

**NASSAU COUNTY EMERGENCY PREPAREDNESS 5 YEAR STRATEGIC PLAN**

**RE-SUBMISSION OF STRATEGIC PLAN**

In accordance with Florida Administrative Code 9G-6, 9G-7, 9G-11 and 9G-19, Florida Statute 252, and the requirements of the Emergency Management Preparedness and Assistance Grant: 98CP-05-04-55-01-045, Nassau County is submitting a revision to the 5 Year Strategic Plan as originally submitted in 1996. A functional 5 Year Strategic Plan is mandated for Nassau County to continue accepting the Emergency Management Preparedness and Assistance Grant. As required, the following specifics are submitted. Any goals, strategies or tasks with date certain that are not met and that are dependent on any other agency or government unit, Nassau County cannot be held liable or responsible for meeting those dates.

NASSAU COUNTY EMERGENCY MANAGEMENT 5 YEAR STRATEGIC PLAN 1998

GOAL 1: FINALIZATION OF THE NASSAU COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN (CEMP) AND TO IMPROVE OEM PLANNING FOR DISASTERS.

STRATEGY 1.1: Implement and distribute the CEMP in accordance with Florida Statutes and Directives.

February 1999

TASK 1.1.1 Present the Nassau County Comprehensive Emergency Management Plan to the Board of County Commissioners for draft review.

April 1999

TASK 1.1.2 Present the Nassau County Comprehensive Emergency Management Plan to the Department of Community Affairs, Division of Emergency Management (DEM) for review, comments and certification.

May 1999

TASK 1.1.3 Present the Nassau County Comprehensive Emergency Management Plan to the Board of County Commissioners for final approval.

TASK 1.1.4 Publish the Nassau County Comprehensive Emergency Management Plan and distribute county wide.

June 1999 - September 2002

TASK 1.1.5 Continually monitor the plan and annually expand, upgrade and revise as necessary to keep the plan current with existing Florida Administrative Codes and Statutes, Mitigation Strategy requirements and FEMA directives.

STRATEGY 1.2 Working with both Nassau County Chambers of Commerce, encourage businesses to prepare effective and approved emergency management plans.

January 1999 - Sept 2002

TASK 1.2.1 Commencing January '99 and annually there after, conduct the first Emergency Management Planning Seminars, that will continue annually, for small business Emergency Management Plans.

April 1999

TASK 1.2.2 Commence a trial program to review of all business Emergency Management Plans as submitted and evaluate a fee structure for this review.

TASK 1.2.3 Make applicable changes to required ordinances establishing the requirements, under the review of the Site Plan Review Board, to mandate an Emergency Management Plan for all businesses before issuance of their Certificate of Occupancy.

June 1999 -Sept 2002

TASK 1.2.4 Commencing June '99 and annually there after, review and update all business Emergency Management Plans for registered businesses.

STRATEGY 1.3 Provide plan reviews and assistance to Health Care Facilities (Hospitals, Nursing Homes, ACLF's, Ambulatory Surgical Centers and Developmentally Disabled Facilities) as supported by the CEMP.

January 1999

TASK 1.3.1 Provide written notice to all Facilities of their Comprehensive Emergency Management Plan requirements.

February 1999

TASK 1.3.2 Commence regular compliance reviews and continue at state required intervals (once every 2 years).

**GOAL 2: IMPROVE THE COUNTY'S ENHANCED EARLY WARNING SYSTEM FOR IMPEDING EMERGENCY SITUATIONS**

**STRATEGY 2.1** During fiscal year 1999, determine the most cost effective, cost efficient and reliable means of community alerting. If fiscally acceptable, start the necessary administrative procedures for procurement.

**November 1998**

**TASK 2.1.1** Review, specify and request bids on the most cost effective, cost efficient and reliable community early warning system for Nassau County and municipalities.

**TASK 2.1.2** Establish the required software in the EOC Servers to auto-alert key EOC personnel through pagers and cellular phones that do not respond to the Early Warning System notification .

**TASK 2.1.3** Notify and educate County residents of the activation of the new county wide early warning system.

**December 1998**

**TASK 2.1.4** Conduct a small scale test of the warning system and EOC auto-alert software in conjunction with a community education program on hazards and storm early warning programs.

