



Wyoming County Comprehensive Emergency Management Plan

September 2021

Directors Note

The Wyoming County Comprehensive Emergency Management Plan has been revised to address recommendations from the New York State Department of Homeland Security and Emergency Services and outline the county's response to an emergency. Input from numerous county departments was instrumental in the development of this plan and future implementation during a planned or emergency event.

Planning efforts in the county are ongoing. Wyoming County Office of Emergency Services works daily with local, state and private partners to ensure the ability to safely and effectively deploy resources and coordinate responses in a timely manner.

Through these planning efforts, I am confident in the ability of county resources to reach affected populations and ensure life safety, protect property and provide stabilization of an incident.

On behalf of the Wyoming County Office of Emergency Services, we would like to thank you to our partners for their participation and support. We would also like to thank the Board of Supervisors for their trust in our work and support of the office as well as the local first responders for their dedication and professionalism.

Respectfully,

A handwritten signature in black ink, appearing to read "Brian Meyers". The signature is fluid and cursive, with the first name "Brian" and last name "Meyers" clearly distinguishable.

Brian Meyers
Director of Fire and Emergency Management
Wyoming County Office of Emergency Services



Table of Contents

Section I – General Considerations and Planning Guidelines	I-6
1. Introduction	I-1
2. Purpose	I-3
3. Scope	I-4
4. Situation	I-6
5. Planning Assumptions	I-16
6. Concept of Operations	I-17
7. Authorities	I-22
8. Plan Maintenance and Distribution	I-23
Section II – Preparedness	II-1
1. Preparedness Overview	II-1
2. Capability Assessment	II-3
3. Mitigation Planning	II-5
4. Response Planning	II-7
5. Continuity Planning	II-19
6. Public Education and Awareness	II-20
Section III – Response	III-1
1. Response Overview	III-1
2. Response Organization	III-1
3. Direction and Control	III-3
4. Notification and Activation	III-10
5. Public Warning and Emergency Information	III-12
6. Information Collection, Assessment, and Evaluation	III-15
7. Declaring a State of Emergency	III-16
8. Resource Management	III-17
9. Restoring Public Services	III-21
10. Human Services and Mass Care Needs	III-1
Section IV – Recovery	IV-1
1. Recovery Overview	IV-1
2. Authorized Agent	IV-1
3. Documentation	IV-2
4. Federal Declarations and Assistance	IV-2
5. Damage Assessment	IV-5
6. Planning for Recovery	IV-7
7. Public Information Regarding Recovery Assistance	IV-8

Appendixes

Appendix 1 – Instructions for Declaring a State of Emergency and Issuing Emergency Orders within Wyoming County

Appendix 2 – Standard Operating Guide for Emergency Operations Center

Appendix 3 – National Incident Management System

Record of Change

Date of Review	Description of changes / reason for changes	Section / Page	Revision distributed
10/12/2021	Board of Supervisors Resolution #21-456. This plan and resolution supersedes any previous plan editions	Entire Plan	10/18/2021



Section I

General Considerations and Planning Guidelines



1. Introduction

As a “home-rule” state, New York State relies on a broad set of powers outlined in the New York State (NYS) Constitution to the local jurisdictions in deference to local authority and responsibilities. In alignment with local government (cities, towns, and villages), Wyoming County (also referred to as “County”) has the responsibility to assist local governments in circumstances where they have fully committed their local resources and exhausted their ability to cope with an emergency. Similarly, NYS is obligated to aid Wyoming County after resources have been fully committed and Wyoming County expects to exhaust or has exhausted its ability to manage the emergency at hand.

Local governments and state officials recognize that a Comprehensive Emergency Management Plan (CEMP) is necessary to enhance a community’s ability to manage emergency and disaster situations. The Wyoming County CEMP is an integral part of Wyoming County’s emergency management program and contributes to its effectiveness. Authority to undertake this effort is provided by both NYS Executive Law Article 2-B. Under authority of Section §23 of Article 2-B, a county is authorized to develop a CEMP to prevent, mitigate, respond to, and recover from emergencies and disasters. To meet this responsibility, Wyoming County has developed this CEMP.

Section I of the CEMP describes Wyoming County’s comprehensive all-hazards approach to emergency management as well as the responsibilities of Wyoming County Office of Emergency Services. Additionally, this section will define: (1) the overall purpose and scope of the plan and planning assumptions, (2) the operational concepts, and (3) the legal authorities for managing emergencies within Wyoming County.

1.1 Comprehensive Approach

Planning for and responding to human-caused emergencies, technological emergencies, and natural disasters is a complex undertaking for all levels of government. A comprehensive approach to emergency management emphasizes the interrelationship of activities, functions, and expertise necessary to deal with emergencies. The Wyoming County CEMP outlines Wyoming County’s approach to managing the lifecycle of emergency response: preparedness and hazard mitigation, response, and recovery.

1.1.1 Preparedness

- Section II – Preparedness describes specific activities to prevent or minimize the impact of hazards in Wyoming County.
- Mitigation refers to all activities that reduce the effects of disasters when they do occur.

1.1.2 Response

- Section III – Response describes actions that may be taken to minimize the impact of an incident on life, health, and safety through efficient and expedited response.
- Generally, response actions are designed to minimize the impact to life, health, and safety and protect property through an efficient and expedited response.
- Response operations may start prior to an incident if known conditions prompt advisories and warnings (e.g., on receipt of advisories that flash floods, severe wind events, or ice storms).
- The increased response readiness phase may include such pre-impact actions as:
 - Detection, monitoring, and assessment of a hazard
 - Notification and public warning of affected populations
 - Alerting response forces to stand by
 - Implementing protective actions for the public
 - Allocating and distributing equipment and other resources
- Most conventional response actions (rescue, EMS care, sheltering) follow the immediate impact of an emergency.



- Response operations in the affected area are the responsibility of and controlled by the local municipalities, supported by numerous Wyoming County departments, nongovernmental organizations (NGOs), and other community partners.
- If a municipality is forecasted to exceed local capabilities or local resources by an incident that exceeds local resources and is unable to respond effectively, Wyoming County may be asked to facilitate assistance to supplement local efforts.

1.1.3 Recovery

- Section IV – Recovery addresses actions following an emergency that serve to restore the community to its pre-emergency state, to correct adverse conditions that may have led to the damage, and to protect and improve the quality of life in the community.
- Recovery activities may include risk reduction actions to prevent or mitigate a recurrence of the emergency.

1.2 Wyoming County Office of Emergency Services Responsibilities

Wyoming County's departments, partner agencies, and key stakeholders' emergency preparedness and response obligations and duties are outlined in this plan. These responsibilities may vary between emergency management phases and may change based on the type and scope of the incident. Assignments are made within the County's current organizational responsibilities and capabilities.

The Wyoming County Office of Emergency Services (OES) is responsible for the overall planning and response coordination for emergencies in the county. The OES will help prepare the county to respond to, and recover from, all natural and man-made emergencies for our citizens, employers and visitors. This is accomplished by:

- Administration and presentation of fire and EMS training programs to countywide emergency services personnel
- Comprehensive all hazards pre-disaster planning
- Pre-disaster mitigation planning
- Provide pre-disaster recovery information and assistance to the general public

Additionally, the OES coordinates trainings for fire and EMS through the New York State Department of Homeland Security and Emergency Services Office of Fire Prevention and Control, as well as the New York State Department of Health Bureau of Emergency Medical Services.



2. Purpose

2.1 Mission

Through partnerships in the community, with the private sector, and with local, state, and federal government agencies, WCOES endeavors to mitigate against, prepare for, respond to, and recover from all-hazards incidents or events that may affect the citizens of Wyoming County.

2.2 Purpose

The purpose of the Wyoming County CEMP is to set forth the basic framework for managing emergencies in Wyoming County. The CEMP utilizes a whole community, all-hazards approach to emergency planning, which provides a framework to ensure that Wyoming County can be prepared to respond to and recover from declared and non-declared emergencies by organizing and establishing roles and responsibilities of key stakeholders before, during, and after an emergency. This plan describes the emergency response organization and assigns responsibilities for various emergency tasks and details the centralized direction of requests for assistance, with the understanding that the governmental jurisdiction(s) affected by an emergency are required to involve themselves through the commitment of assets and resources prior to requesting assistance.

The primary audience for this document includes Wyoming County chief elected officials, emergency management staff, department and agency heads and their senior staff members, leaders of local volunteer organizations that support emergency operations, and others who may participate in Wyoming County mitigation, preparedness, response, and recovery efforts.

2.3 Objectives

The objectives of this CEMP are as follows:

- To identify, assess, and prioritize local and regional vulnerabilities to prepare for emergencies or disasters and the resources available to prevent or mitigate, respond to, and recover from them.
- To provide a thorough understanding of the recovery phase in the event of a large-scale disaster.
- To outline short, medium, and long-range measures to improve Wyoming County's capability to manage hazards.
- To help ensure that Wyoming County and local governments can take appropriate actions to prevent or mitigate effects of hazards and be prepared to respond to and recover from them when an emergency or disaster occurs.
- To provide for efficient utilization of available resources during an emergency.
- To provide utilization and coordination of local government, state, and federal programs to assist disaster victims and to prioritize the response to the needs of the elderly, disabled, low income, and other groups that may be disproportionately affected.
- To provide for the utilization and coordination of state and federal programs for recovery from a disaster with attention to the ongoing development of mitigation programs.

2.4 Plan Organization

The Wyoming County CEMP is a framework designed around a whole community, all-hazards approach to planning, which includes but is not limited to the four basic functions of emergency management: mitigation, preparedness, response, and recovery. This plan will help foster mutual understanding between government agencies at all levels, businesses, NGOs, and the residents and visitors of the County.



3. Scope

The scope of this framework is applicable to extraordinary situations that may occur within Wyoming County. This framework is not intended to outline day-to-day functions, but rather the CEMP should be enacted whenever the County must respond to an event or incident that exceeds the scope of day-to-day operations and thus requires special management. This framework is intended to guide the County's response organization while complementing local government emergency planning and response efforts.

The CEMP aligns with the **Wyoming County Hazard Mitigation Plan¹** (HMP) as well as the **County Emergency Preparedness Assessment** (CEPA), which provides a countywide analysis of potential hazards that may affect Wyoming County as well as an assessment of the County's existing capabilities and resources. This CEMP also outlines the emergency management process used by Wyoming County to manage preparedness and response activities to mitigate the short-term impacts to life safety and property as well as the long-term recovery activities necessary to restore essential services and commerce within Wyoming County.

The CEMP provides standard operating guidance for Wyoming County's approach to managing all-hazards emergencies using existing organizations to allow the County to meet its responsibilities before, during, and after an emergency. The plan applies to all County agencies, including its offices, departments, commissions, boards, and councils; public and private key stakeholders; and whole community partners, providing the foundation for:

- Describing functions and activities necessary for the phases of the emergency management cycle (mitigation, preparedness, response, and recovery).
- Providing an overview of Wyoming County-level emergency management structure, and details responsibilities of County departments, agencies, and key stakeholders.
- Outlining the ways in which local governments can take appropriate actions to prevent or mitigate the effects of identified hazards and to be prepared to respond to and recover from hazard-related emergencies when they occur.
- Guiding coordination efforts of local government and state and federal programs to administer assistance to survivors, including the response needs of people with disabilities and those who have access and functional needs.
- Outlining Wyoming County's strategy for integration and use of government, private sector, and NGO resources within the County's emergency management structure and guidance.
- Establishing mutual understanding among Wyoming County government departments/agencies, the business community, NGOs, volunteers, and the public.
- Utilizing government and private sector resources efficiently and effectively.
- Coordinating with the emergency management plans and programs of the federal government, the State of New York, emergency management jurisdictions within Wyoming County and surrounding jurisdictions.
- Developing and maintaining emergency response capabilities.
- Identifying and applying hazard mitigation strategies:
 - Train and educate emergency response resources and key stakeholders.
 - Encourage citizen self-sufficiency.
 - Ensure and maintain public safety and public health for the residents and visitors of Wyoming County and mitigate the environmental impact of an incident.

¹ Wyoming County Hazard Mitigation Plan: <https://www.wyomingco.net/578/2021-Hazard-Mitigation-Plan>



- Integrating state and federal guidance and supporting plans, including:
 - NYS Comprehensive Emergency Management Plan (CEMP)
 - Volume I: The State Multi-Hazard Mitigation Plan²
 - Volume II: Response and Short-Term Recovery – Emergency Support Functions (ESF) 1 through 14
 - Volume III: Long-Term Recovery
 - NYS Executive Law Article 2-B³
 - NYS Homeland Security Strategy⁴
 - Federal Emergency Management Agency's (FEMA) National Incident Management System⁵ (NIMS) [October 2017]
 - FEMA Comprehensive Planning Guide⁶ (CPG) 101 V2
 - National Planning Frameworks⁷: Prevention⁸, Protection⁹, Mitigation¹⁰, Response¹¹, and Disaster Recovery¹²
 - FEMA Emergency Support Functions (ESF) Annexes
 - FEMA Recovery Support Function (RSF) Annexes
 - FEMA Whole Community Approach to Emergency Management: Principles, Themes, and Pathways for Action
 - National Mass Care Strategy¹³
 - NYS Public Officers Law 18¹⁴
 - Additional reference and guidance documents that apply to specific annexes and appendices are included in those individual documents.
- Defining activation of the Wyoming County Emergency Operations Center (EOC).

² NYS Comprehensive Emergency Management Plan: <http://www.dhss.ny.gov/planning/ceмп/>

³ NYS Executive Law Article 2-B: <http://www.dhss.ny.gov/laws-policies/documents/Exec-Law-Art-2B-2018.pdf>

⁴ NYS Homeland Security Strategy: <http://www.dhss.ny.gov/media/documents/NYS-Homeland-Security-Strategy.pdf>

⁵ FEMA NIMS: <https://www.fema.gov/national-incident-management-system>

⁶ FEMA Comprehensive Planning Guide V2: <https://www.fema.gov/media-library/assets/documents/25975>

⁷ FEMA National Planning Frameworks: <https://www.fema.gov/national-planning-frameworks>

⁸ FEMA National Prevention Framework: <https://www.fema.gov/media-library/assets/documents/117762>

⁹ FEMA National Protection Framework: <https://www.fema.gov/media-library/assets/documents/117782>

¹⁰ FEMA National Mitigation Framework: <https://www.fema.gov/media-library/assets/documents/117787>

¹¹ FEMA National Response Framework: <https://www.fema.gov/media-library/assets/documents/117791>

¹² FEMA National Disaster Recovery Framework: <https://www.fema.gov/media-library/assets/documents/117794>

¹³ National Mass Care Strategy: <https://nationalmasscarestrategy.org/>

¹⁴ NYS Public Officers Law 18: <https://www.nysenate.gov/legislation/laws/PBO/18>

4. Situation

This section provides an overview of Wyoming County's critical infrastructure, private industry, and demographical data as well as summarizes details from the CEPA and Hazard Mitigation Plan.

4.1 County Overview¹⁵

Wyoming County is in the western part of New York State, with a total area of 596 square miles. Wyoming is bordered by five NYS counties: Genesee to the north, Erie to the west, Allegany to the south, Livingston to the east, and a small part of Cattaraugus to the southwest. The Genesee River borders Wyoming County in the southeast. As of the 2020 Census, there were 39,859 residents. Wyoming County is composed of 16 towns and 8 incorporated villages. The preeminent industry within Wyoming County is agriculture, specifically dairy farming. A map of Wyoming County is presented in **Figure 4-1**.

Wyoming County has a number of unique characteristics that inform emergency planning considerations. Geographically, Wyoming County resides on an active geologic fault, running down the Dale Valley through Linden, to the east of Batavia and into Lake Ontario.

Movement of the fault is an occasional source of minor earthquakes, but historically not a significant hazard. There is also a sizable prison population, as well as a significant amount of farmland and numerous manufacturing facilities.

4.1.1 Demographics and Population Centers

General Demographics

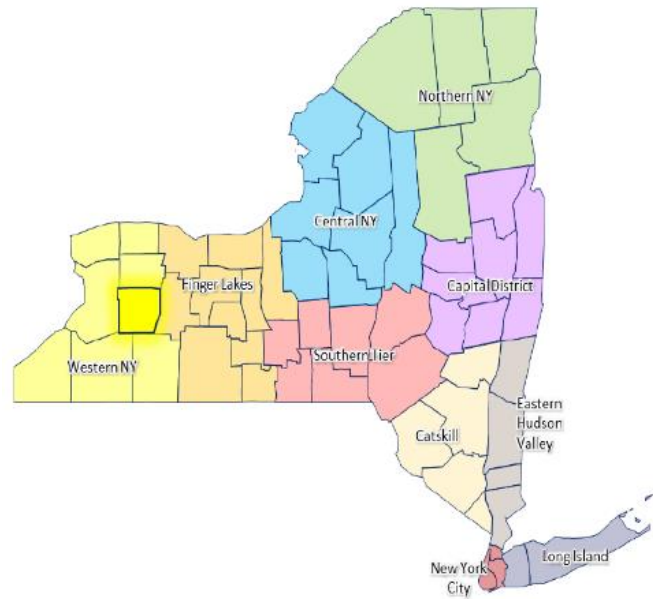
The 2020 population of Wyoming County is 39,859. Wyoming County's population has declined at an approximate rate of 5.4% since 2010.¹⁶ **Figure 4-2** shows population characteristics of racial and ethnic demographics in Wyoming County.

*Other key characteristics*¹⁷ include the following:

- Persons 65 years or older: 18.6%
- Persons under 18 years old: 18.7%
- Persons under the age of 5 years old: 4.6%
- Persons who identify as having a disability, under 65 years (2015-2019): 9.5%
- Mean household income (2015-2019): \$58,052

Figure 4-1 Wyoming County, NY

Wyoming County (highlighted in bright yellow) and the County's position within New York State.



¹⁵ US Census QuickFacts Wyoming County, NY: <https://www.census.gov/quickfacts/wyomingcountynyork>

¹⁶ US Census QuickFacts Wyoming County, NY: <https://www.census.gov/quickfacts/wyomingcountynyork>

¹⁷ Wyoming County American 5-Year Community Survey 2013-2017:
https://factfinder.census.gov/bkmk/table/1.0/en/ACS/17_5YR/S0101/0500000US36121

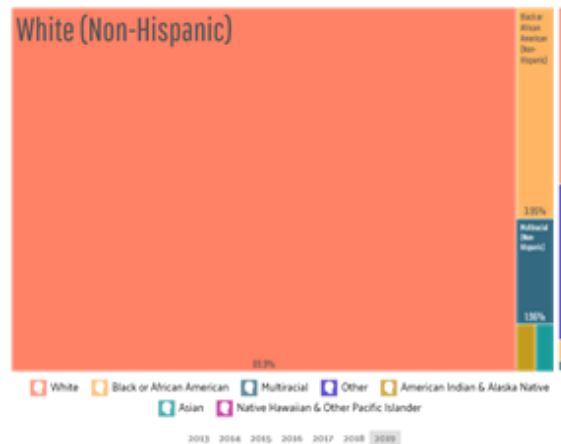


Figure 4-2

Wyoming County Racial / Ethnic Characteristics

Table 4-3 provides an overview of the general demographic data of Wyoming County, including population, households, those living at or below poverty level, people over 65 years, children under 18, those with limited English proficiency (LEP), and the number of homes without vehicles. The table also provides a breakdown of the number of people who have different types of disability related to conditions that may affect their hearing, vision, cognitive ability, mobility, self-care, or independent living capabilities, as reported through U.S. Census data. Also provided is a rough estimate of households with pets and the number of pets within Wyoming County based on a calculation framework provided by the American Veterinary Medical Association (AVMA). Data was sourced from the U.S. Census Bureau, Quick Facts, 2020 Census, 2013–2017 American Community Survey (ACS) 5-Year Estimates (Language Spoken at Home, Disability Characteristics), and the AVMA pet ownership calculator (see footnotes below).

It is important to note that data calculated by the formulas provided by the AVMA give an approximation of the number of pet-owning households and pet populations. These formulas assume that the demographics and rates of pet ownership in Wyoming County are similar to national rates of pet ownership. However, because these formulas are based solely on population estimates and not county-specific characteristics of pet ownership behavior, the resulting data should be considered a board approximation and not validated statistical data. The pet information is offered to provide an approximation of county needs related to evacuation or other emergencies that may require planning for pet sheltering.

Table 4-3 Wyoming County Population Characteristics and Demographic Data

CHARACTERISTIC	PERCENTAGE	POPULATION
Total Population (v2019)¹³		39,859
Total Population (2010 Census)¹³		42,155
Population – percentage change¹³	-5.4%	
Households, 2015–2019¹³		15,917
Children under 18^{13,14}	18.9%	
People over 65^{13,14}	18.6%	
Poverty Rate¹³	9.9%	
Speak a language other than English¹⁸	4.1%	1,605

¹⁸ US Census American FactFinder. American Community Survey (ACS) 5-year Estimate V2017 Language Spoken at Home: https://factfinder.census.gov/bkmk/table/1.0/en/ACS/17_5YR/S1601/0500000US36121



CHARACTERISTIC	PERCENTAGE	POPULATION
Persons (age 5+) who speak English "less than well"¹⁵ <i>Based on above population estimate (1,605)</i>	27.2%	437
Household with no vehicle^{19,20}	6.3%	998
Median Household Income¹³	\$58,052	
Median Value of Owner-Occupied Housing Units¹³	\$115,900	
TOTAL POPULATION WITH DISABILITY²¹	PERCENTAGE 15.5%	POPULATION 11,935
Hearing Disability under 18	0.6%	46
Hearing Disability 18-64	2.1%	494
Hearing Disability 65+	13.9%	896
Vision Disability under 18	1.0%	79
Vision Disability 18-64	1.0%	233
Vision Disability: 65+	5.9%	377
Cognitive Disability under 18	5.4%	325
Cognitive Disability 18-64	4.6%	1,069
Cognitive Disability 65+	6.4%	414
Ambulatory Disability under 18	1.2%	73
Ambulatory Disability 18-64	5.5%	1,274
Ambulatory Disability 65+	18.6%	1,196
Self-care Disability under 18	1.5%	90
Self-care Disability 18-64	2.1%	476
Self-care Disability 65+	6.9%	444
Independent Living Disability 18-64	3.9%	897
Independent Living Disability 65+	10.7%	690
ESTIMATION OF HOUSEHOLDS WITH PETS²²	HOUSEHOLDS	PETS
Dogs	5,685	9,095
Cats	4,735	9,936

Overview Wyoming County Municipalities

There are 24 municipalities within Wyoming County, comprised of 16 towns, 8 villages, and several hamlets and census-designated places. **Table 4-4** lists the municipalities of Wyoming County, including population data from the 2010 Census (Note: 2020 census data not completed as of yet), or American Community Survey (ACS) 2016 estimates where available. Though ACS estimates have been conducted on some, but not all locations, a complete updated dataset will not be available until the 2020 Census. Also included are the corresponding municipality zip codes, where possible. **Table 4-4** list the municipalities of Wyoming County, including population data from the 2020 Census, or 2016 estimates where available, although a complete updated dataset will not be available until all of the 2020 Census is available. Also included are the corresponding municipality zip codes. In general, the population data available for smaller municipalities is sourced from the U.S. Census 2020 and ACS 5-year estimates (V2017).

