

City of Pataskala
Emergency
Operations Plan
(EOP)



UPDATE 08/2023

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PROMULGATION STATEMENT

Preparedness to cope with the effects of a disaster includes many diverse but interrelated elements which must be woven into an integrated emergency management system involving all departments of local government and private support agencies as well as the individual citizens.

Disasters necessitate a sudden escalation in the material needs of the community and a reorganization of resources and personnel to address emergency response. Many lives can be lost in the confusion and disorganization that accompanies the lack of a full planning effort. Therefore, failure to develop an integrated disaster preparedness plan encourages salvage type activities instead of an effective coordinated operation.

Planning for population protection must be a cooperative effort to avert or minimize the effects of natural, technological, civil and/or attack-related disasters; protect lives and property; restore the stricken area to its pre-disaster status with a minimum of social and economic disruption.

This plan is a state of policy regarding emergency management and assigns tasks and responsibilities to local officials and department heads, specifying their roles during an emergency or disaster situation. It is developed pursuant to Section 5502 Ohio Revised Code and the resolution by the City of Pataskala, assigning emergency responsibilities. This Emergency Operations Plan replaces all previous editions for the City of Pataskala.

APPROVAL AND IMPLEMENTATION

This plan provides Pataskala, Ohio the basis for a systematic approach to the solution of problems created by the threat or the occurrence of disasters. It identifies the responsibilities, functions, operational procedures, and working relationship between and within the support groups and individual citizens.

The City of Pataskala Basic Disaster Plan was jointly developed by the administration in cooperation with representatives from departments and jurisdictions that respond to emergencies. The first step in the planning process identified hazards that are a possible threat to the city. The second step assessed the resources of each jurisdiction and the third step was to develop response procedures based on these resources.

The goals to be achieved are to save lives and protect property by developing programs and emergency operations capabilities that address mitigation, preparedness, response, and recovery for natural, technological, civil, or "attack" related emergencies.

Biennial review of the EOP as well as emergency test exercises and actual emergency occurrences will serve to refine and clarify emergency responsibilities and contribute to ongoing planning process initiated by the responsible organizations which developed this document. Any changes or modifications to this plan must be made with the approval of the Pataskala City Administrator or designee.

City Administrator

Date

President of Council

Date

Mayor

Date

Law Director

Date

INSTRUCTIONS FOR PLAN USE

In order to execute this plan effectively and mobilize the available resources, all city departments must have knowledge of the procedures set forth in this plan and be trained in its use. All response personnel must be fully apprised of all the possible hazard effects, understand how these effects would affect local operations and know what their tasks are during the resulting emergency.

The basic plan is a relatively broad conceptual framework and describes the approach of an integrated emergency operations system. It relates information relevant to the whole plan. It explains the concept of operation for emergency management in this city and describes the organization and responsibilities for emergency planning and operations.

The annexes are components of the plan that contain information on specific functional responsibilities, tasks, and operational actions that pertain to the emergency being covered. They are action-oriented and written to guide personnel charged with execution of the plan.

Other detailed operational information that supports annexes are identified consistent with the information they provide, such as maps, charts, tables, and summaries of critical information.

The City of Pataskala will make distribution of this plan to agencies and organizations having a need for it, as well as subsequent changes and revisions. All suggestions for additions, deletions, changes, revisions, and updates should be directed to the Pataskala City Administrator or designee.

CITY OF PATASKALA EMERGENCY OPERATIONS PLAN

BASIC PLAN

I. PURPOSE

The purpose of the City of Pataskala Emergency Operations Plan (EOP) outlines the actions to be taken by the government of the city, its department heads, the private sector, and volunteer groups to prevent and reduce the effects of disasters. In accomplishing this, provisions must be in place for response to unavoidable occurrences and assistance in the recovery from disaster/emergency situations in the most efficient and expeditious manner possible.

The EOP is considered *all hazard* describing the mitigation, preparedness, response, and recovery from all natural and/or man-made disasters. The decision to activate this plan is determined by the City of Pataskala Administrator or their designee. An emergency does not need to be officially declared to utilize part or all of this plan.

II. SCOPE

The City of Pataskala EOP provides guidance for the officials of Pataskala to outline the concept of operations, organizational planning, and responsibilities. This plan explains the extent of emergency and disaster response necessary for activation of the plan to include all geographic areas within the boundaries of Pataskala.

III. SITUATIONS AND ASSUMPTIONS

1. Situation

Pataskala consists of an area of 28.72 square miles located in the central portion of the state. The city is composed of the areas formerly known as the Village of Pataskala and Lima township following a merger in 1996.

1. The following cities and villages are near Pataskala:

Reynoldsburg	Alexandria	Granville
Pickerington	Heath	Hebron
Johnstown	Blacklick	

2. The following townships are near Pataskala:

Harrison (Licking)	Etna (Licking)	Jersey (Licking)
St Albans (Licking)	Jefferson (Franklin)	Union (Licking)
Truro (Franklin)	Granville (Licking)	Violet (Fairfield)

3. Agriculture/farming, retail and manufacturing are the primary employers in the city.
4. Pataskala contains two State Routes, SR 310, SR 16. These provide access to State Route 161, State Route 40, and Interstate Route 70.
5. Hazards

High risk hazards most likely to affect the human and animal population of Pataskala as identified by the Hazard Identification in the introductory portions of this EOP are as follows: floods, winter storms, tornado, high winds, long term power outages, hazardous material releases (highways, rails, and facilities), and terrorism.

The entire population (human and animal) of Pataskala are at risk for the high-risk hazards.

B. Assumptions

1. The City of Pataskala has the manpower, equipment, supplies, and skills of public and some private agencies and groups to maximize preservation of lives and property in an emergency.
2. Emergencies will require cooperation and coordination among diverse government and private organizations. During an emergency, all individuals involved must work together to protect and sustain the lives and property of Pataskala residents.
3. Emergencies can occur with little or no warning. In some instances, such as a tornado, the location and extent cannot be predetermined.
4. City departments and organizations tasked in this document are aware of their emergency responsibilities and will fulfill these requirements when tasked to do so in an emergency.

IV. HAZARD AND THREAT ANALYSIS SUMMARY

The chart on the following pages will serve as a guide for hazard and threat analysis. This chart is meant to assist in the implementation of the Pataskala EOP. It is only a guide and not intended to cover every possible situation.

Activation Levels	Monitoring	Partial Use	Full Use
Examples/ Triggers	<ul style="list-style-type: none"> • Use in the early stages of advanced notice events- hurricanes, VIP visits, planned events, winter weather, etc. • Small local events where current and future needs are unknown. • Agency-specific assistance is needed beyond the normal day-to-day channels on a limited scale. • Severe weather watch issuance • Often monitoring status leads to partial or full activations once the situation develops further. 	<ul style="list-style-type: none"> • Events where assistance is needed for collaboration within the city for a small local event, such as localized flooding, planned events, etc. • Can be used for extended events such as disease or potential disease monitoring. • Hazard-specific events where a small group of responders is needed, such as a hazardous materials release or an agency-specific cyber threat. • Severe weather warning issuance. • Incidents requiring local or limited evacuation. 	<ul style="list-style-type: none"> • The need is demonstrated for significant partner collaboration in an open EOC. • There is a need for sharing and/or prioritizing resources. • Local authorities have issued evacuation orders. • The response is across many disciplines. • Multi-jurisdiction response. • County, state and/or federal assets responding. • Major response effort, such as a mass casualty incident, major flood, or terrorist attack.
Key Response Activities	<ul style="list-style-type: none"> • Multi-system monitoring, weather, media, etc. 	<ul style="list-style-type: none"> • Monitoring stage activities. 	<ul style="list-style-type: none"> • Monitoring and partial stage activities.

	<ul style="list-style-type: none"> • Proactive Information Sharing • Situation assessments and updates 	<ul style="list-style-type: none"> • Assessment and allocation of resources. • Physical response directed through EOC. • Collaboration and coordination with local elected officials and state responders. • Limited EOC structure and reporting. • Partial EOP activation. 	<ul style="list-style-type: none"> • Prioritization, tracking, and demobilization of resources. • Coordinated information sharing. • Tactical response, including operationalizing future planning initiatives. • Full EOC structure and reporting. • Full EOC activation.
EOC Activation	<ul style="list-style-type: none"> • No. Response is likely limited to key emergency personnel. • May lead to a partial or full activation or follow a partial or full activation during the demobilizing process. 	<ul style="list-style-type: none"> • Yes. Can be virtual or physical. • Limited participation from specific partners is needed for the response. • Can also be activated because of scaling down a Full activation EOC for long term operations. 	<ul style="list-style-type: none"> • Yes. Full activation of EOC. • Will include multiple operational periods. • County EOC (in person or virtual) is activated. • EOC will be fully staffed.
EOC Staffing	<ul style="list-style-type: none"> • City Administrator • Assistant City Administrator • Fire Chief (if available) • Police Chief • Public Service Director • Public Utilities Director • Planning and Zoning Director • Executive Administrative Assistant • Code Enforcement Officer • Subject Matter Experts 	<ul style="list-style-type: none"> • City Administrator • Assistant City Administrator • Fire Chief (if available) • Police Chief • Public Service Director • Public Utilities Director • Planning and Zoning Director • Executive Administrative Assistant • Code Enforcement Officer • Subject Matter Experts 	<ul style="list-style-type: none"> • City Administrator • Assistant City Administrator • Fire Chief (if available) • Police Chief • Public Service Director • Public Utilities Director • Planning and Zoning Director • Executive Administrative Assistant • Code Enforcement Officer • Subject Matter Experts

V. CAPABILITY ASSESSMENT

The functional and hazard specific annexes of this plan identify roles and responsibilities for the stakeholders involved in prevention, protection, response, and recovery of the local jurisdiction. Licking County EMA maintains a list of available resources. This resource list is continually updated and available to partner organizations.