**TASK 2.1.5** Invite all non-county agencies, county municipalities, county industrial businesses to become active in the new warning system.

**TASK 2.1.6** Using the DEM F-WIND support program, assist in the placement of Weather Alert Radios in all manned public facilities.

**TASK 2.1.7** Commence a public education program for county residents and tourist on available Weather Alert systems and their use.

January 1999

TASK 2.1.8 If procured, complete the incorporation of all indigent personnel and transportation data files into the early warning system.

STRATEGY 2.2 Develop a Media notification and Hazard Alert Media feed system directly from the Emergency Operations Center (EOC).

January 1999

TASK 2.2.1 Meet with all cable TV operators in Nassau County to discuss the potential applications for allowing the technology for direct input and override from the EOC in emergencies and for news briefings.

April 1999

TASK 2.2.2 Establish milestones with cable TV franchises for establishing fiber optic links between the EOC, BOCC board room and the cable TV studios.

December 1999

TASK 2.2.3 Using EOC training materials and video tapes, conduct cable TV and radio shows for educating the public on Hurricanes, Fires, Flooding, Hazardous materials, mitigation strategy elements and applicable safety subjects as required by DEM and the Board Of County Commissioners.

January 2000

TASK 2.2.4 Develop a "Seniors " focused education program which solicits media support to use televised seminars, workshops, cable TV programs, facility visitation, EOC visits, and church programs.

May 2000

TASK 2.2.5 Develop and have available for use by all seniors groups in Nassau County, recorded educational programs and materials on all natural hazards.

June 2000 - Sept 2002

TASK 2.2.6 Annually, during the last week of May, conduct a "Seniors" focused media day.

TASK 2.2.7 Develop and distribute brochures and hurricane educational materials that may be useful to Nassau county residents.

STRATEGY 2.3: Improve the public's access to instructions on what to do for any natural hazards or hazardous materials release.

December 1999

TASK 2.3.1 Develop a reference guide for insertion into the Nassau County area telephone books.

TASK 2.3.2 Investigate the possibility for inserting the same guide into all DEM, Area 3 phone districts by coordinating this effort with all DEM, Area 3, Emergency Management Directors.

March 2000

TASK 2.3.3 Propose to Bell South through a consolidated letter signed by all DEM, Area 3, Boards of County Commissioners, an insertion of the ALL HAZARDS and HAZARDOUS MATERIAL SAFETY INFORMATION "GREEN" pages for the front of the residential and commercial phone books.

June 2000

TASK 2.3.4 If the program is accepted by Bell South, coordinate the final text of the Area 3 instructional materials insert into the phone books.

July 2000 -Sept 2002

TASK 2.3.5 Update as required the instructional materials insert section of the Area 3 phone books.

NASSAU COUNTY EMERGENCY MANAGEMENT 5 YEAR STRATEGIC PLAN 1998

**GOAL 3: PREPARE THE NASSAU COUNTY LOCAL HAZARDS MITIGATION PROGRAM.**

**STRATEGY 3.1** Using the Local Mitigation (LMS) Strategy contract with the State of Florida, develop a Working Group capable of delivering an acceptable LMS Plan to the (DEM).

October 1998

**TASK 3.1.1** Complete deliverables 1 and 2 required by the LMS contract requirements and deliver them to DEM by October 31<sup>st</sup>, 1998.

**TASK 3.1.2** Through the LMS Working Group, commence a Hazards Identification and Vulnerability Analysis (HI/VA) which commences with the GIS mapping programs and identifications requirements.

**TASK 3.1.3** Provide governmental and public sector information through the use of established media programs on LMS, pre and post disaster mitigation and recovery.

November 1998

**TASK 3.1.4** Establish a complete grants availability and source program on the EOC server to support LMS.

**TASK 3.1.5** Initiate and track specific mitigation grant packages using point papers for concerned boards on match requirements of state and federal grant programs.

April 1999

**TASK 3.1.6** Complete and submit the Hazards Identification and Vulnerability Analysis and initial GIS data to DEM.

August 1999

TASK 3.1.7 Submit to the Nassau County Board of County Commissioners a complete Local Mitigation Strategy for final approval and submission to DEM.

