Federal response.

At the local level, government agencies, NGOs, and the private sector coordinate ESF #6 activities to meet the immediate needs of disaster survivors. When the impact of the incident exceeds local resources, the state may provide additional support. Local, tribal, and state governments have obligations under civil rights laws to ensure equal opportunity for individuals with disabilities and others with access and functional needs when providing mass care services.

**(a) Non-Congregate Shelters.** MADISON County will undertake a targeted approach to identifying those populations that should be referred to a Non-Congregate Sheltering (NCS) site. The following criteria will be used to determine eligibility for NCS during a mandatory evacuation:

- An evacuee or a household member recently tested positive (within a prescribed time and can provide documentation) for a qualifying issue (such as COVID-19) and does not require hospitalization but must be quarantined.
- An evacuee or a member of the household having recently been exposed (within a prescribed amount of time and can provide documentation that the evacuee is awaiting molecular test results, not to be confused with the rapid antigen test) to a qualifying issue (such as COVID-19) but should be quarantined.
- Older adults and people of any age who have serious underlying medical conditions like heart or lung disease or diabetes, per the latest FEMA and Centers for Disease Control (CDC) guidelines.

**(b) Access and Functional Needs Sheltering.** The ADA of 1990, the Fair Housing Act (FHA) of 1968, and civil rights requirements are not waived in disaster situations. Local Emergency Managers and shelter planners are responsible for ensuring that sheltering services and facilities are accessible. Most individuals with access and functional needs can be accommodated in a general population shelter with support.

FNSS can be incorporated into existing shelter plans and resources. Examples of support services include durable medical equipment (DME), consumable medical supplies (CMS), and personal assistance services (PAS). Individuals requiring FNSS may have physical, sensory, mental health, and cognitive and/or intellectual disabilities affecting their ability to function independently

without assistance. Others who may benefit from FNSS include women in the late stages of pregnancy, seniors, and people whose body mass requires special equipment.

**(c) State Medical Needs Shelter (SMNS) Request.** Contingent upon the severity of the incident, the county may request through MEMA to move affected persons to the SMNS. Transportation to the shelter can be arranged through MEMA on a case-by-case basis. However, counties should have a plan to transport the medically fragile without the assistance of the state. If the SMNS is not available, MADISON County is responsible for providing for these individuals to ensure those who have access and functional needs that cannot be met in a general population shelter are adequately cared for during an event. The shelter is located in Stone County, with a capacity of 150 individuals, including one qualified caregiver per individual. The shelter is self-sufficient for up to 36 hours with a backup power source, sewer and water connections, and telehealth capabilities with a direct line of communication established with the University of Mississippi Medical Center (UMMC) in Jackson.

**(d) Sheltering Pets and Service Animals.** ESF #11 is responsible for coordinating household pets and animal shelter resource support. A person who uses a service animal must be allowed to bring their service animal into a general population or special needs shelter and has the right to be accompanied by a service animal in all areas of public accommodation. In developing these strategies, the county considers the following:

- Locate pet-friendly shelters within buildings with restrooms, running water, and proper lighting.
- Allow pet owners to interact with their animals and care for them.
- Ensure animals are properly cared for during the emergency.

### **f. Communications.**

**(1) Local Warning Point.** MADISON County operates a 24-hour emergency communications center located 2935 HWY 51 Canton, MS 39046 This serves as the single point to receive and disseminate information and warnings to governmental officials at all levels that a hazardous situation could threaten the general welfare, health, safety, and/or property of the county's population.

**(a) Specialized Warning Point Communications Capabilities.** Specialized warning point communication capabilities include:

- EOC Phone System
- MSWIN
- Satellite phones. [If applicable]
- Cellular phones
- WebEOC

**(b) Information Flow.** At the MADISON County EOC, disaster and non-disaster information will flow internally among various sources. Information received is disseminated and acted upon in accordance with the Communications SOG and ESF #2 guidance.

**(c) Communications within a disaster.** Communications within the disaster area require re-establishment or augmentation to communicate between local and state disaster officials.

**(d) Other Communications Augmentation Capabilities.** Virtual-public activities, industry, commercial firms, and amateur radio operators can augment established communications systems.

**(e) Communications Maintenance.** Agreements and contracts will be made to ensure equipment and system maintenance on a 24-hour-a-day basis. Alternate warning systems will be maintained and tested for use if the existing primary system is damaged and rendered inoperable. Maintenance and testing of all warning equipment are the responsibility of the MADISON County EMA.

**(f) Back-Up Communications Centers.** Back-Up communications centers are established at 1633 W peace St. Canton, MS 39046

**(2) Alert, Notification, and Warning.** Alert, notification, and warning will deliver coordinated, prompt, reliable, and actionable information to the whole community through clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken, and the assistance being made available, as appropriate.

**(a) Alert.**

## MADISON COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

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- Involves procedures within an organization for advising key personnel and emergency operational staff of situations that may require future actions.

- All county agencies involved in emergency and disaster response will maintain call lists and procedures for alerting officials within the organization of potential or actual situations in which assistance may be required. The call lists shall be reviewed and updated biannually.

### **(b) Notification.**

- Notifications are typically transmitted through local 911 Center.
- Notification procedures are contained in the SOP'
- Emergency notification systems must be accessible to ensure effective communication for deaf/hard of hearing, blind/low vision, or deaf/blind.

### **(c) Warning.**

- Involves forecasting or predicting natural, technological, or man-made incidents that could result in loss of life, hardship, suffering, or extensive property damage.

- Natural hazards, such as floods, hurricanes, tornadoes, severe storms, and winter storms, usually allow more timely warnings. But some natural, technological, and man-made hazards strike with little or no warning. These include earthquakes, accidents at fixed nuclear facilities, hazardous materials incidents, transportation accidents, enemy attacks, and terrorism.