Pataskala, participating agencies and organizations participate in ongoing training and exercises to strengthen the local jurisdiction's resilience. The administration conducts training and exercises to assess the jurisdiction's capability to respond and recover to all hazards that threaten the local community as needed.

Pataskala is committed to a whole community approach focusing on continuous improvement by incorporating the actions defined in the City of Pataskala EOP. This involves identifying gaps and addressing them in plans, training, and exercises to ensure the safety and resilience of the local community.

Not all gaps can be addressed locally. Pataskala is predominantly rural and must rely on mutual aid from adjacent counties as well as state resources.

VI. CONCEPT OF OPERATIONS

A. General

Per OHIO REVISED CODE (ORC) 5502, it is the responsibility of each level of government authority to provide for a comprehensive emergency management program meeting the needs of all city individuals, who have been or might be involved in a disaster or emergency situation. The criterion is to be followed whether or not higher-level assistance is or might be available.

1. The primary goals of the Pataskala EOP are to save lives and protect lives by developing appropriate operational capabilities. This can be achieved by breaking down the activities into the following four categories: Mitigation, Preparedness, Response, and Recovery.
 - a. Mitigation is any action taken to eliminate or reduce the degree of long-term risk to life and property from any type of hazards. Examples of mitigation are statutes, ordinances, and codes.
 - b. Preparedness is any activity taken in advance of an emergency facilitating implementation of a coordinated response. Examples of preparedness are emergency exercises and sirens.
 - c. Response is any action immediately before, during, or directly after the emergency occurs to save lives, minimize damage to property, and enhance the effectiveness of recovery. Examples of response are evacuation and protective action announcements.
 - d. Recovery is a short-term activity returning vital life-support systems to minimum operating standards and long-term activity to return society to safe and normal levels of activity. Examples of recovery are damage assessment and disaster assistance.
2. Mitigation, Preparedness, Response, and Recovery all fall within recognized time periods. Mitigation and preparedness take place in the pre-emergency period. Response occurs in the trans-emergency period and recovery occurs in the post-emergency period. These four categories are addressed in each functional annex of this plan and include the essence of planned arrangements for each period.

B. Inter-Jurisdictional Relationships

1. In an emergency or disaster, the Chief Operating Officers of each jurisdiction within Pataskala are responsible for the protection of lives and property in an emergency or disaster within their jurisdiction.
2. An occurrence affecting only one jurisdiction in the city will require emergency operations to take place under that jurisdiction's direction and control with citywide agency support through augmentation of manpower, equipment, and materials.
3. An occurrence affecting two or more jurisdictions requires cooperative emergency operations take place under each jurisdiction's direction and control with citywide agency coordination of the operation and management of resources for the affected areas.
4. An occurrence outside of the Pataskala city limits is under the direction and control of the City Officials or Township Trustees with the countywide agency supporting operations through augmentation of manpower, equipment, and materials.
5. An Emergency Proclamation can be issued, if warranted by the City Administrator or their designee, giving them the right to exercise all necessary local emergency authority for response. (See Annex A of the Basic Plan)
6. In the event all local resources including mutual aid are committed and additional assistance is necessary, aid may be obtained from the state through the County EMA.
7. Federal assistance requests are coordinated through the Licking County Emergency Management Agency (740-522-9031) and channeled through the appropriate state departments.

VII. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

C. General

1. Countywide Agreements
 - a. The Commissioners of a county and the Chief Executive Officer of a majority of the other political subdivisions within the county enter into a written agreement establishing a countywide emergency management agency. This Countywide Agreement for Licking County was approved on March 29, 2002.
2. Pataskala City Administrator or designee
 - a. The Pataskala City Administrator or designee has established a program for emergency management in the city. This program is in accordance with Chapter 5502 of the Ohio Revised Code (ORC) 5502.21 and regulations developed under it.
 - b. The Pataskala City Administrator or designee coordinating with executives in affected jurisdictions is responsible for implementing this Emergency Operations Plan.
 - c. The Pataskala City Administrator or designee with cooperation from the Licking County Commissioners coordinates emergency response from the Emergency Operations Center (EOC), supporting fire, medical, and/or law enforcement directing emergency response at the scene.

D. Responsibilities

1. Primary and support emergency assignments are the responsibility of the following organizations. A specific accounting of assignments is found in each annex of the plan and in the Standard Operating Procedures (SOPs) developed by each organization with emergency and support responsibilities. The SOPs provide a detailed description of how the assigned responsibilities are performed to support plan implementation.
2. City of Pataskala
 - a. Coordinate execution of the various Primary Annexes of this plan to the maximum extent possible with the emergency activities of local governments, state government, private and volunteer agencies, and organizations of the federal government.
 - (1.) The Primary Annexes include:
 - (i) A – EOC Operation
 - (ii) B – Assignment of Responsibilities
 - (iii) C – Hazardous Materials
 - (iv) D- Important Contact Information

VIII. DIRECTION AND CONTROL

- E. Annex A- EOC Operation to this plan describes the EOC facilities, procedures, and support requirements necessary to carry out this function.
- F. The Pataskala City Administrator or designee in coordination with personnel in the activated EOC and CEOs in the affected jurisdictions of the city will assume direction and control of emergency activities from the primary EOC located in the police station at 623 West Broad St, Pataskala, OH. The alternate EOC will be located in the fire station at 851 East Broad Street, Pataskala, OH will be established when necessary.
- G. Activities at the scene of emergency, public information releases, requests for emergency support, and local emergency declarations will be coordinated with the Pataskala City Administrator or designee, and personnel in the activated EOC.

IX. CONTINUITY OF GOVERNMENT

- H. Each department of the Pataskala City Government is responsible for:
 1. Designating lines of succession
 2. Delegating authorities for the successor to key personnel
 3. Making provisions for the preservation of records
 4. Developing procedures for the relocation of essential assets
 5. Developing procedures to deploy essential personnel, equipment, and supplies

X. ADMINISTRATION, FINANCE, AND LOGISTICS

I. Administration

1. Administration of emergency management activities in Pataskala are conducted on a daily, non-emergency basis (mitigation and preparedness phases) by the Pataskala City Administrator or designees.
2. During the emergency/response and recovery phases, the emergency management program is coordinated by the Pataskala City Administrator or designee with responders and Chief Executive Officers at the scene and in

the activated EOC. This is in accordance with the written procedures set forth in this plan and organizational SOPs.

J. After Action Review (AAR)

1. An After-Action Review (AAR) will be conducted by the City of Pataskala City Administrator or designee whenever the EOC is activated.
2. The purpose of the AAR is to review and discuss actions taken in response to the emergency. This review will include:
 - a. Identifying the strengths and weaknesses
 - b. Identifying equipment needs
 - c. Identifying training needs
3. The AAR will document the recommendations for improvement identified as a result of the review and be distributed to all partner organizations involved in the response.
4. This plan will be revised as appropriate based on the opportunities for improvement identified in the AAR.
5. The Pataskala City Administrator or designee will work with organizations to identify training opportunities to meet any training needs identified as a result of the AAR.
6. The Pataskala City Administrator or designee is responsible for promoting integration of the opportunities for improvement identified in the AAR into partner agencies and organizations plans and SOG's.

K. Finance

1. The Pataskala Finance Director or designee will be responsible for approval of expenditures during an emergency in accordance with the City of Pataskala Finance Regulations.
2. During the EOC activation, the Finance Director or their designee will maintain a roster of all expenditures to include Mutual Aid Agreements utilized, physical assets used, special resources requested, personnel costs, and the number of manhours used in response and recovery efforts. This information will be critical when utilizing Federal or State reimbursement programs.

L. Logistics

1. The request for operations, logistical and administrative support for response personnel will be coordinated with the Chief Executive Officer (CEO) of the affected jurisdiction and the Pataskala City Administrator or designee.
2. Available resources constantly change, therefore the resource list is constantly being updated. This is necessary to maintain the resource list as an accurate, useful, and current document. The Licking County EMA Director maintains the up-to-date resource list.