TASK 3.1.8 Incorporate the Local Mitigation Strategy with the Nassau County Comprehensive Emergency Management Plan as an addendum.

Sept 1999 - Sept 2002

TASK 3.1.9 Review on a quarterly basis, all Nassau County Mitigation related actions and submit recommendations to the Board of County Commissioners.

TASK 3.1.10 Submit as needed, grant packages for all available grants, including match grants, approved by the Board of County Commissioners to DCA/FEMA to continue LMS.



NASSAU COUNTY EMERGENCY MANAGEMENT 5 YEAR STRATEGIC PLAN 1998

**GOAL 4: DEVELOP AN EMERGENCY OPERATIONS CENTER (EOC) AND SUPPORT SYSTEMS TO ENSURE EFFICIENCY AND EFFECTIVENESS DURING DISASTERS AND EMERGENCIES.**

**STRATEGY 4.1** Design and build an EOC that meets current and projected Nassau County Emergency Management space and use requirements.

November 1998

**TASK 4.1.1** Submit the Emergency Management Competitive Grant application for grant support to partially fund an EOC.

June 1999-October 1999

**TASK 4.1.2** Commencing in June, start design of an EOC to meet County requirements.

**TASK 4.1.3** Develop the required MIS, technical, equipage and administrative requirements for a new EOC.

**TASK 4.1.4** In conjunction with Florida Community College, Yulee campus, Nassau County School Administration and Nassau County Board of County Commissioners, develop the required grant applications to fund state-of-the-art Internet technology for the EOC, College, School Administration and county infrastructure.

**TASK 4.1.5** Procure the required land to build a modern EOC for Nassau County.

**TASK 4.1.6** Commence the construction of a new EOC/911 dispatch center outside of any Division of Emergency Management, AREA 3 SLOSH ATLAS, CAT 3, Hurricane zone.

**STRATEGY 4.2** Develop and improve the EOC message handling and support systems.

October 1998

TASK 4.2.1 Refine the existing manual message and form handling system ensuring adequate form supplies are on-hand.

December 1998

TASK 4.2.2 Establish a compatible computer transfer medium with all county departments to ensure proper computer data is available in the EOC.

February 1999

TASK 4.2.3 Achieve a completely automated message and form handling system. that is EM2000 Emergency Management Software compatible or a comparative system to support EOC tasks 4.2.1 through 4.2.3.

TASK 4.2.4 Purchase a hand held GPS system compatible with current county GIS systems, ensuring compatible computer software programs.

APRIL 1999

TASK 4.2.5 Achieve an interface with the county's GIS computer system to provide responsive mapping capability allowing for an EOC GIS client server network.

TASK 4.2.6 Link all Fire/Rescue station's computers with the EOC server network.

STRATEGY 4.3 Develop the required administrative guides and manuals for operations in the EOC.

March 1999 - March 2002

Procedure  
TASK 4.3.1 In March of 1999, present to the Board of County Commissioners for draft review an EOC Incident Command Structure Standard Operating Procedure (SOP) to ensure coordinated services county wide during EOC activations.

TASK 4.3.2 By March 1999, establish an EOC Standard Operating Procedure (SOP) for the evacuation of vulnerable hospitals and nursing homes during all hazards and the coordination of transportation assets to accomplish the evacuation.

**TASK 4.3.4** Commencing in March of each year, conduct the semi-annual review of the 5 Year Strategic Plan with the state coordinator.

**TASK 4.3.5** Annually, establish a list of those county personnel that need to attend the annual Hurricane Conference, Area 3 Conference, SLA Conference and other related OEM out of area seminars.

**June 1999**

**TASK 4.3.6** Develop an Emergency Management Ordinance for Nassau County.

**TASK 4.3.7** Conduct the DEM Self Assessment Evaluation and Worksheet on the Emergency Management Department to prepare the next fiscal year 5 Year Strategic Plan revision and update.

**September 1999- September 2002**

**TASK 4.3.8** Each September, complete the annual review of the 5 Year Strategic Plan with the state coordinator and submit the final draft to the Board of County Commissioners for approval.

**December 1998- December 2002**

**TASK 4.3.9** On an annual basis starting each December, conduct desk top exercises for each ESF and EOC Hurricane operations group.

**STRATEGY 4.4** Improve the visual display systems in the EOC to facilitate essential information being properly presented to the EOC Operations Group.

