

# SPARTANBURG COUNTY



## Basic Plan

---

### TABLE OF CONTENTS

Purpose	Page 2
Mission	Page 2
Situation and Assumptions	Page 4
Planning Basis	Page 5
Organization and Assignment of Responsibilities	Page 5
Concept of Operations	Page 6
Coordinating Instructions	Page 11
Training and Exercises	Page 13
Warning	Page 17
Evacuation	Page 17
Public Information	Page 17
Administrative and Logistics	Page 18
Continuity of Government	Page 19
Direction and Control	Page 20
Signature Page	Page 21
<u>Attachments</u>	
Supporting Plans and Sources	Page 23
Alert/Resource List	Page 24
Potential Disaster Scenarios	Page 25
EOP Planning Process	Page 28

**Spartanburg County, South Carolina**  
**Emergency Operations Plan (EOP)**  
**Basic Plan**

**Purpose**

To establish policies and procedures which will assure the maximum and most effective utilization of all resources in the county, minimize the loss of life and/or injury to the population, and protect and conserve the resources and facilities in Spartanburg County during emergencies resulting from natural disasters or man-induced technological hazards.

It is the policy of the County of Spartanburg to be prepared for any emergency or disaster. Emergency response personnel, equipment, and facilities will be maintained in a state of readiness to save lives, prevent or minimize damage to property, and provide assistance to all people who are threatened by an emergency or who become victims of any disaster. Emergency operations will be coordinated to the maximum extent.

**Scope**

- This plan establishes the policies and procedures by which the County will coordinate response to disasters impacting Spartanburg County and its citizens.
- This plan supports the National Incident Management System (NIMS) which is a nationwide template building enabling federal, state, local, and tribal government and private-sector and non-governmental organizations to work together effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents regardless of cause, size or complexity.
- It describes how the County will mobilize resources and conduct activities to guide and support local government efforts through preparedness, response, recovery, and mitigation planning.
- It utilizes the Emergency Support Function (ESF) concept to marshal and apply resources and describes the responsibilities of county and state agencies in executing effective response and recovery operations. All ESF personnel are or will be trained on the principles of NIMS and integrate those principles into all ESF planning and response operations. In addition, all primary action officers for each ESF have or will complete FEMA's NIMS Awareness Course, or an equivalent course.

**Mission**

County government has a five-fold mission:

1. To warn of impending danger;
2. When required, support local response agencies with timely, effective deployment of resources;
3. Through the public information process, keep affected residents informed about the situation and how they can protect themselves;
4. Coordinate and direct restoration and recovery operations when local government resources are exhausted; and
5. Assess local needs and coordinate support from the State of South Carolina and the federal government as necessary and appropriate.

Spartanburg County will provide for: the protection, in the county in order to; minimize damage, injury, and loss of life resulting from any type disaster; provide for the continuity of government; and provide for damage assessment and survey of damage, private and public, resulting from such emergency.

## **I. The Four Phases of Emergency Management**

- A. Mitigation activities are those that either prevent the occurrence of an emergency or reduce the community's vulnerability in ways that minimize the adverse impact of a disaster or emergency.
- B. Preparedness activities, programs and systems are those that exist prior to an emergency and are used to support and enhance response to an emergency or disaster. Planning, training and exercising are among the activities conducted under this phase.
- C. Response involves activities and programs designed to address the immediate and short-term effects of the onset of an emergency or disaster, it helps to reduce additional casualties and damage and to speed recovery. Response activities include warning, direction and control, evacuation, and other similar operations.
- D. Recovery involves returning systems to pre-disaster conditions. Short-term recovery actions are taken to assess the damage and return vital life-support systems to minimum operating standards; long-term recovery actions may be continued for years.

## **II. Emergency Management Planning Responsibilities**

In Spartanburg County, emergency operations will be undertaken as indicated in the following phases of readiness:

- A. Pre-Disaster Phase
  - 1. Activities in this phase are designed to develop a strong county emergency response capability to preserve, maintain or reconstitute county government's ability to carry out the executive, legislative, and judicial processes under the threat or occurrence of any emergency condition that could disrupt such process and services.
  - 2. Other activities conducted at county and local level include, but are not limited to, the following:
    - i. Prepare disaster response plans and procedures to cover natural disasters or man-made technological hazards.
    - ii. Prepare annexes in support of county plans as required and support to local government and/or other county/state organizations.
    - iii. Conduct training, education, and exercise programs to assure a continuing capability to accomplish disaster response measures.
    - iv. Prepare and conduct public information programs on natural and mad-made disasters to educate the public on protective measures to be taken in the event of a disaster.
    - v. Develop procedure for alerting, notifying, and mobilizing key officials and emergency response personnel in the event of a disaster.
    - vi. Establish mutual support agreements as required with other local and adjacent county governments.
    - vii. Prepare plans for disaster and recovery phases.
    - viii. Identifying and authorizing specific emergency-related legal powers for key elected or appointed officials or their designated successors to continue government operations under emergency conditions.

- ix. Develop procedures for identifying, safeguarding and keeping available for use those records essential for continuing government functions and protecting civil rights under emergency conditions.

**B. Disaster Phase**

1. During the disaster phase, the operational activities of county and local government will be accelerated to increase the state of preparedness and for the public to meet and cope with an impending or immediate disaster if warning is sufficient.
2. In the event a disaster occurs with little or no warning, operational activities will be directed toward protecting life and property, administering to the health and welfare of the population, containing or limiting the damaging effects of the disaster, assessing damage, and estimating requirements for restoration and recovery from the effects of the disaster.

**C. Recovery Phase**

1. During the recovery phase, governmental agencies, public services, industries, and other organizations will undertake emergency operations to restore law and order, repair damage to facilities and utilities, administer to the sick and injured, resettle homeless and displaced individuals and families, and restore the economy.
2. The county government will be responsible for determining priorities of effort, allocating resources to priority operations, assisting the public toward recovery and restoration of county services.