¹⁹ US Census American FactFinder. ACS 2013-2017. Household Size by Vehicles at Home:

https://factfinder.census.gov/bkmk/table/1.0/en/ACS/17_5YR/B08201/0500000US36121

²⁰ CDC, Social Vulnerability Index. Data Downloads: <https://svi.cdc.gov/data-and-tools-download.html>

²¹ Disability Characteristics, 2012-2016 American Community Survey 5-Year Estimates:

https://factfinder.census.gov/bkmk/table/1.0/en/ACS/16_5YR/S1810/0500000US36087

²² American Veterinary Medical Association. Pet Ownership Calculator: <https://www.avma.org/KB/Resources/Statistics/Pages/US-pet-ownership-calculator.aspx>.



Table 4-4 Wyoming County Municipalities

TOWNS	POPULATION	ZIP CODES
Arcade – southwest corner of the county <ul style="list-style-type: none"> Village of Arcade Hamlet of East Arcade 	4,103	14009
Attica – northern border of the county, contains Attica and Wyoming County Correctional Facility complex <ul style="list-style-type: none"> Village of Attica 	7,448	14011
Bennington – northeastern corner of the county <ul style="list-style-type: none"> Hamlet of Bennington Center Hamlet of Cowlesville 	3,258	14011 14037 (Cowlesville)
Castile – eastern border of the county, contains Letchworth State Park, Silver Lake State Park <ul style="list-style-type: none"> Village of Castile Hamlet of Silver Lake 	2,816	14427 14549 (Silver Lake)
Covington – northeastern border of the county, contains Wyoming Valley (valley on the western edge of the town, containing Oatka Creek)	1,205	14525
Eagle – southern border of the county <ul style="list-style-type: none"> Hamlet of Bliss Hamlet of Eagle 	1,168	14024
Gainesville – eastern part of the county <ul style="list-style-type: none"> Village of Gainesville Village of Silver Springs Hamlet of Rock Glen 	2,118	14066 14550 (Silver Springs)
Genesee Falls – southeastern corner of the county, contains Letchworth State Park, Genesee River borders east area of the town. <ul style="list-style-type: none"> Hamlet of Portageville 	423	14427, 14536 (Portageville)
Java – western part of the county, contains Cattaraugus Creek and Java lake (source of river) <ul style="list-style-type: none"> North Java Hamlet of Java Center Hamlet of Curriers Hamlet of Java Lake Hamlet of Java Village 	1,992	14082 14083 (Java Village) 14113 (North Java)
Middlebury – northern border of the county, contains Oatka Creek bordering eastern side of the town and the Dale Valley on the west. <ul style="list-style-type: none"> Village of Wyoming Hamlet of West Middlebury Hamlet of Dale 	1,390	14591 14569 (West Middlebury, Millers Crossing) 14039 Dale



TOWNS	POPULATION	ZIP CODES
Orangeville – centrally located in the county <ul style="list-style-type: none"> Hamlet of Johnsonburg Hamlet of Orangeville Center 	1,314	14011 (Attica), 14569
Perry – eastern side of the county, north end of Silver Lake is southwest of Perry village. Town also contains Perry-Warsaw Airport. <ul style="list-style-type: none"> Village of Perry Hamlet of Perry Center 	4,402	14530, 14549 (Castle)
Pike – southern border of the county, contains the Wyoming Co Fairgrounds (in Hamlet of Pike) <ul style="list-style-type: none"> Hamlet of Portageville Hamlet of Pike 	1,072	14130
Sheldon – western border of the county <ul style="list-style-type: none"> Hamlet of Strykersville Hamlet of Sheldon Hamlet of North Sheldon Hamlet of Varysburg 	2,317	14145 (Strykersville) 14167 (Varysburg, Persons, Sheldon Center), 14113 (Frinks Corners)
Warsaw – centrally located in the county <ul style="list-style-type: none"> Village of Warsaw. The village is the county seat of Wyoming County. Hamlet of Rock Glen Hamlet of South Warsaw 	4,904	14569
Wethersfield – centrally located in the county <ul style="list-style-type: none"> Hamlet of Hermitage 	861	14066, 14024 (Hermitage, Smith's Corners), 14130 (Pike) 14569 Wethersfield Springs

4.1.2 Vulnerable Populations

Wyoming County emPOWER Profile²³

Over 2.5 million Medicare beneficiaries nationwide rely on electricity-dependent medical equipment such as ventilators, Bilevel Positive Airway Pressure (BPAP) machines, cardiac devices, internal feeding mechanisms, IV infusion pumps, suction pumps, at-home dialysis, electric wheelchairs, electric bed, or oxygen concentrators. The U.S. Department of Health and Human Services (HHS), in partnership with the Centers for Medicare and Medicaid Services (CMS), has established an interactive data map titled the HHS emPOWER Map 3.0. The emPOWER tool provides population-level situational awareness of the number of persons (by zip code) who depend on electricity for life-supporting equipment. Severe weather and disasters that cause prolonged power outages or evacuation can be life-threatening to these individuals. EmPOWER data can be used to estimate the number of people who may need assistance during an

²³ Sources used: United States Zip Codes: <https://www.unitedstateszipcodes.org>; HHS emPOWER Map 3.0: <https://empowermap.hhs.gov/>



emergency power outage or evacuation, identify areas for neighborhood wellness checks, and prioritize utility power restoration. **Table 4-5** outlines the number of Medicare beneficiaries relying on electricity-dependent equipment within Wyoming County, by zip code level. Because some zip codes are shared between municipalities, the table includes the municipalities that share each zip code.

Table 4-5 Wyoming County emPOWER Data

ZIP CODE	MUNICIPALITIES	# OF ELECTRICITY-DEPENDENT BENEFICIARIES
14009	Arcade; other municipalities included in zip code: East Arcade, border of Eagle, border of Java Village, Curriers, Java Lake	65
14011	Attica; other municipalities included in zip code: Bennington, Varysburg	49
14024	Hamlet of Bliss; other municipalities included in zip code: border of Eagle, and Pike	20
14037	Hamlet of Cowlesville	12
14039	Hamlet of Dale	11
14066	Gainesville; other municipalities included in zip code: Hermitage, Wethersfield, and border of Pike	18
14082	Java; other municipalities included in zip code: Java Center, border of Java Village	11
14083	Java Village	11
14113	North Java	11
14145	Sheldon; other municipalities included in zip code: Strykersville, Harris Corners, North Sheldon	13
14167	Varysburg; other municipalities included in zip code: Johnsonburg, and the border of Orangeville Center	15
14427	Castile; other municipalities included in zip code Lamont, Silver Lake, and the border of Portageville	14
14530	Perry; other municipalities included in zip code: Perry Center, and the border of Silver Lake	60
14536	East Koy in Pike; other municipalities included in zip code: Portageville	12
14550	Silver Springs; other municipalities included in zip code: borders of Rock Glen, South Warsaw, and Silver Lake	20
14569	Warsaw; other municipalities included in zip code: Wethersfield Springs, Rock Glen, border of South Warsaw, and Orangeville Center	82
14591	Wyoming; other municipalities included in zip code: Pearl Creek, border of West Middlebury	12



There are some notable observations that can be made from the HHS emPOWER data. There are several zip codes that serve multiple small municipalities, including several hamlets, and have a larger number of electricity-dependent Medicare beneficiaries – chief among these are 14569, 14530, 14011, and 14009. These zip codes cover large areas and are scattered across Wyoming County. There may be a disparity in the resources between the smaller hamlets and villages compared with the larger towns in Wyoming. It may be unrealistic to assume local municipalities will have a clear picture of the vulnerable populations within their constituencies. Consequently, it becomes essential to plan at the county level for the needs of smaller towns and hamlets. Plans should include how wellness checks, deployment of resources, and support for evacuation will be provided in the event of an emergency involving prolonged power outage, sheltering-in-place, or evacuation or emergency sheltering. It is critical to work with community service providers that serve this population (such as Office for Aging, Independent Living of the Genesee Region, home health agencies, Department of Social Services, Veteran Services) to foster development of effective individual preparedness plans, develop processes for identifying the most vulnerable community members during an emergency, and establish methods for conducting wellness checks and assisting in evacuation where necessary.

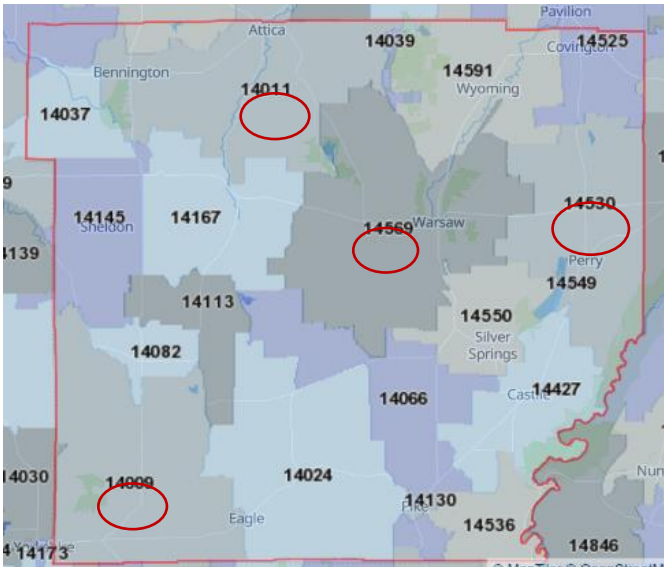


Figure 4-6 Wyoming County Zip Codes

Social Vulnerability Index

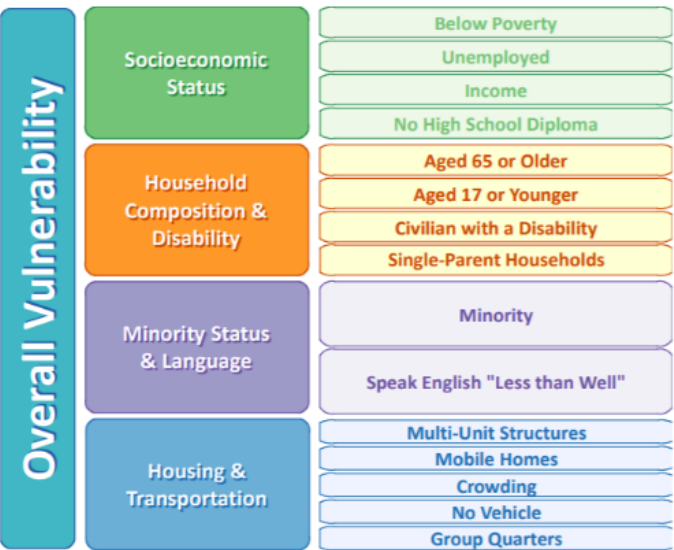
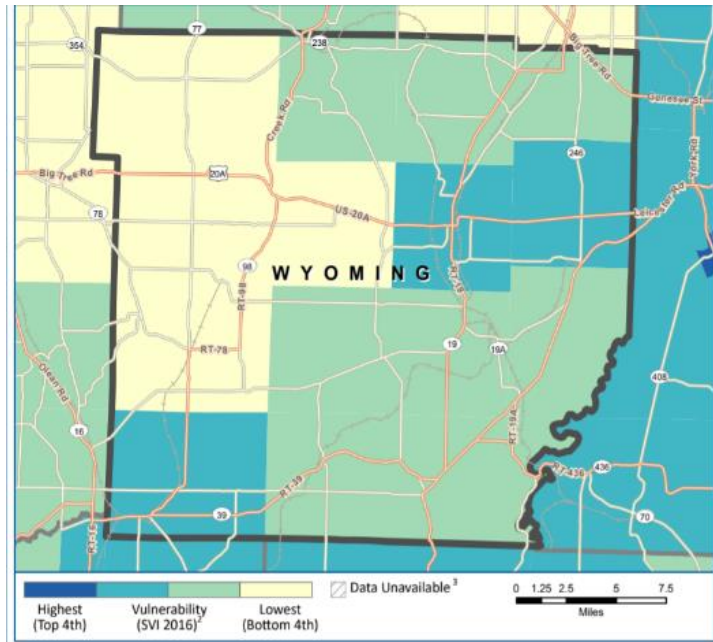


Figure 4-7 Social Vulnerability Themes and Categories

Social vulnerability refers to a community's capacity to prepare for and respond to the stress of hazardous events ranging from natural disasters, such as tornadoes or disease outbreaks, to human-caused threats, such as toxic chemical spills. The Centers for Disease Control and Prevention (CDC's) SVI uses U.S. Census data to depict the social vulnerability of a community, at census tract (or zip code) level, within a specified county. SVI 2016 groups 15 U.S. Census-derived factors into four themes that summarize the extent to which the area is socially vulnerable to disaster. SVI 2016 also provides color-coded maps to illustrate the vulnerability of an area based on the established themes: Socioeconomic Status, Household Composition and Disability,

Minority Status and Language, and Housing and Transportation. Additionally, the SVI 2016 makes the dataset containing the aggregated statistics publicly available. These data have been incorporated into the Wyoming County Demographics section of this county profile. **Figures 4-8 and 4-9** provide a visual



**Figure 4-8 Overall Social Vulnerability Assessment
Wyoming County**

representation of the CDC's social vulnerability rankings based on the themes and categories noted above. **Figure 4-8** shows the highest levels of overall social vulnerability roughly in the same areas that the emPOWER data indicated high numbers of electricity-dependent Medicare beneficiaries. It is important to note that SVI rankings encompass many social factors and that the emPOWER data only reflects one component of these community characteristics. **Figure 4-9** illustrates the SVI rankings across the categories identified above. The Housing and Transportation map shows very high vulnerability rankings along the northern central border of Wyoming County, as well as around the Warsaw area. Social factors related to household composition and disability are highest in the areas around Warsaw, the municipalities in the lower

Perry area towards Castile, potentially the Silver Springs area and within the areas around Castile. The SVI rankings show low vulnerability related to race/ethnicity/language throughout Wyoming County, except in the same northern central area that shows high housing/transportation vulnerability, which is likely related to the racial profile of Wyoming County (92.1% white) with a small population speaking languages other than English (4.1%).

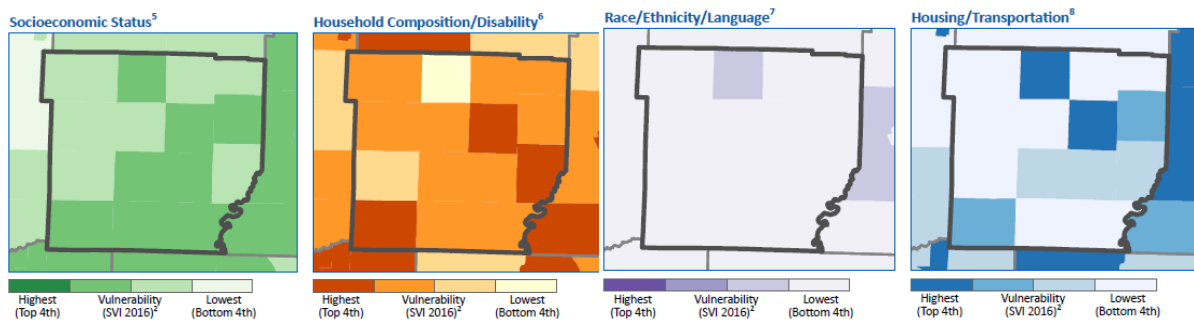


Figure 4-9 SVI Rankings of Wyoming County by Socioeconomic Status, Household Composition/Disability, Race/Ethnicity/Language, Housing/Transportation

Overall the emPOWER and SVI data provides a relatively consistent and clear picture of key areas within in Wyoming County that may house some of the most vulnerable populations, emphasizing the importance of working with these municipalities, and providers serving these areas to plan for individuals with disabilities, medical conditions, and others with access and functional needs.

4.1.3 Whole Community Planning – Building Community-Based Partnerships

Whole Community Planning engages emergency management practitioners, public health, organizational and community leaders, and NGOs and community-based organizations in a preparedness and emergency response planning process to assess the needs of their community and determine the best ways to organize



and strengthen their assets, capacities, and serve the interests of stakeholders. Community partners can serve as essential County partners to offer valuable insights, feedback, and resources.

Agencies/organizations may already offer resources to their constituencies in Wyoming County, including advocacy, support services, or resources for individuals with disabilities, older adults, children's-based services, families caring for a child or elder who requires supportive services, cultural and faith-based services, or other individuals with access and functional needs. Wyoming County emergency management may already have established relationships with many of these partners. Tapping into these pre-existing structures by formalizing partnerships across the community can expand the County's preparedness, response, and recovery capabilities, and distribute the burden of emergency management across the whole community. Some of the core benefits of including these, and other community partners, into response planning include:

- Access to "real world" census data based on service provider client populations.
- Contribution to the development of response plans by providing unique insights and perspectives across the diverse array of community needs.
- Resources as subject matter experts in their areas of service provision.
- Strengthening of Wyoming County's social infrastructure and network.
- Greater capacity to build individual preparedness efforts through already established and trusted community resources.
- Potential for additional resources (both assets and people) during response activities.
- Increased ability to provide coordinated continuity of services and recovery resources when community partners and emergency management are aware of each other's capacity and connected through formal processes.

4.1.4 Notable Infrastructure

Wyoming County has several notable infrastructure features, including:

- [Attica Correctional Facility](#)²⁴
- [Wyoming Correctional Facility](#)
- U.S. Route 20A, NY-19, NY-39
- [Perry Warsaw Airport](#)²⁵
- [Wyoming County Community Health System](#)²⁶
- Windfarms
- Solar Energy Sites
- [Pipelines \(brine\)](#)²⁷
- [Rail lines \(passenger\)](#)²⁸
- *"The largest major employers within Wyoming County are the agricultural, healthcare, and manufacturing industries. Other major employers include County government, and the correctional facilities. The County also houses nursing homes, numerous manufacturing facilities and local dairy farms"* (Wyoming County CEPA).

²⁴ Attica and Wyoming Correctional Facilities: <http://www.doccs.ny.gov/faclist.html>

²⁵ Perry-Warsaw Airport: <https://www.airnav.com/airport/01G>

²⁶ Wyoming County Community Health System: <http://www.wcchs.net/>

²⁷ Pipelines (brine): <https://www.texasbrine.com/>

²⁸ Map of NYS Railroads: <https://www.dot.ny.gov/divisions/operating/opdm/passenger-rail/passenger-rail-repository/2016%20NYS%20Rail%20Map.pdf>



4.1.5 Seasonal Tourism and Special Events

Special events may result in temporary increased population, especially in the warmer months. Some special events in Wyoming County include:

- [Apple-Umpkin Festival](#)²⁹
- [Attica Rodeo](#)³⁰
- [County Fair](#)³¹
- [Letchworth Craft Show](#)^{32*}

Other notable events include 5K races throughout the year.

4.2 Wyoming County Multi-Jurisdictional All-Hazard Mitigation Plan

4.2.1 Risk Reduction

Hazard mitigation is any action taken to eliminate or reduce the occurrence or impact of a hazard. Mitigation actions must be technically feasible, cost effective, and environmentally sound. Examples of mitigation actions can include relatively inexpensive and simple activities like installing a hazard warning device, or expensive and complex project such as an engineered flood control dam. The **Wyoming County HMP** establishes objectives and projects for each of the County's municipalities and helps them identify and mobilize resources that can be used to implement improvements that may reduce risks associated with natural hazards.

The **Wyoming County HMP** is a multi-jurisdictional plan that addresses natural hazards of concern throughout the County. Its main purpose is to engage local communities in the process of hazard identification, risk assessment and reduction, and the development of hazard mitigation strategies. The **Wyoming County HMP** conforms to regulations set forth in the federal Disaster Mitigation Act of 2000³³ (DMA 2000) and is complementary to the New York State Hazard Mitigation Plan³⁴. The **Wyoming County HMP** emphasizes disaster risk reduction goals and promotes hazard mitigation and risk reduction.

4.2.2 Summary of Hazards and Vulnerabilities

Wyoming County is susceptible to many natural, technological, and human-caused hazards. Based on the comprehensive analysis of Wyoming's history of natural disasters and other incidents and the risks identified in New York State's 2018 CEPA, Wyoming County is most susceptible to flooding, severe snowstorms, cyber-attack, and major transportation accidents.

²⁹ Apple-Umpkin Festival: <http://www.appleumpkin.com/>

³⁰ Attica Rodeo: <http://www.atticarodeo.com/>

³¹ Wyoming County Fair: <http://www.wyomingcountyfair.org/>

³² Letchworth Craft Show: <https://artswyco.org/lacs/>

³³ Disaster Mitigation Act of 2000: <https://www.fema.gov/blog/disaster/mitigation-act-2000-20-years-mitigation-planning>

³⁴ New York State Hazard Mitigation Plan: <http://www.dhses.ny.gov/recovery/mitigation/plan.cfm>



5. Planning Assumptions

The following assumptions were made in the development of this plan, the Wyoming County CEMP:

1. A wide variety of emergencies (natural, human-caused, technological, and acts of terrorism) may (1) result in loss of life, property, and income; (2) disrupt the normal functions of government, communities, and families; and (3) cause human suffering.
2. Citizen self-sufficiency is essential to building resilient communities. The citizens of Wyoming County are expected to design and maintain personal or family [emergency plans](#)³⁵, which should address how each family is to function during an emergency and maintain essential supplies to allow for at least 72 hours of self-sufficiency.
3. The primary responsibility for responding to emergencies rests with the local governments of towns and villages, and with their Chief Elected Official.
4. The local Chief Elected Official (town, village):
 - a. Has the authority to direct and coordinate disaster operations or may delegate this authority to a local designated coordinator.
 - b. May obtain assistance from other political subdivisions and the Wyoming County government when local resources are or may become inadequate, in accordance with NYS Executive Law Article 2-B.
5. When responding to a disaster, local jurisdictions are recommended to utilize their own facilities, equipment, supplies, personnel, and resources first.
6. Wyoming County government normally provides leadership and direction to prevent, mitigate, respond to, and recover from dangers and problems arising from emergencies in Wyoming County.
7. The Board of Supervisors:
 - a. Has the authority to direct and coordinate County disaster and initial recovery operations;
 - b. May coordinate responses for requests for assistance from local governments;
 - c. May obtain assistance from other counties or New York State when the emergency or disaster is beyond the resources of Wyoming County;
 - d. Has authority to direct and coordinate County disaster and initial recovery operations.
8. Wyoming County normally utilizes National Incident Management System (NIMS) and the Incident Command System (ICS) to manage all emergencies requiring multiagency response (Appendix 3 – NIMS, Resolution No. 21-456].
9. All New York State assistance is supplemental to local emergency efforts.
10. Direction and control of state-level preparedness, response, and recovery actions is exercised by the NYS Disaster Preparedness Commission (DPC), coordinated by the Division of Homeland Security and Emergency Services (DHSES) and New York State Office of Emergency Management (State OEM).
11. A request for assistance to New York State will be submitted to the State OEM through the Region 5 Office, or via the New York Responds system.
12. Upon the occurrence of an emergency clearly beyond the management capability and emergency resources of state and local governments, the Governor may request federal

³⁵ FEMA Ready.Gov: <https://www.ready.gov/>



assistance from the President of the United States by requesting a declaration of a state of major disaster or emergency.

6. Concept of Operations

An emergency or disaster (herein referred to as “incident”) occurring within Wyoming County or the surrounding region may originate within a local jurisdiction and escalate beyond the local jurisdiction’s capabilities, prompting the need for county-level or state-level assistance. Support requirements may vary based on the size, scope, and impact of the incident. Wyoming County’s Concept of Operations (CONOPS) aligns with guiding principles outlined in NYS Executive Law Article 2-B and with NYS CEMP Volume II – Response and Short-Term Recovery, summarized in the sections below.