**September 1998**

**TASK 4.4.1** Review, upgrade and purchase EOC status boards and video monitors.

**TASK 4.4.2** Complete the development plan to incorporate the use of the new Iridium satellite communications system (MXU) into the new EOC PBX system.

**November 1998**

**TASK 4.4.3** Improve the Weather Information System and computer support at the EOC.

April 1999

**TASK 4.4.4** Identify and submit the appropriate forms to establish a backup emergency command frequency with the FCC to be used only in major emergency conditions.

**STRATEGY 4.5** When the new EOC facility is constructed, implement and integrated a county wide EOC/911 dispatch and communication system.

November 1998

**TASK 4.5.1** Commence the first of three (3) Emergency Operations Planning Seminars that will consolidate all county and municipal 911 dispatching and identify all computer and equipment requirements required in a newly constructed Emergency Operations Center 911 dispatch center.

May 2000

**TASK 4.5.2** Complete all logistic and pre-training requirements to fully integrate EMD dispatching into the 911 dispatch center.

July 2000 -Sept 2002

**TASK 4.5.3** Commencing in July and annually there after, plan and use the EOC facility for Area 3 public safety, Emergency Management, fire and rescue, and dispatch training and development.

**TASK 4.5.4** Establish an EMD dispatch training, utilization and review program by County and State certified instructors in the EOC, using applicable hardware and software upgrades as required.

**TASK 4.5.5** Establish an EMD Dispatch training, utilization and review program by County and State certified instructors, using applicable EOC hardware and software upgrades as required.

**GOAL 5: REVISE AND ENHANCE EMERGENCY EVACUATION  
AND RE-ENTRY PROGRAMS**

**STRATEGY 5.1** Working in concert with all county law enforcement agencies and FDLE liaison re-develop and update exit traffic flow patterns.

**December 1998**

**TASK 5.1.1** On completion of the Northeast Florida Regional Planning Council (RPC) and DOT Transportation and Evacuation Study for NE Florida, draft a revised All HAZARDS evacuation plan, including the model data from the July 1998 SLOSH ATLAS.

**February 1999**

**TASK 5.1.2** When made available from DOT and RPC, submit the final draft to the County Public Works Department Director and Senior Planner for evacuation route and engineering review.

**TASK 5.1.3** Law enforcement seminar for review of draft evacuation items and exits.

**April 1999**

**TASK 5.1.4** Submit for draft review, to a joint Board of Municipal and County Commissioners, the ALL HAZARDS Evacuation Plan for Nassau County.

**TASK 5.1.5** Submit ALL HAZARDS Evacuation Plan to DEM for review and certification.

**May 1999**

**TASK 5.1.6** Submit for final approval to the Board of County Commissioners, the ALL HAZARDS Evacuation Plan for Nassau County.

June 1999 -Sept 2002

**TASK 5.1.7** Commencing in June and annually there after, conduct municipal and county seminars, updates and revisions to the ALL HAZARDS Evacuation Plan to ensure its' concurrence with State and Federal programs.

**STRATEGY 5.2** Develop a Re-entry Control Program for Post Disaster Re-entry.

October 1998

**TASK 5.2.1** Complete the review and purchase requirements for an ALL HAZARDS Identification Card Program and supporting software for county employees and damage assessment personnel.

**TASK 5.2.2** Draft and submit for approval, a Nassau County Identification Card Program Standard Operating Procedure.

December 1998

**TASK 5.2.3** Draft a proposed Post Disaster Re-entry Control Operating Procedure for addition to the EOC/ICS manual.

January 1999

**TASK 5.2.4** Draft and submit for approval the Post Disaster Redevelopment Task Force Ordinance to develop and improve post disaster redevelopment.

March 1999

**TASK 5.2.5** Research for implementation, a Zone Decal System that can be readily seen by law enforcement and security personnel.

**STRATEGY 5.3** Complete a logistics concept of operations to effectively receive and distribute disaster relief supplies for the region and Nassau County.

April 1999

**TASK 5.3.1** Ensure, through an inter-local agreement, that the Callahan Fairgrounds is able to serve as either a Recovery Support Site or a Logistics Support Site and establish two alternate sites. ( Yulee complex & Landfill)

June 1999

**TASK 5.3.2** Conduct a GPS survey of the Callahan fairgrounds and through the use of an EOC site plan, designate areas for placement of categories of relief supplies.