XI. PLAN DEVELOPMENT AND MAINTENANCE

1. The Pataskala City Administrator or designee is responsible for ensuring that necessary changes to the EOP are prepared, coordinated, published, and distributed. The Administrator will forward revisions of the EOP to all affected/responsible organizations for acceptance before the final version is printed.
2. Each city department tasked with emergency responsibilities in this EOP is responsible for updating its portion of the plan. This update is based upon deficiencies identified by emergencies, drills, exercises, and changes in government structure and emergency organizations. All changes will be submitted to the Pataskala City Administrator or designee for comment and incorporation into the EOP.

3. The intended audiences for each annex of this EOP are the responsible organizations assigned to address the emergency functions. The Pataskala City Administrator or designee will initiate a biennial review of the annexes with the appropriate organizations.

XII. TRAINING AND EXERCISE

M. Training

1. The Pataskala City Administrator or designee will encourage the need for maintaining an appropriate level of training for all first responders and local officials which will benefit them and their citizens with disaster identification and response. All training activities shall be documented.
2. Information gathered from After-Action Reporting will help determine training needs for city departments.

N. Exercises

Emergency Operations Plan exercises are a critical component for successful operations during an emergency or disaster. A state of readiness can be maintained using any combination of the following exercises.

1. Whenever possible Pataskala will participate in the full-scale exercise conducted by the county. This full-scale exercise will incorporate activation of the Emergency Operations Center (EOC) and field operations of several functions.
2. A functional exercise (FE) will be conducted biennially as a requirement to prepare for the FSE. A jurisdiction will demonstrate its capability and capacity to implement the Direction, Control, and Warning function (Annex A) for a multi-agency response and include several other integrated functions.
3. Tabletop exercises will be held as often as necessary to prepare for functional and full-scale exercises.
4. Orientation seminars and functional drills will be held on an as needed basis for training of individuals who have responsibilities within this plan.

XIII. AUTHORITIES AND REFERENCES

- O.** Civil Defense Act of 1950 as amended
1977 Defense Authorization Act (PL 94-361)
The Disaster Relief Act of 1974 (PL 93-288)
The National Oil and Hazardous Substance Pollution Contingency Plan, Federal Register, Vol. 40, CFR 300
Superfund Amendments and Reauthorization Act of 1986 Title III:
The Emergency Planning and Right-to-Know Law
CERCLA Rules
OSHA Rules
Clean Water Act (section 311 of USC 1:1)

P. State

State of Ohio Constitution, Article II, Section 42, and Power of the Governor to act for the citizens in the event of attack or other disaster.

Ohio Revised Code (ORC)

Section	Application
107.01 et seq	Powers, Duties, and Functions of the Governor
121.22	Meetings Open to the Public
161.01-29	Continuity of Government
305.09	Filling vacancies in elected county government positions
	Powers and Duties of:
305.12	County Commissioners
307.31	County Engineer
311.07	County Sheriff
313.86	County Coroner
315.08	County Engineer
329.01	County Departments of Human Services
733.03	Mayors of Cities
733.23	Mayors of Villages
737.11	Police and Fire Departments
2744.01	Definitions
3701.01-04, .13	State Health Department
3709.06, .22	Local/County Health Departments
3737.80	Fire Marshall/Fire Safety
2305.232	Jurisdiction/Limitations of Actions
3745.01	Environmental Protection Agency (EPA)
3745.13	EPA
3750.01-99	Emergency Planning (HazMat)
3751.01-99	Hazardous Materials
4905.81, .82	Hazardous Materials Transport
5101.01, .02	Powers and Duties of Human Services
5502.01-99	Emergency Management Agencies
6111.03	Water Pollution

Statewide Allocation Plan, Ohio EMA, March 1990

Q. Local

1. County Agreement, Emergency Management/Disaster Services (Section 5502.071 ORC)

R. Mutual Aid Agreements

1. Licking County Emergency Management Agency and the American Red Cross, statement of understanding
2. Mutual Aid as provided within the Ohio Revised Code (ORC)
3. Countywide Fire Departments Mutual Aid Agreement
4. Countywide Law Enforcement Mutual Aid Agreement
5. Local Red Cross Chapter with local schools and churches/synagogue
6. Local Emergency Management Agreement with schools for use of school buses

XIV. ATTACHMENTS

- S.** Attachment 1 - Emergency Proclamation, Pataskala, Ohio
- T.** Attachment 2 – Requests for State Disaster Assistance
- U.** Attachment 3 – Map of Pataskala

PATASKALA EMERGENCY OPERATIONS BASIC PLAN

ATTACHMENT 1 - EMERGENCY PROCLAMATION, LICKING COUNTY, OHIO

Whereas a

_____ ,

*has occurred or is occurring in Pataskala at

Approximately _____ AM / PM, *

This _____ day of _____, year _____.

Now Therefore Be It Resolved That: Pataskala is hereby declared to be under a State of Emergency and all applicable portions of the Ohio Revised Code pertaining thereto are in effect in order to exercise all necessary emergency authority for the protection of the lives and property of the people of Pataskala and that all citizens are called upon and directed to comply with necessary emergency measures and cooperate with personnel that are lawfully responding to or assisting in the recovery from the aforementioned emergency.

Authorized signature(s), title i.e., Pataskala City

Administrator or designee

Date

*Note: On line one, cross out either “has occurred” or “is occurring” and on line two, indicate correct time by circling either AM or PM

CITY OF PATASKALA EMERGENCY OPERATIONS BASIC PLAN
ATTACHMENT 2 - REQUEST FOR STATE DISASTER ASSISTANCE

1. Incident occurs
2. City of Pataskala notified
3. Disaster declared by local jurisdiction or county
4. All local resources are unable to meet needs
5. Ohio EMA Liaison contacted by Licking County EMA
6. Ohio EMA notifies Governor's Office
7. Ohio EMA will contact FEMA if further assistance is required

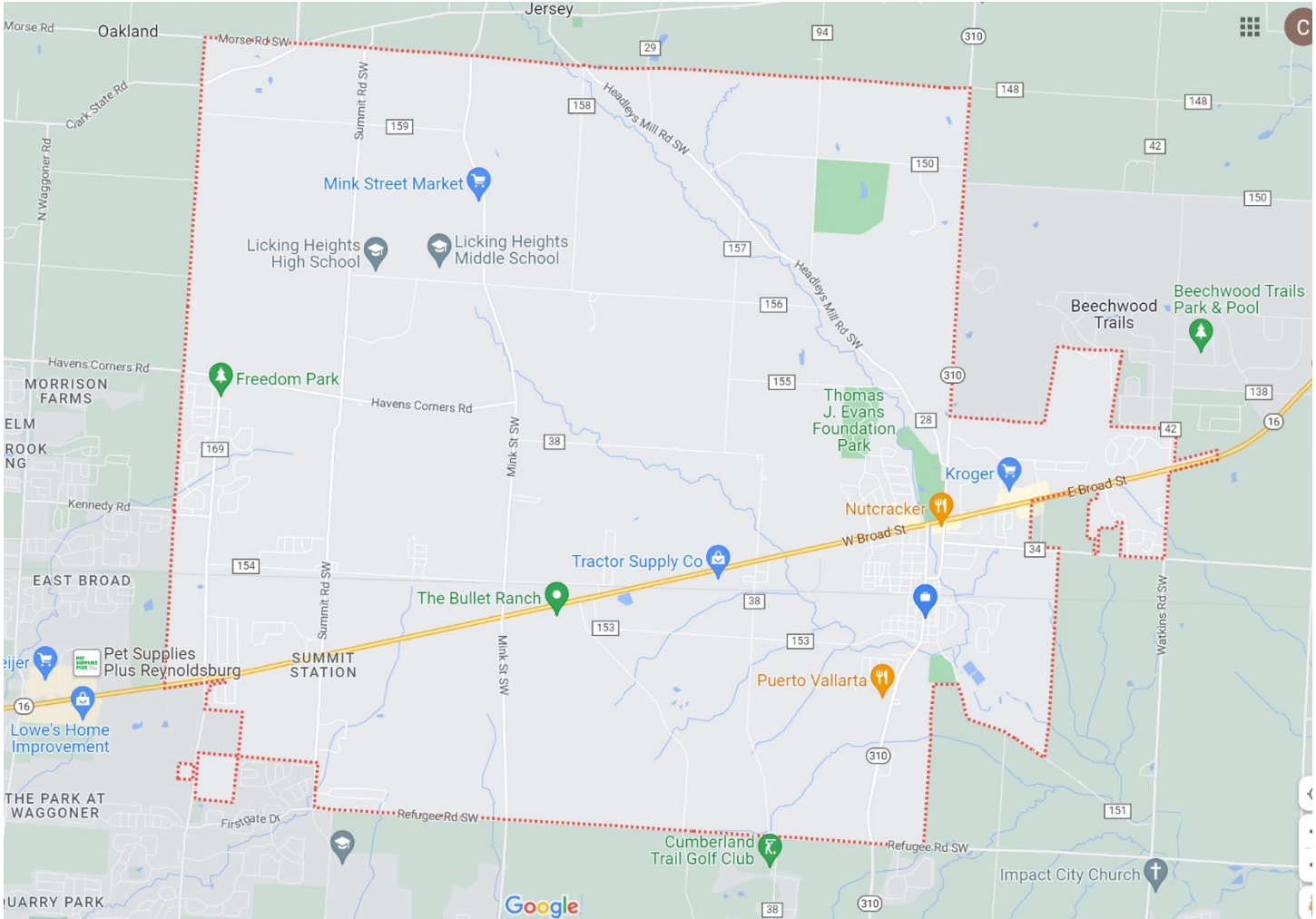
CITY OF PATASKALA EMERGENCY OPERATIONS BASIC PLAN