The Chairperson of the Board of Supervisors is ultimately responsible for County emergency response activities. Day-to-day coordination of countywide direction and control of emergency management activities resides with the WCOES Director of Fire and Emergency Management, as directed by the Board of Supervisors. Many County departments have emergency functions in addition to their normal duties. Each department is responsible for developing and maintaining their own emergency management procedures. Specific responsibilities are outlined in this CEMP document, as well as in individual annexes.

Direction and control for towns and villages resides with the corresponding Chief Elected Official. Countywide direction and control of activities may be coordinated through the EOC to support the response to a disaster. This can help with coordination among the Wyoming County Board of Supervisors and the judicial branches of County government for the continuity of operations of essential government services.

Wyoming County is committed to maintaining essential government services during times of crisis. Continuity of operations planning details how Wyoming County departments may limit disruptions that may come from a major incident within the County. Planning ensures that orderly succession plans for Wyoming County leadership and department staff would be in place in case normal activities are disrupted during an emergency.

6.1 Notification and Plan Activation

Upon initial notification of an emergency, the County 911 Communications Center may alert the appropriate Wyoming County official(s). Notification may be done through phone call, text message, emergency notification system (IAMRESPONDING) or activation of mobile pagers. This initial notification sets into motion the activation of County emergency response personnel. The WCOES Director of Fire and Emergency Management and Chairperson of the Board of Supervisor will determine the need to activate the EOC. Staff requested to support the EOC will be asked to report at a given date and time, and notification to all county departments will be issued by the Board office. The EOC can be activated for major emergencies and disasters. When the EOC is activated, it is essential to establish a division of responsibilities between the Incident Command Post (ICP) and the Emergency Operations Center (EOC).

6.1.1 No-Notice Incidents

No-notice incidents may be natural, technological, or man-made; can be localized or widespread; and may have a variety of primary and secondary consequences. Some examples of no-notice incidents include earthquakes, tsunamis, chemical spills and explosions, power blackouts, and terrorist attacks. Incidents with typically predictable patterns have the potential to become no-notice events when their behavior differs from what is expected. One example is the convergence of two rapidly moving severe storms, creating instantaneous flood conditions on a local river or lake.

6.1.2 Scheduled or Planned Events

Mass gatherings require a county permit to be issued for attendance over 5,000 individuals (Local Law No. 2 of 2015). County departments including OES, Sheriff, Building Codes and Health Department must



sign off on approvals prior to the Board of Supervisors issuing a permit. This mechanism helps ensure that necessary parties are involved in pre-planning. Events under 5,000 still require that event organizers comply with all regulations required by the county of State Health Department as well as must notify the Sheriffs Office and Emergency Services of the planned event.

6.1.3 Monitoring Systems

Monitoring tasks include detecting the hazard potential and taking measurements or observations of the hazard.

All Wyoming County hazard monitoring should be coordinated with, and make use of, local governments, private industry, school districts, utility companies, and volunteer agencies and individuals, as appropriate. WCOES relies on a number of hazard warning systems of the federal and state government, the National Weather Service (NWS), the National Oceanic and Atmosphere Administration (NOAA), and the media. Citizens are expected to be aware of a hazardous situation for which there is significant media attention, such as severe weather or flooding.

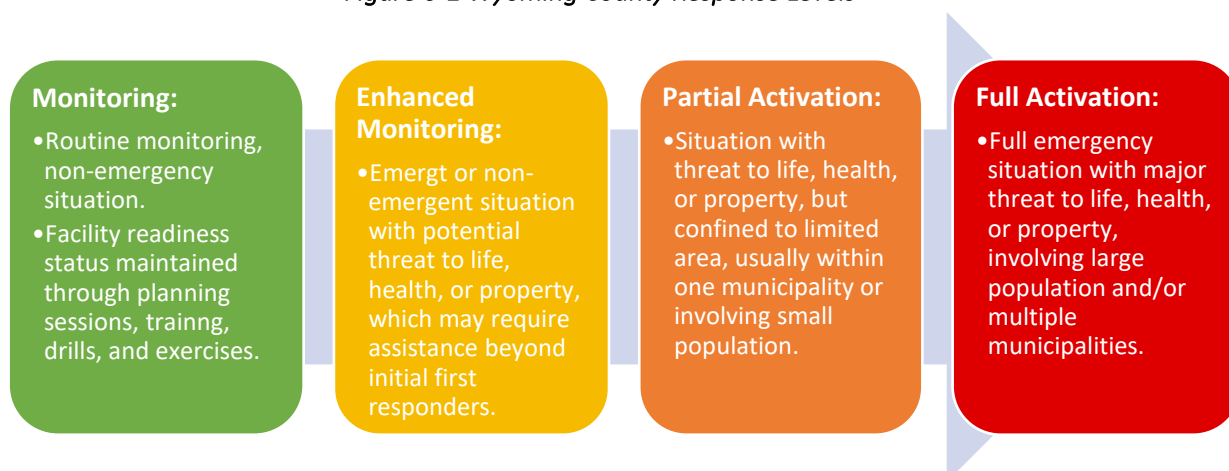
Monitoring sources of information include the following:

- Wyoming County 911 Communications Center
- School Systems
- National Weather Services
- Wyoming County Sheriff
- Fire and EMS agencies
- Highway Departments
- State and Local Health Departments – Integrated Health Alert Notification System (IHANS)
- NYS Office of Emergency Management (NYS OEM)
- NYS Governor’s Office
- National Emergency Alert System (EAS)³⁶

This initial notification sets into motion the activation of Wyoming County emergency response framework. Each emergency is to be classified into County Response Levels in **Figure 6-1** below according to the scope and magnitude of the incident.

³⁶ The National Emergency Alert System is designed to provide the President of the United States automatic access to the nation's broadcast and cable facilities, and to speak directly to the country in times of national disaster. Secondly, the EAS system can be used by the National Weather Service and state and local officials to disseminate other types of emergency information. The National Emergency Alert System operates on designated local broadcast and cable providers. This is the familiar weekly/monthly test alert messages seen on TV and heard on the radio stations.

Figure 6-1 Wyoming County Response Levels



6.2 Initial Impact Assessment

Wyoming County uses NYRESPONDS as an incident management coordination tool with the NYSDHSES.

6.3 NIMS/ICS Organization

6.3.1 National Incident Management System

National Incident Management System (NIMS) is a comprehensive, national approach to incident management that is applicable at all jurisdictional levels and across functional disciplines. NIMS enables local, state, and federal partners to work together to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, to reduce (1) the loss of life and property, and (2) harm to the environment. NIMS guides all levels of government, NGO, and the private sector to work together to prevent, protect against, mitigate, respond to, and recover from incidents. NIMS provides stakeholders across the whole community with the shared vocabulary, systems, and processes to successfully deliver the capabilities described in the National Preparedness System. NIMS defines operational systems, including the ICS, EOC structures, and Multiagency Coordination (MAC) Groups that guide collaboration between personnel during incidents. NIMS applies to all incidents, from traffic accidents to major disasters. In summary, NIMS is:

- A comprehensive, nationwide, systematic approach to incident management, including the command and coordination of incidents, resource management, and information management.
- A set of concepts and principles for all threats, hazards, and events across all mission areas (Prevention, Protection, Mitigation, Response, Recovery).
- Scalable, flexible, and adaptable; used for all incidents, from day-to-day operations to large-scale incidents.
- Standard resource management guidelines that enable coordination among different jurisdictions or organizations.
- Essential principles for communications and information management.
- Integration of best practices and lessons learned for continuous improvement.
- Addresses Multiagency Coordination (MAC) Systems, sometimes called policy groups, typically consist of agency administrators or executives from organizations or their designees.

6.3.2 Incident Command System

The Incident Command System (ICS) is a management system, or structure, designed to enable effective and efficient domestic incident management by integrating a combination of facilities, equipment,

personnel, procedures, and communications operating within a common organizational structure. The basic premise of ICS is that it is widely applicable and can be used to organize both short-term and long-term field-level operations for a broad spectrum of emergencies, both natural and human-caused, ranging from small to complex incidents. ICS has also been shown to be an effective tool for creating and operating planned events (Large Special Events). ICS is used by all levels of government – federal, state, local, and tribal – as well as by many private sector and NGOs. ICS is applicable across disciplines and is typically structured to facilitate activities in five major functional areas: command, operations, planning, logistics, and finance/administration. An on-scene ICS with all five functions organized as sections is depicted below.

Figure 6-2 Wyoming County Incident Command System (ICS)



Incident Command

Incident Command (IC) refers to the ICS organizational element responsible for overall management of the incident and consists of the Incident Commander and any additional Command Staff who are activated. Incident Command Post (ICP) refers to the field location where the primary functions of incident command are carried out via application to field activities.

Under ICS, an Incident Commander has the overall responsibility for the effective on-scene management of the incident and must ensure that an adequate organization is in place to carry out all emergency functions. The Incident Commander directs emergency operations from an Incident Command Post, the only command post at the emergency scene.

In minor incidents, the five ICS functions may all be managed directly by the IC. Larger incidents usually require that one or more of the functions be set up as separate sections under the IC. Within the Command function, the IC has additional responsibilities for Safety, Public Information, and Liaison. These activities can be assigned to staff under the IC.

Unified Command

In Unified Command (UC), there is no one “commander.” When no one jurisdiction, agency, or organization has primary authority or the resources to manage an incident on its own (or both), UC may be established. The UC manages the incident through the use of jointly approved objectives.

UC allows these participating organizations to set aside issues such as overlapping and competing authorities, jurisdictional boundaries, and resource ownership to focus on setting clear priorities and objectives for the incident response. The resulting unity of effort allows the UC to allocate resources regardless of ownership or location. UC does not affect individual agency authority, responsibility, or accountability.

6.3.3 Wyoming County Incident Command System

Wyoming County endorses the use of the ICS, as developed by the NIMS, and formally adopted by the State of New York for emergencies requiring multiagency response. ICS allows flexibility in its implementation so that its structure can be tailored to the specific situation at hand. The first emergency response units responding to an incident should initiate ICS.

During an emergency, Wyoming County response personnel must be cognizant of ICS in place and their



role in it. Some County personnel may be responders to the scene as well as part of the on-scene ICS structure in a functional or staff role. Other County personnel may be assigned to the County EOC or other locations to provide support to the responders at the scene. All County response personnel not assigned to the on-scene ICS may be coordinated by or through the County OES and/or EOC.

The Incident Commander is usually selected due to his or her position as the highest-ranking responding officer at the scene. The Incident Commander must be fully qualified to manage the incident. As an incident grows in size or becomes more complex, a more highly qualified Incident Commander may be assigned by the responsible jurisdiction. Thus, a Wyoming County official could be designated as the Incident Commander.

A major emergency encompassing a large geographic area may have more than one emergency scene. In this situation, separate Incident Commanders may set up command at multiple locations. In this case, an Area Command may be established.

Wyoming County response personnel operating at the EOC may be organized by ICS function and interface with their on-scene counterparts, as appropriate.

Whenever the ICS is established, County response forces should be assigned to specific ICS functions wherever they are needed, including at the scene, at the EOC in a support role, or at an Area Command, if established. Assignments may change as the situation dictates or as directed by the EOC manager.

The Wyoming County Board of Supervisors shall exercise ultimate responsibility and oversight for emergency response and shall dictate ICS responsibilities as described, or as special circumstance warrants.

6.4 Mutual Aid Agreements

Wyoming County maintains agreements for outside assistance. Memorandums of Understanding (MOUs) and Letters of Agreement (LOAs) may exist with agencies that accept the responsibilities to lead an ESF under the CEMP. These agreements are on file with WCOES.



7. Authorities

- Wyoming County Board of Supervisors Resolution No. 21-456, ADOPTION OF WYOMING COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN
- NYS Executive Law Article 2-B:
 - §23 – Local comprehensive emergency management plan
 - §23b – Nursing home and assisted living facility plans
 - §24 – Local state of emergency; local emergency orders by chief executive
 - §25 – Use of local government resources in a disaster
 - §26 – Coordination of local disaster preparedness forces and local civil defense forces in disasters
 - §27 – Continuity of local governments
 - §28 – Post-disaster recovery planning
 - §29h – Intrastate mutual aid program
- Robert T. Stafford Disaster Relief and Emergency Assistance Act (“Stafford Act”)
- Homeland Security Presidential Directives (HSPD-3, HSPD-5)
- Presidential Policy Directive (PPD-8)
- Post-Katrina Emergency Management Reform Act (PKEMRA) (2006)
- Americans with Disabilities Act (ADA) of 1990
- Rehabilitation Act of 1973, and the Fair Housing Act
- Older Americans Act of 1965
- Pets Evacuation and Transportation Standards (PETS) Act (2006)
- Section 508 of the Workforce Rehabilitation Act
- New York State Defense Emergency Act
- National Strategy for Homeland Security
- Defense Relief Act of 1974; PL 93-288
- Federal Civil Defense Act of 1950; PL 81-950
- Title III of the Superfund Amendments and Reauthorization Act; PL 99-499
- Presidential Executive Order 11490
- National Strategy for Homeland Security, 2002
- National Incident Management System
- National Response Framework



8. Plan Maintenance and Distribution

WCOES will maintain the responsibility for initiating the appropriate review and facilitating the necessary updates to the Wyoming County CEMP – Base Plan. Additional supporting planning documents, including but not limited to functional or hazard-specific annexes, appendices, or attachments, may be updated and maintained separately and/or by other expertise-driven or functional groups.

County departments and key stakeholders with roles and responsibilities outlined in the CEMP are also responsible for developing and maintaining their respective plans to support obligations identified in this CEMP document.

8.1 Plan Maintenance and Update Protocol

Wyoming County Emergency Services is responsible for maintaining the Wyoming County CEMP. This plan maintenance protocol applies to the Base Plan and any attached documents. Revision of this plan should occur annually, but no more than every three years, or following any EOC activation or significant event. Revised copies will be made available electronically to County departments and key stakeholders. Revisions will be cataloged in the Record of Change in this document.

8.1.1 Annually

The Wyoming County CEMP should be reviewed annually, but no more than every three years. The plan update may be completed by the OES and should incorporate feedback from key stakeholders, elected officials and county department leadership. In addition, the plan should be updated following significant organizational or procedural changes or other events that impact Wyoming County emergency response and recovery processes or procedures.

All CEMP stakeholders, including County departments with roles and responsibilities outlined in the CEMP, are responsible for maintaining and routinely updating their respective plans.

8.1.2 As Needed

The Wyoming County CEMP – Base Plan may also be updated in response to specific findings from exercises and drills, after action reports (AARs) from actual incidents and planned events, other identified improvement plans (IPs), or regulatory changes.

8.2 Plan Distribution Protocol

8.2.1 Distribution to Local Planning Partners and Stakeholders

WCOES will make available the CEMP to all County department heads and key stakeholders of record via electronic format, such as network drives or email (see **Appendix 4 - CEMP Plan Distribution**). Additionally, departments with leadership roles in hazard-specific plans (e.g., annexes, appendices, etc.) or for ESFs are expected to review these documents in accordance with the plan maintenance and update protocol. Stakeholders may provide updated annexes to both WCOES as well as partners identified in their respective planning documents.

8.2.2 CEMP Submission to NYS

In accordance with Article 2B §23 Item 6, WCOES is requested to submit the CEMP—Base Plan to the DHSES Region 5 Office annually by December 31.

Section II

Preparedness

1. Preparedness Overview

Preparedness encompasses the full range of tasks necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from emergencies. Wyoming County Office of Emergency Services (WCOES) routinely participates in the full spectrum of preparedness activities to prepare for emergency incidents and events that may affect the essential services and functions of Wyoming County. This section describes the key components of the County's preparedness activities: (1) areas of organizational preparedness, (2) individual (staff) and family preparedness, and (3) maintaining related plans.

1.1 Organization Preparedness Through County Departments

Wyoming County departments and agencies participate in the following activities to maintain department-level preparedness to fulfill the roles and responsibilities outlined within the Comprehensive Emergency Management Plan (CEMP) and its ancillary annexes and hazard-specific plans:

- Appoint a liaison and alternate(s) to work with WCOES on mitigation, preparedness, response, and recovery issues as well as in the development and maintenance of this plan.
- Provide staff to be available at the request of WCOES for disaster training and assignment. The respective department or agency requesting additional staff will bear the cost for labor.
- Maintain a current inventory of key organizational personnel, facilities, and equipment resources.
- Establish policies and guidelines for organizational chain of command and succession of authority during a disaster.
- Develop and maintain relevant plans and planning documents.
- Build and maintain collaborative relationships with key response stakeholders, including local, county, state, and federal agencies to ensure cohesive working relationships and compatible emergency plans.
- Build, formalize, and maintain collaborative partnerships with community stakeholders and private sector vendors.
- Maintain and update mutual aid and formal agreements.
- Participate in emergency preparedness training, exercises, and after action processes.
- Promote policies, programs, and activities to reduce hazards and risks in each department or agency's respective areas of responsibility.

1.2 Individual (Staff) Preparedness

During emergencies, Wyoming County employees may not be able to perform at peak efficiency if they are also impacted by the incident. As such, all County staff members are encouraged to create and maintain individual and [family preparedness plans](#)³⁷, specifically those employees who have emergency response roles and responsibilities.

1.3 Related Plans

Table 2-1 provides a list of plans and documents that outline emergency response procedures that supplement or support the implementation and activation of this CEMP.

Table 2-1 Related Plans

RELATED PLANS AND RESOURCES
Wyoming County Hazard Mitigation Plan
Wyoming County Continuity of Operations Plan
Wyoming County Public Health Emergency Preparedness and Response Plan
Wyoming County Hazardous Materials Response Plan
Wyoming County Evacuation Response Guide
Wyoming County Debris Management Plan
Wyoming County Damage Assessment Plan
Wyoming County Fire Mutual Aid Plan
Wyoming County EMS Mutual Aid Plan
Wyoming County Functional Needs Shelter Plan
Wyoming County Commodity Point of Distribution Plan
Wyoming County Volunteer and Donations Management Plan

³⁷ FEAM Ready.gov: <https://www.ready.gov>

2. Capability Assessment

Routine capability assessment provides a foundation for Wyoming County to implement a comprehensive hazard mitigation strategy as well as to identify potential opportunities for establishing or enhancing emergency management policies and programs. As in any planning process, it is important to establish which goals, objectives, and actions are feasible based on an understanding of the overall organizational capacity of Wyoming County, including its County-level departments and key stakeholders tasked with the implementation of the identified goals.

A capability assessment has two primary components: (1) an inventory of the County's relevant plans, ordinances, or programs already in place, and (2) an analysis of its capacity to carry them out. Careful examination of Wyoming County's capabilities will help to determine existing gaps, shortfalls, or weaknesses that could hinder a County-level response.

2.1 County Emergency Preparedness Assessment

The New York State (NYS) Division of Homeland Security and Emergency Services (DHSES) County Emergency Preparedness Assessment (CEPA) program "is a framework and tool to help state and local stakeholders assess risk, capabilities, and the potential need for support and resources during emergencies or disasters. CEPA provides a standardized and repeatable process to better understand capabilities at the county and local level and allows for the examination and analysis of statewide trends."³⁸ The NYS DHSES CEPA program provides a standardized process that aligns with the federal Threat and Hazard Identification and Risk Assessment (THIRA).³⁹ CEPA is based on 28 Critical Capabilities and is designed to accomplish the following:

- Validate or capture key information about Wyoming County demographics and unique aspects.
- Provide a statewide standardized hazard assessment.
- Conduct a capability assessment.
- Determine capacity limitations for each response capability.
- Identify existing inventories of key response resources.
- Identify gaps and anticipated resource needs.
- Capture strengths and best practices as well as areas for enhancement.

Wyoming County's CEPA is conducted routinely in partnership with DHSES and provides a basic method for (1) analyzing and ranking identified hazards, and (2) assessing and correlating the County's risk, capabilities, and potential needs for additional incident-related resources. Capabilities are examined using the planning, organization, equipment, training and exercises (POETE), or real-world event areas of the 28 state-level Critical Capabilities, with a ranking of 1 (low level of response capacity, *red*) to 5 (high level of response capacity, *green*). WCOES includes public and private sector partners as well as state and federal counterparts as needed to support this biannual assessment. **Figure 2-2** provides a summary of Wyoming County's current response capabilities by scenario and hazard; and **Table 2-3** provides expanded risk and hazard assessment information, including likelihood, consequence, and overall risk score.

³⁸ NYS DHSES CEPA Participant Guide, V.1.0, p.3

³⁹ THIRA: <https://www.fema.gov/threat-and-hazard-identification-and-risk-assessment>

Figure 2-2. Risk/Vulnerability Assessment

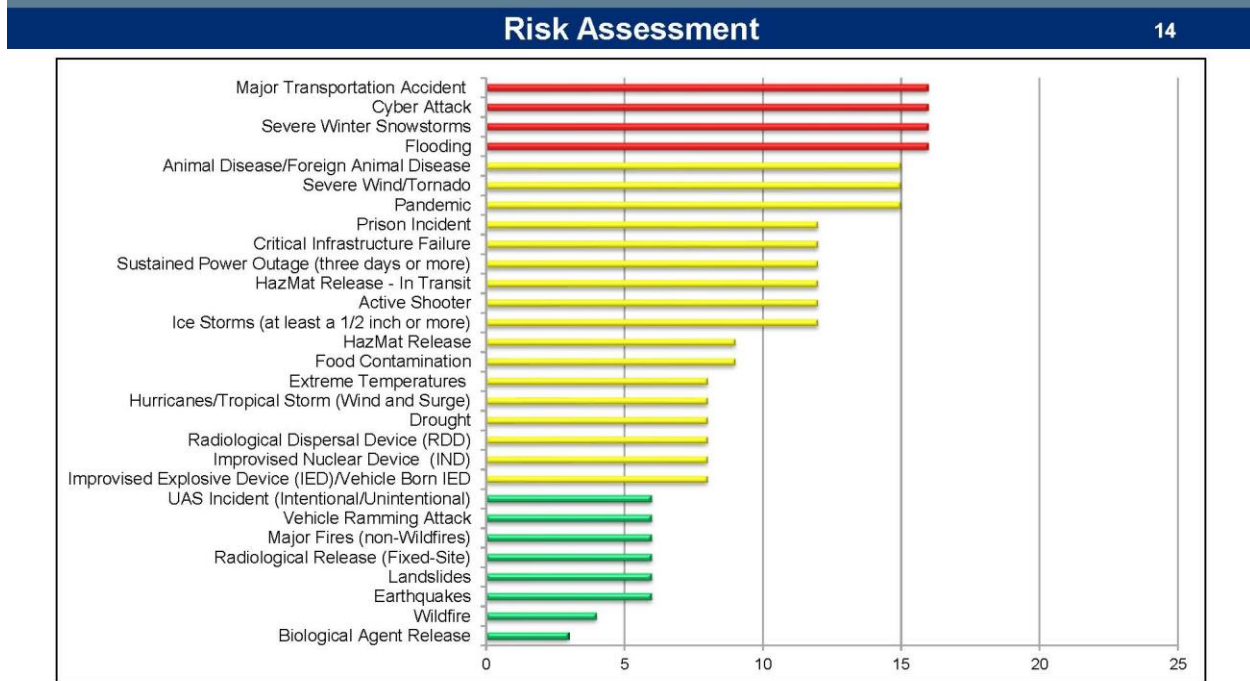


Table 2-3. Expanded Risk/Vulnerability Assessment

Risk Assessment 15

Hazard	Likelihood	Consequence	Relative Risk Score
Flooding	High	High	16
Severe Winter Snowstorms	High	High	16
Cyber Attack	High	High	16
Major Transportation Accident	High	High	16
Severe Wind/Tornado	Very High	Medium	15
Animal Disease/Foreign Animal Disease	Medium	Very High	15
Pandemic	Medium	Very High	15
Ice Storms (at least a 1/2 inch or more)	Medium	High	12
Active Shooter	Medium	High	12
HazMat Release - In Transit	High	Medium	12
Sustained Power Outage (three days or more)	Medium	High	12
Critical Infrastructure Failure	Medium	High	12
Prison Incident	Medium	High	12
Food Contamination	Medium	Medium	9
HazMat Release	Medium	Medium	9
Drought	Low	High	8
Hurricanes/Tropical Storm (Wind and Surge)	Low	High	8
Extreme Temperatures	High	Low	8
Improvised Explosive Device (IED)/Vehicle Born IED	Low	High	8
Improvised Nuclear Device (IND)	Low	High	8
Radiological Dispersal Device (RDD)	Low	High	8
UAS Incident (Intentional/Unintentional)	Low	Medium	6
Vehicle Ramming Attack	Low	Medium	6
Earthquakes	Medium	Low	6
Landslides	Medium	Low	6
Radiological Release (Fixed-Site)	Low	Medium	6
Major Fires (non-Wildfires)	Medium	Low	6
Wildfire	Low	Low	4
Biological Agent Release	Very Low	Medium	3

Wyoming County's full report is maintained by WCOES. The County's full CEPA is security sensitive (labeled as For Official Use Only [FOUO]) and not for public release or dissemination.