**TASK 5.3.3** Meet with the required communication specialist to determine final communication requirements and commodity control systems, identifying fiscal costs that require the submission of grant applications for funding.

November 1999

**TASK 5.3.4** Develop a list of sources for equipment and supplies needed to operate a Recovery Support Site Operation Program.

February 2000

**TASK 5.3.5** Identify, through Nassau County Personnel Department, if county, volunteer and contract labor personnel resources are available to manage an Emergency Recovery Support Site Operation Program as collateral duties .

April 2000

**TASK 5.3.6** Identify an alternate Logistic Support Site in the county that is designated in the mutual aid documents and programs.

June 2000

**TASK 5.3.7** Identify if any Callahan Fairgrounds staff can provide augmentation to Nassau County departments or volunteers and their listed qualifications (i.e., CDL or fork-lift certified, ).

**TASK 5.3.8** Exercise the Recovery Support Site in a Desk top exercise in coordination with DEM.

January 2001

**TASK 5.3.9** Produce an updated Recovery Support Site Operations Plan with revised

DEM and FEMA data.

**STRATEGY 5.4** Develop a system for Nassau County to receive and distribute disaster relief supplies.

May 1999

**TASK 5.4.1** Identify potential “Retail” distribution sites within Nassau County.

November 1999

**TASK 5.4.2** Enter intermediate and retail sites in the GIS database.

February 2000

**TASK 5.4.3** Complete the County Reception and Distribution Concept of Operations which incorporates an addendum to the EOC Standard Operating Procedures Manual.



NASSAU COUNTY EMERGENCY MANAGEMENT 5 YEAR STRATEGIC PLAN 1998

**GOAL 6: IMPROVE NASSAU COUNTY'S POSTURE FOR RESPONSE AND POST DISASTER RECOVERY OPERATIONS AND DEBRIS MANAGEMENT.**

**STRATEGY 6.1** Provide an increased capability for Nassau County to provide an assessment of damage to accommodate rapid delivery of outside assistance.

December 1998

**TASK 6.1.1** Write an addendum to the EOC/ICS manual to address the County's interface with State Rapid Impact Assessment Teams (RIAT), addressing team member requirements, equipment and training.

February 1999

**TASK 6.1.2** With support of the DEM Area 3 coordinator, evaluate the SOP to validate its interaction with DEM SOPs.

**TASK 6.1.3** Correct deficient areas in SOP after exercising and present the SOP to the Board of County Commissioners for final approval.

April 1999

**TASK 6.1.4** Write a draft County Damage Assessment Operations Plan, identifying post disaster debris management requirements.

May 1999

- TASK 6.1.5 Using a table top seminar, exercise the county's damage assessment process, emphasizing the coordination between County and Municipal damage assessment teams, and the Property Appraiser's Office.
- TASK 6.1.6 Using feedback from the tabletop exercise, make any required changes to the County's damage assessment procedures before the start of Hurricane season.

July 1999

- TASK 6.1.7 Using the Building Officer as the evaluator, assess the GIS input data for matching damage assessment and the data from the Property Appraiser's office ensuring FEMA concurrence.
- TASK 6.1.8 Investigate and identify the procedural requirements and contract stipulations to ensure the availability of properly permitted companies who are authorized for post disaster debris removal.
- TASK 6.1.9 Ensure that the Nassau County Solid Waste Management Class I Operating permit is modified at renewal to be authorized as a Post Disaster Debris Collection Disposal Site.
- TASK 6.1.10 Investigate if a waiver of fees can be granted to modify the Land Fill permit prior to the renewal date.

November 1999

- TASK 6.1.11 Submit for final approval to the Board of County Commissioners, a Damage Assessment Operations Plan for Nassau County.

December 1999 - September 2002

- TASK 6.1.12 Starting in December 1999, modify and assess, as necessary, the Damage Assessment Operations Plan, making required changes as guidance is received from DEM and FEMA.

**STRATEGY 6.2**      Develop a comprehensive inventory of critical facilities within Nassau County.

March 1999

**TASK 6.2.1**      Identify and populate the categories of critical facilities in Nassau County; emphasize growth for years 2000-2002.