- Local and state authorities disseminate warnings of potential or actual disasters to the general public.

- MADISON County will coordinate with all appropriate departments/agencies and organizations to ensure timely warning readiness in case of a man-made, natural disaster, or emergency and will initiate actions to warn local agencies and MEMA by all means necessary.

- Local governments will prepare plans and procedures to activate local warnings utilizing all available systems and networks. Personnel and facilities shall be trained and organized to provide warning capability on a 24-hour-a-day basis.

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**g. Administration, Finance, and Logistics.** The Madison County Board of Supervisors and the Madison County EMA Director are responsible for providing administrative, financial, and logistical support to the EOC and its staff. Support includes but is not limited to supplying secretarial assistance and office equipment and supplies, arranging for feeding and sleeping accommodations, and providing other support as may be required to ensure a continuing long-term response and recovery operation.

**(1) Administration.** County and City department heads along with local elected officials are responsible for providing administrative, financial, and logistical support to the county EOC and its staff. Support includes but is not limited to supplying secretarial assistance and office equipment and supplies, arranging for feeding and sleeping accommodations, and providing other support as may be required to ensure a continuing long-term response and recovery operation.

**(a)** Heads of local agencies are responsible for submitting reports involving their agencies' response to the MADISON County EOC.

**(b)** All local entities employing their bookkeeping procedures must maintain a standard, approved, and accepted records of expenditures and obligations in emergency operations.

**(c)** All local and state government entities must meet all applicable local, state, federal, and special audit requirements.

**(d)** To supplement written records, local and State government entities are encouraged to maintain narrative and log type records of response actions as well as photographs and videos of "untouched damage."

**(e)** Responsibility for submitting local government reports to the SEOC rests with the local chief executive through the local emergency management director, who may delegate this function to the local government administrative or operations group.

**(f)** Local governments and state agencies will report to the SEOC by the most practical means, including Internet, telephone, radio, or facsimile. Delivery of required reports will be supported by mail or hand-delivered copy as needed.

**(g)** Damage reports (Initial, Situation, Damage Impact, Assessments, and other follow-up reports as prescribed) are to be submitted to MEMA in accordance with the schedule of requirements for disaster reports.

**(h)** Other reports, either required or requested, will be submitted in accordance with established procedures for specific reports (Refer to ESF #5 for general reporting).

(i) Each agency or department is responsible for maintaining and recording documents affecting the organization and legal administration of emergency management functions. It is further the responsibility of county officials to ensure all records are secure and protected from damage or destruction at all times.

(j) Local emergency operations plan to include provisions for protecting and preserving all legal documents of both public and private nature according to applicable state and local laws. This responsibility lies with the county chancery clerk's offices and all other city or town clerks as appropriate.

**(2) Finance.** It is imperative that all jurisdictions or agencies receiving state or federal funding maintain adequate records, documentation, and accounting procedures due to the fact that all Public Assistance funding provided is subject to both state and federal audits.

**(3) Logistics.** MADISON County is responsible for planning, coordinating, and managing the resource support needed in ESF #7. Equipment, supplies, and personnel will first be addressed through support agencies' resources and local sources outside the impacted area. Additional support will be obtained through commercial sources. Resources outside disaster areas will be directed to fulfill the unmet needs of local governments. Resources potentially could include staff, emergency relief supplies, shelters, office space, office equipment, office supplies, telecommunications support, space for warehousing, mobilization center, staging area (SA), and contracting services required to support immediate response activities. Resources are managed with WebEOC software maintained by MEMA.

All resource acquisition, deployment, and management will be coordinated to obtain the maximum benefit possible in accordance with ESF #7.

MAAs and Memoranda Of Understanding (MOU) are essential components of emergency management planning, response, and recovery activities. These agreements provide reciprocal emergency aid and assistance during an emergency or disaster. They can increase available resources and improve response and recovery efforts. These agreements may occur intrastate or interstate.

**(a) Mutual Aid Agreements – Intrastate.** As amended, MS Code Ann. § 33-15-19 (a) (1972) authorizes the state and its political subdivisions to develop and enter into MAAs for reciprocal emergency aid and assistance in case of emergencies too extensive to be dealt with unassisted.

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The Statewide Mutual Aid Compact (SMAC) began in 1995 by MEMA to provide more effective use of resources in times of disaster. It provides a way for municipalities and counties to request and receive help from each other when local resources are exhausted. Most counties already have some MAA with their neighboring counties to assist with emergencies. However, these local agreements may not be sufficient when a disaster strikes a large area. Neighboring jurisdictions may all need assistance. The SMAC provides a mechanism for aid from different parts of the state. It addresses the issues of liability, compensation, direction, and control uniformly. SMAC allows compact members to have an MAA with both the state and other compact members.

When a participating government either becomes affected by or is under imminent threat of a major disaster, it may request emergency-related MAA either by:

- Proclaiming a local emergency and transmitting a copy of that proclamation along with a completed Part I Identification of Need (Form REQ-A) to the participating agency or
- Orally communicating a request for mutual aid assistance to the participating government or MEMA, followed as soon as practicable by written confirmation of said request.

Mutual aid can be requested only when resources available within the stricken area are deemed inadequate. Municipalities must coordinate state or federal assistance requests with their county emergency management agencies.

To provide the most effective mutual aid possible, the SMAC also intends to foster communications between the personnel of participating governments through visits, a compilation of asset inventories, exchange of information, and development of plans and procedures.

**12. PLAN DEVELOPMENT AND MAINTENANCE.** MADISON County is responsible for maintaining a comprehensive countywide program of emergency management. The agency is responsible for coordination with the state and federal government's efforts, other departments and agencies of local county and municipal governments and school boards, and non-profit organizations and private agencies that have a role in emergency management.