**III. Situation and Assumptions**

**A. Situation**

**1. State**

South Carolina is vulnerable to a wide spectrum of natural disasters and technological hazards, including hurricanes, winter storms, freezes, flooding (flash flooding, river flooding, and salt water flooding), severe local storms (tornadoes, wind storms, thunderstorms, and hailstorms), forest fires, earthquakes, dam failures, and industrial incidents (including fixed nuclear facility radiological emergencies and a variety of situations involving hazardous materials). State support can be requested, in a disaster that requires response support in excess of that available at the county or local level.

**2. Spartanburg County**

Spartanburg County is subject to many potential disasters (natural or man-made), which could injure or kill many people and damage or destroy property over a wide area. Although the county has sufficient material goods, manpower, and expertise to meet routine requirements, a catastrophic disaster could exhaust the resources and overtax its capability. All available assets must be organized under one plan to assure effective operations during an emergency or disaster.

**B. Assumptions (See Attachment 3 for more details)**

1. Weapons of mass destruction attack and or terrorist attack against the United

States.

2. Natural disasters will occur in Spartanburg County.
3. Man-made disasters, including industrial incidents, will occur in Spartanburg County.
4. Emergencies involving hazardous materials will occur in Spartanburg County.
5. A radiological accident will occur at a nuclear facility in South Carolina or an adjacent state, which could have ionizing radiation effects of varying degrees on Spartanburg County.

C. Planning Basis

1. Disasters will occur.
2. Municipal and county governments are responsible for the safety and welfare of their constituents to the extent of their capabilities and resources in times of disaster.
3. Information pertaining to an impending or existing disaster must be immediately available between the municipal, county, and state levels of government as it affects each jurisdiction.
4. Direction of disaster operations is exercised by the lowest level of government affected to the extent in which that level of government can conduct operations.
5. A request for support or assistance can be made of a higher level of government following determination that a disaster is of such severity and magnitude that effective response is beyond the capabilities of the affected municipal or county government.
6. County government responds to requests for assistance from municipal government as deemed appropriate by County Council or its designee.
7. Military assistance to civil authorities will be provided as conditions permit and will supplement, not replace, civil participation.

**IV. Organization and Assignment of Responsibilities**

Disaster response plans are based upon the principle that local authorities bear the initial responsibilities for disaster relief. Most departments and agencies within the county have emergency functions to perform in addition to their normal duties. Each is responsible for developing and maintaining emergency management procedures in accordance with the direction and guidance given in this plan. Responsibilities of certain organizations that are not part of county government are also addressed in appropriate annexes. Each level of government accomplishes the functions for which it is responsible, requesting assistance from the next higher level of government only after local resources have been expended and/or are clearly inadequate to cope with the effects of the disaster.

A. Spartanburg County Government

1. The governing body of Spartanburg County shall operate in accordance with Regulation 58-1, Local Emergency Preparedness Standards, the Emergency Operating Plan (EOP) and Standard Operating Procedures (SOPs).
2. Spartanburg County shall be prepared to implement the EOP when an

emergency occurs or at the direction of the Director of South Carolina Emergency Management Division (SCEMD), or upon a declaration of a State of Emergency by the Governor.

3. The County government will support disaster operations of the municipalities with county resources only after all local resources have been used and/or are inadequate to handle the situation. All resources, including the military, made available to the county from outside agencies will be assigned tasks and functions by the county on a mission-type basis, but will remain under the direction and control of their parent organization.
4. Each county office, department, agency, service, etc., will coordinate as appropriate to assure efficient utilization of all resources made available to it. County government will also assume responsibility for direction of combined emergency operations in areas where municipal capability has broken down or does not exist, or when the nature or magnitude of a disaster is such that county government direction of operations is required for effective response.

**B. State Government**

State agencies will support county emergency operations only after all local resources have been expended and/or are clearly inadequate to cope with effects of the disaster. State support will be provided on a mission-type basis, as deemed appropriate by the Governor and as provided for in the South Carolina Emergency Operations Plan.

**C. Federal Government**

1. The federal government will provide support upon request in accordance with the Federal Response Plan (FRP), April 1992. Federal assistance provided under the FRP is to supplement state and local response efforts. Federal agency representatives will coordinate with the Federal Coordinating Officer and the affected state to identify specific federal response requirements and will provide federal response assistance based on state identified priorities.
2. Other Supporting Organizations
  - i. American Red Cross (ARC) - Augments the Emergency Welfare Service (EWS). See ESF 6
  - ii. The Salvation Army - Augments the Emergency Welfare Service (EWS). See ESF 6

**V. Concept of Operations**

This plan is based on three organizational levels of emergency management, namely, the local, state, and federal governments. Mitigation, Preparedness, response, and recovery are general responsibilities of all levels of government working together to provide a delivery system to meet the needs of the public. Emergency operations are initiated at the lowest level able to respond to the situation.

**A. Local Government**

1. The Spartanburg County governing body shall operate in accordance with Regulation 58-1, local emergency planning standards, the respective emergency plans (EOPs) and Standard operating procedures.
2. Spartanburg County shall be prepared to implement the EOP when an

emergency occurs or at the direction of the Director of South Carolina Emergency Management Division (SCEMD), or upon a declaration of a State of Emergency by the Governor.

3. Spartanburg County will use all municipal resources to protect against and respond to an emergency or threatening situation to include activating pre-established mutual aid agreements.
4. When municipal governments determine that municipal resources are not adequate, additional resources may be requested through the County Emergency Management Office or the County EOC.
5. When the Spartanburg County Office of Emergency Management determines that county resources are not adequate, assistance is requested, by the Spartanburg County OEM, from the SCEMD or, if activated, the SEOC.
6. Spartanburg County will establish and maintain journals, records and reporting capabilities in accordance with state and federal laws and regulations.

To assure maximum response and efficient use of personnel and other resources, Emergency Support Functions (ESFs) are designated as indicated below.