2.2 Wyoming County Hazard Mitigation Plan

The **Wyoming County HMP** was developed to help Wyoming County and its participating municipalities to:

- Break the cycle of destruction affecting the lives, safety, and property of local residents by addressing mitigation concerns prior to future hazard events.
- Pursue effective mitigation strategies that are realistic, achievable, and may reduce the potential of future damage and economic loss.
- Plan ahead for recovery efforts that routinely follow future disaster events.
- Qualify for additional pre- and post-disaster funding.
- Meet State of New York and Federal legislative requirements regarding pre-disaster mitigation.

The **Wyoming County HMP** is countywide and addresses all natural, technological, and human-caused hazards recognized as a threat to the residents and property of Wyoming County and its municipalities.

2.3 County Infrastructure and Critical Facilities

The protection of County infrastructure and critical facilities is vital to Wyoming County's security, public health and safety, and economic vitality. The responsibility for protecting critical infrastructure and key resources in the County falls under local, county, and state law enforcement. County-owned facilities, emergency-related resources such as hospitals and ambulances, municipal water supply services, specialized facilities, schools (K-12, colleges), and state assets make up some of the critical infrastructure in Wyoming County.

The process for monitoring and reporting status of critical infrastructure owned or managed by the County is through regular agency reporting, EOC, and planning activities. The typical channel for monitoring the status of any critical infrastructure, specialized facilities, and state assets located within the County is through local (town and village) officials in the jurisdictions where these facilities are located. The status and needs of all designated critical infrastructure and resources should be verified by the WCOES and EOC-based agencies as described below.

2.3.1 Critical Infrastructure

A list of critical infrastructure within Wyoming County is located on the WCOES department drive and regularly updated. This list is security sensitive and labeled as For Official Use Only (FOUO) and not for public release or dissemination.

3. Mitigation Planning

3.1 Hazard Mitigation Grant Program

The Hazard Mitigation Grant Program (HMGP) provides federal grants to implement long-term hazard mitigation measures after a major disaster declaration. The purpose of the program is to reduce the loss of life and property due to natural disasters and to enable mitigation measures to be implemented during the immediate recovery from a disaster. Hazard mitigation planning is an important aspect of a successful mitigation program. States and communities use the hazard mitigation planning process to set short-range and long-range mitigation goals and objectives. Hazard mitigation planning is a collaborative process whereby hazards affecting the community are identified, vulnerability to the hazards is assessed, and consensus is reached on how to minimize or eliminate the effects of these hazards.

WCOES maintains a Multi-Jurisdictional All-Hazard Mitigation Plan (**Wyoming County HMP**). The **Wyoming County HMP** demonstrates Wyoming County and the community's commitment to reducing risks from all hazards and serves as a guide for decision makers as they commit resources to minimize the effects of hazards. The **Wyoming County HMP** is the blueprint for reducing Wyoming County's vulnerability to

disasters and hazards.

The **Wyoming County HMP** is intended to integrate with Wyoming County and municipal planning mechanisms already in place, such as building and zoning regulations, environmental planning, and long-range planning mechanisms. The planning process includes conducting subsequent mitigation actions and projects for the town and participating municipalities. The **Wyoming County HMP** serves the following functions:

- Identify and analyze potential hazards within Wyoming County, including natural, technological, and human-caused hazards.
- Determine the probable impact each of those hazards could have on people and property.
- Delineate the geographic areas affected by potential hazards.
- Identify potential regional hazards that may impact Wyoming County.

3.2 Designation of County Hazard Mitigation Coordinator

The Director of Fire and Emergency Management or a designee has been selected by the Wyoming County Chairperson of the Board of Supervisors as the County Hazard Mitigation Coordinator (HMC) and is responsible for performing the following:

- Coordinate County efforts to reduce hazards in Wyoming County.
- Enlist and support participation from all County agencies and municipalities in risk reduction activities with the Wyoming County HMC.
- Participate as a member of the Executive Group.
- Participate in the planning and review process.

All County agencies should participate in risk reduction activities with the County HMC.

3.3 Local Emergency Planning Committee

Local Emergency Planning Committee (LEPC) members are appointed by the State Emergency Response Commission (SERC). LEPCs have the authority to request additional information from facilities for their own planning purposes or on behalf of others. LEPCs may want to visit municipalities to identify community actions taken to reduce hazards, prepare for accidents, and reduce hazardous inventories and releases. LEPCs can take civil actions against facilities if they fail to provide information required under the Act. LEPCs must consist of representatives from the following groups and organizations:

- Elected and local officials
- Law enforcement
- Civil defense
- Firefighting
- Emergency Medical Services
- Health
- Local environmental/transportation agencies
- Hospitals
- Broadcast and print media
- Community groups
- Representatives of facilities subject to the emergency planning and community right-to-know requirement

4. Response Planning

4.1 General Emergency Roles and Responsibilities

4.1.1 Chairperson of the Wyoming County Board of Supervisors

The Chairperson of the Wyoming County Board of Supervisors is ultimately responsible for Wyoming County emergency response activities as well as the following actions:

- May assume personnel oversight of the County emergency response organization if the scope and magnitude of the emergency indicates the necessity of personnel management and direction of response and recovery operations.
- Control the use of all County-owned resources and facilities for disaster response.
- May declare a local state of emergency in consultation with the Director of Fire and Emergency Management, and other applicable roles.
- May request assistance from other counties and NYS when it appears the incident may escalate beyond the capability of Wyoming County resources.
- May provide assistance to others at the request of other local governments both within and outside of Wyoming County.

4.1.2 Wyoming County Board of Supervisors Roles and Responsibilities

The Wyoming County Board of Supervisor's emergency management responsibilities include the following actions:

- Fill vacancies of elected officials and other unaccounted critical County positions, if necessary.
- Appropriate money to meet emergency expenditures
- Coordinate with the Chairperson of the Board of Supervisors in regard to the responsibilities listed above

4.1.3 Wyoming County Director of Fire and Emergency Management

The Wyoming County Director of Fire and Emergency Management or designee has the day-to-day authority and responsibility for overseeing emergency management programs and activities.

The Director of Fire and Emergency Management provides recommendations of emergency response actions, such as declaring a local state of emergency (SOE). Consideration and decision to declare an SOE will typically be based on the severity of the situation, the urgency for taking specific response actions, and the necessity to use additional executive power to effectively respond to the incident at hand. Additional roles and responsibilities may include but are not limited to:

- Development and maintenance of the Wyoming County CEMP and associated annex and appendixes
- Activate the necessary components of this plan and initiates County response.
- Notify and brief County departments, agencies, and other organizations involved in an emergency response.
- Facilitate coordination between the County and the following:
 - Incident/Unified Command
 - Affected municipalities within Wyoming County
 - Contiguous county emergency management officials, or local governments outside the Wyoming County
 - State agencies (e.g., NYS DHSES, NYS Police, NYS DOT)
 - Private emergency support organizations

- Non-governmental organizations (NGO)
- Voluntary organizations active in disaster (VOAD)

4.1.4 County Department Leadership

Departments and agencies should participate in the development of local emergency plans and provide key response resources. Department leadership and staff develop, plan, and train to internal policies and procedures to safely meet response and recovery needs. They should also participate in inter-departmental and inter-agency training to develop and maintain necessary response and recovery capabilities. Department and agency leadership not assigned a specific function in this plan are requested to be prepared to make their resources available for emergency duty at the direction of the Incident Commander

4.1.5 Local Chief Elected Officials

The responsibilities of the Chief Elected Official include the following actions:

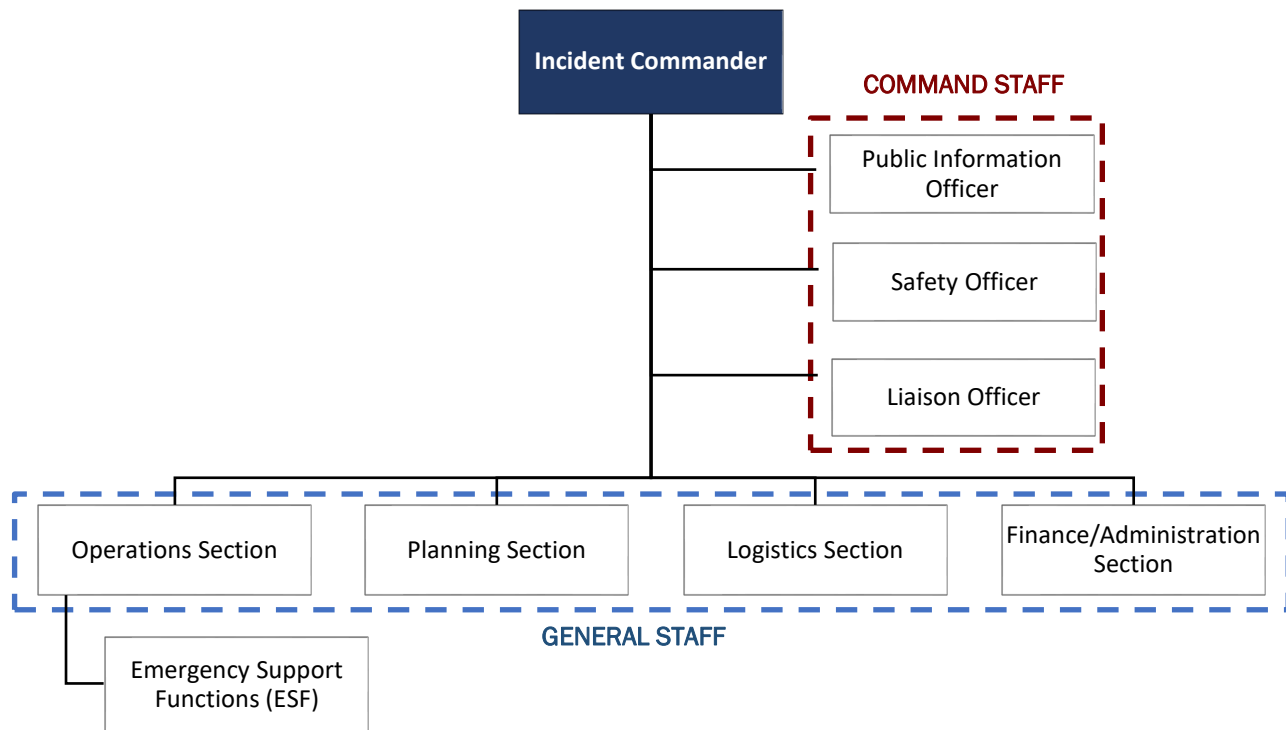
- Coordinate with WCOES in the event of a multi-jurisdictional response.
- Support the overall preparedness program, including budgetary and organizational requirements.
- Implement policies and decisions of the local governing body.
- Apply emergency operational response of local services.

4.2 Managing Emergency Response

Wyoming County has adopted the National Incident Management System (NIMS) as required by Homeland Security Presidential Directive 5 (HSPD-5). NIMS provides a systematic, proactive approach to guide departments and agencies at all levels of government, non-governmental organizations, and the private sector to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life and property and harm to the environment. NIMS and the Incident Command System (ICS) allow flexibility in implementation so that its structure can be tailored to the specific situation at hand.

The first emergency response units responding to an incident should initiate ICS. The Wyoming County EOC is typically organized according to ICS functions: Command, Operations, Planning, Logistics, and Finance/Administration. Under ICS, an Incident Commander (IC) has the overall responsibility for the effective on-scene management of an incident and must ensure that an adequate organization is in place to carry out all emergency functions. The IC directs emergency operations from an Incident Command Post (ICP). In minor incidents, the five ICS functions may all be managed directly by the IC. Larger incidents usually require that one or more of the functions be set up as separate sections under the IC. Within the Command function, the IC has additional responsibilities for Safety, Public Information, and Liaison Officers. These activities can be assigned to staff under the IC. **Figure 2-4** outlines the general Wyoming County ICS Structure.

Figure 2-4. Wyoming County ICS Structure



4.3 ICS Command and General Staff Roles

4.3.1 Command Staff

The IC or Unified Command (UC) assigns Command Staff, as needed, to undertake command and control of the incident. Per ICS, the Command Staff typically includes a Public Information Officer (PIO), a Safety Officer, and a Liaison Officer. These staff members report directly to the IC, or if the incident is larger, to the UC. Depending on the size, scope, and implications of the incident, the IC or UC may have Deputies, Assistants, or additional Technical Advisors. Command Staff positions are defined below.

Public Information Officer

The PIO interfaces with the public, media, and/or with other agencies with incident-related information needs. The PIO gathers, verifies, coordinates, analyzes, assesses, and disseminates accessible, meaningful, and timely information on the incident for both internal and external audiences. The PIO also monitors the media (conventional media outlets and social media) and other sources of public information to collect relevant information and then transmits this information to the appropriate components of the incident management organization. In incidents that involve PIOs from different agencies, the IC or UC designates one individual or agency as the Lead PIO. All PIOs should work in a unified manner, speaking with one voice, to ensure that all messaging is consistent. The IC or UC approves the release of all incident-related information. In large-scale incidents, the PIO participates in or leads the Joint Information Center (JIC).

Safety Officer

The Safety Officer monitors incident operations and advises the IC or UC on matters relating to the health and safety of incident personnel. The Safety Officer is responsible to the IC or UC for establishing the systems and procedures necessary to assess, communicate, and mitigate hazardous

environments. This includes developing and maintaining the Incident Safety Plan, coordinating multiagency safety efforts, and implementing measures to promote the safety of incident personnel and incident sites. The Safety Officer stops or prevents unsafe acts during the incident. Agencies, organizations, or jurisdictions that contribute to joint safety management efforts do not lose their individual responsibilities or authorities for their own programs, policies, and personnel. Rather, each contributes to the overall effort to protect all personnel involved in the incident.

Liaison Officer

The Liaison Officer is the IC's point of contact for representatives of governmental agencies, jurisdictions, NGOs, VOADs, and private sector organizations that are not included in the UC. Through the Liaison Officer, these representatives provide input on their agency, organization, or jurisdiction's policies, resource availability, and other incident-related matters. Under either a single IC or UC structure, representatives from assisting or cooperating jurisdictions and organizations coordinate through the Liaison Officer.

4.3.2 General Staff

The General Staff consists of the Operations, Planning, Logistics, and Finance/Administration Sections/Coordinators. These individuals are responsible for the functional aspects of the incident command structure. The IC or UC activates these sections as needed. Under ICS, these functions automatically default to the IC or UC until a Section Chief is assigned. The Coordinator may have one or more Deputies as necessary. Sections are defined as follows:

Operations Section

The Operations Section Chief is assigned based on current incident priorities. This assignment may be revisited and reassigned when necessary as the incident evolves. Operations Section personnel plan and perform tactical activities to achieve the incident objectives established by the IC or UC. Objectives typically focus on saving lives, establishing accurate situational awareness and control, reducing the immediate hazard, protecting property and the environment, and restoring normal operations, in that order. Incident operations can be organized and executed in many ways. Therefore, the Operations Section Chief organizes the section based on the nature and scope of the incident, the jurisdictions and organizations involved, and the incident's priorities, objectives, and strategies. Key functions of Operations Section personnel include the following:

- Direct the management of tactical activities on the IC or UC's behalf.
- Develop and implement strategies and tactics to achieve incident objectives.
- Organize the Operations Section to best meet the incident's needs, maintain a manageable span of control, and optimize the use of resources.
- Support Incident Action Plan (IAP) development for each operational period.
- Manage the ESF.

Planning Section

The Planning Section collects, evaluates, and disseminates incident situation information to the IC or UC and other incident personnel. The staff within this section prepare situation status reports, maintain the status of assigned resources, facilitate the incident action planning process, and prepare the written IAPs, when used, based on input from other ICS sections, the Command Staff, and specific guidance from the IC or UC. When directed by the IC or UC, a Situation Report (SITREP) should be prepared at the end of each operational period and distributed to the IC (or UC), Section Chiefs, all Command Staff, and any others needing the information contained therein. Absent the direction to create a SITREP, it is recommended that a brief, concise SITREP be created for the incident file. Additional key functions of the Planning Section's personnel include:

- Facilitate incident planning meetings.
- Record the status of resources and anticipated resource needs.
- Collect, organize, display, and disseminate incident status information and analyze the situation as it changes.
- Plan for the orderly, safe, and efficient demobilization of incident resources.
- Collect, record, and safeguard all incident documents.

Logistics Section

The Logistics Section provides services and support for effective and efficient incident management, including ordering resources. Staff in this section provide facilities, security for the incident command facilities and personnel, transportation, supplies, equipment maintenance and fuel, food services, communications and IT support, and medical services for incident personnel. Key functions of this section include:

- Order, receive, store/house, and process incident-related resources.
- Provide ground transportation during an incident, maintain and supply vehicles, keep vehicle usage records, and develop incident traffic plans.
- Set up, maintain, secure, and demobilize incident facilities.
- Determine food and water needs, including ordering food, providing cooking facilities, maintaining food service areas, and managing food security and safety (in cooperation with the Safety Officer).
- Maintain an Incident Communications Plan and acquire, set up, issue, maintain, and account for communications and IT equipment.
- Provide for medical services to serve incident personnel.

Finance/Administration Section

The IC or UC establishes a Finance/Administration Section when the incident management activities involve on-scene or incident-specific finance and administrative support services. This section's responsibilities include recording personnel time, negotiating leases, maintaining vendor contracts, administering claims, and tracking and analyzing incident costs. If the IC or UC establishes this section, staff should closely coordinate with the Planning and Logistics Sections to reconcile operational records with financial documents. Finance/Administration Section staff support an essential function of ICS in large, complex incidents involving funding originating from multiple sources. In addition to monitoring multiple sources of funds, the section tracks and reports the accrued costs as the incident progresses. This allows the IC or UC to forecast needs and request additional funds as needed. Key functions of Finance/Administration Section include:

- Track costs, analyze cost data, make estimates, and recommend cost-saving measures.
- Analyze, report, and record financial concerns resulting from property damage, responder injuries, or fatalities at the incident.
- Manage financial matters concerning leases and vendor contracts.
- Manage administrative databases and spreadsheets for analysis and decision-making.
- Record time for incident personnel and leased equipment.

4.4 Incident Command, Incident Command Post, and Emergency Operations Center Coordination

During an emergency, Wyoming County response personnel must be cognizant of the ICS in place and their role in it. Some County personnel may be responders to the scene and part of the on-scene ICS structure in a functional or staff role. Other County personnel may be assigned to the EOC or other locations where they will provide support to the responders at the scene. All County response personnel not assigned to the on-scene ICS may be coordinated by or through the Wyoming County Director of Fire and Emergency

Management and/or EOC.

The IC is usually selected due to his or her position as the highest-ranking responding officer at the scene. The IC must be fully qualified to manage the incident. As an incident grows in size or becomes more complex, a more highly qualified IC may be assigned by the responsible jurisdiction. Thus, a County official could be designated as the IC. A major emergency encompassing a large geographic area may have more than one emergency scene.

4.4.1 Incident Command Post

On-scene emergency response operations should be directed and controlled by the IC from an ICP located at or near the emergency site. This should be the only command post at the emergency scene. All other facilities at the scene used by agencies for decision-making should not be identified as a command post.

The IC, based on the situation, should select an appropriate ICP that should be located at a safe distance from the emergency site. When necessary or requested, WCOES can deploy its Mobile Command Post.

4.4.2 Emergency Operations Center

The primary Wyoming County EOC is located at 143 N. Main St., Warsaw, NY 14569. The County's EOC is used primarily for centralized acquisition and coordination of resources to support the affected municipalities, and secondarily to support emergency operations (e.g., as an ICP) (reference **Appendix 2 – Standard Guidelines for Emergency Operations Center**). Designated Wyoming County departments and other public and private emergency support agencies (outlined in ESF annexes) will be requested to report to the EOC and assist with their assigned roles for the response. At the time that an emergency or incident renders the EOC inoperable, an alternate or auxiliary EOC may be established at another location.

The Wyoming County EOC should be used to support ICP activities and to coordinate County resources and assistance. The EOC can also be used as an Area Command Post when Area Command is instituted. County agencies and other organizations represented at the EOC may be organized according to ICS function under the Director or the EOC Manager.

Though organized by ICS function, each agency's senior representative at the EOC will be responsible for directing or coordinating their respective agency's personnel and resources. Where the agency is also represented at the scene in an ICS structure, the EOC representative will coordinate the application of resources with the agency's representative at the scene.

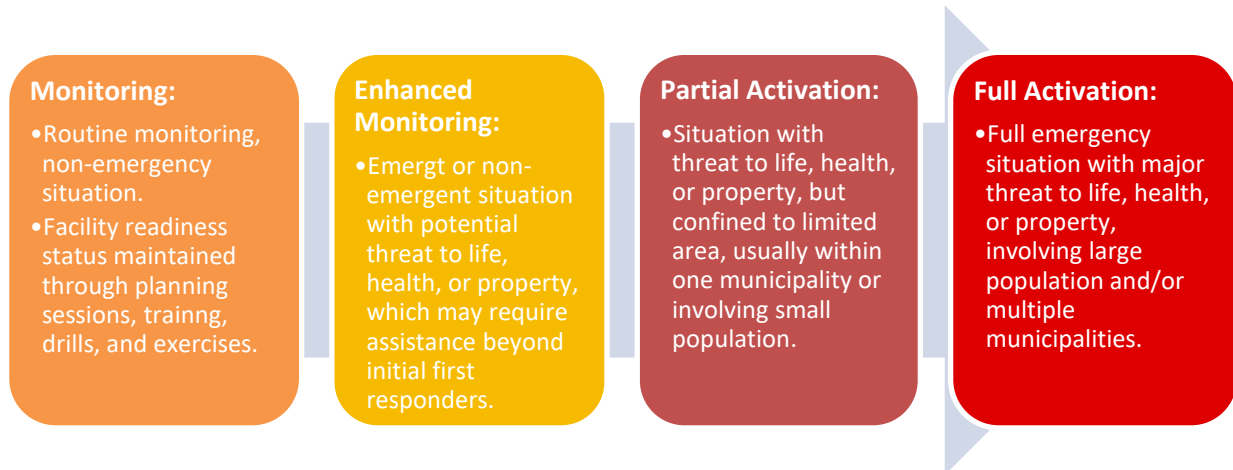
The following conditions apply to EOC activation and continued operations:

- Individuals may be called after normal business hours for EOC operations or released from duty, as necessary.
- Based on the severity of the incident, initial operational shifts may vary in length.
- Individuals assigned to the EOC may not be required for a full operational period and will be released from duty by the Director of Fire and Emergency Management, a designee, or the EOC Manager.
- An EOC may be established and staffed at some level to conduct situational assessment and monitoring for large special events or a large incident that requires some level of EOC support for resource acquisition and other incident response support.