**a. Plan Development.** The process for developing the 2025 version of this document was managed by MADISON County, as stipulated by law and based on the existing State of Mississippi CEMP. Updates reflect state and federal requirements and other pertinent federal guidance on emergency operations planning, particularly homeland security issues.

This plan was developed based on state and federal guidance provided through NIMS, NRF, CPG-101, Version 2.0, the Integrated Preparedness Planning process, Presidential Policy Directive – 8

## MADISON COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

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(PPD/8), the Homeland Security National Preparedness Goal, The Stafford Act, and the Post-Katrina Emergency Management Reform Act (PKEMRA).

As directed by the NRF, the plan is based on six essential activities for responding to an incident: plan, organize/equip, train, exercise, and evaluate /improve.

**b. Plan Maintenance.** This plan will be continuously reviewed and exercised on an annual basis to evaluate the ability of the county and its municipalities to respond to incidents and support its citizens. Exercises will be coordinated with county agencies and the State government. Directors of primary county agencies are responsible for maintaining SOGs, SOPs, checklists, internal plans, and resource data to ensure a prompt and effective response to a disaster in support of this plan. For training purposes and exercises, the MADISON County EMA Director may activate this plan as deemed necessary to ensure a high level of operational readiness.

MADISON County will review this plan on an annual basis. The review will include testing, reviewing, and updating the document and its procedures. This plan will be updated periodically as required to incorporate new state directives and procedural changes based on lessons learned from exercises and actual incidents. A re-write of this plan will be completed every five (5) years according to MS Emergency Management Law, 1972.

MADISON County coordinates updates, modifications, and changes to the ESF annexes, appendices, SOGs, and SOPs. Such recommendations should be forwarded to MEMA through official correspondence or initiated at the periodic CEMP review. Heads of county departments with ESF coordinator responsibilities will periodically provide information regarding changes with available resources, personnel, and operating procedures.

All stakeholders will be responsible for the development and maintenance of their respective segments of the plan.

**BASE PLAN APPENDICES.**

Appendix 1 - Acronyms and Abbreviations

Appendix 2 - Glossary

**MISSISSIPPI COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**  
**Base Plan Appendix 1 (Acronyms and Abbreviations)**

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**Base Plan Appendix 1 (Acronyms and Abbreviations)**

**General Acronyms and Abbreviations.** This appendix contains commonly used emergency management acronyms and abbreviations found in the CEMP and associated appendices and annexes.

|        |                                                                    |
|--------|--------------------------------------------------------------------|
| AAR/IP | After Action Review/Improvement Plan                               |
| AC     | Area Coordinator (MEMA)                                            |
| ADA    | Americans With Disabilities Act                                    |
| AR     | Authorized Representative                                          |
| ARC    | American Red Cross                                                 |
| ArcGIS | Aeronautical Reconnaissance Coverage Geographic Information System |
| ASL    | American Sign Language                                             |
| AVMT   | Asset Visibility Management Team                                   |
| A-Team | EMAC Advance Team                                                  |
| C2     | Command and Control                                                |
| CBRNE  | Chemical, Biological, Radiological, Nuclear, or Explosive          |
| CDC    | Centers for Disease Control                                        |
| CD/EM  | Civil Defense/Emergency Management                                 |
| CEMP   | Comprehensive Emergency Management Plan                            |
| CERT   | Community Emergency Response Team                                  |
| COG    | Continuity of Government                                           |
| CONOP  | Concept of Operation                                               |
| COOP   | Continuity of Operations Plan                                      |
| CP     | Command Post                                                       |
| CPG    | Comprehensive Preparedness Guide                                   |
| CPT    | Cyber Protection Team                                              |
| CSA    | Cybersecurity Advisor                                              |
| C&GS   | Command and General Staff                                          |
| DC     | Designated Contact                                                 |
| DHS    | US Department of Homeland Security                                 |
| DOA    | US Department of Agriculture                                       |
| DOD    | US Department of Defense                                           |
| DOE    | US Department of Energy                                            |
| DOM    | Mississippi Department of Medicaid                                 |
| DOT    | US Department of Transportation                                    |
| DR     | Disaster Reports                                                   |
| DR     | Disaster Reservist                                                 |
| DRC    | Disaster Recovery Center                                           |

**MISSISSIPPI COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**  
**Base Plan Appendix 1 (Acronyms and Abbreviations)**

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|         |                                                                        |
|---------|------------------------------------------------------------------------|
| DUA     | Disaster Unemployment Assistance                                       |
| EAS     | Emergency Alert System                                                 |
| ECO     | Emergency Coordinating Officer                                         |
| EEI     | Essential Elements of Information                                      |
| EMA     | Emergency Management Agency                                            |
| EMAC    | Emergency Management Assistance Compact                                |
| EMS     | Emergency Medical Services                                             |
| EO      | Executive Order                                                        |
| EOC     | Emergency Operations Center                                            |
| EPA     | US Environmental Protection Agency                                     |
| ERC     | Emergency Response Coordinator                                         |
| ESF     | Emergency Support Function                                             |
| ESF #1  | Transportation                                                         |
| ESF #2  | Communications                                                         |
| ESF #3  | Public Works and Engineering                                           |
| ESF #4  | Firefighting                                                           |
| ESF #5  | Emergency Management (Information and Planning)                        |
| ESF #6  | Mass Care, Emergency Assistance, Temporary Housing, and Human Services |
| ESF #7  | Logistics                                                              |
| ESF #8  | Public Health and Medical Services                                     |
| ESF #9  | Search and Rescue                                                      |
| ESF #10 | Oil and Hazardous Materials Response                                   |
| ESF #11 | Agriculture and Natural Resources                                      |
| ESF #12 | Energy                                                                 |
| ESF #13 | Public Safety and Security                                             |
| ESF #14 | Cross-Sector Business and Infrastructure                               |
| ESF #15 | External Affairs                                                       |
| ESF #16 | Military Support to Civil Authorities                                  |
| FAA     | Federal Aviation Administration                                        |
| FCC     | US Federal Communications Commission                                   |
| FDA     | US Food and Drug Administration                                        |
| FEMA    | Federal Emergency Management Agency                                    |
| FHA     | Fair Housing Act                                                       |
| FNF     | Fixed Nuclear Facility                                                 |
| FNS     | Food and Nutrition Service                                             |
| FNSS    | Functional Needs Support Services                                      |
| FSC     | Finance and Administration Section Chief                               |
| FSE     | Full-scale Exercise                                                    |
| GAR     | Governor's Authorized Representative                                   |