ESF#	TITLE	RESPONSIBLE AGENCY
ESF 1	Transportation Services	Spartanburg Transit System
ESF 2	Communications/Warning	Spartanburg County Communications
ESF 3	Public Works/Engineering	Spartanburg County Roads and Bridges/Municipality Public Works
ESF 4	Firefighting	Spartanburg Public Safety Department, Municipal Fire Departments, Spartanburg County Fire Marshall
ESF 5	Emergency Management	Spartanburg County Office of Emergency Management
ESF 6	Mass Care/Emergency Welfare Services	American Red Cross
ESF 7	Resource Support	Spartanburg County Purchasing/Finance Departments
ESF 8	Medical Services	Spartanburg County Emergency Medical Services
ESF 9	Reserved for Future Use	Reserved for Future Use
ESF 10	Hazardous Materials	Spartanburg County Office of Emergency Management (Hazardous Materials Response Team)
ESF 11	Agriculture & Natural Resources	DHEC
ESF 12	Energy	Spartanburg County Office of Emergency Management
ESF 13	Law Enforcement	Spartanburg County Sheriff's Office/ Municipal Police Departments
ESF 14	Recovery and Mitigation	Coordinator, Hazard Mitigation Team
ESF 15	External Affairs	Spartanburg County PIO
ESF 16	Emergency Traffic Management	Spartanburg County Office of Emergency Management
ESF 17	Animal Emergency Response	Spartanburg County Animal Emergency Response Committee
ESF 18	Special Needs	Spartanburg County Office of Emergency Management
ESF 19	Damage Assessment	Spartanburg County Assessor's Office
ESF 20	Mental Health	Spartanburg County Area Mental Health
ESF 21	Reserved for Future Use	Reserved for Future Use
ESF 22	Debris Management	Spartanburg County Department of Public Works
ESF 23	Reserved for Future Use	Reserved for Future Use
ESF 24	Evacuation	Spartanburg County Office of Emergency Management
ESF 25	Terrorism	Law Enforcement
ESF 26	Radiological Protection	Spartanburg County Office of Emergency Management
ESF 27	War	Spartanburg County Office of Emergency Management

Each Spartanburg County office, department, agency, service, etc., will establish specific plans, procedures, and checklists to accomplish its assigned responsibility. Immediately following any activity that tests or exercises this Plan, each participating county office, department, agency, and service will provide a detailed critique of all operations observed with the objective of improving upon the county-wide response capability. Each county office, department, agency, and service will establish procedures to continually review, update and improve such plans, procedures and checklists. A specific priority in the review process is to address the particular needs of special populations, especially the institutionalized, the mobility impaired, the handicapped, and the elderly. These particular requirements exist in the areas of alerting and warning, evacuation, and lodging or sheltering.

A. County Council

The Spartanburg County Council has the overall responsibility for policy decisions affecting the pre-disaster activities, disaster operations, and recovery operations of all county offices, departments, agencies, services, etc., and the coordination of emergency support to the municipalities and other resources made available to the county.

B. County Administrator

The Spartanburg County Administrator is responsible to County Council and functions as their representative. He represents County Council while directing and supervising all activities of county government during the Pre-Disaster, Disaster, and Recovery Phases of operations.

C. Spartanburg County Office of Emergency Management Coordinator

The Coordinator of the Spartanburg County Office of Emergency Management is responsible to the County Administrator for coordinating the activities of county government and in assisting the municipalities, industry, and the public during disasters. The OEM coordinator coordinates the operations of county government in implementing the emergency orders and decisions of the County Council. Additional responsibilities include:

1. Development and publication of Emergency Support Functions and Annexes in conformity with this Plan so that all facilities, equipment, manpower, and other resources available to the county are immediately used to prevent or to minimize damage to persons or property, and to provide for the protection and restoration of government services and public utilities necessary for the public's health, safety, and welfare; maintenance of the plan and for ensuring necessary changes and revisions are prepared, coordinated, published, and distributed.
2. Preparation, staffing, activation, and operations of the Emergency Operations Center (EOC). See Annex A, Emergency Operations Center. Develop all-hazards monitoring and reporting SOP to keep the EOC abreast of the situation.
3. Development of an effective system or procedure for communicating and disseminating warnings, official information, orders and instructions from county government to the public in emergencies.

4. Organizing, manning, training, and equipping an effective radiological monitoring system and developing a plan for operating the system.
5. Coordinating the establishment of a shelter system and maintaining current and correct facility survey database by timely reporting deletions and changes of address to the South Carolina Emergency Management Division.
6. Organizing, manning, training, and equipping an effective system for responding to hazardous materials accidents. See ESF 10, Hazardous Materials.
7. Coordinating the recruitment and training volunteer personnel and organizations to augment the personnel and facilities of the county for disaster preparedness purposes.
8. Maintaining liaison with State and Federal authorities and authorities of other nearby political subdivisions to assure the most effective operation of the County Emergency Operations Plan.
9. Coordinating and maintaining working relationships with industry and volunteer groups and organizations to develop emergency plans and capabilities in support of the County Emergency Operations Plan.

D. Spartanburg County Communications/9-1-1 Director

The Communications/9-1-1 Director is responsible for the development, implementation, and maintenance of the Emergency Communications System. See ESF 2.1, Communications. Including, maintaining warning capability and disseminating warning information pertinent to severe weather conditions, natural and man-made disasters, and warfare to the local warning points and throughout the county. See ESF 2, Warning.

E. Public and Emergency Information

The Public Information Officer is responsible for the assembly, preparation, and dissemination of public and emergency information. See ESF 5

F. Law Enforcement

The Sheriff of Spartanburg County is responsible for traffic control of routes during evacuation, maintaining law and order throughout the county, and coordinating all law enforcement resources made available to the county. See ESF 13, Law Enforcement.

G. Fire Service

The Spartanburg County Fire Marshall is responsible for coordinating the utilization of all county fire fighting resources and other fire fighting resources made available to the county. See ESF 4, Fire.

H. Medical Service

The Spartanburg County Emergency Medical Service Coordinator is responsible for coordinating all health and medical resources and facilities throughout the county to provide for all health related needs of the public. In conjunction with the County Coroner, coordinates the care of mass fatalities and the maintenance of records during emergencies. See ESF 8:Medical Service, Annex I to ESF 8: Emergency Medical Service (EMS), and Annex 3 to ESF 8: Mental Health.