**TASK 6.2.2**      Using GIS/GPS anchor points, identify and inventory the location of all critical facilities in Nassau County, which includes establishing a Risk Analysis base that parallels the GIS/GPS anchoring and reporting.

April 1999

**TASK 6.2.3**      Complete the conversion of the critical facilities inventory into Arcview format to facilitate EM2000 database tracking from the EOC.

May 1999

**TASK 6.2.4**      Identify a summer help program to support the critical facilities projects.

October 1999

**TASK 6.2.5**      Complete the critical facilities data base alignment and administration.

May 2000 – Sept 2000

**TASK 6.2.6**      Annually, identify a summer help program to conduct the annual data inputs requirement for the critical facilities data base to ensure the annual completion of the critical facilities data base.

January 2001 - Sept 2002

**TASK 6.2.7**      Annually, starting with January, continuously update and amend the critical facilities data base.

**STRATEGY 6.3**      Provide for effective utilization of volunteer workers in disaster response and recovery operations.

May 1999

**TASK 6.3.1** With the cooperation of the Nassau County Volunteer Coordinator, ensure responsibilities for activating and managing the County Volunteer Coordination Center are defined and understood by participants through work group seminars.

**STRATEGY 6.4** Develop, train, and certify a Certified Emergency Reaction Team (CERT) Program for Nassau County.

August 1999

**TASK 6.4.1** Develop the Standard Operating Procedure and training outline for a CERT Program.

December 1999

**TASK 6.4.2** Identify the personnel required to establish the CERT Program and request volunteers for supporting the program.

February 2000

**TASK 6.4.3** Commence initial training and program development of CERT.

May 2000- September 2002

**TASK 6.4.4** Develop a residual training program, that, annually commencing in May, restarts the training pipeline to ensure a qualified number of personnel are maintained in CERT.

**GOAL 7: IMPROVE THE CAPABILITY WITHIN NASSAU COUNTY TO RESPOND TO HAZARDOUS MATERIAL INCIDENTS.**

**STRATEGY 7.1** Increase the accuracy of information regarding the locations of extremely hazardous substances (EHS).

October 1998

**TASK 7.1.1** Establish a system with all county fire stations for on site verification of information submitted by existing EHS facilities.

**TASK 7.1.2** Ensure the EOC network server data base has the CAMEO Windows program available for network utilization.

January 1999

**TASK 7.1.3** Verify that all required HAZMAT training has been conducted with all county firemen and EMS/EMT personnel to also ensure that new personnel receive HAZMAT training.

February 1999

**TASK 7.1.4** Jointly, between Emergency Management and Fire/Rescue, establish a system with all county fire stations for identifying and reporting newly discovered EHS facilities that have failed to register.

**TASK 7.1.5** Convert the critical hazardous EHS facilities information into the CAMEO Windows Program to establish the initial portion of the critical hazardous facilities data base to support EM2000 database tracking.

March 1999

**TASK 7.1.6** Submit a non-matching grant request for computer hardware support for INCIDENT COMMAND REPORTING laptop computers.

**TASK 7.1.7** If funding is available from grants, commence the purchase of laptop computers and placement of the INCIDENT COMMAND "HAZMAT"

LAPTOP RESPONSE computer in one command fire engine per fire station.

**January 2000**

- TASK 7.1.8** Establish levels 1-3 HAZMAT training software on the EOC server for certifying Fire-Rescue and OEM personnel in all 3 levels of HAZMAT training.
  
- TASK 7.1.9** Provide training certification to the Nassau County Risk Management Director for inclusion in all insurance programs.

NASSAU COUNTY EMERGENCY MANAGEMENT 5 YEAR STRATEGIC PLAN 1998

**GOAL 8: ENSURE ESSENTIAL NASSAU COUNTY STAFF AND COUNTY EMERGENCY RESPONSE PERSONNEL, AS WELL AS SELECTED VOLUNTEERS, ARE TRAINED TO EFFECTIVELY MANAGE EMERGENCIES.**

**STRATEGY 8.1** Provide all necessary training to both staffs and other appropriate non-departmental initial response personnel. Include volunteer support and damage assessment teams.