**MISSISSIPPI COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**  
**Base Plan Appendix 1 (Acronyms and Abbreviations)**

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|        |                                                            |
|--------|------------------------------------------------------------|
| GGNS   | Grand Gulf Nuclear Station                                 |
| GIS    | Geographic Information Systems                             |
| GSA    | US General Services Administration                         |
| HAZMAT | Hazardous Materials                                        |
| HF     | High Frequency                                             |
| HIPAA  | Health Insurance Portability and Accountability Act        |
| HQ     | Headquarters                                               |
| HSIN   | Homeland Security Information Network                      |
| HSPD-5 | Homeland Security Presidential Directive-5                 |
| IA     | Individual Assistance                                      |
| IAP    | Incident Action Plan                                       |
| IC     | Incident Commander                                         |
| ICP    | Incident Command Post                                      |
| ICS    | Incident Command System                                    |
| IHL    | Mississippi Institutions of Higher Learning                |
| IMAT   | Incident Management Assistance Team                        |
| IO     | Intelligence Officer                                       |
| ITS    | Mississippi Department of Information Technology Services  |
| I&A    | Intelligence and Analysis                                  |
| JIC    | Joint Information Center                                   |
| JFO    | Joint Field Office                                         |
| JOC    | Joint Operations Center                                    |
| LEPC   | Local Emergency Planning Committee                         |
| LSC    | Logistics Section Chief                                    |
| MA     | Mission Assignment                                         |
| MAA    | Mutual Aid Agreements                                      |
| MACC   | Multi-Agency Coordination Center                           |
| MACS   | Multi-Agency Coordination System                           |
| MART   | Mississippi Animal Response Team                           |
| MBAH   | Mississippi Board of Animal Health                         |
| MBCI   | Mississippi Band of Choctaw Indians                        |
| MBI    | Mississippi Bureau of Investigation (MDPS)                 |
| MBVME  | Mississippi Board of Veterinary Medical Examiners          |
| MCDEMA | Mississippi Civil Defense/Emergency Management Association |
| MDA    | Mississippi Development Authority                          |
| MDAC   | Mississippi Department of Agriculture and Commerce         |
| MDE    | Mississippi Department of Education                        |
| MDEQ   | Mississippi Department of Environment Quality              |
| MDFA   | Mississippi Department of Finance and Administration       |

**MISSISSIPPI COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**  
**Base Plan Appendix 1 (Acronyms and Abbreviations)**

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|         |                                                           |
|---------|-----------------------------------------------------------|
| MDHS    | Mississippi Department of Human Services                  |
| MDMR    | Mississippi Department of Marine Resources                |
| MDOC    | Mississippi Department of Corrections                     |
| MDOM    | Mississippi Division of Medicaid                          |
| MDOT    | Mississippi Department of Transportation                  |
| MDPS    | Mississippi Department of Public Safety                   |
| MDRS    | Mississippi Department of Rehabilitation Services         |
| MDWF&P  | Mississippi Department of Wildlife, Fisheries, and Parks  |
| MED-COM | Mississippi Medical Communication and Coordination Center |
| MEMA    | Mississippi Emergency Management Agency                   |
| MFC     | Mississippi Forestry Commission                           |
| MHSP    | Mississippi Highway Safety Patrol                         |
| MHz     | Megahertz                                                 |
| MLB     | Mississippi Levee Board                                   |
| MOA     | Memorandum of Agreement                                   |
| MOHS    | Mississippi Office of Homeland Security                   |
| MOU     | Memorandum of Understanding                               |
| MPB     | Mississippi Public Broadcasting                           |
| MPSC    | Mississippi Public Service Commission                     |
| MPUS    | Mississippi Public Utilities Staff                        |
| MREPP   | Mississippi Radiological Emergency Preparedness Plan      |
| MSDH    | Mississippi State Department of Health                    |
| MSFA    | Mississippi State Fire Academy                            |
| MSIHL   | Mississippi Institutions of Higher Learning               |
| MSRWA   | Mississippi Rural Water Association                       |
| MSTC    | Mississippi Tax Commission                                |
| MSUES   | Mississippi State University Extension Service            |
| MSVOAD  | Mississippi Volunteer Organizations Active in Disaster    |
| MSVRDL  | Mississippi Veterinary Research and Diagnostic Laboratory |
| MSWIN   | Mississippi Wireless Information Network                  |
| MVMA    | Mississippi Veterinary Medical Association                |
| NAWAS   | National Warning System                                   |
| NCS     | Non-Congregate Sheltering                                 |
| NGO     | Non-Governmental Organization                             |
| NHC     | National Hurricane Center                                 |
| NIMS    | National Incident Management System                       |
| NMSZ    | New Madrid Seismic Zone                                   |
| NPG     | National Preparedness Goal                                |
| NPP     | Nuclear Power Plant                                       |