4.4.3 EOC Activation Levels

Figure 2-5 describes Wyoming County Emergency Response Levels.

Figure 2-5. Wyoming County Emergency Response Levels



County Emergency Response Levels

Emergency response personnel will be activated according to the response level classification:

- **Monitoring:** This is the normal day-to-day operational level for WCOES. This response level includes monitoring local, regional, national, and international events; evaluating threats; and analyzing their impact on Wyoming County. Appropriate local, county, and state personnel and support organizations are notified and informed through a variety of communication methods based on the urgency required of the incident or event.
- **Enhanced Monitoring:** WCOES transitions to this level for incidents or special events that have the potential for escalation. Notifications are made to appropriate local, county, and state personnel and support organizations that may be required to take action as part of their normal responsibilities.
- **Partial Activation:** For this level, the EOC will be *partially activated*. EOC operations may run from 8 – 24 hours a day as the incident requires. Key stakeholders will be notified and select County staff or other agency representatives will be requested as required to meet the operational needs of the incident. If there is no need for a major County response, formal use at the EOC of distinct ICS groups may be limited. In these situations, the EOC Director, under the authority of the Chairperson of the Board of Supervisors, will typically be responsible for all ICS functions and may utilize distinct ICS functional components as needed.
- **Full Activation:** For a *full activation of the County EOC*, WCOES will staff and manage the Wyoming County EOC in continuous 24-hour operational periods, using two 12 ½ hour shifts (6:00–6:30, a.m. and p.m.). Upon the initiation of continuous shifts by the EOC Director, each agency will update their shift rosters as needed to the Operations Officer. Key stakeholders will be notified, and County staff or agency representatives will be requested as required to meet the operational needs of the incident. In addition, federal, state, and other partner agencies will be requested to staff the EOC as appropriate. The EOC Manager may also request a state incident management team (IMAT) assistance through NYS OEM.

4.4.4 EOC Manager

The EOC Manager is responsible for managing the EOC or alternate EOC during emergencies. If required, the EOC will be staffed to operate continuously on a 24-hour basis. In the event of 24-hour operation, support staff will be scheduled based on two 12-hour shifts per day (ex.: 6:00–6:30, a.m. and p.m.).

4.4.5 EOC Staffing and Representation

The Wyoming County EOC may be organized by ICS function. Where a department is also represented at the incident scene or another operation's location (e.g., department operations center [DOC] in an ICS structure), the EOC representative may coordinate information and resources with the department's representative at the scene. Agencies expected to provide staffing to the Wyoming County EOC routinely identify these staff and provide lists to Wyoming County Director of Fire and Emergency Management at least annually. Each reporting department's representative at the EOC may be responsible for directing or coordinating their department's personnel and resources.

4.5 Emergency Support Function Annexes

The ESF annexes are published separately and provide structure for coordinating inter-agency support for countywide response to an incident. ESF documents use a functional approach that groups the type(s) of assistance the County or local jurisdiction needs (e.g., ESF 1: Transportation, ESF 6: Mass Care, ESF 8: Public Health and Medical, etc.).

Wyoming County's ESF structure coincides with existing state and federal guidance and has been customized to fit the needs and capabilities of Wyoming County and its stakeholders. ESFs work collaboratively in carrying out their respective missions. Each ESF is developed using a whole-community approach, integrating the appropriate resources and services for people with disabilities and access and functional needs as applicable.

4.6 Resource Management

4.6.1 Equipment, Services, and Donated Goods

Resources may be requested via multiple pathways. **Figure 2-6** provides a general representation of these pathways. Requests to NYS will primarily go through NYRESPONDS with direct contact to OEM Regional Representatives.

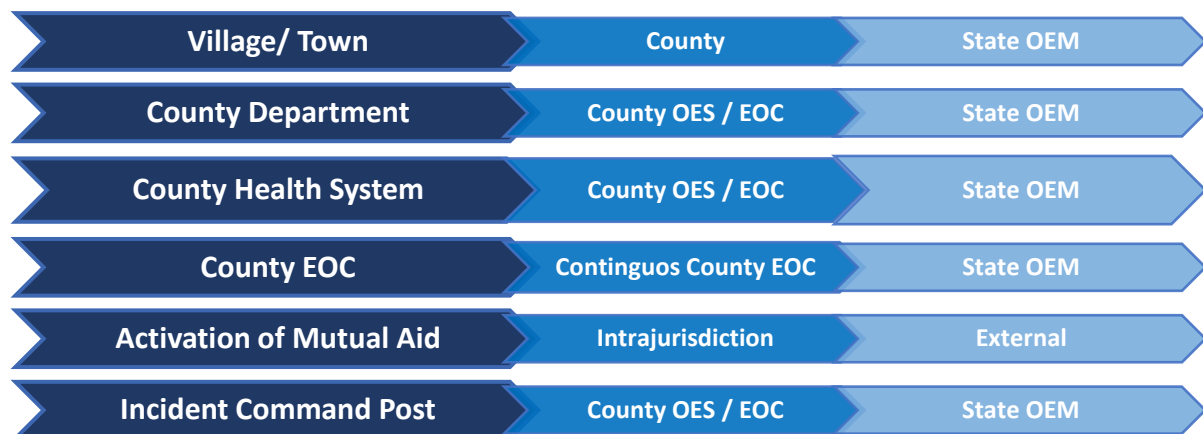


Figure 2-6 Resource Request Pathways

The Planning function is responsible for the identification and allocation of additional resources needed to respond to the emergency situation. Resources owned by the municipality in which the emergency exists should be used first in responding to the emergency. Resources owned by other municipalities and outside

of Wyoming County can be utilized upon agreement between the requesting and offering government. Resources owned privately cannot be commandeered or confiscated by the government during an emergency. However, during a declared emergency, purchases and leases of privately-owned resources can be expedited. In addition, it is not uncommon for the private sector to donate certain needed resources in an emergency.

Some County departments may request assistance directly from a state-level counterpart (e.g., Wyoming County Health Department to New York State Department of Health) when allowed by law or pre-established agreements.

4.6.2 County Resources – Internal Requests

Wyoming County departments maintain inventories of emergency resources to be used during an emergency response and initial recovery activities. The types and quantities of emergency resources available – both personnel and material – will vary depending on the timing (e.g., season, location, and nature of an incident or event).

All Wyoming County resources should generally be made available for use in the preparedness, response, and initial recovery phases of an incident *within the County*. County resources may also be made available to support large planned (a.k.a., special) events with proper authorization. All County-owned resources are under the control of the Director of Fire and Emergency Services during an emergency and may be utilized as necessary.

However, resources should not be authorized for use without the concurrence of the department head who manages the resource. This will:

- Ensure the department has the resources it needs to continue its regularly scheduled work.
- Prevent a resource loss that would prevent it from meeting the department’s critical operational needs during an emergency.

Exceptions would only occur when the County department is instructed to cease normal operations in order to support Wyoming County’s emergency response.

Equipment that requires operators (e.g., a driver) should be requested as a whole unit (i.e., resource and operator as one unit). For example, if snow removal equipment is requested, it is understood that the equipment comes with an operator who is fully qualified and capable of safely performing the mission support being requested.

4.6.3 County Resources – External Requests

Any request for emergency resources and assistance from outside of Wyoming County during a local or state-declared disaster emergency **should** be communicated to the Director of Fire and Emergency Management or a designee for approval and coordination. The same is true if a municipality requests resources from another municipality is not continuous with the requesting municipality. Any use of resources (e.g., personnel, equipment, or other material) by another municipality may include a charge for the use. This should be arranged upfront via a formal Memorandum of Agreement (MOA).

4.6.4 Procurement Policy for Emergencies

In compliance with GM 103.4⁴⁰, purchasing activities or procuring resources in another manner for use during an emergency, regardless of whether a disaster has been formally declared, should follow applicable NYS and Wyoming County policies and procedures wherever possible. Wyoming County adopted a purchasing policy, Resolution No. 16-539⁴¹ in December 2016 (as amended). That said, in the interest of preserving life safety, formal day-to-day purchasing policies and procedures may be waived by Executive

⁴⁰ NYS General Municipal Law 103.4: <https://www.nysenate.gov/legislation/laws/GMU/103>

⁴¹ Wyoming County Board of Supervisors Resolution 16-539: <https://www.wyomingco.net/ArchiveCenter/ViewFile/Item/56>

Order to get materials and personnel in place in the shortest amount of time. In such case, a formal disaster declaration, whether done locally, by the Governor, or both, should be in place. Once a formal emergency disaster declaration, whether done locally, by the Chief Elected Official can either enact or rescind local laws in order to facilitate a safe, effective, and efficient response to the emergency and move into the initial recovery phase.

Purchasing policies and regulations *do allow* for emergency purchases without getting bids that exceed the current available budget. Some vendors are listed on NYS or federal purchasing contracts, which automatically allows direct purchases.

The Chairperson of the Board of Supervisors, as the County Purchasing Agent, per the County Purchasing policy⁴¹ has the power to make certain purchasing decisions that are outside the day-to-day purchasing regulations when necessary to support the emergency response.

Stakeholders should use the following considerations for procurement during an emergency:

- Anticipate incident needs and do not wait until emergency resource acquisition is required
- Key stakeholders should NOT expect funding from NYS DHSES or the Federal Emergency Management Agency (FEMA). However, appropriate and thorough documentation should be maintained in the event funding becomes available

4.6.5 Donations and Volunteer Management

WC OES is responsible for donations and volunteer management during a large scale event. The **Wyoming County Donations and Volunteer Management Plan** outlines to planning and response process for large scale events which result in the need to establish a donations task force or volunteer staffing pool. To support the use of volunteers during emergency responses, Wyoming County agrees to provisions set forth in New York State Public Officers Law 18⁴² which provides indemnification protection to identified volunteers.

4.7 People with Disabilities and Access and Functional Needs

Planning for people with disabilities and people with access or functional needs should be coordinated with assistance from agencies within Wyoming County that serve the affected populations. Organizations within and outside of Wyoming County may be consulted for assistance and guidance regarding specific situations and conditions, including partner agencies such as Wyoming County Health Department, Office for the Aging, Mental Health, and Social Services.

When local evacuation must be undertaken immediately due to an existing or threatened public situation, provision for people with disabilities and people with access or functional needs should be arranged through the ICP and/or EOC when established. Notification to people who experience disability that affects their sensory functioning (vision, hearing, communication) can be made through multiple modalities, including but not limited to EAS and WPS modalities such as radio-based announcements and closed captioning television-based alerts , social media, county website and alerting features and emergency vehicle loudspeakers.

4.7.1 Service and Companion Animals

Generally, the care of companion animals during the response to and the initial recovery from an emergency or large disaster is the direct responsibility of the animal's owner(s). Should the owner(s) be displaced from their residence as a result of the emergency, whether short-term (up to a week) or longer-term, it is still incumbent upon the owner to provide for the animal's feeding, medical care, and adequate shelter. Wyoming County encourages pet owners to have an emergency plan for alternate living arrangements (e.g., private boarding facility, family or friends, veterinary office) for their companion

⁴² NYS Public Officials Law 18: <https://www.nysenate.gov/legislation/laws/PBO/18>

animals for any situations involving emergency evacuations or prolonged sheltering needs.

For a large disaster requiring large numbers of people to seek emergency shelter, the WCOES will work within the Tri-County CART grant program (Genesee, Orleans, and Wyoming). Equipment is stored in Genesee County and is able to be deployed to any member counties or requested from neighboring counties as needed. The Tri-County CART has specifically trained personnel and animal sheltering equipment that can be set up adjacent to or nearby local animal shelters. WCOES will also survey local resources, including public and private animal shelters, rescue organizations, kennels, and veterinarians to assist in providing temporary companion animal care.

All Wyoming County response should be carried out in accordance with the Pets Evacuation and Transportation Standards (PETS) Act.

Service Animals

The Americans with Disabilities Act (ADA) defines a service animal as any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Dogs that satisfy this definition are considered service animals under the ADA. Only two questions can be asked to confirm whether an animal is a service animal:

- Is the animal required because of a disability?
- What work has the animal been trained to perform?

An owner does not need to produce documentation to prove they are accompanied by a service animal. Service animals are allowed to accompany the individual with a disability. The care or supervision of a service animal is the responsibility of their owner. However, it is important to note that a person using a service animal may have diminished capacity during an emergency and may request the support of a personal care attendant in addition to the use of their service animal.

4.8 Evacuation Planning

For some incidents and emergencies (e.g., flooding, hazardous material [HazMat] incident, or large planned events), specific evacuation routes may be designated. Evacuation routes will be determined on an as-needed basis by the appropriate public safety partners knowledgeable of the local roadways and waterways, possible construction barriers, weather conditions, along with other local and regional conditions and incidents that may impede a safe, efficient, and timely evacuation along a specified route. These evacuation routes will be communicated to the public through a variety of formats and modalities to promote an orderly and even traffic flow. Traffic Control Officers (TCO) should be positioned at key intersections to monitor and regulate traffic flow.

After an evacuation is complete, law enforcement personnel from numerous local, county, state, and federal agencies are prepared to provide ingress control to prevent unauthorized entry into the evacuated area(s). Such ingress control will continue until the area has been deemed by government officials to be safe for re-entry.

4.8.1 Evacuation Notification Systems

- Emergency Alert System (EAS)
- Wireless Priority Service (WPS)
- NY Alert
- County Website
- Social Media
- Internal County group e-mail

4.8.2 Ingress/Egress Direction and Control

Evacuation is, by nature, a localized operation and will normally be conducted at the local government level. The need to evacuate may initiate at the local or county level. The decision to evacuate will be made by the Authority Having Jurisdiction (AHJ). WCOES will coordinate evacuation activities with the Wyoming County EOC.

WCOES, in coordination with the appropriate departments and agencies (e.g., Wyoming County Health Department), should evaluate the hazard and its effect. The information will be considered in the decision-making process for evacuation to determine:

- Appropriate population(s) to notify
- Evacuation routes and times
- Direction and distance to move (unless immediate evacuation is directed by the Police Department)
- Congregate care centers or reception centers
- Resources needed and available for utilization

Local law enforcement and Wyoming County Sheriff's Office may control the evacuation to include access and traffic control as well as the evacuation of mobility-challenged or difficult-to-move residents without access to transportation.

When local evacuation must be undertaken immediately due to an existing or threatened public situation, direction and control is the responsibility of the IC. Direction and control for an evacuation may or may not be at an ICP, depending on the nature, timing, and location of the incident or event. All evacuation activities, from conception through planning and execution, should at minimum involve the IC, public information resources, Safety Officer, and the Operation Section Chiefs. Additional disciplines working within the Operations Section will be coordinated through the Operations Section Chief or designee.

Evacuation traffic control should be generally performed by local law enforcement or fire police and coordinated with the IC and EOC.

Re-Entry

Re-entry into an evacuated area should be determined by the AHJ in coordination with public safety agencies, WCOES and/or the EOC. These may include health authorities, various NYS agencies, or a federal agency such as the Department of Energy, FEMA, or National Transportation Safety Board (NTSB).

Persons seeking re-entry into an area that has been evacuated but not cleared for re-entry will be required to show some form of proof or evidence as to the reason to re-enter the area. Examples include feeding livestock or tending to a homebound or ill person who chose to shelter in place and did not evacuate. Specific identification credentials may be issued by Wyoming County or other local governments.

The nature of identification required to enter evacuated areas, along with determinations and decisions on where and when persons may return to their homes, will generally be issued by the EOC. Notifications of such actions will be made through already established public notification systems and the media.

5. Continuity Planning

5.1 Wyoming County COOP/COG Plan

Wyoming County formally adopted Resolution No. 13-50⁴³ in February 2013 pertaining to continuity of operations and government. The **Wyoming County Continuity of Operations (COOP)/Continuity of Government (COG) Plan** are designed to ensure that Wyoming County is prepared to:

- Respond to and recover from emergencies and mitigate hazard impacts on the County.
- Provide critical services in an environment that is threatened, diminished, or incapacitated.

In the event of the unavailability of the Chairperson of the Board of Supervisors, **Figure 2-7** depicts the line of command and succession established to ensure continuity of government and the direction of emergency operations.

Figure 2-7. Wyoming County Order of Succession



5.2 Training and Exercises

The goal of any training and exercise program is to institutionalize the coordination of emergency preparedness activities via an all-hazards and whole-community approach to the delivery of specific capabilities categorized by four mission areas: Preparedness, Response, Recovery, and Mitigation. As part of its continuous preparedness process, Wyoming County identifies and facilitates training opportunities as well as conducts and participates in routine exercises that address responding to and recovering from incidents involving the County's primary hazards. The objectives of training and exercises are to test and hone the County's response actions directly associated with these potential incidents. Generally, WCOES has responsibility for the following:

- Arrange for and provide training programs for Wyoming County emergency response personnel.
- Conduct periodic exercises (tabletop, functional, and full-scale) and drills to evaluate local capabilities and preparedness.
- Encourage and support training for municipal emergency response personnel.
- Provide opportunities for emergency personnel with the variety of skills necessary to increase their effectiveness to respond to and recover from emergencies of all types.
- Provide information in crisis situations that that require additional specialized training, refresher training, and initial just-in-time training.

All Wyoming County departments and agencies assigned to lead and/or support specific ESFs are responsible for assisting in the development of department-based trainings for their employees to fulfill their designated roles and responsibilities during emergencies.

Volunteers participating in emergency services should be trained by their respective agencies in accordance with the established guidelines and standards. The respective agencies may provide the required training either directly or through partner agencies (e.g., NYS DHSES, NYS OEM, NYS DEC, etc.).

5.2.1 After Action Reporting

After every real-world emergency or disaster incident, large planned event, or exercise activity, WCOES should attempt to schedule and facilitate debriefings, a hot wash, or an after action meeting. This should be conducted immediately following the event/emergency, if possible. Debriefings provide participants the

⁴³ Wyoming County Board of Supervisors Resolution 13-50: <https://www.wyomingco.net/ArchiveCenter/ViewFile/Item/75>

opportunity to provide feedback on a real or simulated sequence of events. When appropriate, WCOES may create and distribute a participant feedback form or web-based survey to be filled out by emergency management and response partners.

This self-evaluation process combined with the results of the form evaluation are compiled together, along with partner recommendations, and will be used to prepare a formal After Action Report (AAR). This AAR allows participating agencies to create an Improvement Plan (IP), if needed, based on AAR findings and can be used as the primary basis for future grant funding to improve the County's or agency's capabilities and performance. Improvement activities based on the AAR may include providing additional equipment and instrumentation, providing initial and recurrent training, and developing and conducting training exercises that focus on the identified areas needing improvement.

Depending on the nature and circumstances surrounding an incident or planned event, the AAR report may contain information that is sensitive in nature (e.g., contains details of a mass fatality incident) or that requires specific security controls (e.g., terrorist action). Any release to involved organizations will be made only on an identified and verified need-to-know basis. All AARs should be considered as "For Official Use Only (FOUO)" for storage purposes.

6. Public Education and Awareness

Wyoming County departments and key stakeholders routinely engage in community outreach and public education activities to inform County residents and visitors about the various hazards in Wyoming County. These public education activities cover all significant hazards and are typically available free of charge. Key partners include:

- WCOES
- Wyoming County Sheriff
- Wyoming County Health Department

The Wyoming County Director of Fire and Emergency Management has been designated as the county Citizen Preparedness Coordinator and is responsible for the following:

- Provide education on hazards to the public in Wyoming County.
- Make the public aware of existing hazards in their communities.
- Familiarize the public with protective measures Wyoming County has developed to respond to emergencies.

WCOES will respond to specific requests for assistance with disaster planning assistance from community organizations and private partners when local planning resources are not available.

FEMA pamphlets, books, and kits dealing with all aspects of emergency management can be made available for use in such offerings and programs, as well as materials developed by NYS DHSES, NYS OEM, and other NYS agencies (as appropriate). Resources from the American Red Cross may also be used to accomplish a comprehensive countywide public disaster education campaign.

Section III

Response



1. Response Overview

Section III of this CEMP outlines the OES All-Hazards and Whole Community Response Strategy.

2. Response Organization

2.1 Roles and Responsibilities

2.1.1 Wyoming County Board of Supervisors

The Wyoming County Board of Supervisor's emergency management responsibilities include the following:

- Fill vacancies of elected officials and other unaccounted critical County positions, if necessary.
- Appropriate money to meet emergency expenditures, per county policy⁴⁴.
- Coordinate with the local Chief Elected Official in regard to the responsibilities listed above.

2.1.2 Chairperson of the Wyoming County Board of Supervisors

The Chairperson of the Board of Supervisors is ultimately responsible for County emergency response activities and:

- May assume personnel oversight of the Wyoming County emergency response organization if the scope and magnitude of the emergency indicate the necessity of personnel management and direction of the response and recovery operations.
- Controls the use of all County-owned resources and facilities for disaster response.
- May declare a local state of emergency in consultation with the Director of Fire and Emergency Management or designee may promulgate emergency orders and waive local laws, ordinances, and regulations.
- May request assistance from other counties and/or New York State when it appears that the incident could escalate beyond the capability of Wyoming County resources.
- May provide assistance to others at the request of other local governments both within and outside Wyoming County.

Figure 3-1 shows the line of command and succession to be used in the event of the unavailability of the Wyoming County Chairperson of the Board of Supervisors. This line of command and succession has been established to ensure continuity of government and the direction of emergency operations.

2.1.3 Director of Fire and Emergency Management Roles and Responsibilities

The Wyoming County Director of Fire and Emergency Management or designee coordinates the County's overall day-to-day oversight of emergency management and response activities. The Director of Fire and Emergency Management provides recommendations on emergency response actions such as declaring a local state of emergency (SOE). Consideration and decision to declare an SOE is typically be based on the severity of the situation, the urgency for taking specific response actions, and the necessity to use additional executive power to protect life safety and property, and effectively respond to the emergency at hand. The Director of Fire and Emergency Management coordinates all components of the local emergency management program, including the assessment of availability and readiness of local resources that are likely to be required during an incident, as well as identifying and correcting any shortfalls. Additional roles and responsibilities of the Director of Fire and Emergency Management include the following:

- Activate necessary components of this CEMP plan and initiate County response.

⁴⁴ Wyoming County Board of Supervisors Resolution #16-539



- Implement the appropriate notifications to Wyoming County departments, agencies, and other organizations.
- Maintain and direct an emergency operations center (EOC).
- Facilitate coordination between the County and the following:
 - Incident/Unified Command
 - Affected towns, villages, and hamlets within the County
 - Contiguous County emergency management officials
 - State agencies (e.g., NYS Department of Homeland Security and Emergency Services [DHSES], NYS Police, NYS Department of Transportation [DOT])
 - Private sector partners
 - Non-governmental organizations (NGO)
 - Voluntary organizations active in disaster (VOAD)

2.1.4 Local Chief Elected Officials

The Chief Elected Official in each municipality is responsible for:

- Coordinating with the County emergency management organization in the event of a multi-jurisdictional response.
- Assuring that all local departments develop, maintain, and exercise their respective annexes to this plan.
- Supporting the overall preparedness program, including budgetary and organizational requirements.
- Implementing policies and decisions of the local governing body.
- Directing emergency operational response of local services.