MAP OF PATASKALA, OHIO

SEE NEXT PAGE

CITY OF PATASKALA EMERGENCY OPERATIONS BASIC PLAN

ATTACHMENT 3 - MAP OF PATASKALA



ACRONYMS

AAR/BOE – Association of American Railroads/Bureau of Explosives
ADC – Aid to Dependent Children
ARC – American Red Cross
ARES – Amateur Radio Emergency Service
ARL – Activities Results List
ASCS – Agricultural Stabilization and Conservation Service
CAP – Civil Air Patrol
CAS – Chemical Abstract Service
CASRN – Chemical Abstract Service Registry Number
CB – Citizen Band Radio
CCA – Comprehensive Cooperative Agreement
CD – Civil Defense
CDC – Center for Disease Control
CEC – Community Emergency Coordinator
CEO – Chief Executive Officer
CERCLA – Comprehensive Environment Response, Compensation, and Liability Act
CFR – Code of Federal Regulations
CHEMTREC – Chemical Transportation Emergency Center
CHIP – Capability and Hazard Identification Program
CHLOREP – Chlorine Emergency Response Plan
CHRIS/HACS – Chemical Hazard Response Information System/Hazard Assessment Computer System
CIS (OHMTADS) – Chemical Information System (Oil and Hazardous Materials Technical Assistance Data System)
COEBS – Central Ohio Emergency Broadcast System
CP – Command Post
CPG – Civil Preparedness Guide
CPR – Cardiopulmonary Resuscitation
CRP – Crisis Relocation Plan
CSP – Community Shelter Plan
DAC – Disaster Application Center (after Presidential Declaration)
DAS – Damage Assessment/Disaster Analysis Section
DCPA – Defense Civil Preparedness Agency
DC & W – Direction, Control, and Warning
DFO – Disaster Field Officer (FEMA – after Presidential Declaration)
DHEW – Departments of Health, Education, and Welfare
DOC – Department of Commerce
DOD – Department of Defense
DOE – Department of Energy
DOI – Department of Interior
DOT – Department of Transportation (U.S.)
DPM – Disintegration per minute
DSA – Disaster Service Agency
EBS – Emergency Broadcast System
ECC – Emergency Communications Center
EHS – Extremely Hazardous Substance
EMA – Emergency Management Agency
EMA – Emergency Management Assistance
EMP – Electromagnetic Pulse
EMS – Emergency Medical Services

EMT – Emergency Medical Technician/Training
EMT-A – Emergency Medical Technician – Ambulance
EOC – Emergency Operations Center
EOP – Emergency Operations Plan
EPA – Environment Protection Agency
EPI – Emergency Public Information
ERT – Emergency Response Team
FCC – Federal Communications Commission
FCO – Federal Coordination Officer
FCP – Forward Command Post
FDA – Food and Drug Administration
FEC – Facility Emergency Coordinator
FEMA – Federal Emergency Management Agency
FIT – Federal Fiscal Year
HAZMAT – Hazardous Material
HHS – Health and Human Services, Department of
HMTC – Hazardous Materials Technical Center
ICS – Incident Command System
IDLH – Immediately Dangerous to Life or Health
IEMS – Integrated Emergency Management System
IMA – Individual Mobilization Augmentee (Personnel earning military retirement points serving Emergency Management)
JFS – Job and Family Services, Department of
LEAD – Licking Economic Action Development Program
LEADS – Law Enforcement Automated Data System
LEERN – Law Enforcement Emergency Radio Net
LEPC – Local Emergency Planning Committee
LMH – Licking Memorial Hospital
MCP – Mobile Command Post
MOBCON – Defense Movement Control Section
MSDS – Material Safety Data Sheet
NAPB-90 – Nuclear Attack Planning Base 1990
NAWAS – National Warning System
NBC – Nuclear, Biological, and Chemical
NCP – National Contingency Plan
NFPA – National Fire Protection Association
NFS – National Facility Survey (formerly NSS)
NIOSH – National Institute of Occupational Safety
NOAA – National Oceanic and Atmospheric Administration
NRC – National Response Center
NRC – Nuclear Regulatory Commission
NRT – National Response Team
NSF – National Strike Force
NSS – National Shelter Survey
NWS – National Weather Service
ODH – Ohio Department of Health
ODNR – Ohio Department of Natural Resources
ODOT – Ohio Department of Transportation
OEMA – Ohio Emergency Management Agency
OIC – Officer in Charge

ORC – Ohio Revised Code
OSC – On-Scene Commander
OSHA – Occupational Safety and Health Administration
OSP – Ohio State Patrol
PA – Public Address System
PAAT – Public Affairs Assist Team
PAG – Protective Action Guide
PIAT – Public Information Assist Team
PF – Protection Factor
PIO – Public Information Officer
PL – Public Law
PSI – Pounds (pressure) per square inch
PSTN – Pesticide Safety Team Network
RACES – Radio Amateur Civil Emergency Services
RCRA – Resource Conservation Recovery Act
REACT – Radio Emergency Associated Communications Team
RM – Radiological Monitor
RO – Radiological Officer
RP – Radiological Protection
RPP – Radiological Protection Program
RQ – Reportable Quantity
RRC – Regional Response Center
RRT – Radiological Response Team
RRT – Regional Response Team
RX – Receive (radio)
SARA – Superfund Amendments and Reauthorization Act
SCBA – Self Contained Breathing Apparatus
SERC – State Emergency Response Commission
SIC – Standard Industrial Classification
SLE – State and Local Exercise Program
SOP – Standard Operating Procedure
SPCC – Spill Prevention Containment and Countermeasures
SSC – Scientific Support Coordinator
TC – Toxic Chemicals
T and I – Trade and Industry (Education Program)
TLD – Thermoluminescent Dosimeter
TPQ – Threshold Planning Quantity
TX – Transmit (radio)
USCG – United States Coast Guard
USDA – United States Department of Agriculture

TERMS AND DEFINITIONS

Accident Site – The location of an unexpected occurrence, failure, or loss, either at a plant or along a transport route, resulting in a release of listed chemicals.

Acute Exposure – Exposures that occur for a relatively short periods of time; in general, ranging from hours to one to two days.

Annex – A portion of the Emergency Operations Plan that deals with one specific department or function. e.g. communications, law enforcement, etc.

Appendix – Attachment providing technical information, details, or methods.

Blast Wave – A sharply defined wave of increased air pressure rapidly propagated from the center of a nuclear detonation.

Chief Executive Officer- The person in charge of a city department or other organization.

CHEMTREC – The Chemical Emergency Transportation Center is a centralized toll-free service which has been set up to provide immediate advice on the nature of the product and steps to be taken in handling the early stages of transportation emergencies where hazardous chemicals are involved. CHEMTREC promptly contacts the shipper of the material involved for more detailed information and appropriate follow-up action, including on-scene assistance when feasible.

CHLOREP – The Chlorine Emergency Plan was established by the Chlorine Institute to enable the nearest produced of chlorine products to respond to an accident involving chlorine. CHEMTREC serves as the communications link for this purpose.

Command Post – Facility at a safe distance from an accident site, where the incident commander, responders and technical representatives can make decisions, deploy manpower and equipment, maintain liaison with media, and handle communications.

Community Shelter Plan (CSP) – A standard operation procedure that designates specific shelters to be used by people working or living in specific areas of the community, thus allocating the people to the best available fallout protection.

Conglomerate – A term used to identify a risk area and its associated host areas.

Congregate Care Facility – A public or private building in the host area that may be used to lodge and care for evacuees. Generally, assigned space is approximately 40 square feet per person. The facility may or may not meet criteria for designation as a “fallout shelter”.

Contamination – The deposit of radioactive material on the surfaces of structures, areas, objects, or personnel following a nuclear explosion. This material generally consists of fallout in which fission products and other weapon debris have become incorporated with particles of dirt, etc. Contamination can also occur from the radioactivity induced in certain substances by the action of neutrons from a nuclear explosion. Contamination as used in a hazardous materials incident means anything the substance or residue has come in contact with.

Decontamination – The reduction or removal of contaminating radioactive material from a structure, area, object, or person. Decontamination may be accomplished by: (1.) treating the surface to remove or decrease the contamination, (2.)

letting the material stand so that the radioactivity is decreased as a result of natural decay and (3.) covering the contamination.

Decontamination – In the case of hazardous materials means completely cleaning and/or removing the objects that are contaminated.

Direct Effects – The immediate emissions of a nuclear detonation considered most hazardous, namely blast, heat, and initial nuclear radiation.

Disaster/Emergency – An event that causes or threatens to cause loss of life, human suffering, property damage, economic and/or social disruption.