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|         |                                                              |
|---------|--------------------------------------------------------------|
| NRDF    | National Disaster Recovery Framework                         |
| NRF     | National Response Framework                                  |
| NWS     | National Weather Service                                     |
| OG      | Office of the Governor                                       |
| OPSUM   | Operational Summary                                          |
| OSAR    | Overland Search and Rescue                                   |
| OSC     | Operations Section Chief                                     |
| OST     | Office of State Treasurer                                    |
| PA      | Public Assistance                                            |
| PAS     | Personal Assistance Services                                 |
| PDA     | Preliminary Damage Assessment                                |
| PHMSA   | Pipeline Hazardous Materials Safety Administration           |
| PIO     | Public Information Officer                                   |
| POD     | Points of Distribution                                       |
| POE     | Point of Entry                                               |
| PPE     | Personal Protective Equipment                                |
| PSC     | Planning Section Chief                                       |
| RACES   | Radio Amateur Communication Emergency Services               |
| RNA     | Rapid Needs Assessment                                       |
| RSF     | Recovery Support Function                                    |
| SA      | Salvation Army                                               |
| SA      | Staging Area                                                 |
| SAR     | Search and Rescue                                            |
| SBA     | Small Business Administration                                |
| SELOC   | State Emergency Logistics Operations Center                  |
| SEOC    | State Emergency Operations Center                            |
| SFMO    | State Fire Marshall's Office                                 |
| SITREP  | Situation Report                                             |
| SITRoom | Situation Room                                               |
| SLTT    | State, Local, Tribal, Territorial                            |
| SMAC    | Statewide Mutual Aid Compact                                 |
| SMART   | Specific, Measurable, Action-oriented, Realistic, and Timely |
| SMNS    | State Medical Needs Shelter                                  |
| SOE     | State of Emergency                                           |
| SOG     | Standard Operating Guides                                    |
| SOP     | Standard Operating Procedure                                 |
| SSA     | State Staging Area                                           |
| SWP     | State Warning Point                                          |
| TART    | Technical Animal Rescue Team                                 |

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|       |                                                      |
|-------|------------------------------------------------------|
| TCP   | Traffic Control Point                                |
| THIRA | Threat and Hazard Identification and Risk Assessment |
| TTX   | Table-top Exercise                                   |
| UAS   | Unmanned Aerial System                               |
| UC    | Unified Command                                      |
| UMMC  | University of Mississippi Medical Center             |
| USACE | United States Army Corps of Engineers                |
| USAR  | Urban Search and Rescue                              |
| USCG  | United States Coast Guard                            |
| USDA  | United States Department of Agriculture              |
| VDCT  | Volunteer and Donations Coordination Team            |
| VMAT  | Veterinary Medical Assistance Team                   |
| VOAD  | Volunteer Organizations Active in Disaster           |
| VTC   | Video Teleconferencing                               |
| WCC   | Mississippi Wireless Communications Commission       |
| WEA   | Wireless Emergency Alert                             |
| WIPP  | Waste Isolation Pilot Program                        |
| WMD   | Weapons of Mass Destruction                          |
| WXSUM | Weather Summary                                      |

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# MISSISSIPPI COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

## Base Plan Appendix 2 (Glossary)

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### Base Plan Appendix 2 (Glossary).

**Terms and Definitions.** The following is a list of terms and definitions commonly used in emergency management:

**Accountable Property.** Property that: 1) has an acquisition cost that is \$15,000 or more; 2) has a unique, identifiable serial number (e.g., computer or telecommunications equipment); and 3) is considered “sensitive” (i.e., easily pilferable), such as cellular phones, pagers, and laptop computers.

**Agency.** A government division with a specific function offering a particular kind of assistance. In ICS, agencies are defined either as jurisdictional (having statutory responsibility for incident management) or assisting or cooperating (providing resources or other assistance).

**Agency Representative.** A person assigned by a primary, assisting, or cooperating Federal, State, local, or tribal government agency or private entity delegated authority to make decisions affecting that agency’s or organization’s participation in incident management activities following appropriate consultation with the leadership of that agency.

**Area Command (Unified Area Command).** An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command is responsible for setting overall strategy and priorities, allocating critical resources according to priorities, ensuring that incidents are properly managed, meeting objectives, and following strategies. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an EOC facility or some location other than an ICP.

**Available Resources.** Resources assigned to an incident checked in and available for use, generally located in a Staging Area.

**Awareness.** The continual process of collecting, analyzing, and disseminating intelligence, information, and knowledge allows organizations and individuals to anticipate requirements and react effectively.

**Casualty.** Any person who is declared dead or is missing, ill, or injured.

**Catastrophic Incident.** Any natural or man-made incident, including terrorism, that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population,

## MISSISSIPPI COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

### Base Plan Appendix 2 (Glossary)

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infrastructure, environment, economy, national morale, or government functions. A catastrophic event could result in sustained national impacts over a prolonged period of time; almost immediately exceeds resources normally available to state, local, tribal and private-sector authorities in the impacted area; and significantly interrupt governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic events are Incidents of National Significance.

**Chain of Command.** A series of command, control, executive, or management positions in the hierarchical order of an authority.

**Coastal Zone.** As defined by the NCP, it means all U.S. waters subject to tide, U.S. waters of the Great Lakes, specified ports and harbors on inland rivers, waters of the contiguous zone, other water of the high seas subject to the NCP, and the land surface or land substrata, groundwaters and ambient air proximal to those waters. The term “coastal zone” delineates an area of federal responsibility for response action. Precise boundaries are determined by EPA/USCG agreements and identified in RCPs.

**Command Staff.** In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer, Liaison Officer, and other positions as required. They report directly to the Incident Commander. They may have an assistant or assistants as needed.

**Community Recovery.** In the context of the NRF and its annexes, the process of assessing the effects of an Incident of National Significance, defining resources, and developing and implementing a course of action to restore and revitalize the socioeconomic and physical structure of a community.

**Credible Threat.** A potential terrorist threat that, based on a threat assessment, is credible and likely to involve WMD.