3. Direction and Control

Direction and control is a critical emergency management function. During emergencies, Wyoming County may:

- Analyze the emergency situation and decide how to respond quickly, appropriately, and effectively
- Direct and coordinate the efforts of the County's various response capabilities
- Coordinate with the response efforts of other jurisdictions
- Use available resources efficiently and effectively

The quality of direction and control determines the effectiveness of the County's overall operation. The focus of direction and control is on the critical operations Wyoming County's emergency response community may likely need to perform in response to an incident or planned event.

3.1 Operational Concepts

Countywide direction and control of emergency management activities resides with the Director of Fire and Emergency Management as directed by the Chairperson of the Board of Supervisors. Responsibilities are described below:

- Direction and control for local municipalities resides with the corresponding Chief Elected Official.
- Countywide direction and control activities should be coordinated through the EOC to support the disaster response. (This would include coordination among the Wyoming County Board of Supervisors and branches of the County government for the continuity of operations of essential government services.)
- WCOES is responsible for designating an alternate site(s) for the EOC, if necessary.
- The Wyoming County Director of Fire and Emergency Management (or designee) is responsible for the direction and control of the organization, administration, and operations of Countywide emergency management program.

Direction and control functions may continue as the incident response evolves from initial short-term to long-term recovery operations. Changes in direction and control may also result in changes to the composition of the staff assigned to the function. Regardless of the scale and severity of the incident, direction and control is a vital function that must be performed when Wyoming County responds to an emergency or disaster situation, as the quality of direction and control directly determines the effectiveness of the County's overall operation.

3.2 Wyoming County Emergency Response Organization

3.2.1 Incident Command System

As noted in Section II – Preparedness, Wyoming County fully endorses the use of the Incident Command System (ICS), as employed by the National Incident Management System (NIMS) for management of all emergency and disaster responses as well as planned events. First responding agency(ies) should initiate the ICS. ICS should also be employed when developing exercises and planned events. Wyoming County's Incident Command Post (ICP) structure is shown in **Figure 3-2**.

Incident Command

The IC is responsible for all aspects of an emergency response, including ensuring that an adequate organization is in place to carry out all emergency response functions. Responsibilities include:

- Overall incident management



- Assessment of incident priorities
- Assessment of resources needs and orders
- Coordination with other responding and outside agencies

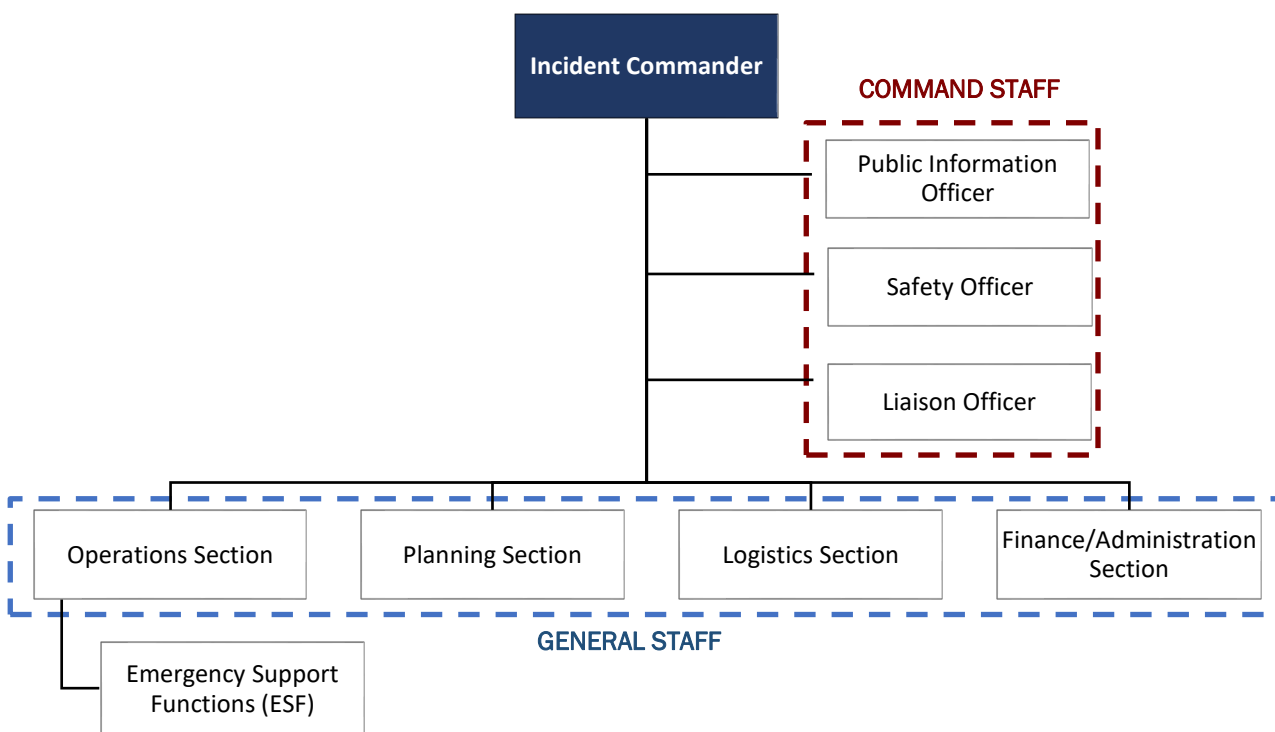
The IC functions at a location called an ICP or Command Post (CP). The ICP is typically located at or near the scene of the emergency as determined by the IC and as dictated by the incident and other impacting variables. There should be only one ICP for each given incident.

The IC is responsible for filling positions in the ICS command structure as needed. Any functions required, not assigned to any other individuals will be completed by the IC. The size of ICS command structure should be dictated by the size and complexity of the incident.

County department with ICS training from various departments can be available to fill ICS positions for any local incidents as available at the response or as requested by an established IC, other state or local municipal official, including but not limited to Police Officer, Fire Department Official, Local Chief Elected Official, or Highway or Department of Public Works Superintendent.

Appropriate training for County staff may establish command and fill necessary ICS structure roles as necessary or assigned for incidents on County property, or incidents that are determined to be County-level. **Figure 3-2** presents the basic ICS structure, which consists of the following functions: Command, Operations, Planning, Logistics, Administration, and Finance. This structure would be used for individual minor incidents in Wyoming County.

Figure 3-2. Wyoming County Incident Command Structure



ICs for all incidents occurring within Wyoming County should seek out other primary agency representatives and expand to Unified Command as necessary to ensure a coordinated response.



3.2.2 Incident Command and the Incident Command System

Individual incidents may be considered minor or major incidents. For minor incidents, all ICS functions and positions may be managed or fulfilled by the IC. As the size and complexity of an incident grows, Command and General Staff functions may be assigned. Branch functions under the General Staff may also be assigned. For complex and expanding incidents, expected to last more than two operational periods, an expanded ICS structure may be warranted.

A major emergency may involve a single incident impacting a large population or geographic area or more than one incident scene. In the event of a major emergency with multiple incident scenes, Incident Command may be established at each scene. In this event, WCOES may establish Area Command. Area Command should oversee the management of multiple incidents within Wyoming County. Area Command may be unified and will work and coordinate directly with ICs or designated liaisons for the various ongoing and simultaneous incidents.

3.3 Command Locations

3.3.1 Incident Command Post and Area Command

On-scene emergency response operations should be directed and controlled by the IC from an ICP located at or near the emergency site. This should be the only CP at the emergency scene. All other facilities at the scene used by agencies for decision-making should not be identified as a CP. An ICP should be selected by the IC based on the logistical needs of the situation and located at a safe distance from the emergency site.

Figure 3-4. Area Command (Incidents in Wyoming County)



Area command may be established by the Director. Area command can be located within the county EOC and overseen by the Area Commander. The Area Commander (ACDR) is responsible for setting priorities for the use of critical resources among multiple Incident Management Teams (IMT) in an assigned area or allocating/reallocating resources during a single, large-scale incident/event. Area Command may

be established when oversight direction is required to ensure that resource allocation conflicts do not arise among the IMTs. The Area Commander reports to the Agency Administrator (AA) and works in the Command functional area.

An Area Command organization is normally small with personnel assigned to the Command, Planning, and Logistics functions. Depending on the complexity of the interface between the incidents, specialists in other areas, such as aviation, hazardous materials, environment, and finance, may also be assigned to Area Command

3.3.2 Wyoming County Emergency Operations Center

The primary Wyoming County EOC is located at 143 N. Main St., Warsaw, NY 14569. The County EOC may be activated for major emergencies and disasters. When activated, it is essential to establish a division of responsibilities between the ICP and the EOC. The EOC is generally responsible for the following:

- Provide resource support for Incident Command operations.
- Issue community-wide warning.



- Provide information and instructions to the general public.
- Organize and implement large-scale evacuation.
- Organize and implement shelter and mass care arrangements for evacuees.
- Coordinate traffic control for large-scale evacuations.
- Request assistance as needed from the State of New York and other external sources.

The County's EOC is used primarily for centralized acquisition and coordination of resources to support the affected municipalities and secondarily to support emergency response operations. Designated Wyoming County departments and other public and private emergency support agencies may be requested to report to the EOC and assist with their assigned roles for the response. At the time that an emergency situation or incident renders the EOC inoperable, an alternate or auxiliary EOC may be established at another location.

The County EOC is used to support ICP activities and to coordinate County resources and assistance. County agencies and other organizations represented at the EOC should be organized according to the ICS and Emergency Support Function (ESF) under the direction of the Director of Fire and Emergency Management.

The following conditions apply to the EOC activation and continued operations:

- Individuals may need to be released from normal job duties or may be called after normal business hours for EOC operations or released from duty as necessary.
- Based on the severity of the incident, initial operational shifts may vary in length.
- Individuals assigned to the EOC may not be required for a full operational period and will be released from duty by the EOC Director.
- An EOC may be established and staffed at some level to maintain situational awareness and monitoring for large special events. This may also apply to a large incident that requires some level of EOC support for resource acquisition and other incident response support.

If a disaster situation renders the EOC inoperable, an auxiliary EOC could be established at the Fire Training Center or at another location designated at the time.

3.3.3 Department Operations Center

A Department Operations Center (DOC) is a location removed from the County EOC from which an agency can oversee and coordinate their own internal response to an incident. DOCs deploy and track resources, address internal logistics matters, and coordinate external logistics back through their assigned EOC agency representative. DOCs may operate independently of WCOES or concurrently with the EOC. The following County departments and partners maintain their own DOCs and may initiate and manage emergency operations from their own DOCs:

- Wyoming County Health Department – 5362 Mungers Mill Rd., Silver Springs, NY 14550
- Wyoming County Community Health System – 400 North Main Street, Warsaw, NY 14569
- New York State Electric and Gas (NYSEG) – Lancaster and Hornell divisions
- National Grid – 144 Kensington Ave, Buffalo, NY 14214
- American Red Cross (ARC) – 786 Delaware Ave, Buffalo, NY 14209

3.3.4 Local, State, and Federal EOCs

State

State agencies may activate and manage emergency operations from their own operations center or use equipment and resource stockpile facilities. Wyoming County may use the following stockpile facilities:



- Wyoming County Highway Department (NYS DOT) – 4328 NY-19, Silver Springs, NY 14550
- New York State Police – 5297 Buffalo Rd., Warsaw, NY 14569

Federal

Responding federal agencies may identify and manage emergency response and recovery operations from a designated Joint Field Office (JFO), Regional Field Office (RFO), or other EOC location.

3.4 County EOC Staffing and Representation

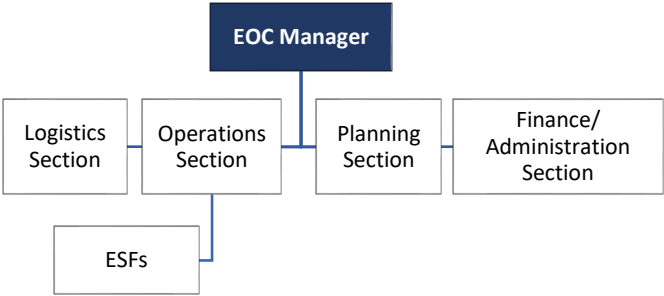
Though organized by ICS function, each County department or partner agency’s senior representative at the EOC would be responsible for directing or coordinating their department or agency’s personnel and resources. Where the department or agency is also represented at the scene of an ICS structure, the EOC representative should facilitate coordination of resources with the agency’s representative at the scene.

3.4.1 EOC Manager

When the EOC is activated, Wyoming County would delegate an EOC Manager. The EOC Managers role has been identified to be fulfilled by the Wyoming County Director of Fire and Emergency Management or qualified designee. The EOC Manager is responsible for managing the EOC or an alternate EOC during emergencies. If required, the EOC would be staffed to operate continuously on a 24-hour basis. In the event of 24-hour operation, two 12-hour shifts should normally be utilized. **Figure 3-5** depicts the EOC organization as managed by the EOC Manager.

For some emergency situations, a specific incident scene may not exist in the initial response phases, and the EOC may accomplish initial response actions, including mobilizing personnel and equipment and issuing precautionary warning to the public. As the potential threat becomes clearer and a specific impact site or sites are identified, an ICP may be established, and direction and control of the response can transition to the IC.

Figure 3-5. Wyoming County EOC Organization



3.5 Emergency Support Function Annexes

The ESF structure has been customized for this CEMP to fit the needs and capabilities of Wyoming County and its stakeholders. The ESFs should work collaboratively to carry out their respective missions, and each ESF is developed using a whole community approach, integrating the appropriate resources and services for people with disabilities and those with access and functional needs as applicable. **Table 3-6** includes a matrix of Wyoming County’s ESF Annexes and includes the lead and supporting County-level departments, key stakeholders, and associated ESFs. An ESF Lead Agency is a county department with significant authorities, roles, resources, or capabilities for a particular function within a given ESF. ESFs may have multiple primary departments, and specific departmental responsibilities should be articulated within the relevant ESF Annex.



Table 3-6. Wyoming County Emergency Support Functions

ESF	LEAD AGENCY	SUPPORTING AGENCIES	ASSOCIATED ESFs
ESF 1: Transportation	Wyoming County Highway Department	Wyoming County Office of Emergency Services Wyoming County Sheriff's Department	ESFs 3, 4, 5, 7, 8
ESF 2: Communications	Wyoming County Sheriff's Office Wyoming County Information Technology Department	Wyoming County Office of Emergency Services	ESFs 1, 3, 4, 5, 7, 8
ESF 3: Public Works and Engineering	Wyoming County Highway Department	Wyoming County Office of Emergency Services	ESFs 1, 2, 5, 7, 8
ESF 4: Firefighting	Wyoming County Office of Emergency Services	Municipal Fire Departments	ESFs 2, 3, 5, 8
ESF 5: Emergency Management	Wyoming County Office of Emergency Services	N/A	ESFs 1, 2, 3, 4, 6, 7, 8
ESF 6: Mass Care, Emergency Assistance, Housing, and Human Resources	Wyoming County Public Health Department	Wyoming County Office of Emergency Services Wyoming County Social Services Wyoming County Mental Health Wyoming County Office for the Aging and Youth	ESFs 1, 2, 4, 8
ESF 7: Logistics	Wyoming County Office of Emergency Services	N/A	ESFs 1, 2, 5, 8
ESF 8: Public Health and Medical Services	Wyoming County EMS Agencies Wyoming County Public Health Department	Wyoming County Community Health System Wyoming County Mental Health Wyoming County Office of Emergency Services	ESFs 1, 2, 3, 4, 6, 7



3.6 ESF Coordination Roles and Responsibilities

3.6.1 ESF Lead Agencies

Wyoming County departments designated as ESF Lead Agencies are responsible for the following:

- Provide staff for operations functions at fixed and field facilities.
- Notify and request assistance from support agencies.
- Manage mission assignments and coordinate with support agencies, appropriate State of New York officials, operations centers, and other departments/agencies.
- Work with appropriate private sector partner organizations to maximize use of all available resources.
- Support other ESFs and provide situational awareness of operational priorities and activities.
- Conduct situational and periodic readiness assessments.
- Execute contracts and procure goods and services as needed.
- Ensure financial and property accountability for ESF activities.
- Plan for short-term and long-term incident management and recovery operations.
- Maintain trained personnel to support interagency emergency response and support teams as needed.
- Identify new equipment or capabilities required to prevent or respond to new or emerging hazards and threats.
- Improve the capacity to address existing threats.

3.6.2 ESF Supporting Agencies

ESF Supporting Agencies are those entities with specific capabilities or resources that support the ESF Lead Agency in executing the mission of the ESF. When an ESF is activated, support agencies are responsible for the following:

- Participate and plan for short- and long-term incident management and recovery operations and the development of supporting operational plans, standard operating guidelines, checklists, or other job aids, in concert with existing standards and best practices.
- Conduct or assist with situational assessments.
- Provide input to periodic readiness assessments.
- Furnish available personnel, equipment, or other resource support as requested by the ESF Lead Agency or EOC.
- Maintain trained personnel to support interagency response and support teams, as needed.
- Identify new equipment or capabilities required to prevent or respond to new or emerging hazards and threats.
- Improve the capacity to address existing threats.

3.6.3 ESF Coordinator

The ESF Coordinator is the entity with management oversight for a given ESF. The role of the ESF Coordinator is carried out through a Unified Command approach agreed upon collectively by the designated primary and support agencies, as appropriate. Responsibilities of the ESF Coordinator include the following:

- Coordinate before, during, and after an incident, including pre-incident planning and coordination.
- Maintain ongoing contact with ESF primary and support agencies.



- Conduct ESF meetings and conference calls to maintain situational awareness.
- Coordinate efforts with corresponding private sector organizations.
- Coordinate ESF activities related to catastrophic incident planning and critical infrastructure preparedness, as appropriate.

4. Notification and Activation

This section outlines routine situational awareness monitoring guidelines, presents EOC staff notification and activation procedures, and describes Wyoming County response levels. Notifications may be made by several means or channels based on the urgency, severity, and/or growth of an incident. The receiver of the notification should make all efforts to route notifications through the most appropriate channel.

The WCOES 9-1-1 Communications Center serves as the primary point of contact (POC) for most emergency situations.

4.1 Situational Awareness Monitoring

WCOES, as well as other preparedness and response partners, conduct daily monitoring of weather-related situations or other significant incidents or planned events occurring locally, as well as regionally, statewide, and nationally. WCOES maintains a steady rate of readiness by monitoring the various sources of information on a regular basis as a recurrent business practice.

Monitoring tasks include detecting the hazard potential and taking measurements or observations of the hazard. As a hazard event is detected, this information is to be immediately provided to WCOES and disseminated per protocol. When appropriate, WCOES may establish proactive and ongoing monitoring stations for specific hazards or where individuals responsible can be stationed to perform the monitoring tasks listed below.

Situation monitoring for weather and non-weather-related conditions should also use additional credible information sources, such as local governments, federal and NYS agencies, Wyoming County departments, private industry partners, utility companies, and volunteer agencies and individuals.

All Wyoming County weather-related monitoring actions would be coordinated with the National Weather Service (NWS). The primary NWS office for Wyoming County is 587 Aero Dr., Buffalo, NY 14225.

4.2 EOC Activation

Upon initial notification of an emergency by the Wyoming County 9-1-1 Communications Center (CC), the Wyoming County Director of Fire and Emergency Management (or designee) should determine the need to activate the EOC and coordinate with alert the Chairperson of the Board of Supervisors and appropriate members of the Executive Group. This initial notification sets into motion the activation of Wyoming County emergency response personnel and key stakeholders.

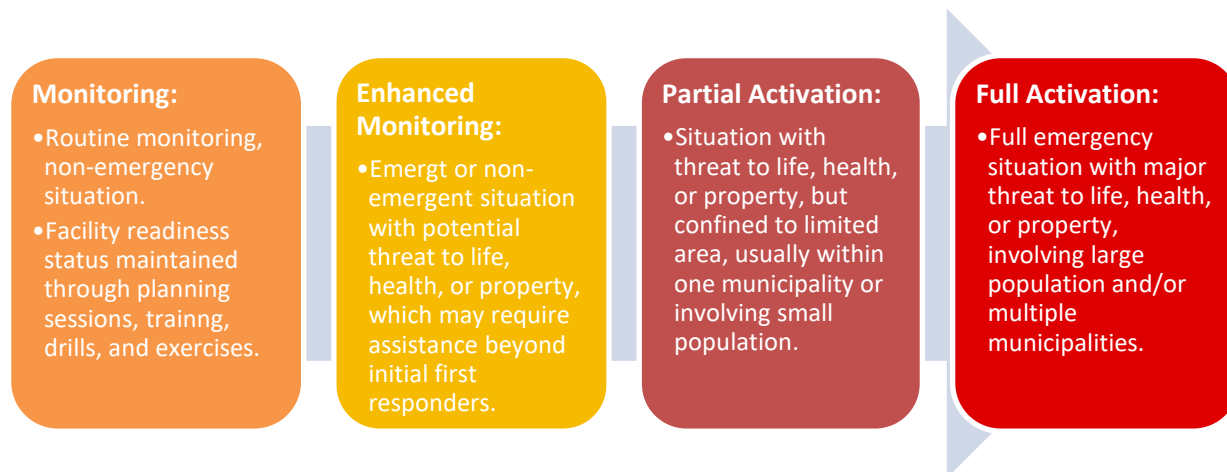
The responsibility for making the decision to activate the EOC rests with the Director of Fire and Emergency Management. The Director of Fire and Emergency Management is also authorized to make the decision to activate the EOC in response to an alert or notification of an emerging incident. At such time that the Director of Fire and Emergency Management is unable to activate the EOC due to absence or incapacitation, the following persons may activate the EOC:

- Qualified Fire and Emergency Management staff (at the direction of the Chairperson of the Board of Supervisors or Director of Fire and Emergency Management)

4.3 Wyoming County Response Levels

Each emergency is to be classified according to the scope and magnitude of the incident into County Response Levels, seen below in **Figure 3-7**. Incidents or events requiring a higher activation level are generally based on a receipt of formal notification or alert. Emergency response personnel shall be activated according to the following Wyoming County Response Levels:

Figure 3-7. Wyoming County Response Levels



County Emergency Response Levels

Emergency response personnel will be activated according to the response level classification:

- **Monitoring:** This is the normal day-to-day operational level for WCOES. This response level includes monitoring local, regional, national, and international events; evaluating threats; and analyzing their impact on Wyoming County. Appropriate local, county, and state personnel and support organizations are notified and informed through a variety of communication methods based on the urgency required of the incident or event.
- **Enhanced Monitoring:** WCOES transitions to this level for incidents or special events that have the potential for escalation. Notifications are made to appropriate local, county, and state personnel and support organizations that may be required to take action as part of their normal responsibilities.
- **Partial Activation:** For this level, the EOC will be **partially activated**. EOC operations may run from 8 – 24 hours a day as the incident requires. Key stakeholders will be notified and select County staff or other agency representatives will be requested as required to meet the operational needs of the incident. If there is no need for a major County response, formal use at the EOC of distinct ICS groups may be limited. In these situations, the EOC Director, under the authority of the Chairperson of the Board of Supervisors, will typically be responsible for all ICS functions and may utilize distinct ICS functional components as needed.
- **Full Activation:** For a **full activation of the County EOC**, WCOES will staff and manage the Wyoming County EOC in continuous 24-hour operational periods, using two 12 ½ hour shifts (6:00–6:30, a.m. and p.m.). Upon the initiation of continuous shifts by the EOC Director, each agency will update their shift rosters as needed to the Operations Officer. Key stakeholders will be notified, and County staff or agency representatives will be requested as required to meet the operational needs of the



incident. In addition, federal, state, and other partner agencies will be requested to staff the EOC as appropriate. The EOC Manager may also request a state incident management team (IMAT) assistance through NYS OEM.