I. Emergency Medical Service (Ambulance)

The Director of Spartanburg County EMS has been designated as coordinator of ambulance missions and for the transportation and first aid of victims. See Annex 2 to ESF 8, EMS (Ambulance).

J. Emergency Welfare Service

The Spartanburg County Director of Social Services is responsible for the coordination of the Emergency Welfare Service, which is comprised of government and non-government agencies and provides for the needs of the populace of Spartanburg County. See ESF 6, Emergency Welfare Service.

K. Transportation Service

The Spartanburg Transit System Operations Manager is the Chief of Transportation Service and is responsible for providing vehicles and drivers from county resources for transporting personnel and materials required to meet the needs of the county and for coordinating the utilization of all transportation resources made available to the county. See ESF 1, Transportation.

L. Engineering and Public Works

The Spartanburg County Director of Roads and Bridges is responsible to the County Administrator for:

1. The removal of debris and obstacles from transportation routes, waterways, and from public and privately owned lands when determined to be in the public interest;
2. Assists, upon request, in the repair and restoration of public utilities and critical facilities;
3. Coordinates with the South Carolina Department of Transportation in the repair and maintenance of critical highways and bridges within the county.
4. Is prepared to upgrade fallout protection shelters and construct expedient fallout shelters as may be required. See ESF 3, Engineering and Public Works.

M. Supply and Procurement

The Spartanburg County Purchasing Agent is responsible for requisitioning, procuring and issuing specialized equipment, medical supplies, food, fuel, and materials necessary to relieve suffering and to make emergency repairs in disasters. See ESF 7, Resource Support

N. Radiological Officer

The Radiological Officer is responsible for establishing systems to minimize the effects of radiation on personnel and resources. Assists and coordinates with local, state, and federal agencies in determining the procedures for decontamination following a radiological incident, accident, or nuclear attack. See ESF 10, Appendix 1.

O. Damage Assessment

The Spartanburg County Tax Assessor is responsible for organizing a Damage Assessment capability for determining the extent of damages resulting from natural and man-made disasters, or war. See ESF 19, Damage Assessment.

P. Finance Director

The Spartanburg County Finance Director is responsible for advising the county government concerning financial matters in support of disaster operations. See ESF 7, Resource Support.

Q. County Attorney

The Spartanburg County Attorney is responsible for advising county government concerning legal aspects pertaining to emergency planning and operations.

R. Municipalities

Mayors of municipalities are responsible for the direction of emergency operations within their areas of jurisdiction and will make available to the county all resources not critical to the survival of their respective municipality.

## VI. Coordinating Instructions

A. This Plan is effective for planning upon receipt and for execution upon order.

B. All Spartanburg County offices, departments, agencies, services, etc., are responsible to the County Administrator for directing and controlling the emergency operations of their respective agencies in the implementation of emergency orders and decisions of the county council. In addition, they are each responsible for:

1. Developing the required Emergency Operations Plan ESF, Appendix, and Checklists or S.O.P. in conformance with this Plan.
2. Coordinating with other agencies before, during, and after an emergency or disaster to assure the most effective operation of personnel and resources.
3. The recruiting and training of volunteer personnel and/or agencies to augment their agency for Emergency Management purposes.
4. Staffing and operating their agency in the Emergency Operations Center whenever activated.
5. Maintaining a current agency key personnel alert notification roster.
6. Maintaining a current agency resource list.
7. Developing mutual aid agreements with like agencies of adjoining counties or political sub-divisions.
8. Administratively and logistically supporting other agencies to the maximum extent possible.

C. In order to make maximum use of advanced warning, the State of South Carolina has established a system of Operating Condition (OPCON) levels. Spartanburg County will follow this same system. These OPCON levels increase in level of readiness on a scale from 5 to 1. Each OPCON level is declared when a predetermined set of criteria has been met. OPCON levels will not necessarily progress sequentially from 5 to 1. The OPCON placed in effect at any given time will be the appropriate one for existing conditions at the time. The Spartanburg County Office of Emergency Management Coordinator will assign OPCON levels. OPCON levels are designated by numbers as shown:

OPCON

LEVEL OF READINESS

- 5 Day-to-day operations to include normal training and exercises.
- 4 Possibility of an emergency or disaster situation that may require partial or full activation of the Emergency Operating Center (EOC).
- 3 Disaster or emergency situation likely or imminent. Full or partial activation of the EOC; activate the Spartanburg County Emergency Operations Plan.
- 2 Disaster or emergency situation in effect; maximum preparedness level; full activation of the EOC.
- 1 Disaster or emergency situation in effect; full-fledge emergency response operations on going; highest level of emergency operations.

D. State Government

- 1. State Government will supplement local efforts upon request or in accordance with the Emergency Support Function Annexes described herein.
- 2. The Governor or his designee may execute the SCEPD to support local situations when local resources are not adequate to sustain an effective response operation or when a significant state presence is required for immediate assistance.

State level emergency activities normally will be coordination and support.

E. Federal Government

- 1. Federal assistance will supplement state and local efforts and shall be provided under governing secretarial or statutory authorities.
- 2. To the extent that public law provides, any federal assistance made available to relieve the effects of an emergency or disaster in Spartanburg County, will be channeled through and coordinated by the Governor or his designated authorized representative.
- 3. If the President authorizes federal assistance, he will appoint a Federal Coordinating Officer (FCO). The FCO is authorized to use the full authority of the Stafford Act and to reimburse response and recovery claims.

F. Preparedness

SCEOP Development and Maintenance

- 1. This plan is the principal source of documentation concerning Spartanburg County’s emergency management actives. Designated departments and agencies of county government have the responsibility for developing and maintaining a portion of this plan. Attachment 5 provides a simplified version of the planning process.
- 2. The Coordinator of the Spartanburg County Office of Emergency Management will coordinate the efforts of all responsible departments and agencies for plan development and timely update/revision. As a minimum, this plan will be reviewed and updated on an annual basis. Such reviews will be administered by SCEPD in cooperation with relevant federal, state,

volunteer and private sector organizations. All organizations that have emergency-oriented missions or support roles are required to prepare supporting documentation (i.e. standard operating procedures).