October 1998

**TASK 8.1.1** Coordinate with DEM and the Areas 3 coordinator to establish the required training and certifications required for all Emergency Management, Emergency Support Function and supporting Fire/Rescue staff personnel.

**TASK 8.1.2** Commence an assessment of all certified training completed by staff and support personnel, documenting all reviews with each member before any Inputs are completed in the EOC-Fire/Rescue data base.

**TASK 8.1.3** In conjunction with the DEM master training schedule, establish a list of required training courses needed for Nassau County EOC and ESF personnel in plan years 1998/1999/2000.

**TASK 8.1.4** Identify and forward prospective dates for early 1999 to conduct a second Public Officials Information and Education Conference.

November 1998-Sept 2002

**TASK 8.1.5** In conjunction with the EOC network and the Fire-Rescue network servers, identify through DEM, those available multimedia training programs to load to the EOC server network.

**TASK 8.1.6** Identify pre-disaster training programs available from Florida Fire College

that are multimedia capable and schedule for emergency management personnel and fire station training.

**TASK 8.1.7** Identify pre-disaster training programs available from FEMA, that are multimedia capable and schedule for emergency management and ESF personnel and qualify for fire station training.

**TASK 8.1.8** Upon completion of training and certification courses, enter into the EOC Fire/Rescue database all completed training and certifications.

**April 1999**

**TASK 8.1.9** Conduct GIS training for all emergency management and fire department personnel. Establish field exercises to validate training.

**TASK 8.1.10** Semi-annually, conduct a briefing seminar for all key agencies and county department heads, and applicable constitutional officers, on all documentation that concerns their roles and responsibilities during times of disaster.

**TASK 8.1.11** Establish a three level HAZMAT certification and training program for Emergency Management personnel and first responders.

**STRATEGY 8.2** Develop a Nassau County Support Matrix Program to ensure all county employee support positions and alternate positions are fully trained to assist in ESFs, Damage Assessment, Disaster Recovery Support Site Operations and EOC functions.

**October 1998**

**TASK 8.2.1** Develop a Support Matrix of all county employee positions that will be required to support positions on ESFs, Damage Assessment Teams, Disaster Recovery Support Site Operations and in the EOC.

**November 1998**

**TASK 8.2.2** Distribute the matrix to all department heads and volunteer organizations for review and approval.

**December 1998**



**TASK 8.2.3** Commence matching training requirements and required personnel to the Support Matrix and develop an in-house training program.

**TASK 8.2.4** Identify to the Personnel Department those personnel that are part of the ESF support program for entering into the PERSONNEL SUPPORT and RE-ENTRY CONTROL EPI Suite database.

**February 1999-2002**

**TASK 8.2.5** Commencing every February, start new and refresher training courses for county employee's whose employment position is required to respond to an ESF.

**TASK 8.2.6** Annually, before the start of Hurricane season, conduct two seminars on Disaster Preparedness, Response and Recovery for Nassau County government agencies and the local business and industrial community.

**TASK 8.2.7** Advertise and provide Disaster Preparedness, Response and Recovery seminars for the public sector, ensuring that the seminars are conducted in separate locations throughout the county.

**TASK 8.2.8** Provide special training to local officials on how to participate in the Rapid Impact Assessment Team concept, identifying and including those personnel from local businesses and industrial facilities.

**STRATEGY 8.3** Develop through the assistance of the Red Cross and Salvation Army., a Nassau County Volunteer training Program.

**March 1999**

**TASK 8.3.1** Conduct a seminar for volunteers using the Red Cross, Salvation Army, OEM personnel and training materials and videos from DEM.

NASSAU COUNTY EMERGENCY MANAGEMENT 5 YEAR STRATEGIC PLAN 1998

**GOAL 9: IN TIMES OF DISASTER, PROVIDE SAFE, AND MULTI-FUNCTIONAL SHELTER SPACES TO THE RESIDENTS OF NASSAU COUNTY.**

**STRATEGY 9.1** Pursue the addition of additional primary public shelter spaces.

October 1998

**TASK 9.1.1** Establish a new Hurricane and multi-use community shelter facility in the Bryceville area of the county.

**TASK 9.1.2** Review county demographics to determine shelter loading requirements.

December 1998

**TASK 9.1.3** Commence a joint review of Nassau County's shelter operating procedures including the school Superintendent and his staff for procedural review.