5. Public Warning and Emergency Information

Delivering effective emergency communications is an essential part of emergency management. During an incident or a pre-planned event, communication with the community becomes especially critical. The extent to which people respond to a warning message is influenced by many factors, including individual characteristics and perceptions, whether the message comes from a credible source, how the message is delivered, and the message itself.

Emergency communications may include:

- Alerts and warnings
- Directives about:
 - Evacuation and traffic routing
 - Curfews
 - Closing large assembly areas
 - Establishment of new local laws and ordinances
 - Other self-protective actions
- Information about:
 - Response status
 - Family members
 - Available assistance
 - Other matters that impact response and recovery

Wyoming County will use multiple communication tools, including in-person briefings (e.g., press or media briefings), print and broadcast media, and Internet and social media. Regardless of the mode of delivery, all emergency communications should be clear, contain specific and adequate information, align with other information being disseminated, and be accessible to the whole community.

5.1 Interoperable Communications

WCOES and law enforcement have procedures that outline the proper channels and consistent messaging protocol for dispatch and responding units. The current interoperable radio system allows fire, emergency medical services (EMS), and law enforcement (Wyoming County Sheriffs, local Police, and New York State Police) to communicate with each other during an emergency response. County Town Highway Superintendents and County Highway Department also have capabilities to communicate with first responders. County OES maintains capabilities to communicate with multiple external agencies and other counties and can patch frequencies together as needed as the incident dictates. Each Wyoming County department should maintain the capacity to communicate with their response partners if channels cannot be added to existing radio capability.

5.2 Public Warning

To implement public protective actions, a timely, reliable, and effective method should be in place to warn and inform the public. Information and warnings to the public that a threatening condition is imminent or exists can be accomplished through the use of the resources described in the sections below.



5.2.1 NY Alert

Wyoming County residents can subscribe to [NY Alert](#) and receive critical information and emergency alerts, including instruction and recommendations in real time to their computer or mobile device. Wyoming County can utilize NY Alert to disseminate information to subscribers.

5.2.2 Integrated Public Alert and Warning System

Wyoming County utilizes the Integrated Public Alert and Warning System (IPAWS) to initiate emergency alerts through Wireless Emergency Alerts and Emergency Alert Systems .

5.2.3 Wireless Emergency Alerts

The federal Wireless Emergency Alerts⁴⁵ are short emergency messages from authorized federal, state, local, tribal and territorial public alerting authorities that can be broadcast from cell towers to any WEA-enabled mobile device in a locally targeted area. Wireless providers primarily use cell broadcast technology for WEA message delivery. WEA is a partnership among FEMA, the Federal Communications Commission (FCC) and wireless providers to enhance public safety.

WEAs can be sent to a mobile device when you may be in harm's way, without the need to download an app or subscribe to a service. WEAs are messages that warn the public of an impending natural or human-made disaster. The messages are short and can provide immediate, life-saving information.

5.2.4 Emergency Alert System

The federal Emergency Alert System⁴⁶ (EAS) is used by alerting authorities to send warnings via broadcast, cable, satellite, and wireline communications pathways. EAS participants, which consist of broadcast, cable, satellite, and wireless providers, are the stewards of this important public service in close partnership with alerting officials at all levels of government.

The EAS broadcasts a 2-minute warning message to the public on participating Wyoming County and surrounding area radio and television stations and cable systems. The EAS may be activated to alert the public of wide-scale emergencies such as floods, tornadoes, power outages, civil disorder, toxic leaks, or other events that pose a danger to life or property.

Requests to broadcast an emergency message must be authorized and controlled by the local Chief Elected Official.

5.2.5 Federal Emergency Management Agency National Warning System

The Federal Emergency Management Agency (FEMA) National Warning System⁴⁷ (NaWaS) is a 24-hour continuous private-line telephone system used to convey warnings to federal, state, local, tribal, and territorial government and public safety officials.

5.2.6 National Oceanic Atmospheric Administration National Weather Radio

The National Oceanic Atmospheric Administration (NOAA) National Weather Radio provides 24-hour continuous radio broadcasts of the latest weather information, including severe weather warnings directly from the NWS in Buffalo, at 587 Aero Dr., Buffalo, NY 14225. NWS may also broadcast non-weather-related emergency warnings on a case-by-case basis. Emergency broadcasts on the NWS can be initiated by select

⁴⁵ Federal Emergency Alert System (WEA): <https://www.fema.gov/emergency-managers/practitioners/integrated-public-alert-warning-system/public/wireless-emergency-alerts>

⁴⁶ Federal Emergency Alert System (EAS): <https://www.fema.gov/emergency-alert-system>

⁴⁷ Federal Emergency Management Agency National Warning System (NAWAS): <https://www.fema.gov/media-library/assets/documents/158113>



Wyoming County officials in strict coordination with the EOC.

5.2.7 Emergency Service Vehicles with Siren and Public Address Capabilities

Many police and fire vehicles in Wyoming County are equipped with siren and public address capabilities. These vehicles may be available during an emergency for route alerting for the public.

5.2.8 Door-to-Door Warning

Door-to-door public warning can be accomplished in some situations by the individual alerting of each residence and business in a particular area. This can be undertaken by any designated group (e.g., CERT volunteers, law enforcement, firefighters) visiting the affected area and relating the emergency information to the building occupants. To achieve maximum effectiveness, the individual delivering the warning message should be in official uniform or carry a government-issued identification card whenever possible.

5.2.9 Social Media

Social media communication is managed by individual Wyoming County departments with communications policies in place for the responsibility of social media management during an incident.

5.3 Communications with People with Disabilities and/or Access and Functional Needs

Public information and risk messaging may also be disseminated through coordinated efforts with county and local service providers working with populations with disabilities or access and functional needs.

Communications may take place either in person (through door-to-door notifications or in a congregate setting) or may include the use of teletypewriter (TTY) (where applicable), communication access real-time translation (CART⁴⁸), video relay services (VRS⁴⁹), telecommunications relay services (TRS⁵⁰) (where applicable), in-person or phone-based language interpretation access, in-person written or verbal communication, use of picture or pictogram-based communication boards, computer systems equipped with magnification and other accessible software, large-print materials, braille materials (where appropriate), and essential information provided in plain language on print materials and offered in multiple languages where appropriate.

Provision of behavioral health services in any areas where people may congregate is a critical component of supporting the public during an emergency and provides an essential role in supporting individuals with behavioral or mental health disability during disaster. Behavioral health service providers should be available to support instances that require congregate settings to support communication challenges, heightened emotional state, individuals who present with mental health disability, as well as provide support to staff during emergency operations.

5.4 Public Information Officer

The Public Information Officer (PIO) should coordinate with the on-scene Incident Command to accomplish the following:

- Establish and manage a Joint Information Center (JIC) from which personnel with public information responsibilities can respond to inquiries from the news media and coordinate all official announcements and media briefings.
- Authenticate all sources of information being received and verify accuracy.
- Provide essential information and instructions, including the appropriate protective actions to be

⁴⁸ CART or Real-Time Captioning: <https://dhcc.org/interpreting-services/cart/>

⁴⁹ Video Relay Services: <https://www.fcc.gov/consumers/guides/video-relay-services>

⁵⁰ Telecommunications Relay Service: <https://www.fcc.gov/consumers/guides/telecommunications-relay-service-trs>



taken by the public, to the broadcast media, and to press.

- Coordinate the release of all information with the key departments and agencies involved both at the EOC and on-scene.
- Check and control the spreading of rumors.
- Arrange and approve interviews with the news media and press given by emergency personnel involved in the response operations.
- Arrange any media tours of emergency sites.

Other departments or response partners may also have designated PIOs.

5.4.1 Joint Information System

Wyoming County may choose to establish an integrated Joint Information System (JIS) to organize, integrate, and coordinate information to ensure timely, accurate, accessible, and consistent messaging across multiple jurisdictions and disciplines with NGOs and the private sector.

Joint Information Center

As part of its JIS and based on the scope and impact of the incident, Wyoming County may establish a JIC. Establishing a JIC provides a central location where personnel with public information responsibilities perform critical emergency information functions, which may include external affairs, crisis communications, and public affairs functions. A JIC may be established at various levels of government, at the incident site, or as a component of multi-agency coordination (MAC) or EOC.

6. Information Collection, Assessment, and Evaluation

Information collection and sharing should typically be accomplished by issuing a Situation Report (SITREP). However, for a small incident or an initial SITREP covering a few hours of an emerging situation, WCOES will provide a brief narrative of what occurred, what was done in response to the situation, and what is planned for future assessment and action. SITREPs may be submitted multiple times during an operational period but should be submitted at least once per 24-hour period.

6.1 Essential Elements of Information

Priority information that should be collected from the onset of an emerging situation or incident should include the following (at minimum):

- Incident location(s)
- Type of incident or emergency (e.g., flooding, fire, etc.)
- Number of jurisdictions impacted
- Immediate hazards to life safety (e.g., the presence of hazardous materials, damage to bridges or roads, building damages, fires, dangerous individuals, live electricity, damages to water supply systems, wastewater conveyance systems, etc.)
- Victim and casualty information such as:
 - Numbers of those injured and/or killed
 - Numbers of those potentially displaced
 - Types of injuries
 - Other impacts relevant to emergency management:
 - Law enforcement – resources committed/needed
 - Fire – resources committed/needed

- EMS – resources committed/needed
- Public health impacts – immediate/intermediate
- Public works – resources committed/needed, impacts – immediate/intermediate

6.2 Assessment and Evaluation

Based on the information collected and assessed, the Command Staff should complete the following actions in coordination with the IC:

- Develop operational objectives by evaluating the safety, health, economic, environmental, social, humanitarian, legal, and political implications of a disaster or threat.
- Analyze the best available data and information on the emergency.
- Explore alternative actions and potential consequences.
- Select and direct specific response actions.

7. Declaring a State of Emergency

Only the local Chief Elected Official can declare a local SOE covering all or any part of their jurisdiction, pursuant to NYS Executive Law, Article 2-B Section 24. An SOE can be declared in response to or in anticipation of a threat to public safety. A local SOE must be issued *before* emergency orders are issued and should be formally rescinded when no longer needed.

7.1 Declaring and Rescinding Local State of Emergency and Emergency Orders

In response to an emergency or significant threat to public safety, the Chairperson of the Board of Supervisors or their designee may proclaim or rescind an SOE (refer to **Appendix 1 – Instructions for Declaring a State of Emergency and Issuing Emergency Orders within Wyoming County**) as necessary, pursuant to NYS Executive Law, Section 24. A written SOE declaration will include:

- Time and date
- Explanation/reason for declaration
- Area involved
- Expected duration

The following are some criteria related to proclaiming an SOE:

- Local chief elected officials in Wyoming County have the same authority to proclaim states of emergency and issue emergency orders within their jurisdictions.
- Whenever an SOE is declared in Wyoming County or emergency orders are issued, such action should be coordinated beforehand with the affected municipality.
- Emergency responders have implicit authority and powers to take reasonable immediate actions to protect lives and property absent an emergency declaration or emergency orders.
- Local emergency orders must be published in a newspaper of general circulation and provided to radio and television media for broadcast as soon as possible.
- Copies of the written SOE will be submitted to the NYS Secretary of State and NYS OEM.

The proclamation of an SOE authorizes the Chairperson of the Board of Supervisors to use the full executive and legislative powers of Wyoming County government to deal with the emergency situation. This power is realized **only** through the promulgation of **local emergency orders**. For example, emergency orders can be issued for actions such as:

- Establishing curfews

- Designation and opening of emergency shelter locations
- Designation of specific zones within which the occupancy and use of buildings and the ingress and egress of vehicles and person may be prohibited or regulated
- Prohibition and control of pedestrian and vehicular traffic
- Prohibition and control of the presence of persons on public streets and places
- Regulation and closing of places of amusement and assembly
- Suspension of local laws, ordinances, or regulations that may prevent, hinder, or delay necessary action in responding to and recovering from the emergency
- Suspension, or limitation of the sale, use, or transportation of alcoholic beverages, firearms, explosives, and flammable materials
- Quarantine and communicable disease declaration

A local SOE may be formally rescinded when the declaration is no longer needed or simply allowed to expire at the end of 30 days. Any formal rescission should be written, including the time and date of the original declaration, the reason for the local state of emergency, and the time and date the SOE is rescinded. A local emergency order expires automatically after 5 days. It can be rescinded before that by its own terms or by the Chairperson of the Board of Supervisors issuing a local Chief Executive Order. It is also automatically rescinded when the SOE is rescinded. Local emergency orders may also be terminated at any time by the local legislative body via concurrent resolution. The written rescission should be kept on file in the County Clerk's Office.

7.2 Additional Protective Measures

All incidents and emergencies vary. At the time of the incident, Wyoming County officials will assess and determine if additional protective measures are warranted. Examples include:

- Emergency evacuation of specific areas impacted by the incident
- Shelter-in-place orders
- Boil water advisories
- Public health warnings

A primer⁵¹ for local officials by NYS DHSES is located at the following URL: <http://www.dhSES.ny.gov/laws-policies/documents/2013-2-B-Primer-QA.pdf>

8. Resource Management

Wyoming County's resource and logistical response should be prioritized and accomplished under direction of the Director of Fire and Emergency Management, EOC Manager, or qualified designee. Information from the IC, ICPs, AC, and other response entities would be used to prioritize multiple requests.

Resource requests should be met whenever possible, depending on the incident type and the responding entities available or other anticipated resource requirements. All resource requests will be managed within the Wyoming County EOC structure, when possible. Where applicable, state and federal resource requests will be submitted via the Regional NYS DHSES representative using the New York Response System (New York State's EOC resource request and management system).

8.1 Resource Management

The Planning Section is responsible for the identification and allocation of additional resources needed to

⁵¹ NYS DHSES Primer: <http://www.dhSES.ny.gov/laws-policies/documents/2013-2-B-Primer-QA.pdf>

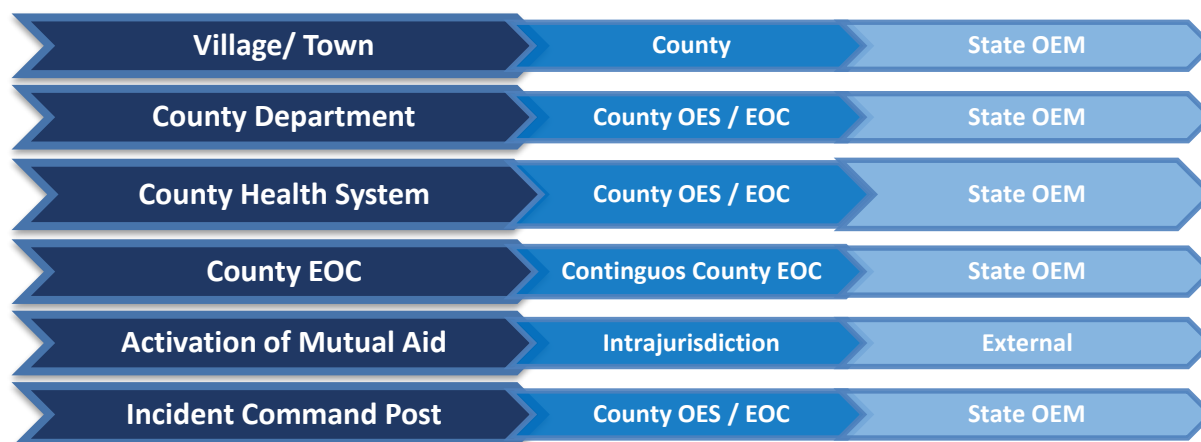
respond to the emergency situation. Specific resource management directives are listed below:

- **Municipal Resources:** Municipality-owned resources located where the emergency exists should be used first in responding to the emergency.
- **County Resources:** All Wyoming County-owned resources are under the control of the Wyoming County Board of Supervisors or OES during an emergency and can be utilized, as necessary.
- **Outside Resources:** Resources owned by other municipalities within and outside of Wyoming County can be utilized upon agreement between the requesting and offering government.
- **Private Resources:** Privately owned resources cannot be commandeered or confiscated by government during an emergency. However, purchases and leases of privately-owned resources can be expedited during a declared emergency. In addition, it is not uncommon for the private sector to donate certain resources in an emergency.
- **State Resources:** If local resources are inadequate to respond to and recover from an emergency situation, Wyoming County may request assistance from New York State. State assistance furnished to local governments is intended to supplement, not substitute, local resources, including mutual aid resources, equipment purchases or leases, or resources covered by emergency service contracts.

8.2 Resource Requests

Resource requests may occur via multiple pathways. **Figure 3-8** provides a general representation of these pathways. Some County departments may request assistance directly from a state-level counterpart (e.g., Wyoming County Health Department to New York State Health Department) when allowed by law or pre-established agreements.

Exhibit 3-8. Pathways for Resource Requests



8.2.1 County Resources – Internal Requests

Wyoming County departments maintain inventories of emergency resources to be used during an emergency response and initial recovery activities. The types and quantities of emergency resources available – both personnel and material – may vary depending on the extent (e.g., season, location, and nature of incident).

All Wyoming County resources should generally be made available for use in the preparedness, response, and initial recovery phases of an incident **within the County**. County resources may also be made available to support large planned (“special”) events with proper authorization. Authorization for use of County

resources during an emerging incident or declared disaster may be obtained from the County Department Head who has the requested resource(s), the Chairperson of the Board of Supervisors, or a formally appointed designee.

At no time should any resources be authorized for use without the concurrence of the Department Head who manages the resource. This will:

- Ensure the department has the resources it needs to continue its regularly scheduled work.
- Prevent a resource loss that would prevent the department from meeting its critical operational needs during an emergency.

Exceptions would occur **only** when the County department is instructed to cease normal operations in order to support Wyoming County's emergency response.

Equipment that requires operators (e.g., driver) should be requested as a whole unit – resource and operator as one. For example, if snow removal equipment is requested, it is understood that the equipment comes with an operator who is fully qualified and capable of safely performing the mission support being requested.

8.2.2 County Resources – External Requests

Any request for emergency resources and assistance from outside of Wyoming County during a local or state declared disaster emergency normally would be communicated to the Director of Fire and Emergency Management or designee for approval and coordination. The same is true if a municipality requests resources from another municipality that is not contiguous with the requesting municipality. Any use of resources (e.g., personnel, equipment, or other material) by another municipality may include a charge for the use. This should be arranged upfront via a formal Memorandum of Agreement (MOA).

8.2.3 Procurement Policy for Emergencies

Purchasing activities or procuring resources in another manner for use during an emergency, regardless of whether a disaster has been formally declared, should follow applicable NYS and Wyoming County policies and procedures whenever possible. However, in the interest of preserving life safety, formal day-to-day purchasing policies and procedures may be waived by Executive Order to get the materials and personnel in place in the shortest amount of time. In such case, a formal disaster declaration, whether done locally, by the Governor, or both, should be in place. Once a formal emergency disaster declaration has occurred, the Chief Elected Official (CEO) can either enact or rescind local laws to facilitate a safe, effective, and efficient response to the emergency and to move into the initial recovery phase.

Purchasing policies and regulations **do allow** for emergency purchases without getting bids that exceed a current budget's available money. Some vendors are listed on NYS or federal purchasing contracts, which automatically allow direct purchases.

The County Purchasing Agent will be notified as soon as it becomes apparent that emergency resource procurement is necessary. The Chairperson of the Board of Supervisors has the power to make certain purchasing decisions that are outside the day-to-day purchasing regulations when necessary to support the emergency response as outlined in the Wyoming County Purchasing Policy⁴¹.

8.2.4 State Assistance

When an incident is beyond Wyoming County's response capacity, Wyoming County may request state assistance through the State Watch Command. Requests for state assistance should be made to the NYS DHSES Region V Office by the Director of Fire and Emergency Management or designee. Based on incident specifics and the request for assistance, NYS DHSES will make a determination on the level of state involvement needed. Depending on the nature of the request, some requests for assistance may be

orchestrated through pre-existing interagency protocols or statutory obligations.

The State Logistics Section has the authority to authorize all state resources to respond to a request for assistance, with the exception of the National Guard. Use of National Guard resources requires approval from the Governor.

The Governor of New York may declare a disaster emergency by Executive Order by their own initiative, or upon request from one or more local Chief Executives when a disaster has occurred or may be imminent for which local governments are unable to respond to adequately.

In accordance with NYS Executive Law Article 2-B, the Governor may direct any and all state agencies to provide assistance, which may include the following:

- Utilize, lend, or give equipment, supplies, facilities, and services of state personnel.
- Distribute medicine, medical supplies, food, and other consumables.
- Perform temporary emergency work for the protection of public health and safety, clearing debris, emergency repairs, or temporary replacement of public buildings.
- Other use of facilities, equipment, and supplies necessary to assist in coping with the incident at hand.

If an incident has exceeded or is likely to exceed the State of New York's ability to respond, the Governor may request assistance from other states pursuant to a number of interstate compacts or from the federal government through the FEMA.

8.2.5 Federal Assistance

To receive federal assistance from FEMA, the Governor of New York, with assistance from NYS DHSES, will prepare and forward a request for a Presidential Disaster Declaration to FEMA Region II, who will, in turn, present it to the President. The federal government may declare an incident an emergency or a major disaster.

FEMA has the primary authority for coordinating federal disaster assistance. No direct federal disaster assistance is authorized prior to a Presidential emergency or disaster declaration. FEMA has limited authority to stage initial response resources near the disaster site and activate command and control structures prior to a declaration, and the Department of Defense (DOD) has the authority to commit their resources to save lives prior to an emergency or disaster declaration.

For major emergencies and disasters for which a Presidential declaration has been issued, federal agencies may be mobilized to provide assistance to state and local governments. The National Response Framework (NRF) describes the policies, planning assumptions, concept of operations, and responsibilities of designated federal agencies for various response and recovery functions.

8.3 Donations and Volunteer Management

The **Wyoming County Donations and Volunteer Management Plan**⁵² outlines the planning and response process for large scale events which result in the need to establish a donations task force or volunteer staffing pool. The WCOES and/or Incident Command should consider the best approach before taking action or accepting donations (materials and funds) as well as requesting or allowing volunteer participation in a response. Volunteer management can be coordinated with the Wyoming County Health Department and New York State Department of Health through ServNY.

⁵² Wyoming County Donations and Volunteer Management Plan, July 2021, as amended

9. Restoring Public Services

The Operations and Planning Sections, in coordination with the state, county, and local public works departments, are responsible for ascertaining the emergency's effect on the infrastructure and the subsequent impact on public services, including transportation, electric power, fuel distribution, public water, telephone, and sewage treatment and ensuring that restoration of services is accomplished without undue delay.

The following ESFs may be established within the Operations Section to perform the tasks above.