3. Following each emergency, SCEPD will conduct after action critiques to identify problems or areas requiring corrective actions. Steps will be taken to address any problem identified and to ensure current policy and procedures are implemented effectively.

4. Strategic Planning

Spartanburg County maintains a five-year strategic plan that is based upon assessment of local capability. The strategic planning process guides the county preparedness and enhances the ability to implement all four phases of emergency management

## **VII. Training and Exercises**

- A. For Spartanburg County’s Emergency Management Program to be successful, an effective and comprehensive training and exercise program is essential. The South Carolina Emergency Management Division has designed a program to enhance the training of state, local, and volunteer personnel on their roles and responsibilities in the four phases of emergency management (preparedness, response, recovery, and mitigation).
- B. Spartanburg County local governmental responders test established emergency plans and procedures activated, at all levels of the emergency management system, through the design and delivery of courses, professional development seminars and workshops, and hazard specific exercises. Spartanburg County EPD plans and orchestrates a full-scale exercise annually and functional tabletop exercises periodically.

## **VIII. Emergency Operating Center**

- A. The Spartanburg County Emergency Operations Center shall be maintained in operational readiness by the Spartanburg County Office of Emergency Management.
- B. Activation levels utilized by the Spartanburg County EOC are:
  1. Full – All ESF’s will be activated. Activation will occur at OPCON 1 and 2 and may occur at OPCON 3.
  2. Limited – Selected ESFs will be activated. Activation will normally occur at OPCON 3, but could occur at OPCON 4.

## **IX. Response**

- A. County/Municipal Response

Municipal units of government call upon their county government or other municipality, in coordination with the county, for assistance during events in which their own capabilities are overwhelmed. The county will provide assistance to municipalities and turn to mutual aid or state assistance when local capabilities are overwhelmed.

- B. Local State Of Emergency

As county operations progress, the county may declare a local state of emergency implementing local emergency authorities.

C. County Emergency Operations Center

1. The Spartanburg County EOC serves as the central clearinghouse for information collection and coordinating response and recovery resources within the county, including those municipalities within the county.
2. The EOC will be activated and staffed at the direction of the Office of Emergency Management Coordinator. The primary agency designated for a particular ESF has the responsibility to ensure supporting agencies are informed and their actions coordinated. The Spartanburg County EOC will be organized into the following groups:
  - i. Executive Group: Comprised of County Council, County Administrator, Municipal Mayors; managers and or Council, Director of Emergency Services, Coordinator of the Spartanburg County Office of Emergency Management, and department directors as requested by the County Administrator and or municipal managers. Duties include:
    - a. Supports disaster tasks and operations.
    - b. Develops the overall plan of action, including deployment of personnel and equipment to implement this plan.
    - c. Directs county support and recovery operations in the disaster area and provides emergency funding of county operations.
    - d. Coordinates requests for and utilization of state and federal support.
  - ii. Operations Group: Comprised of the Operations Manager (HazMat Coordinator); operations staff, and ESFs. Responsibilities include:
    - a. Executes the overall plan providing direction and control for the EOC including; assigns tasks to ESFs and coordinates activities throughout the operational area.
    - b. Collects and analyzes damage data
    - c. Collects, analyzes, displays, and disseminates emergency operational information.
    - d. Determines priorities for deployment of the County Assessment Team.
  - iii. Administrative/Logistics Group: Comprised of the communications officer, information resource officer, and staff. Responsibilities include:
    - a. Provides administrative and logistical support to the emergency operations center staff.
    - b. Provides effective communications to support EOC operations.
    - c. Provides automation support within the EOC.

- iv. Public Information Group: Comprised of the Spartanburg County PIO and agency augmenters. Responsibilities include:
  - a. Advises the Executive and Operations Group on matters of emergency public information.
  - b. Collects, prepares, and disseminates emergency Information to media outlets.

## **X. County Assessment Team (CAT)**

- A. It is imperative that disaster impact assessments be made quickly, to determine the necessary county response or Federal and State assistance, following any major or catastrophic disaster. To accomplish this, one or more county assessment teams may be deployed to evaluate immediate needs and report findings to the EOC.
- B. CAT teams, typically consisting of The American Red Cross, Assessor's Office, building codes, and other county personnel, will evaluate immediate victim needs (food, water, medical, shelter, etc.) and impact to infrastructure (utilities, communications, transportation, etc.) An initial report will be transmitted to the EOC as soon as practical after arrival of the team followed up by a detailed report within 6-8 hours.

## **XI. Logistical Staging Areas**

- A. Logistical staging areas – For emergencies requiring major mobilization of supplies, materials, equipment, and personnel prior to, during, and after the emergency.
- B. A logistical staging area (LSA) may be established near the impacted area. The LSA will receive, classify, and account for emergency relief and sustainment supplies and goods.

## **XII. Recovery**

- A. Recovery activities are those actions that enable disaster victims to begin the process of rebuilding their homes; replacing property; resuming employment; restoring businesses; permanently repairing, rebuilding, or relocating public infrastructure; and mitigating future disaster losses.
- B. Initial planning for recovery operations begins before the disaster occurs. The EOC will have been staffed according to EOC procedures and necessary actions to protect the public will have been implemented. Initial recovery activities will begin after the disaster assessment has been completed.
- C. When conditions allow, rapid and thorough assessments must be conducted to identify the immediate, unmet, emergency needs of disaster victims; to assess the overall damage to homes and to businesses; to assess the overall damage to critical public facilities and services; and to determine whether those damages are sufficient to warrant supplemental State and Federal disaster assistance.
- D. The decision to deploy State damage assessment teams will be made in coordination with Spartanburg County OEM. Damage teams will be organized and trained in advance. Preparations will be made to deploy teams into affected areas as quickly as possible. These teams include State Assessment Teams, Initial Damage Assessment Teams, and Preliminary Damage Assessment Teams.