January 1999

**TASK 9.1.4** Present the Shelter Procedural Review to a joint meeting of the Board of County Commissioners and School Board for input and direction.

March 1999 – April 2001

**TASK 9.1.5** Meet with the Red Cross and the School Administration to consider converting secondary shelters to primary shelters.

**TASK 9.1.6** Review with the School Board, the required grant applications to add shutters to appropriate school structures to increase all hazard safety to designated shelter facilities.

**TASK 9.1.7** In coordination with the Red Cross, Salvation Army and local Pastors, review and re-develop a list of secondary shelters for Nassau County.

June 1999

TASK 9.1.8 Meet with the Florida Community College, Yulee campus, to determine the feasibility of assigning new FCC facilities as primary shelters.

TASK 9.1.9 Determine what personnel from FCC, if any, are available to man the FCC available facilities.

TASK 9.1.10 Determine the Red Cross and Salvation Army's ability to provide staff support and mass feeding to existing and possible additional shelters.

STRATEGY 9.2. Pursue an active and comprehensive identification program for the development of new all hazard, year 2001 compliant and strategically placed shelters through new school buildings or multi-use community shelters.

April 1999

TASK 9.2.1 Survey Nassau County to identify sufficient primary shelter capacity to accommodate a Level B evacuation.

TASK 9.2.2 Conduct a series of workshops with the School Administration to encourage that new schools meet the minimum requirements for certification as public shelters.

October 1999

TASK 9.2.3 With the assistance of the Human Resources Department, and as approved by the department heads, allocate available County employees to assist as shelter staff, coordinating with the Red Cross and Salvation Army for assistance.

April 2000

TASK 9.2.4 Apply for State of Florida or FEMA non matching grants that will offset the construction cost of shelters.

**STRATEGIC 9.3** Develop a comprehensive program to identify that Community Centers that are “designated shelters” are projected as “proper use” and efficient spaces, and are considered safe from hurricane winds and debris fall-out.

October 1998

**TASK 9.3.1** As future community centers are developed, review each for applicability to hurricane standards and built to those specifications.

**TASK 9.3.2** Through the applicable grants program, request the funds required to outfit the Bryceville community center with Needs Shelter Accessories (\$10,000-15,000).

January 1999

**TASK 9.3.3** Under the Shelter Verification Program, commence a survey on all public schools to reaffirm the county’s shelter listings that may require retro fitting, enlisting county employees as volunteers to support the survey.

**STRATEGY 9.4** Develop a plan that will address Nassau County’s needs and special needs population during all disasters.

February 1999

**TASK 9.4.1** With the support of the Nassau County Public Health Unit, survey the community professionals and identify sufficient sources of staffing (doctors, RNs, LPNs, experienced care givers) .

MAY 1999-May 2002

**TASK 9.4.2** At the beginning of each May, update the staffing section of the Special Needs Standard Operating Procedure in the ICS/EOC Manual.

June 1999

**TASK 9.4.3** Request that all health care facilities, Dialysis organizations, and acute care facilities provide for special shelter staffing plans for their clients and submit those plans to OEM.

**TASK 9.4.4** Identify those Special Needs people in Nassau County that will require acute medical care and designate these individuals as mandatory evacuations to the Special Needs Hospital in Jacksonville.

**STRATEGY 9.5** Identify adequate logistical and transportation support that is available for support both the Needs and Special Needs programs.

June 1999

**TASK 9.5.1** Identify emergency transportation resources for potential evacuation patient loading.

**TASK 9.5.2** Identify, with the help of the School Administration Transportation Officer, those buses, regular and handicap, and supporting drivers that are required to support patient loading requirements for Needs Shelter transportation.

**TASK 9.5.3** In coordination with Nassau County Public Health Unit, accomplish a survey of the medical supplies which are stored for Special Needs Shelters.

**TASK 9.5.4** Identify supplies which are outdated and pursue acquisition of replacement supplies.

May 1999-May 2002

**TASK 9.5.5** Each May, with the cooperation of the Nassau County School Administration Transportation Officer, modify as necessary the required school buses and assigned drivers needed for Needs Shelter transportation.