Electromagnetic Pulse (EMP) – Energy radiated by a nuclear detonation in the medium-to-low frequency range that may affect or damage electrical or electronic components and equipment.

Emergency Medical Services (EMS) – A service which responds to the site of illness/injury, stabilizes medical condition consistent with training abilities, and transports victims to qualified medical facilities.

Emergency Operations Center (EOC) – The site from which government officials exercise direction and control during emergencies.

Emergency Operations Plan (EOP) – A document developed to identify and catalog all the elements required to respond to an emergency, to define responsibilities and specific tasks and to serve as a response guide.

Evacuation – Temporary movement of people from a hazard area to an area of safety.

Exclusion Zone – The area where contamination does or could occur.

Extremely Hazardous Substances – Chemicals which can cause both severe short and long term health effects after a single, brief exposure (short duration). These chemicals can cause damage to living tissue, impairment of the central nervous system, severe illness or, in extreme cases, death when ingested inhaled or absorbed through the skin.

Fallout, Radioactive – The process phenomenon of the fallback to the earth's surface of particles contaminated with radioactive materials from a cloud of this matter formed by a nuclear detonation. The term is also applied in a collective sense to the contaminated particulate matter itself. The early (or local) fallout is defined, somewhat arbitrarily, as those particles that reach the earth within 24 hours after a nuclear explosion. The delayed (or worldwide) fallout consists of smaller particles that descend into the upper troposphere and into the stratosphere and are carried by winds to all parts of the earth. The delayed fallout is brought to earth mainly by rain or snow, over extended periods ranging from months to years.

Fallout Shelter – A habitable structure, facility, or space used to protect its occupants from radioactive fallout. Criteria includes a protection factor of 40 or greater, a minimum of 10 square feet of floor space per person, 65 cubic feet of space per person and at least three cubic feet of space per person is required.

Fixed Facility – A plant site where handling/transfer, processing and/or storage of chemicals are performed.

Full Emergency Condition – An incident involving a severe hazard of a large area which poses an extreme threat to life and property and will probably require a large-scale evacuation or an incident requiring the expertise or resources of county, state, federal, or private agencies/organizations.

Functional Annex Coordinator – Person with overall responsibility for coordinating actions within a particular area i.e. the County Sheriff is the Law Enforcement Annex Coordinator.

Hazard – A situation that may result in death or injury to persons or in damage to property. Includes effects of natural and/or manmade occurrences, such as tornadoes.

Hazard Analysis – Identifying the likelihood of, if, where and how often an occurrence could or will happen that may result in death or injury to persons or damage to property. It may also include the use of a simplified vapor dispersion model which looks at the movement of toxic or explosive vapors over distance at a concentration level of concern to determine whether the amount of chemical at a facility or in a transport container poses a threat to the surrounding community requiring more detailed analysis and planning.

Hazardous Materials – Chemicals which are explosive, flammable, poisonous, corrosive, or radioactive and require special care in handling because of the hazards they pose to public health and the environment.

Host Area – A specified area relatively unlikely to experience direct weapons effects from a nuclear attack and designed for reception and care of risk evacuees.

Host Area Survey – A survey conducted in designated “host area”. Surveys include identification of congregate care facilities, shelter data, and capability to upgrade existing shelter.

Incidents – An event or occurrence posing a potential threat to the health and safety of individuals in the vicinity; may also result in physical damage to properties and facilities.

Limited Emergency Condition – An incident involving a greater hazard or larger area which poses a potential threat to life or property, and which may require a limited evacuation of the surrounding area.

Mitigation – Activities that eliminate or reduce the probability of a disaster occurrence or lessen undesirable effects of unavoidable disasters.

Monitoring – The process of locating and/or measuring radioactive or hazardous chemical by-products and contaminants by means of survey instruments and technically proficient personnel.

Mutual Aid Agreements – Written or unwritten understandings among jurisdictions that cover methods and types of assistance available during emergency operations.

National Shelter Survey (NSS) – An effort started in 1961 to locate potential public fallout shelter space in the event of an attack. Millions of spaces were identified, marked, licensed, and stocked with essential supplies. In 1973 the program was expanded to include “all effects” i.e. protection against the most likely peacetime hazards that each community would face.

Nuclear Attack Planning Base (NAPB-90) – Addresses planning for actions to be taken, as outlined in the EOP, in case of nuclear attack.

Off-Site – The area outside the boundary of the onsite area that may be affected by the consequences of an extraordinary situation.

On-Scene – The total area that may be impacted by the effects of an extraordinary situation. The on-scene area is divided into mutually exclusive on-site and off-site areas.

On-Site – The area within the boundary established by the owner of a fixed facility.

Overpressure – The transient pressure, usually expressed in pounds per square inch, exceeding the ambient pressure, manifested in the shock (or blast) wave from an explosion. The variation of the overpressure with time depends on the energy yield of the explosion, the distance from the point of the blast and the medium in which the weapon is detonated. The peak overpressure is the maximum value of the overpressure at a given location and is generally experienced.

Plume – A vapor cloud formation which has shape and buoyancy.

Political Subdivision – Includes counties, cities, villages, townships, and other corporations and entities whether organized and existing under charter or general law.

Potential Emergency Condition – An incident that can be controlled by the first response agencies and does not require evacuation of other than the involved structure or the immediate outdoor area. The incident is confined to a small area and does not pose an immediate threat to life or property.

Preparedness – Activities which serve to develop the response capabilities needed in the event an emergency should arise.

Protection Factor (PF) – A number used to express the relationship between the amount of fallout gamma radiation that would be received by a person in a completely unprotected location and the amount that would be received by a person in a protected location.

Radiation, Initial Nuclear – Nuclear radiation (essentially neutrons and gamma rays) emitted from the fireball and the cloud column during the first minute after a nuclear (or atomic) explosion.

Recovery – Activities which seek to restore the community to before disaster or improved conditions.

Rescue – The process of removing victims to the perimeter of the disaster scene, out of danger. The victims are provided lifesaving assessment, control of major hemorrhage, and safe removal with the use of backboards, cravats, blanket rolls, etc.

Response – The efforts to minimize the hazards created by an emergency protecting the people, the environment, and property and returning the scene to normal pre-emergency conditions.

Risk Area – Areas considered relatively more likely to experience direct weapons' effects. Criteria for designation of high-risk areas may be found in Nuclear Attack Planning Base 1990 (NAPB-90), April 1987, Federal Emergency Management Agency. Risk Area is a generic area defined around a chemical plant or hazardous materials transportation corridor to facilitate emergency planning by designating vulnerable areas.

Risk Categories – Selection of target classes based on recent data and the following headings: strategic military installations, other military installations and bases, military support industry, ports, petroleum refineries, political centers, electric power plants, and chemical industries.

Roentgen – A measurement of nuclear radiation.

Shelter – A facility offering immediate, temporary protection from the effects of nuclear radiation, hazardous materials, or natural disasters.

Shelter, Expedient – Any shelter constructed in an emergency or crisis period on a crisis period basis by individuals or single families.

Shelter, Upgrade – Shelter space obtained by taking actions to improve fallout protection in existing facilities and spaces usually accomplished by adding mass overhead and to walls through use of earth and other materials.

Special Populations – Concentrations of people in one area or building for a specific purpose or in certain circumstances (e.g. deaf, handicapped, homebound persons, schools, hospitals, nursing homes, orphanages, shopping centers etc.)

Staging Area (SA) – A location selected that usually has large parking areas provides space to temporarily locate people and/or equipment until they are assigned to other more permanent locations. Most are selected in relation to the location to potential hazards. Others may have to be designated at the time of the incident, as in the case of some transportation accidents.

Triage Area – This may be at the immediate scene of the disaster but, in the case of a disaster involving a large area, may be a designated area where the victims will be brought after rescue by rescue personnel for the purpose of providing definitive treatment as necessary. The purpose of the Triage Area is the sorting, treating, and transporting of victims according to the severity of their injuries.

Worker, Key – An individual whose skills or services are required to continue operation of vital facilities and activities that will provide goods and services to the relocated population and host county residents or ensure continuance of the nation's production capabilities and preservation of the economic system.

NUCLEAR RISK DEFINITIONS

Direct Effects

NABP-90 defines the potential risk from nuclear weapon blast overpressures as the total area affected by 1.5 pounds per square inch or more.

Four degrees of the potential risk from blast overpressures are delineated and are as follows:

1. **Very High Direct Effects Risk Areas** are defined as areas surrounding target aim points which have the potential to experience blast overpressures equal to or greater than 10.0 psi from a nuclear detonation(s).
2. **High Direct Effects Risk Areas** are defined as areas around a target aim point which have the potential to experience blast overpressures from a nuclear weapon detonation of equal to or greater than 5.0 psi but less than 10.0 psi.
3. **Medium Direct Effects Risk Area** are defined as areas around target aim point which have the potential to experience blast overpressures from a nuclear weapon detonation(s) of equal to or greater than 2.0 psi but less than 5.0 psi.
4. **Low Direct Effects Risk Areas** are defined as areas around target aim point which have the potential to experience blast overpressures from a nuclear weapon detonation(s) of equal to or greater than 0.5 psi but less than 2.0 psi.