- ESF 3: Public Works and Engineering
- ESF 12: Energy
- ESF 13: Public Safety and Security

The Operations Section may assign a representative to other utility operations centers as appropriate with the consent of the utility.

During response operations relating to debris clearance and disposal, Wyoming County should act in cognizance of and in cooperation with the State Highway Emergency Task Force⁵³ emergency policy and procedures.

9.1 Public Services and County Essential Services

Wyoming County's primary electricity providers are NYSEG and National Grid with some municipal local providers. In the event of a major power outage, electrical providers should assign representatives to the EOC at the county request to facilitate communications and information flow between the utility and Wyoming County. **Exhibit 3-9** below lists essential county services that may assign representatives to the EOC.

WCOES works closely to ensure power-dependent individuals are able to access generators or other medically necessary support.

Exhibit 3-9. County Essential Services

Electricity	•NYSEG, National Grid, municipal providers
Water	•Village Public Works, Health Department, Water Resource Agency
Highways/ Roads	•Wyoming County Highway Department •NYS DOT
Natural Gas	•NYSEG, National Fuel
Cable/Internet Providers	•Spectrum Cable, Verizon, Frontier

9.2 Private and Commercial Services Used by the Public

Other utility operations may also assign a representative to the EOC as appropriate at the request of the county.

⁵³ Disaster Preparedness Commission Highway Emergency Task Force (1999):
<https://www.dot.ny.gov/main/publications/publications-repository/disastprep.pdf>

10. Human Services and Mass Care Needs

10.1 Mass Care, Emergency Assistance, Housing, and Human Services (ESF 6)

The Planning and Operations functions are responsible for ascertaining what human needs have been particularly affected by an emergency and responding to those unmet needs with the available resources of Wyoming County and local government, with the assistance of volunteer agencies and the private sector.

ESF 6: Mass Care, Emergency Assistance, Housing and Human Services may be established within the Operations Section to perform the tasks listed above. This group should include representatives from Wyoming County Social Services, Office for the Aging, Wyoming County Health Department, Wyoming County Mental Health and Addiction Services, County Veteran's Services, and VOADS.

10.2 Public Health and Medical Services (ESF 8)

A high impact disaster can cause injury and death to large numbers of people. In addition, damage to and destruction of homes, special facilities, and vital utilities may place the public at substantial risk of food and water contamination, communicable disasters, and exposure to extreme temperatures.

ESF 8: Public Health and Medical Services may be established within the Operations Section to ensure that health and medical considerations are being addressed. This group will be led by the Wyoming County Health Department and include representatives from the Wyoming County Community Health System, OES, Office for the Aging, Wyoming County Mental Health, and nursing home and long-term care facilities.

Section IV

Recovery



1. Recovery Overview

Section IV of this CEMP outlines OES all-hazards and whole community recovery strategy. These actions include damage assessments, debris management, volunteer management, donations management, and financial disaster assistance. This portion of the CEMP describes the structure and coordination activities required to recover from the effects of a major disaster or emergency. The fundamental assumption is that recovery is a cooperative effort among federal, state, local and volunteer agencies, and the private sector in partnership.

Recovery activities refer to actions that enable Wyoming County to assist residents in the process of rebuilding their homes; replacing lost or damaged property; resuming employment; restoring the business community; permanently repairing, rebuilding, or relocating public infrastructure; and mitigating future disaster losses. When life safety and other emergency response actions are well underway or nearly complete, Wyoming County, in conjunction with state and federal partners, can begin the implementation of recovery programs to support families, businesses, and governments. Recovery activities outlined in this plan are the same for declared and non-declared emergencies. Without federal assistance, disaster assistance may be limited to mutual aid agreements, volunteers/donations, and insurance coverage.

1.1 Purpose

This section provides basic recovery guidance to all Wyoming County agencies that respond to a major disaster or emergency under the provisions of this plan. The intent is to ensure that recovery activities are provided expeditiously and in accordance with established law as well as federal and state policies, regulations, and standards.

1.2 Scope

Recovery and restoration actions following any emergency or disaster will be determined by the specific event. Various federal, state, and local jurisdictions and private partners may be involved, depending on the hazard and scope of the situation.

2. Authorized Agent

The Wyoming County Chairperson of the Board of Supervisors or designee will be Wyoming County's authorized agent for preparing and submitting emergency assistance requests and applications to the state and federal government.

As the authorized agent, the Chairperson of the Board of Supervisors, or designee is responsible for the following:

- Appoint a Damage Assessment Coordinator (DAC) to develop and manage damage assessment activities.
- Request, schedule, and conduct preliminary damage assessments in conjunction with state and federal assessment teams and local municipal leaders.
- Schedule and host briefings with federal and state agencies for local municipalities and nongovernmental organizations (NGO) and nonprofit organizations.
- Attend Public Assistance (PA) briefings conducted by federal and state emergency officials.
- Obtain and/or develop maps showing damage locations with supporting photographs and video recordings.
- Coordinate and/or prepare and submit applications for PA.
- Coordinate with state representatives to obtain application submissions for sub-municipalities and



NGOs and nonprofits as needed.

- Assist with identifying local representatives to work with state and federal representatives.
- Identify appropriate facilities to serve as disaster recovery centers (both fixed and mobile).

3. Documentation

From the outset of emergency response operations, Wyoming County departments and response personnel must keep detailed expenditure records for:

- Labor
- Use of County-owned equipment
- Use of borrowed or rented equipment
- Use of materials from existing stock
- Contracted services for emergency response
- Emergency purchases of materials and supplies
- Other related expenses

Records of expenditures will be required by state and federal auditors as supporting documentation for state and/or federal reimbursement⁵⁴. Use of the ICS-214 form is highly recommended.

4. Federal Declarations and Assistance

4.1 Federal Declarations

The Stafford Act provides for two types of disaster declarations: emergency declarations and major disaster declarations. Both declaration types authorize the President of the United States to provide supplemental federal assistance. Declarations are based on a number of factors, including the size and scope of the event, the type of emergency (localized vs. regional or statewide), the estimated cost of damages based on preliminary damage assessments, and level of insurance coverage for the reported damages. Lastly, for a PA declaration, state and county damages are measured against an annual per capita impact number.⁵⁵

4.1.1 Federal Declaration Types

The President can declare an emergency for any occasion or instance when the President determines federal assistance is needed. The Governor of the affected state must submit a request to the President through the appropriate Regional Administrator within 30 days of the occurrence of the incident.⁵⁶ The request must be based on (1) a finding that the situation is beyond the capability of the state and affected local governments, and (2) that supplemental federal emergency assistance is necessary to save lives and protect property, public health and safety, or to lessen or avert the threat of a disaster. Emergency and major disaster declaration types are defined below.

Emergency Declarations:

- **Public Assistance (PA)** – Only Categories A (debris removal) and B (emergency protective measures) may be authorized under an emergency declaration. Categories C–G (permanent work) are not available under an emergency declaration. Emergency declarations often include only Category B and will typically be limited to direct federal assistance (DFA), absent damage assessments showing significant need for financial assistance. This assistance is generally provided on a 75% federal, 25%

⁵⁴ FEMA Grant File Documentation and Recordkeeping, 2 CFR § 200.334 Retention requirements for records

⁵⁵ Public Assistance - Per Capita Impact: <https://www.fema.gov/public-assistance-indicator-and-project-thresholds>

⁵⁶ "The Stafford Act (§401) requires that: "All requests for a declaration by the President that a major disaster exists shall be made by the Governor of the affected State...." - <https://www.fema.gov/declaration-process>

non-federal cost-sharing basis.

- **Individual Assistance (IA)** – The Individuals and Households Program (IHP) is the only form of IA that may be authorized under an emergency declaration. Authorization of IHP under an emergency is rare. Housing Assistance under IHP is provided at a 100% federal share, while Other Needs Assistance under IHP requires a 25% non-federal cost share.

Major Disaster Declarations:

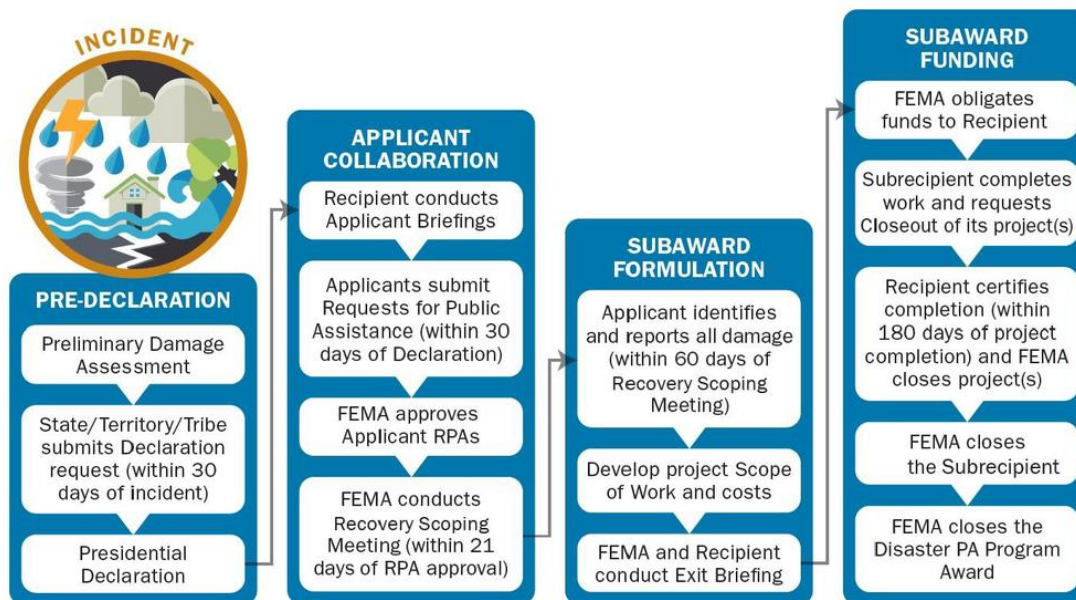
- The President can declare a major disaster for any incident that has caused damage of such severity that it is beyond the combined capabilities of state and local governments to respond. A major disaster declaration provides a wide range of federal assistance programs for individuals and public infrastructure, including funds for both emergency and permanent work.

4.2 Federal Disaster Assistance

4.2.1 FEMA Public Assistance (PA) Program

The Federal Emergency Management Agency's (FEMA) PA Program provides supplemental grants to state, tribal, territorial, and local (STTL) governments, and certain types of private non-profits so that communities can quickly respond to and recover from major disasters or emergencies. FEMA also encourages protection of these damaged facilities from future events by providing assistance for hazard mitigation measures during the recovery process. More detailed information can also be located in the FEMA PA Program and Policy Guide.⁵⁷ The FEMA PA Program award process is illustrated in Exhibit 4-1. The PA Grant Program begins when an area has received a Presidential declaration of an emergency or major disaster. Applicants will coordinate with the grant recipient and FEMA to complete their award package during the pre-award phase of the grant lifecycle.

Exhibit 4-1. FEMA PA Program Award Process



4.2.2 FEMA Individual Assistance (IA) Program

Through the IA programs⁵⁸, FEMA provides direct assistance to individuals and households as well as SLTT

⁵⁷ FEMA Public Assistance Program and Policy Guide: <https://www.fema.gov/media-library/assets/documents/111781>

⁵⁸ FEMA Individual Assistance Program and Policy Guide: <https://www.fema.gov/media-library-data/1551713430046-1abf12182d2d5e622d16accb37c4d163/IAPPG.pdf>



governments to support individual survivors. IA programs include the following.

Individuals and Households Program (IHP):

IHP Assistance provides financial assistance and direct services to eligible individuals and households who have uninsured or underinsured necessary expenses and serious needs. IHP Assistance is not a substitute for insurance and cannot compensate for all losses caused by a disaster; it is intended to meet basic needs and supplement disaster recovery efforts. IHP Assistance is composed of two provisions: Housing Assistance and Other Needs Assistance (ONA). Housing Assistance may be provided in the form of financial assistance (funds provided to an applicant) or direct assistance (housing provided to the applicant by FEMA). Examples of financial assistance include assistance related to housing needs:

- **Temporary Housing Assistance:** Financial assistance may be available to homeowners or renters to cover rental cost of temporary housing for a limited period of time. If no rental properties are available, a government housing unit may be provided in some areas, but only as a last resort.
- **Lodging Expenses Reimbursement:** Reimbursement of hotel expenses for homeowners or renters may be available for short periods of time caused by inaccessibility or utility outage if not covered by insurance or any other program.
- **Home Repair:** Financial assistance may be available to homeowners to repair disaster-caused damage to their primary residence that is not covered by insurance. The goal is to make the damaged home safe, sanitary, and fit to occupy.
- **Home Replacement:** Financial assistance may be available to homeowners to replace their home destroyed in the disaster when the damage is not covered by insurance. The goal is to help the homeowner with the cost of replacing their destroyed home.
- **Permanent or Semi-Permanent Housing Construction:** Direct or financial assistance may be available for the construction or repair of a home. This type of help occurs only in insular areas or other locations specified by FEMA where no other type of housing assistance is possible.

Additional Assistance

Additional types of assistance may be provided by FEMA in an IA-declared incident, including:

- **The Small Business Administration (SBA)** offers several types of low interest disaster loans, including:
 - **Home and Personal Property Loans:** Homeowners may apply for up to \$200,000 to replace or repair their primary residence.
 - **Business Physical Disaster Loans:** The SBA makes physical disaster loans of up to \$2 million to qualified businesses or most private nonprofit organizations.
 - **Economic Injury Disaster Loans (EIDL):** The SBA can provide up to \$2 million to help meet financial obligations and operating expenses that could have been met had the disaster not occurred.
 - **Military Reservist Economic Injury Disaster Loan (MREIDL):** The SBA provides funds to help an eligible small business meet its ordinary and necessary operating expenses that it could have met but is unable to because an essential employee was called-up to active duty in his or her role as a military reservist.
- **Crisis Counseling Assistance and Training Program's (CCP)** mission is to assist individuals and communities in recovering from the psychological effects of natural and human-caused disasters through the provision of community-based outreach and educational services. The CCP supports short-term interventions that promote counseling goals to assist disaster survivors in understanding their current situation and reactions, mitigating stress, reviewing their disaster recovery options, promoting the use or development of coping strategies, providing emotional



support, and encouraging links with other individuals and agencies who may help survivors in their recovery process (recover to their pre-disaster level of functioning). Supplemental funding for crisis counseling is available to the mental health authorities of states, local municipalities, tribes, and territories as well as designated tribal authorities through two grant mechanisms:

- **Immediate Services Program (ISP)** provides funds for up to 60 days of services immediately following the approval of IA for a disaster.
- **Regular Services Program (RSP)** provides funds for up to 9 months from the date of the notice of award.
- **Disaster Case Management Program (DCMP)** is a federally funded grant program authorized by Section 426 of the Stafford Act, as amended, (42 U.S.C. § 5189d) and administered by FEMA. In the event of a Presidentially declared disaster that includes IA, the Governor of the impacted state may request the implementation of the DCMP. DCMP is a time-limited process that involves a partnership between a case manager and a disaster survivor to develop and carry out a Disaster Recovery Plan. This partnership provides the survivor with a single point of contact to facilitate access to a broad range of resources.
- **Disaster Unemployment Assistance (DUA)** is available to STTL governments to provide unemployment benefits and reemployment services to individuals who have become unemployed as a result of a Presidential disaster declaration approved for IA and who are not eligible for regular State Unemployment Insurance.
- **Disaster Legal Services (DLS)** may be provided through an agreement between FEMA and the Young Lawyers Division of the American Bar Association. DLS provides confidential legal assistance to low-income individuals who, prior to or because of the disaster, are unable to secure legal services adequate to meet their disaster-related needs. DLS is only provided for survivors of Presidentially declared major disasters that include IA.

5. Damage Assessment

At the time of the local state of emergency declaration, the Chairperson of the Board of Supervisors, or designee, may:

- Appoint a DAC to develop and manage damage assessment activities.
- Request rapid deployment of state-level damage assistance teams through NYSDHSES.
- Assist local emergency officials in analyzing and assessing the impact of the event.
- Provide technical assistance to Wyoming County and local officials as necessary.

The Chairperson of the Board of Supervisors or designee, or DAC, if appointed, is responsible for the three phases of damage assessment activities outlined in the sections below.

5.1 Damage Assessment Preparedness Activities

Pre-event activities ensure that damage assessments can occur in a timely manner and help prioritize response objectives. Pre-event activities include:

- Identifying and maintaining lists of Wyoming County departments, personnel, and resources to assist and support damage assessment activities.
- Identifying and maintaining lists of non-government groups (such as nonprofit organizations, trade organizations, and area professionals) that could provide assistance.
- Forging memorandums of understanding (MOU) or memorandums of agreement (MOA) between local government and private organizations for technical support.
- Arranging for annual training of selected personnel in damage assessment survey techniques.



5.2 Preliminary Damage Assessment Activities

Preliminary damage assessments (PDA) should be focused on capturing damage information discussed in this document. State or tribal emergency management agencies should work with local emergency managers to ensure that the IA assessment criteria or the information and documentation used during PA assessments is understood. NYS may offer further support to local or county assessment efforts through the deployment of programmatic and/or technical subject matter experts that can answer questions and improve coordination.

Once local or Wyoming County assessment teams have completed their assessments, the information collected should be provided to the State. This information can then be aggregated with similar information provided from other affected jurisdictions, state agencies, utility cooperatives, and NGOs.

PDA activities include:

- Preparing and maintaining documents, maps, photographs, and video recording of damage.
- Reviewing procedures and forms for reporting damage to higher levels of government.
- Determining, with the assistance of NYS DHSES, the types of available damage assessment assistance and procedures for obtaining them (PA vs. IA declarations or both).
- Informing the NYS DHSES Director if state and/or federal support is required to assist local jurisdictions in the damage assessment process.
- Recording the use of non-government personnel to perform damage assessment functions.
- Selecting personnel to participate in damage assessment survey teams.

5.3 Ongoing Damage Assessment Activities

Through coordination with other Wyoming County department leadership, post-event damage assessment activities may include actions performed by the roles and departments discussed below.

5.3.1 Damage Assessment Coordinator

As part of the damage assessment program, Wyoming County may designate a DAC. The DAC will be responsible for assessing Wyoming County's damage due to the emergency. The DAC will also work to coordinate and assist local jurisdictions in their own damage assessment programs. Depending on the nature, size, and extent of the event, the DAC may request assistance from other departments or agencies.

5.3.2 Damage Assessment Teams

Damage assessment teams (DAT) should be organized and deployed to emergency locations to collect and report information regarding the type, extent, and impact of damage using a standard assessment and reporting format. DAT may consist mainly of local government employees (such as public works engineers, building inspectors, assessors) and members of nonprofit organizations. When necessary, non-government personnel from engineering, construction, insurance, property evaluation, and related fields may supplement the teams.

Each damage assessment team should have a designated team leader who will report to the DAC or Director of Fire and Emergency Management. County personnel who are assigned damage assessment responsibilities would remain under the control of their own departments but will function under the technical supervision of the designated team leader, reporting to the DAC. All assessment activities should be coordinated through the Emergency Operations Center (EOC).

5.3.3 Initial Damage Assessment

After a preliminary damage assessment but before the compilation of a formal damage assessment report, the DAC should prepare an initial damage assessment for use in the EOC and will submit to NYS DHSES.



The initial damage assessment should include:

- A preliminary damage assessment report based on a local “windshield” survey and assessment of damage
- A description of and an estimate of the approximate duration of the specific types of aid required from other levels of government
- An evaluation of the economic impact of the emergency on the local community and its population

5.3.4 Damage Assessment Report

The DAC leads the coordination of state and federal evaluation teams and compilation of data for the final damage assessment report. The damage assessment report is required for establishing eligibility for any state and/or federal assistance.

The damage assessment report should contain information on destroyed property, property sustaining major damage, and property sustaining minor damage for the following categories:

- Damage to private property in estimated dollar loss (extent not covered by insurance)
- Homes
- Businesses
- Private Industry
- Utilities
- Hospitals, educational institutions, private schools, and nonprofit organizations
- Damage to public property (estimated dollar loss to the extent not covered by insurance)
- Damage to agriculture (estimated dollar loss to the extent not covered by insurance)
- Cost in dollar value calculated to support mass care, housing, and individual family grants
- Community services provided beyond normal needs
- Debris clearance and protective measures taken (e.g., pumping, sandbagging, construction of warning signs and barricades, emergency levees, etc.)
- Financing overtime and labor required for emergency operations

5.3.5 Local Jurisdictional Damage Assessments

Each local jurisdiction is responsible for managing local damage assessment activities. Wyoming County is responsible for assessing damage to all County-owned infrastructure and property and can assist local jurisdictions in their own damage assessment programs as needed or requested.

6. Planning for Recovery

Recovery includes community development and redevelopment activities. Community development is based on a comprehensive development plan prepared under the direction of local planning departments and boards. Comprehensive community development plans are officially adopted by local government as the official policy for community development. In addition, land use planning and corresponding tools (e.g., zoning ordinances, subdivision regulations, building codes, and design guidelines) can be effective in mitigating damages and facilitating recovery.

6.1 Disaster Recovery Center

A Disaster Recovery Center (DRC)⁵⁹ is a fixed or mobile temporary facility that provides a central location near disaster impacted areas where federal, state, tribal, and non-government organizations have recovery

⁵⁹ FEMA Disaster Recovery Centers: <https://www.fema.gov/disaster-recovery-centers>



information, assistance, and services to disaster survivors. A DRC is intended to provide disaster survivors a place to register for FEMA assistance as well as obtain information and assistance on disaster relief resources available from federal, state, tribal, and NGOs. DRCs are typically staffed by both FEMA and state agency representatives, as well as local services (e.g., Social Services, local health department) along with voluntary agencies and other service providers.

6.2 Redevelopment Plan

A redevelopment plan should be considered as part of the initial recovery planning process. The redevelopment plan should include (but need not be limited to) recommendations for:

- Replacement, reconstruction, removal, or relocation of damaged or destroyed public facilities and infrastructure
- Prioritized emergency repairs to community facilities, buildings, and infrastructure
- Economic recovery and community development

The redevelopment plan should account for and incorporate relevant existing plans and policies, to the extent practical. Prevention and mitigation measures should be incorporated into all recovery planning whenever possible. Examples of prevention and mitigation measures include:

- Engineering solutions to reduce vulnerability to certain emergency types
- Land use management strategies
- Local ordinances that mitigate existing natural and human-caused hazards

Responsibilities for recovery assigned to local governments under State Executive Law, Article 2-B, depend on whether a gubernatorial emergency declaration was issued for a specific emergency. If the Governor declares a state of emergency, under Section 28-A, Wyoming County is responsible for developing local recovery and redevelopment plans. The adopted plan may be amended at any time in the same manner as originally prepared.

6.3 Reconstruction

Reconstruction consists of two phases:

- **Phase 1** includes short-term reconstruction to return vital life support systems to minimum operating standards.
- **Phase 2** incorporates long-term reconstruction and redevelopment, which may continue for years after an emergency. Phase 2 also includes risk-reduction projects to minimize repetitive loss.

7. Public Information Regarding Recovery Assistance

The Chairperson of the Board of Supervisors and appropriate Wyoming County leadership should work in coordination with federal and state agencies to develop and implement a public awareness campaign for recovery activities. The public awareness campaign should disseminate information such as:

- Available public and private sector assistance
- Eligibility requirements
- Documentation requirements
- Locations of DRCs
- Availability of support services to facilitate applications