**Critical Infrastructures.** Whether physical or virtual, systems and assets are so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.

**Cultural Resources.** Cultural resources include historic and prehistoric structures, archeological sites, cultural landscapes, and museum collections.

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**Cyber.** Pertaining to computers and their support systems, such as servers, routers, and switches supporting critical infrastructure.

**Deputy.** A fully qualified individual could be delegated the authority to manage a functional operation or perform a specific task in the absence of a superior. In some cases, a deputy could act as relief for a superior and must be fully qualified in the position. Deputies can be assigned to the Incident Commander, general staff, and branch directors.

**Disaster.** See **Major Disaster**.

**Disaster Recovery Center (DRC).** A facility established in a centralized location within or near the disaster area where disaster victims (individuals, families, or businesses) apply for disaster aid.

**Emergency.** As defined by the Stafford Act, an emergency is “any occasion or instance for which, in the determination of the President, federal assistance is needed to supplement state and local efforts and capabilities to save lives and to protect property and public health and safety, or to lessen or avert the threat of a catastrophe in any part of the United States.”

**Emergency Operations Center (EOC).** The physical location where the coordination of information and resources to support domestic incident management activities normally occurs. An EOC may be a temporary facility or located in a more central or permanently established facility, perhaps at a higher level of organization within a jurisdiction. Major functional disciplines may organize EOCs (e.g., fire, law enforcement, and medical services) by jurisdiction (e.g., Federal, State, regional, county, city, tribal) or by some combination thereof.

**Emergency Operations Plan (EOP).** Various jurisdictional levels maintain the “steady-state” plan for managing various potential hazards.

**Emergency Support Function (ESF).** A grouping of government and certain private-sector capabilities into an organizational structure to provide the support, resources, program implementation, and services that are most likely to be needed to save lives, protect property and the environment, restore essential services and critical infrastructure and help victims and communities return to normal, when feasible, following domestic incidents. The ESFs serve as the primary operational-level mechanism to assist State, local and tribal governments or federal departments and agencies conducting missions of primary federal responsibility.

**Environment.** Natural and cultural resources and historic properties as those terms are defined in this glossary and relevant laws.

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**Evacuation.** Organized, phased, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas and their reception and care in safe areas.

**Facility Management.** Facility selection and acquisition, building services, information systems, communications, safety and health, and physical security.

**Federal.** Of or pertaining to the Federal Government of the United States of America.

**First Responder.** Local and nongovernmental police, fire, and emergency personnel who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment, including emergency response providers as defined in section 2 of the Homeland Security Act of 2002 (6 U.S.C. 101), as well as emergency management, public health, clinical care, public works, and other skilled support personnel (such as equipment operators) who provide immediate support services during prevention, response and recovery operations. First responders may include personnel from federal, state, local, tribal, or nongovernmental organizations.

**Hazard.** Something potentially dangerous or harmful; often the root cause of an unwanted outcome.

**Hazard Mitigation.** Any cost-effective measure that will reduce the potential for damage to a facility from a disaster event.

**Hazardous Material.** For ESF #1, a hazardous material is a substance or material, including a hazardous substance, that has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce and which has been so designated (see 49 CFR 171.8). For ESF #10 and the Oil and Hazardous Materials Incident Annex, the term means hazardous substances, pollutants, and contaminants defined by the NCP.

**Hazardous Substance.** As defined by the NCP, any substance designated pursuant to section 311(b)(2)(A) of the Clean Water Act; any element, compound, mixture, solution, or substance designated pursuant to section 102 of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA); any hazardous waste having the characteristics identified under or listed pursuant to section 3001 of the Solid Waste Disposal Act (but not including any waste the regulation of which under the Solid Waste Disposal Act (42 U.S.C. § 6901 et seq.) has been suspended by act of Congress); any toxic pollutant listed under section 307(a) of the Clean Water Act; any hazardous air pollutant listed under section 112 of the Clean Air Act (42 U.S.C. § 7521 et seq.); and any imminently hazardous chemical substance or mixture with respect

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to which the EPA Administrator has taken action pursuant to section 7 of the Toxic Substances Control Act (15 U.S.C. § 2601 et seq.).

**Historic Property.** Any prehistoric or historic district, site, building, structure, or object included in or eligible for inclusion in the National Register of Historic Places, including artifacts, records, and remains which are related to such district, site, building, structure, or object [16 U.S.C. § 470(w)(5)].

**Incident.** An occurrence or event is natural or human-caused, requiring an emergency response to protect life or property. Incidents can, for example, include major disasters, emergencies, terrorist attacks, terrorist threats, wildland, and urban fires, floods, hazardous materials spills, nuclear accidents, aircraft accidents, earthquakes, hurricanes, tornadoes, tropical storms, war-related disasters, public health, and medical emergencies and other occurrences requiring an emergency response.

**Incident Action Plan.** An oral or written plan containing general objectives reflecting the overall strategy for managing an incident. It may include the identification of operational resources and assignments. It may also include attachments that provide direction and important information for managing the incident during one or more operational periods.

**Incident Command Post (ICP).** The field location where the primary tactical-level, on-scene incident command functions are performed. The ICP may be collocated with the incident base or other incident facilities and is normally identified by a green rotating or flashing light.

**Incident Command System (ICS).** Standardized on-scene emergency management constructs are specifically designed to adopt an integrated organizational structure that reflects the complexity and demands of single or multiple incidents without being hindered by jurisdictional boundaries. ICS combines facilities, equipment, personnel, procedures, and communications operating with a common organizational structure designed to aid in managing resources during incidents. ICS is used for all kinds of emergencies and is applicable to small as well as large and complex incidents. ICS is used by various jurisdictions and functional agencies, public and private, or organized field-level incident management operations.