FALLOUT RISK

The potential risk from fallout radiation generated by ground burst weapons is vast and far-reaching. NAPB-90 defines the entire continental U.S. under this potential risk. To determine risk levels of 12 “most likely” wind patterns—one such pattern for each month of the year—and uses the highest resulting radiation effect in each county as its potential risk level.

Four levels of potential fallout risk are defined:

1. **Very High Fallout Risk Counties** are defined as those that have the potential to receive a one-week unprotected radiation dose equal to or greater than 15,000 roentgens.
2. **High Fallout Risk Counties** are defined as those that have the potential to receive a one-week unprotected radiation dose of equal to or greater than 6,000 roentgens but less than 15,000 roentgens.
3. **Medium Fallout Risk Counties** are defined as those that have the potential to receive a one-week unprotected radiation dose of equal to or greater than 3,000 roentgens but less than 6,000 roentgens.
4. **Low Fallout Risk Counties** are defined as those which have the potential to receive a one-week unprotected radiation dose of less than 3,000 roentgens.

FIRE RISKS

The risk of potential thermal and secondary blast ignited fires created is directly related to the risk from blast overpressures. Hence, NAPB-90 defines the fire risk as coexistent with that risk, delineating three degrees of risk:

1. **Very High Fire Risk Areas** exist where blast overpressures equal or exceed 5.0 psi, which is the area defined as at very high and high direct effect risk.
2. **High Fire Risk Areas** exist where blast overpressures are greater than 2.0 psi but less than 5.0 psi, which is the areas defined as at medium direct effects risk.
3. **Medium Fire Risk Areas** comprise the remainder of the area of potential blast overpressure, which is the area experiencing equal to 0.5 but less than 2.0 psi.

City of Pataskala
Emergency
Operations Plan

Annex A:
EOC Operation



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Emergency Operations Center (EOC) Operation

➤ Pre-Identified EOC Locations

- Pataskala will coordinate the response by utilizing the EOC as the situation necessitates.

Facility Name	Address	Additional Information
Primary EOC Location: Pataskala Police Department	623 West Broad Street, Pataskala, OH 43062	The Pataskala Police Department is designated as the primary EOC location unless conditions dictate that the secondary EOC location be used
Secondary EOC Location: West Licking Fire District Station 401	851 East Broad Street, Pataskala, OH 43062	The West Licking Fire District Station 401 is designated as the secondary EOC location unless conditions dictate that it become the primary EOC

➤ Activation Process for Virtual and/or Physical EOC

1. The City Administrator or designee will determine if the EOC needs to be activated either virtually and/or physically.
2. If the decision to activate the EOC has been made, the following courses of action will follow:
 - **Virtual EOC Activation**
 - Notify EOC staff/key positions, as determined by the City Administrator or designee.
 - Notifications will be made via telephone and email.
 - **Physical EOC Activation**
 - Notify EOC staff/ key positions, as determined by the City Administrator or designee.
 - Notifications will be made via telephone and email.
 - Notification message should include the **LOCATION** of the EOC; **WHO** should report to the EOC; **WHEN** to report; and the anticipated **LENGTH** of activation.

➤ **EOC Key Activities**

1. The EOC will provide centralized coordination and support to the emergency, as needed.
2. Once activated, the EOC will serve as a mechanism for collecting and disseminating information regarding the availability of and need for resources.
3. The EOC will ensure a unified and coordinated incident management approach among the responding agencies and organizations in the city.
4. The EOC will ensure a unified incident management approach with the County.

➤ **Virtual EOC**

During a virtual EOC activation and response, EOC staff will coordinate the response virtually by utilizing the following information sharing and coordination systems:

1. Microsoft Teams
2. Email
3. Conference Calls
4. Desktop Sharing

➤ **EOC Staffing**

The EOC Staff will be assembled by the City Administrator or designee when an event or incident is determined to be imminent, and dissemination of information to key individuals is necessary. The EOC Staff may consist of, but is not limited to, the following:

- City Administrator
- Assistant City Administrator
- Fire Chief (if available)/ Battalion Chief or Shift Officer on Duty
- Police Chief
- Public Service Director
- Public Utilities Director
- Planning and Zoning Director
- Executive Administrative Assistant
- Code Enforcement Officer
- Subject Matter Experts

The City Administrator or designee may appoint additional personnel to the EOC Staff as needed. Due to the potential for 24/7 operations, alternate personnel will be designated by position and trained on incident management activities.

➤ **EOC Staffing Rotation Plan**

The Administration recognizes that emergency situations are dynamic and as such cannot adhere to a rigid schedule. The schedule below is meant to serve as a guide. It is intended to be flexible. Pataskala will begin staffing when the EOC is opened. Should the EOC need to remain open to conduct 24/7 response operations, the following schedule is recommended. Staff will rotate every 12 hours. Individuals arriving and departing must determine if a substitute person will be needed or if the shift change should be delayed.

DAYTIME OPERATIONS	
Time	Activity
0630	Oncoming shift arrives. Mealtime (sign-in required)
0645	Oncoming staff briefed on action plan from the previous shift
0700	Shift Change (sign-out required)
0730	Objectives Meeting
0800	Ongoing response to the emergency- meetings as necessary
1200	Mealtime
1300	Ongoing response to the emergency- meetings as necessary
1500	Elected Officials Briefing
1600	Media Interviews if requested
1700	Daily summary of response activities
1830	Mealtime
1900	Shift Change (sign-out required)

* The Administration recognizes that multiple day, 24/7 operations stresses available resources, to include personnel. Nighttime operations likely would be supported by less staff than Daytime operations.

NIGHTTIME OPERATIONS	
Time	Activity
1830	Oncoming shift arrives. Meal served (sign-in required)
1845	Oncoming staff briefed on action plan from the previous shift
1900	Shift Change (sign-out required)
2000	Objectives Meeting
2100	Ongoing response to the emergency- meetings as necessary
0000	Mealtime
0100	Ongoing response to the emergency- meetings as necessary
0400	Daily summary of response activities
0630	Meal served at the EOC
0700	Shift Change (sign-out required)

City of Pataskala
Emergency
Operations Plan

Annex B:
Assignment of
Responsibilities



UPDATE 08/2023

Emergency Operations Center (EOC) Assignment of Responsibilities

The Pataskala Emergency Operations Plan (EOP) is modeled after the Licking County Disaster Plan. The Basic Plan presents the policies and concept of operations that guide how Pataskala plans to coordinate its disaster response efforts. It also includes planning assumptions, response, and recovery actions, and assigned responsibilities.

Jurisdictions with assigned responsibilities should be familiar with the EOP; however, added emphasis should be given by those organizations to the sections of this plan for which they have a specific role. Governmental agencies and departments are responsible for establishing their own standard operating procedures (SOP) to conduct the operation tasks assigned to them in this plan. This EOP seeks to coordinate standard and emergency SOPs to effectively use resources and assets to stabilize and recover from any array of emergency situations.

Municipality Specific Assignment of Responsibilities	
Elected Officials	<ul style="list-style-type: none"> • Carry out appropriate provisions of State General Statutes, in addition to local ordinances relating to emergencies. Follow incident guidance. • May enact emergency ordinances. • Issues formal requests for additional resources and assistance. • May answer questions from constituents and the media.
City Administrator & Assistant City Administrator	<ul style="list-style-type: none"> • Activates and serves as the director of the EOC. • Provides a post-incident summary of event activity and associated costs. • Develops a roster of essential employees who must remain during an emergency in the EOC, or return to relieve other key employees. • Acts as liaison between the EOC and other governmental and non-governmental agencies. • Determines objectives, priorities, and appropriate response organization. • Briefs the EOC staff. • Ensures key positions for safety and communications are filled. • Responsible for formation and dissemination of emergency public information and news releases to the media.

	<ul style="list-style-type: none"> • Provides direction on the staffing rotation plan. • Ensures proper documentation is maintained by response personnel. • Ensures that emergency operation plans are up to date and functional for all departments and affected division. • Develops an on-going training program for key staff members to include test(s) and exercises.
Planning and Zoning Director	<ul style="list-style-type: none"> • Updates command on situation awareness and city operations • Establishes information requirements and reporting schedules for EOC and field staff. • Provides incident maps. • Meets with Command prior to planning meetings to discuss proposed strategy and tactics and to diagram incident organization and resource location. • Holds section meetings as necessary to ensure communication and coordination among section leaders.
Law Director	<ul style="list-style-type: none"> • Responsible for the preparation of any documents for consideration of the city council related to an event
Executive Administrative Assistant/ Clerk of Council	<ul style="list-style-type: none"> • Updates Pataskala website during the event. • Works with IT professionals and software vendors to establish disaster preparedness and recovery plans. • Coordinates volunteer meetings; collects and organizes volunteer applications; disburses information packets to volunteers. • Assist with communication to members of council regarding emergency actions. • Assists with the documentation of all EOC decisions and activities. • Maintains communication with City Administrator or designee.
Fire Chief	<ul style="list-style-type: none"> • Advises, provides, informs, and assists in coordination of emergency operations for planning, development, and activation of the EOP. • Deploys fire personnel and equipment during emergencies to provide fire suppression, rescue, decontamination, or related services. • Works on a cooperative basis with city departments to develop and maintain emergency operations plans and capabilities. • Collects, maintains, and updates the notification and resource manual annually or as needed.