- E. Depending on the results of the damage assessment, the Governor may request a Presidential Disaster Declaration, which will make the State eligible for a variety of federal assistance programs. To assist in coordinating these programs, the Governor will appoint a State Coordinating Officer (SCO), a Governor's Authorized Representative (GAR), and a State Hazard Mitigation Officer (SHMO).
- F. Upon activation of a Disaster Field Office (DFO), State EOC operations may be terminated and state operations integrated into the DFO.

### **XIII. Mitigation (State Procedures)**

- A. Following a Presidential Disaster Declaration, the State Hazard Mitigation Office will execute the mitigation plan and implement the Hazard Mitigation Grant Program (HMGP) according to the procedures outlined in the Hazard Mitigation Grant Program Administrative Plan.
- B. The SHMO will review and revise the Hazard Mitigation Grant Program Administrative Plan as necessary.
- C. The SHMO will review and revise the State Hazard Mitigation Plan as necessary.
- D. The SHMO will work with FEMA and appropriate State and County agencies to develop a disaster specific mitigation and Implementation Strategy. The Implementation Strategy will include an overview of the disaster geographical and mitigation measure priorities, and a Disaster Field Office Action Plan.

### **XIV. Warning**

Warning includes information and reports; surveillance of threatening conditions; 24-hour radio, special telephoning (NAWAS) capability; and operations of the Emergency Alert System (EAS). County Assistance under this function consists of the utilization of equipment and personnel essential to coordinate and disseminate information before and during an impending or actual disaster situation.

### **XV. Evacuation**

- A. Evacuation is the controlled movement and relocation of persons and property necessitated by the threat of natural, technological, or man-made disaster. In most situations in Spartanburg County, local resources can handle the evacuation. The evacuation of large numbers of people from vulnerable areas will stress the limited capabilities of the county's road network. Therefore, a major evacuation of personnel must be initiated as soon as feasible with direction and control and coordination with all appropriate departments/agencies.
- B. The Spartanburg County OEM will coordinate for evacuation routing to shelters, provision of transportation, shelter and congregate care, and provide public information to deal effectively with the situation.
- C. Emergency Conditions and affected areas that may require evacuation include:
  1. Dam Failures and Flooding: Inundation area below dams and low-lying areas around rivers, streams, etc.
  2. Hazardous Materials Incidents: Fixed facility and or transportation could affect densely populated areas.
  3. Weapons of Mass Destruction Incidents: Densely Populated Areas.

## **XVI. Public Information**

- A. Providing emergency information to the public from all levels of government is essential to avoid or minimize loss of life and property if a disaster is imminent or has occurred. Before, during, and after emergency operations, the public will be apprized through reports to the news media and Emergency Alert Systems.
- B. The information provided before, during, and after a disaster/emergency shall provide clear, concise, and accurate information on the existing situation in the disaster area, actions being taken by the authorities, and those to be taken by the population. Every effort shall be made to prevent and counter rumors, hearsay, and inaccurate information.
- C. Coordination with all appropriate departments, agencies, and organizations will be performed to ensure proper emergency public information coverage.
- D. Standard Operating Procedures will be developed and maintained by the Public Information Officer, Spartanburg County OEM.
- E. The Coordinator of the Spartanburg County Office of Emergency Management, through the Spartanburg County Emergency Management Public Information Officer, is responsible for informing the public of emergency and disaster operations within the county, on behalf of Spartanburg County Council, Municipality Councils, Mayors, and County Administrator. The dissemination of public information during emergency and disaster operations is done with the advice and consent of the Emergency Management Coordinator.

## **XVII. Administration and Logistics**

- A. Administration
  - 1. Initial Situation Report

This report will be submitted by the most expedient means to the South Carolina Emergency Management Division. Municipalities shall submit reports to the Spartanburg County Emergency Management Coordinator for forwarding to the state. This report will include, but not be limited to, the following

    - i. Type of disaster.
    - ii. Date and time of disaster.
    - iii. Status of mobilization of county resources.
    - iv. Initial damage.
    - v. Immediate support required of state government.
  - 2. Initial Damage Assessment Report (Part I)

This is the initial Damage Assessment Report submitted to the South Carolina Emergency Management Division, Emergency Operations Center (EOC), in accordance with ESF 19, Damage Assessment.
  - 3. Damage Assessment Report (Part II)

This is the second Damage Assessment Report submitted to the South Carolina Emergency Management Division, Emergency Operations Center (EOC), in accordance with ESF 19, Damage Assessment.

4. Daily Situation Report

This report is submitted as of 1600 hours daily to the South Carolina Emergency Management Division, Emergency Operations Center. This report will be supplemented by flash reports submitted when a significant change has occurred, which should be reported immediately. Significant changes in status are to include dead, injured, homeless, confirmed missing, and major corrections to estimated damage assessment.

5. Damage Assessment Report (Part III)

This report is a compiled data record showing the expenditures and obligations of local government and state agencies as required to support requests for Federal disaster assistance. See ESF 19, Damage Assessment.

6. Radiological Protection Report

Reporting procedures will be in accordance with ESF 10, Appendix 7, and Radiological Protection.

7. After Action Report

As soon as practical after termination of an emergency the Spartanburg County Emergency Management Coordinator will submit to the South Carolina Emergency Management Division a narrative report summarizing and evaluating capabilities of the overall combined efforts of the Federal, State, and Local government agencies, and the weaknesses observed and recommended actions that should be taken to improve effectiveness.

B Computer Capability

The Spartanburg County OEM is on networked system capable of speedy online communication. In addition to the three computers located in the central office, the office has laptops and PowerPoint projectors readily available. In addition, the EOC's recent upgrade (incl. WebEOC) has increased internal and external communication throughout the county.