**Incident Commander (IC).** The individual responsible for all incident activities, including developing strategies and tactics and ordering and releasing resources. The IC has overall authority and responsibility for conducting incident operations and managing all incident operations at the incident site.

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**Incident Management Team (IMT).** The Incident Commander and appropriate command and general staff personnel assigned to an incident.

**Incident Mitigation.** Actions taken during an incident designed to minimize impacts or contain damage to property or the environment.

**Infrastructure.** The man-made physical systems, assets, projects, and structures publicly and/or privately owned are used by or provide benefit to the public. Infrastructure includes utilities, bridges, levees, drinking water systems, electrical systems, communications systems, dams, sewage systems, and roads.

**Initial Actions.** The actions taken by those responders first to arrive at an incident site.

**Initial Response.** Resources initially committed to an incident.

**Joint Field Office (JFO).** A temporary federal facility established locally to provide a central point for federal, state, local, and tribal executives responsible for incident oversight, direction, and/or assistance to effectively coordinate protection, prevention, preparedness, response, and recovery actions. The JFO will combine the traditional functions of the JOC, the FEMA DFO, and the JIC within a single federal facility.

**Joint Information Center (JIC).** A facility established to coordinate all incident-related public information activities. It is the central point of contact for all news media at the incident scene. Public information officials from all participating agencies should collocate at the JIC.

**Joint Operations Center (JOC).** The JOC is the focal point for all federal investigative law enforcement activities during a terrorist or potential terrorist incident or any other significant criminal incident and is managed by the SFLEO. The JOC becomes a component of the JFO when the NRF is activated.

**Jurisdiction.** A range or sphere of authority. Public agencies have jurisdiction over an incident related to their legal responsibilities and authorities. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, state, or federal boundary lines) or functional (e.g., law enforcement, public health).

**Liaison Officer.** A command staff member is responsible for coordinating with representatives from cooperating and assisting agencies.

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**Local Government.** A county, municipality, city, town, township, local public authority, school district, special district, intrastate district, council of governments (regardless of whether the council of governments is incorporated as a nonprofit corporation under state law), regional or interstate government entity, or agency or instrumentality of a local government; an Indian tribe or authorized tribal organization or, in Alaska, a Native Village or Alaska Regional Native Corporation; or a rural community, unincorporated town or village, or other public entity. (As defined in section 2(10) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

**Major Disaster.** As defined by the Stafford Act, any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, or drought) or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this act to supplement the efforts and available resources of states, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

**Materiel Management.** Requisition and sourcing (requirements processing); acquisition, asset visibility (resource tracking), receipt, storage, handling; security and accountability; inventory, deployment, issue and distribution; recovery, reuse, and disposition.

**Mission Assignment.** The DHS/EPR/FEMA vehicle to support federal operations in a Stafford Act major disaster or emergency declaration. It orders immediate, short-term emergency response assistance when an applicable state or local government is overwhelmed by the event and lacks the capability to perform, or contract for, the necessary work.

**Mitigation.** Activities are designed to reduce or eliminate risks to persons or property or lessen an incident's actual or potential effects or consequences. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with lessons learned from previous incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

**Mobilization.** The process and procedures used by all organizations—federal, state, local and tribal—for activating, assembling, and transporting all resources requested to respond to or support an incident.

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**Mobilization Center.** An off-site temporary facility at which response personnel and equipment are received from the point of arrival and are pre-positioned for deployment to an incident logistics base, to a local staging area, or directly to an incident site, as required. A mobilization center also provides temporary support services, such as food and billeting, for response personnel prior to their assignment, release, or reassignment. It also serves as a place to out-process following demobilization while awaiting transportation.

**Multi-Agency Coordination System.** Provides the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination. The components of multi-agency coordination systems include facilities, equipment, EOCs, specific multi-agency coordination entities, personnel, procedures, and communications. The systems assist agencies and organizations in integrating the subsystems of NIMS fully.

**Multi-jurisdictional Incident.** An incident requiring action from multiple agencies with jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

**Mutual Aid Agreement.** Written agreement between agencies, organizations, and/or jurisdictions that they will assist one another on request by furnishing personnel, equipment, and/or expertise in a specified manner.

**National Incident Management System (NIMS).** A system mandated by HSPD-5 provides a consistent, nationwide approach for Federal, State, local and tribal governments; the private sector; and NGOs to work effectively and efficiently to prepare for, respond to and recover from domestic incidents, regardless of cause, size, or complexity. The NIMS includes a core set of concepts, principles, and terminology to provide interoperability and compatibility among federal, state, local and tribal capabilities. HSPD-5 identifies these as the ICS; multi-agency coordination systems; training; identification and management of resources (including systems for classifying types of resources); qualification and certification; and collecting, tracking, and reporting incident information and incident resources.

**Natural Resources.** Natural resources include land, fish, wildlife, domesticated animals, plants, biota, and water. Water means salt and fresh water, surface and groundwater, including water used for drinking, irrigation, aquaculture, and recreational purposes, as well as in its capacity as fish and wildlife habitat, including coral reef ecosystems as defined in 16 U.S.C. 64501. Land means soil, surface and subsurface minerals, and other terrestrial features.

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**Nongovernmental Organization (NGO).** A nonprofit entity based on the interests of its members, individuals, or institutions is not created by a government but may work cooperatively with the government. Such organizations serve a public purpose, not a private benefit. Examples of NGOs include faith-based charity organizations and the American Red Cross.

**Pollutant or Contaminant.** As defined in the NCP, it includes but is not limited to any element, substance, compound, or mixture, including disease-causing agents, which after release into the environment and upon exposure, ingestion, inhalation, or assimilation into any organism, either directly from the environment or indirectly by ingestion through food chains, will or may reasonably be anticipated to cause death, disease, behavioral abnormalities, cancer, genetic mutation, physiological malfunctions, or physical deformations in such organisms or their offspring.