	<ul style="list-style-type: none"> ● Assists in the establishment of mutual aid or cooperative assistance to provide services, equipment, or other resources in the event of an emergency. ● Assists in warning affected populations of an existing or impending emergency, as appropriate. ● Maintains fires security in evacuated areas. ● Determines alternate staging areas and emergency operations center based on the emergency situation. ● Assumes primary responsibility for route alerting of the public. ● Assists with evacuation of affected citizens, especially those who are institutionalized, immobilized, or injured. ● Maintains communications of ongoing response operations with the Licking County EOC.
<p>Police Chief</p>	<ul style="list-style-type: none"> ● Develops a plan for conducting traffic control, evacuation/re-entry routes, movement of evacuees to shelters, and general law enforcement operations within the city. ● During an emergency, maintains communication of ongoing operations with the Licking County Sherriff Department, 911 dispatch center, and other appropriate law enforcement agencies. ● Provides security and access control/re-entry to the damaged area(s) and vital facilities during and after an incident. ● Assists in warning affected populations of an existing or impending emergency, as appropriate. ● Assists in the establishment of mutual aid or cooperative assistance to provide services, equipment, or other resources in the event of an emergency. ● Assists Fire Department with route alerting of the public. ● Coordinates with the Fire Department to implement the order for evacuation; responds to emergency protection of property and citizens; and assists the EOC with re-entry decisions. ● Assists in the development of an emergency alert system to notify the public in the event of an emergency. ● Assists with the evacuation of affected citizens, especially those who are institutionalized, immobilized, or injured.
<p>Public Service Director</p>	<ul style="list-style-type: none"> ● Responsible for maintenance and operation of all city roads, municipal and public buildings, and storm water services. ● Coordinates and implements debris management and removal activities.

	<ul style="list-style-type: none"> • Coordinates with ODOT on emergency repairs and restoration of roads. Performs or identifies resources to assist with emergency repair and restoration of roads, vital facilities, and utilities as necessary. Assists with support services for field emergency response units, including potable water, food, lights, and tents. • Emergency clearance and/or restoration of major streets and critical public facilities in support of emergency response operations. • Provides for the use of emergency signs and other traffic movement devices. • Maintains a listing of public service assets as well as coordinating the assignment of those resources. • Appraises status of public service areas of responsibility and takes action to correct and maintain critical services where feasible. • Provides City Administrator or designee with status reports on emergency conditions.
<p>Public Utility Director</p>	<ul style="list-style-type: none"> • Responsible for the continuity of emergency services with respect to water and sewer. • Ensures the security of utility buildings to include the water treatment plants, water reclamation facilities, drinking water wells, booster pump station, and lift stations. • Appraises status of utilities areas of responsibility and takes action to correct and maintain critical services where feasible. • Emergency restoration of critical public facilities, including the temporary restoration of water supplies and wastewater treatment systems. • Provides the City Administrator or designee with status reports on emergency conditions. • Assists with support services for field emergency response units including portable toilets and vehicular refueling.
<p>Zoning Inspector</p>	<ul style="list-style-type: none"> • Notifies builders with construction in progress to secure sites.
<p>Finance Director</p>	<ul style="list-style-type: none"> • Ensures that financial records of expenditures are kept during emergencies. • Be familiar with the FEMA equipment rate schedules. • Assists in the preparation of applications and claims for federal and state financial assistance and reimbursement. • Implements financial accounting records procedures for all city departments to report their emergency expenses.

	<ul style="list-style-type: none"> • Ensures that all essential records are preserved in a safe location. This includes the back-up of all computerized records and information. • Responsible for ensuring the integrity of personnel and payroll throughout the event. • Assists with the procurement and delivery of essential supplies, equipment, and other resources.
Parks and Recreation Manager	<ul style="list-style-type: none"> • Responsible for any activities that may occur in the parks in response to an emergency. • Arranges for feeding operations of emergency workers, EOC staff, and volunteers.

City of Pataskala, Annex C

City of Pataskala Emergency Operations Plan

Annex C: HAZMAT Situations



UPDATE 08/2023

HAZMAT Situations

➤ Purpose

The purpose of the HAZMAT Situation Annex of the Pataskala Emergency Operations Plan is to define what actions members of the administration should take in a HAZMAT situation. HAZMAT situations include, but are not limited to, a train derailment with cars carrying hazardous materials, accidents with tractor trailers carrying hazardous materials, spills at a gas station, or chemical spills at a manufacturing facility.

The West Licking Joint Fire District has the lead on all responses to HAZMAT situations. They have highly trained experts to deal with any type of HAZMAT event that could take place. Despite the West Licking Joint Fire District taking the lead, it is imperative that all members of the Pataskala Administration be familiar with this section of the Pataskala Emergency Operations Plan. Any member of the Administration could be the first person to arrive at the scene or be called on to staff the West Licking Joint Fire District Emergency Operations Center during a hazardous materials incident.

➤ West Licking Joint Fire District Statement of Command

In the event of a Hazmat incident within the city limits of Pataskala, The West Licking Joint Fire District along with the Licking County Hazmat Team and/or mutual aid companies (City of Columbus Hazmat Team or others as needed or available) will be activated. The West Licking Joint Fire District will have command of the incident and will utilize a Joint Incident Command (JIC) for larger incidents.

- The JIC will be comprised of:
 - Incident commander from WLFD
 - Hazmat Team commander
 - Officials from the city of Pataskala
 - Pataskala PD
 - Other agencies as needed.

➤ First Person to Discover the Scene

- Call 911 or the West Licking Joint Fire District (740-927-8600) to report the situation.
 - They may ask you to relay information about the incident. Only attempt to gather information if it can be done in a safe manner.
- When approaching the scene, safety is the number one priority. The actions below should be taken ONLY if it is safe to do so. If you have any questions about whether it is safe to do so, do not approach the scene and dial 911 to inform them of the location of the incident.
- When approaching the scene of any incident it is imperative that you be aware of your surroundings – a.k.a. situational awareness. Don't be overly cautious but be aware of what is going on around you.
- Procedure for approaching the scene is as follows:
 - Always approach from uphill and upwind (wind at your back).
 - Maintain a safe distance from the scene. Utilize binoculars to assess the situation if possible.
 - Gather pertinent information to report to the responding agency.
 - Take note of the location of the incident.
 - Identify anything that could cause escalation of the response. These can include, but are not limited to:
 - Proximity to a church
 - Proximity to a school
 - Proximity to residential structures
 - Proximity to a day care facility
 - Possibility of water way contamination
 - If possible, take note of the diamond shaped HAZMAT placard on the transport container.
 - The color, symbols, and numbers on the placard will give the first responders critical information about the type of material involved. This information will assist them in developing the response plan as quickly as possible.

➤ First Responder Actions

First responder actions are similar to the actions taken by the first person to discover the scene.

When approaching the scene of any incident it is imperative that you be aware of your surroundings – a.k.a. situational awareness. Don't be overly cautious but be aware of what is going on around you.

The first few minutes after the arrival of first responders to an incident involving hazardous materials is considered the "critical stage." The safety of the first responders and the public, identification of the material or its HAZMAT classification, and stabilization of the incident are the primary goals of the first responders. Their actions, more than any others, can affect the severity and outcome of the incident.

When approaching the scene of a known hazardous materials incident the following procedures must be adhered to.

- Always approach from uphill and upwind (wind at your back)
- Stop your apparatus a safe distance and use binoculars to better assess the situation.
- Have all additional in-coming unit's stage in a safe area until more information is obtained unless they are needed to help with the initial size-up and recon.
- Utilize the North American Emergency Response Guide (NAERG) otherwise known as the "Orange Book" versions 1 and 2
- All personnel should be in full turn-outs with SCBA.
- Never drive or walk through vapor or visible clouds.
- Never drive or walk through pools of liquid.
- Always stay alert to strange, unusual or changes in sounds or odors.
- If smoke or clouds are present, stay alert to changes of smoke color.

Once a report of a HAZMAT incident is made to the West Licking Joint Fire District, they have the lead in subsequent notifications to county and state emergency personnel. The city of Pataskala is willing to help with any of these notifications if requested by the West Licking Joint Fire District.