C. Logistics

Individual government agencies and augmentation forces will utilize and track supplies, operational aids, and transportation organic to their organizations. Additional supplies, transportation, and manpower required will be requested through the County Emergency Operations Center

## **XVII. Continuity of Government**

Continuity of Government (COG) is an essential function of emergency management and is vital during an emergency/disaster situation. All levels of government (federal, state, and local) share a constitutional responsibility to preserve the life and property of their citizens. Local continuity of government is defined as the preservation, maintenance, or reconstitution of the civil government's ability to carry out its constitutional responsibilities.

A. Emergency Actions

Immediate emergency action response to ensure continuity of government direction and control, human services, economic affairs, communications, energy, transportation, and law and public safety may require the following:

1. Relocation of the seat of government from current location;

2. Replacing primary officials with alternates if they are unable to fulfill their responsibilities;
  3. Relocation of vital records to sites less vulnerable to ensure greater safety and survival.
- B. Preservation of Records
4. Each department or agency must protect essential records (i.e., vital statistics, deeds, corporation papers, operational plans, resource data, authorities, personnel and payroll rosters, succession lists, supplies and equipment lists, laws, charters and financial records), in order to provide normal government operations following an emergency or disaster.
  5. Plans should account for the identification and protection of vital records, systems, and data management software and equipment, to include classified or sensitive data as applicable, necessary to perform essential functions and activities, and to reconstitute normal agency operations after the emergency.
- C. Emergency Operations Center
6. Primary County Emergency Operating Center: The Spartanburg County Emergency Operating Center is the facility from which county response to emergencies is directed and controlled. Representatives of county agencies and other personnel as required staff the EOC, when in operation. The coordination of a county response will come from the EOC, under the direction of the Emergency Management Coordinator.
  7. Alternate County Emergency Operations Center: All agencies shall prepare for the possibility of unannounced relocation of essential functions and/or continuity of government contingency staffs to alternate facilities. Facilities shall be capable of supporting operations in a threat-free environment, as determined by the geographical location of the facility, a favorable assessment of the local threat, and/or the collective protection characteristics of the facility.

## **XVIII. Direction and Control**

- A. Direction and control of emergency operations will be coordinated from the Emergency Operations Center (EOC) located in the Spartanburg County Judicial Center. The Alternate EOC is located in the Spartanburg County Communications Center.
- B. Line of Succession
  1. Spartanburg County Council.
  2. Spartanburg County Administrator.
  3. Other Councilmen in order of seniority.
  4. Municipalities adopting this plan.
  5. Director, Spartanburg County Office of Emergency Services.
  6. Coordinator, Spartanburg County Office of Emergency Management

**Basic Plan**  
**Signature Page 1**  
**(Signatures on File)**

The following agencies have primary and support responsibilities in this plan and agree to them.

---

Chairman, Spartanburg County Council Date

---

Spartanburg County Administrator Date

---

Director, Spartanburg County Office of Emergency Services Date

---

Coordinator, Spartanburg County Office of Emergency Management Date

---

Mayor, City of Spartanburg Date

---

Mayor, Town of Campobello Date

---

Mayor, City of Chesnee Date

---

Mayor, City of Cowpens Date

---

Mayor, Town of Duncan Date

---

Mayor, City of Greer Date

---

Mayor, City of Inman Date

---

Mayor, City of Landrum Date

---

Mayor, Town of Lyman Date

---

Mayor, Town of Pacolet Date

**Basic Plan**  
**Signature Page 2**

The following agencies have primary and support responsibilities in this plan and agree to them.

\_\_\_\_\_  
Mayor, City of Wellford Date

\_\_\_\_\_  
Mayor, City of Woodruff Date

Attachments:

Supporting ESF Plans and Their Sources

Personnel Alert List

EOC Personnel Alert List

**Attachment 1 – Spartanburg County Emergency Operations Plan**  
**Supporting Plans and Sources**  
**Spartanburg County**

<b><u>PLANS</u></b>	<b><u>SOURCE</u></b>
Federal Emergency Response Plan	Federal Emergency Management Agency
Hazard Analysis Study	Spartanburg County OEM
Radiological Emergency Response Plan	
South Carolina Emergency Operations Plan	South Carolina Emergency Management Div.
South Carolina Hurricane Plan	South Carolina Emergency Management Div.
South Carolina Operational	South Carolina Emergency Management Div.
South Carolina Recovery Plan	South Carolina Emergency Management Div.
Spartanburg County Comprehensive Plan	Spartanburg County
Spartanburg County Resource List	Spartanburg County OEM

**Attachment 2 – Spartanburg County Emergency Operations Plan**

**Alert/Resource List**

**Emergency Operations Center – Alert Notification**

Contact Information on File.

### Attachment 3

#### Potential Disaster Scenarios and Debris Generated

Spartanburg County may be susceptible to a variety of disasters, including hurricanes, tornadoes, earthquakes, fires, floods, and civil unrest. These disasters can cause many adverse effects. On regards to debris, a major disaster can generate a significant amount of debris that could severely impact the existing solid waste collection, processing, reuse, and disposal system.

Each type of disaster will produce a different type of debris. For example, a flood would typically generate large amounts of sandbags while an earthquake would probably not. The following is a list of materials typically generated after disasters.

**Table 2-1  
Typical Disaster Debris**

Concrete	Wood
Asphalt	Glass
Metals	White goods (e.g. large appliances such as refrigerators, washers and dryers)
Yard waste	Brown goods (e.g. small appliances such as microwave ovens and televisions)
Plastic (including sheeting and water containers)	Bricks
Sandbags	Household hazardous waste
Wallboard	Personal belongings
Soil and Rock	Furniture

A brief discussion of the various types of disasters, along with a description of the debris associated with each is provided below.

#### **Hurricanes**

South Carolina is one of the most vulnerable states in the nation to be impacted by hurricanes and tropical storms. Of the state's 46 counties, 6 have coastlines, which border the Atlantic Ocean. These counties have over 200 miles of general coastline and another 21 inland counties may be directly affected by these storms. Densely populated coastal areas, especially during peak tourist seasons, coupled with the generally low coastal elevations, significantly increase the state's vulnerability.