**Preparedness.** The range of deliberate, critical tasks and activities necessary to build, sustain and improve the operational capability to prevent, protect against, respond to and recover from domestic incidents. Preparedness is a continuous process involving efforts at all levels of government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources.

**Prevention.** Actions taken to avoid an incident or intervene to stop an incident from occurring. Prevention involves actions taken to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance, and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

**Private Sector.** Organizations and entities that are not part of any governmental structure. This includes for-profit and not-for-profit organizations, formal and informal structures, commerce and industry, private emergency response organizations, and private voluntary organizations.

**Public Assistance Program.** The program administered by FEMA provides supplemental federal disaster grant assistance for debris removal and disposal, emergency protective measures, and the repair, replacement, or restoration of disaster-damaged, publicly owned facilities and the facilities of certain private nonprofit organizations.

**Public Health.** Protection, safety, improvement, and interconnections of health and disease prevention among people, domestic animals, and wildlife.

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**Public Information Officer (PIO).** A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

**Public Works.** Work, construction, physical facilities, and services provided by governments for the benefit and use of the public.

**Recovery.** The development, coordination, and execution of service- and site-restoration plans for impacted communities and the reconstitution of government operations and services through individual, private-sector, non-governmental, and public assistance programs that: identify needs and define resources; provide housing and promote restoration; address long-term care and treatment of affected persons; implement additional measures for community restoration; incorporate mitigation measures and techniques, as feasible; evaluate the incident to identify lessons learned, and develop initiatives to mitigate the effects of future incidents.

**Resources.** Personnel and major equipment, supplies, and facilities available or potentially available for assignment to incident operations and status are maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or an EOC.

**Response.** Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property and meet basic human needs. Response also includes executing emergency operations plans and incident mitigation activities designed to limit the loss of life, personal injury, property damage, and other unfavorable outcomes. As indicated by the situation, response activities include: applying intelligence and other information to lessen the effects or consequences of an incident; increased security operations; continuing investigations into the nature and source of the threat; ongoing public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity and apprehending actual perpetrators and bringing them to justice.

**Situation Assessment.** The evaluation and interpretation of information gathered from various sources (including weather information and forecasts, computerized models, GIS data mapping, remote sensing sources, ground surveys, etc.) are used to provide a basis for incident management when communicated to emergency managers and decision-makers.

**State.** Any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana

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Islands, and any possession of the United States. (As defined in section 2(14) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

**Strategic.** Strategic elements of incident management are characterized by continuous, long-term, high-level planning by organizations headed by elected or other senior officials. These elements involve adopting long-range goals and objectives, setting priorities, establishing budgets and other fiscal decisions, policy development, and applying performance measures or effectiveness.

**Strategic Plan.** A plan that addresses long-term issues such as the impact of weather forecasts, time-phased resource requirements, and problems such as permanent housing for displaced disaster victims, environmental pollution, and infrastructure restoration.

**Telecommunications.** The transmission, emission, or reception of voice and/or data through any medium by wire, radio, other electrical electromagnetic, or optical means. Telecommunications include all aspects of transmitting information.

**Terrorism.** Any activity that (1) involves an act that (a) is dangerous to human life or potentially destructive of critical infrastructure or key resources; and (b) is a violation of the criminal laws of the United States or any state or other subdivision of the United States; and (2) appears to be intended (a) to intimidate or coerce a civilian population; (b) to influence the policy of a government by intimidation or coercion; or (c) to affect the conduct of a government by mass destruction, assassination, or kidnapping.

**Threat.** An indication of possible violence, harm, or danger.

**Transportation Management.** Transportation prioritizing, ordering, sourcing and acquisition; time phasing plans; fleet management; and movement coordination and tracking.

**Tribe.** Any Indian tribe, band, nation, or other organized group or community, including any Alaskan Native Village as defined in or established pursuant to the Alaskan Native Claims Settlement Act (85 Stat. 688) [43 U.S.C.A. and 1601 et seq.] that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

**Unaffiliated Volunteer.** An individual who is not formally associated with a recognized voluntary disaster relief organization; is also known as a “spontaneous” or “emergent” volunteer.

**Unified Command.** An application of ICS is used when there is more than one agency with incident jurisdiction or when incidents cross political jurisdictions. Agencies work together

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through the designated members of the Unified Command to establish their designated Incident Commanders at a single ICP and establish a common set of objectives and strategies and a single Incident Action Plan.

**United States.** The term “United States,” when used in a geographic sense, means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, any possession of the United States and any waters within the jurisdiction of the United States. (As defined in section 2(16) of the Homeland Security Act of 2002, Public Law 107-296, 116 Stat. 2135, et seq. (2002).)

**Unsolicited Goods.** Donated items offered by and/or sent to the incident area by the public, the private sector, or other sources that have not been requested by government or nonprofit disaster relief coordinators.

**Urban Search and Rescue.** Operational activities include locating, extricating, and providing on-site medical treatment to victims trapped in collapsed structures.

**Volunteer.** Any individual accepted to perform services by an agency with authority to accept volunteer services when the individual performs services without promise, expectation, or compensation for services performed. (See, for example, 16 U.S.C. § 742f(c) and 29 CFR § 553.101.)

**Volunteer and Donations Coordination Center.** Facility from which the Volunteer and Donations Coordination Team operates. It is best situated in or close to the SEOC for coordination purposes. Requirements may include space for a phone bank, meeting space, and space for a team of specialists to review and process offers.

**Weapon of Mass Destruction (WMD).** As defined in Title 18, U.S.C. § 2332a: (1) any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than 4 ounces, or missile having an explosive or incendiary charge of more than one-quarter ounce, or mine or similar device; (2) any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals or their precursors; (3) any weapon involving a disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.

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