Spartanburg is vulnerable to the potential adverse weather impact of a hurricane, such as high winds, tornadoes, and inland flooding. In addition, the county is also impacted by the influx of evacuees into the county. Since both can vary, depending on the severity of the storm, the overall impact of a hurricane can vary from minimal to severe. More detailed information regarding hurricane are contained in Appendix B, Annex 25 of the State Emergency Operations Plan and the South Carolina Hurricane Plan.

## Tornadoes

South Carolina has averaged 11 tornadoes each year since 1950, resulting in 47 fatalities and 1057 injuries. South Carolina ranks twenty-sixth in the United States in the number of tornado strikes, and eighteenth in the number of tornadoes per square mile. The most common type of tornado, the relatively weak and short-lived type, occurs between March and May. Due to Spartanburg's location, the county is one of the more susceptible counties in the state. The potential impact of a tornado on life, property, and the local economy can vary.

## Earthquakes

**Disaster Potential.** Spartanburg County is in a seismically active area. Several active and potentially active fault systems have been mapped within the county boundaries, and other major fault systems are nearby. Ground rupture, shaking, or failure (e.g. liquefaction, land sliding, or lurch cracking) associated with earthquake faults can cause damage to personal property and public facilities. In addition, secondary damage from fires and explosions could result from disruption of utility systems. Damage to key transportation corridors, such as Interstates I-85 and 26, could be extensive in the event of a major earthquake due to surface rupture, or subsidence.

**Types and Quantities of Debris Generated.** Post-earthquake debris composition evolves with time. Initially, the focus will be on removing debris from the streets to allow access. If this material is from damaged structures, it is likely to contain personal belongings, valuables, and mementos. The OEM advises that victim reclamation of their personal property should be accommodated as a priority. For damaged structures that are still habitable, residents and businesses will usually begin soon after the main shock to cleanup broken glass and ceramics, spilled foods and liquids, and broken furniture and appliances. Later, demolition material (including concrete, asphalt, bricks, gypsum wallboard, metal, and soil) comprises the majority of the disaster-related waste stream. Household and other hazardous wastes may be mixed with any earthquake-related debris.

The cleanup process can be quite lengthy, and disaster debris can still be generated months, or even years, after the event. Residents and businesses must often negotiate with insurance carriers, FEMA, or the Small Business Administration before beginning the demolition and rebuilding efforts.

The quantity of debris that will be generated by a major earthquake affecting the urbanized areas of Spartanburg County is estimated to be quite large (on the order of millions of tons). A substantial number of structures within the County were built before local building codes required earthquake bracing. Of these, small wooden structures might experience falling chimneys, breaking glass, falling furniture, and cracked or falling plaster, rather than full-scale destruction. Un-reinforced brick, stone, or block buildings (common in the older, urbanized areas) are considered the most damage prone. Light steel frame and glass buildings with reinforced concrete roofs could suffer severe damage or collapse due to weak connections. The principal effects of a major earthquake on the streets and highways system would include localized earth failures due to surface rupture, landslide, or subsidence, which could cause bridge or elevated structure collapse or damage. This structural damage would generate significant quantities of demolition material, and may impede access to existing landfills, transfer stations, and material recovery facilities.

## **Fires**

**Disaster Potential.** Developed areas of Spartanburg County are susceptible to urban fires and undeveloped and urban fringe areas are susceptible to wildfires. Following an earthquake, urban areas may be even more susceptible to fires due to damaged gas and water lines and disrupted transportation routes, which restrict emergency vehicle access.

**Types and Quantities of Debris Generated.** Urban fires leave ash; charred lumber, wood, and vegetation; smoke damaged furniture; metal from burned vehicles or structures; bricks; concrete; soil; and foundations. Wildfires can also destroy structures, resulting in a similar waste stream.

## **Floods**

**Disaster Potential.** Flood hazards in Spartanburg County can be grouped according to three main causes:

1. Resulting from excessive runoff
2. Resulting from dam and/or reservoir failure

**Types and Quantities of Debris Generated.** Flooding causes damage to structures and personal belongings, and can generate large volumes of downed vegetation, mud and soil, household debris (e.g. appliances; furniture; rugs, carpet, and padding; and HHW), sandbags, plastic sheeting, and demolition debris.

## **Civil Unrest**

**Disaster Potential.** Any populated area may be susceptible to civil unrest.

**Types of Debris Generated.** Civil unrest can result in property damage from fires or looting. Ash and demolition debris, along with damaged personal belongings are typical waste streams.

## **Attachment 4**

### **EOP Planning Process**

#### **1. Develop the Plan**

EPD, along with other supporting agencies will take the necessary steps to effectively implement an Emergency Operation Plan that will achieve the following Mission

County government has a five-fold mission:

- A. To warn of impending danger;
- B. When required, support local response agencies with timely, effective deployment of resources;
- C. Through the public information process, keep affected residents informed about the situation and how they can protect themselves;
- D. Coordinate and direct restoration and recovery operations when local government resources are exhausted; and
- E. Assess local needs and coordinate support from the State of South Carolina and the federal government as necessary and appropriate.

Spartanburg County will provide for: the protection, in the county in order to; minimize damage, injury, and loss of life resulting from any type disaster; provide for the continuity of government; and provide for damage assessment and survey of damage, private and public, resulting from such emergency.

#### **2. Implement the Plan**

EPD, along with county administration and other supporting agencies will sign off on the plan and implement it. Once implemented, the plan will be revised on an as-needed basis with approval coming from all affected parties.

#### **3. Train and Exercise the Plan**

EPD will train first responders and other supporting agencies about the plan. This training seminar will be a brief introduction to the plan, with selected ESF's covered in further detail. The actual exercise of the plan will occur when actual emergencies occur or a planned exercise takes place. Based on the county's effectiveness to respond, the OEM coordinator might have to revise the EOP

#### **4. Revision**

Following each emergency, SCEPD will conduct after action critiques to identify problems or areas requiring corrective actions. Steps will be taken to address any problem identified and to ensure current policy and procedures are revised if needed. In addition, the OEM Coordinator will evaluate the plan on an annual basis and provided any necessary revisions.