➤ **Licking County HAZMAT Team Lead Contact Information**

- Chief John Hill- Hartford Fire Department
 - 740-403-0141
- Lieutenant Tom Barnhill- West Licking Joint Fire District
 - 614-554-1113

➤ **West Licking Joint Fire District Contact Information**

- Station 1 (851 E Broad Street, Pataskala, Ohio 43062)
 - 740-927-8600
- Chief Todd Magers
 - 740-403-6005

➤ **EPA Emergency Response**

- Emergency Response Hotline
 - 1-800-282-9378

➤ **Columbus and Ohio River Railroad**

- Emergency Response Hotline
 - 1-800-527-3499

➤ **Reference Materials**

- Emergency Response Guide (ERG)
 - This book is available at <https://www.phmsa.dot.gov/hazmat/erg/erg2020-english>
 - Download the “HazMat – ERG 2020 Guidebook” Phone App from the Apple App Store or the Google Play Store
- AskRail
 - Download the “AskRail” Phone App from the Apple App Store or the Google Play Store

City of Pataskala
Emergency
Operations Plan

Annex D:
Important Contact
Information



UPDATE 08/2023

Important Contact Information

During an emergency, communication is a critical component of a successful response. The response will require constant communication with both members of the City of Pataskala staff, as well as outside individuals/organizations. The list of contacts below is meant to serve as a quick reference in the case of an emergency. It is not intended to be an all-inclusive list.

<u>Position/ Organization</u>	<u>Name</u>	<u>Phone Office/ Cell</u>	<u>Email</u>	<u>Address</u>
City Administrator	Tim Hickin	740-964-2416 614-625-4597	thickin@ci.pataskala.oh.us	621 W Broad St, Pataskala, OH 43062
Assistant City Administrator	Chris Sharrock	740-919-4869 740-438-4997	csharrock@ci.pataskala.oh.us	621 W Broad St, Pataskala, OH 43062
President of Council	Andy Walther (currently)	740-927-2021	awalther@ci.pataskala.oh.us	621 W Broad St, Pataskala, OH 43062
Mayor of Pataskala	Mike Compton (currently)	740-927-2021	mcompton@ci.pataskala.oh.us	621 W Broad St, Pataskala, OH 43062
Law Director	Brian Zets	614-221-2121 614-857-1377	bzets@isaacwiles.com	Two Miranova Place, Ste. 700, Columbus, OH 43215
Finance Director	James Nicholson	740-964-6274 614-783-5387	jnicholson@ci.pataskala.oh.us	621 W Broad St, Pataskala, OH 43062
Public Service Director	Alan Haines	740-927-0145 614-746-5365	ahaines@ci.pataskala.oh.us	621 W Broad St, Pataskala, OH 43062
Utility Director (Acting)	Trent Howell	740-927-4134 740-777-8945	thowell@ci.pataskala.oh.us	430 S Main St, Pataskala, OH 43062
Planning and Zoning Director	Scott Fulton	740-927-2168 614-440-5222	sfulton@ci.pataskala.oh.us	621 W Broad St, Pataskala, OH 43062
Police Chief	Bruce Brooks	740-927-5701	bbrooks@pataskalapolice.net	623 W Broad St, Pataskala, OH 43062

Parks and Rec Manager	Lenier Crawford	740-927-3512 740-739-0781	lcrawford@ci.pataskala.oh.us	621 W Broad St, Pataskala, OH 43062
Executive Administrative Assistant	Jessica Cumbo	740-927-2021 740-927-0228	jcumbo@ci.pataskala.oh.us	621 W Broad St, Pataskala, OH 43062
Clerk of Council	Kathy Hoskinson	740-927-4671	khoskinson@ci.pataskala.oh.us	621 W Broad St, Pataskala, OH 43062
Zoning Inspector	Felix Dellibovi	740-927-3885 614-774-4446	fdellibovi@ci.pataskala.oh.us	621 W Broad St, Pataskala, OH 43062
Fire Chief	Todd Magers	(740) 927-8600 (740) 403-6005	tmagers@westlickingfire.org	851 E Broad St, Pataskala, OH 43062
Assistant Fire Chief	Jack Treinish	(740) 927-8600 (614) 348-8566	jtreinish@westlickingfire.org	851 E Broad St, Pataskala, OH 43062
Fire Department Lieutenant	Tom Barnhill	(740) 927-8600 (614) 554-1113	tbarnhill@westlickingfire.org	851 E Broad St, Pataskala, OH 43062
Southwest Licking Superintendent	Dr Kasey Perkins	(740) 927-3941 (614) 314-6510	perkins@laca.org	927-A South Street, Pataskala, OH 43062
COTC	Robert Drakeford	(740) 755-7090	Drakeford.8@mail.cotc.edu	8660 E Broad St, Pataskala, OH 43062
Licking County EMA	Sean Grady	(740) 522-9031 (740) 404-5028	sean.grady@lickingcounty.gov	783 Irving Wick Dr. West, Heath, Ohio 43056
Harrison Township	Mark Van Buren	(740) 927-8277 (740) 927-1780	mvanburen@harrisontownship.net	6750 Outville Rd, Pataskala, OH 43062
Etna Township	Nita Hanson	(740) 927-7717	nhanson@etnatownship.com	PO Box 188 81 Liberty Street, Etna, OH 43018
Jersey Township	Rob Platte	(740) 927-0331 (614) 390-0972	rplatt@jerseytownship.com	1481 Mink St SW, Pataskala, OH 43062
St Albans Township	Randal Almendinger	(614) 565-9322	ralmendinger@stalbans.org	PO Box 346 25 E Main St, Alexandria, OH 43001

City of Reynoldsburg	Joe Begney	(614) 322-6809	irosethal@ci.reynoldsburg.oh.us	7232 E Main St, Reynoldsburg, OH 43068
City of Johnstown	Sean Stanart	(740) 967-3177 (740) 404-4819	sstanart@johnstownohio.org	599 S Main St, Johnstown, OH 43031
Village of Granville	Melissa Hartfield	(740) 587-0707	village@granville.oh.us	PO Box 514 141 E Broadway, Granville, OH 43023
City of Heath	Mark Johns	(740) 522-1420 ext 206	mayor@heathohio.gov	1287 Hebron Road, Heath, OH 43056
Licking County Commissioners	Tim Bubb Rick Black Duane Flowers	(740) 670-5110	tbubb@lickingcounty.gov rblack@lickingcounty.gov dflowers@lickingcounty.gov	20 S 2 nd St 4 th Floor, Newark, OH 43055
Licking County Sherriff's Office	Randy Thorpe	(740) 670-5555 (740) 670-5500 Option 1	rthorp@lickingcounty.gov	155 E Main St, Newark, OH 43055
EPA Central District Office	Kelly Toth	(614) 728-3778	Kelly.toth@epa.ohio.gov	50 W Town St, Suite 700, Columbus, OH 43215
EPA Emergency Response	24- Hr Emergency	1-800-282-9378 (614) 224-0946	Ed.gorter@epa.ohio.gov	50 W Town St, Suite 700, Columbus, OH 43215
Licking County Red Cross	Rod Cook	(740)-349-9442	Rod.cook@redcorss.org	143 S 30 th Street, Newark, OH 43058
Licking Memorial Hospital		(220) 564-4000		1320 W Main St, Newark, OH 43055
Mount Carmel East Hospital		(614)-234-6000		6001 E Broad St, Columbus, OH 43213
Columbus and Ohio River Railroad	Timothy Slusser	(802) 527-3499 (740) 927-5043	tslugger@gwrr.com	6660 Outville Rd SW, Pataskala, OH 43062

National Pipeline Registry		1-888-784-6160	Phmsa-accessibility@dot.gov	1200 New Jersey Avenue SE, Washington DC, 20590
Ohio State Highway Patrol	Granville Post	(740) 927-0065		3855 Outville Road SW, Granville, OH 43023
West Licking Fire District	Station 1	(740) 927-8600		851 E Broad St, Pataskala, OH 43062
Licking County Health Department	Chad Brown	(740) 349-6487 (740) 403-3066	cbrown@lickingcohealth.org	
Fire Marshal	Fire and Explosives Investigation	1-800-589-2728 (614) 728-5460	Sfm.investigations@com.state.oh.us	8895 E Main St, Reynoldsburg, OH 43068
ODOT	Etna Outpost	(740) 927-9481	website@dot.ohio.gov	10250 Refugee Rd SW, Pataskala, OH 43062
National Transportation Safety Board	24- Hr Emergency	(844)-373-9922 (202) 314-6290	witness@ntsb.gov	490 L'Enfant Plaza SW, Washington, DC 20594
Southwest Licking Community Water and Sewer District	CJ Gilcher	(740) 927-0410 (740) 928-2178	cgilcher@swlcws.com	PO Box 215 69 Zellers Ln, Etna, OH 43062

Local Media Contacts				
<u>Position/ Organization</u>	<u>Name</u>	<u>Phone Office/Cell</u>	<u>Email</u>	<u>Address</u>
Newark Advocate	Maria DeVito	1-877-424-0208	mdevito@gannett.com	22 North First Street, Newark, OH 43055
Pataskala Standard		(740) 927-2991	pataskala@pataskalastandard.com	24 Front Street, Pataskala, OH 43062
NBC 4	Kathleen Lawson	(614) 263-4444 (614) 263-5555	klawson@wcmh.com	3165 Olentangy River Road, Columbus, OH 43202
CBS 10		(614) 460-3950		770 Twin Rivers Drive, Columbus, OH 43215
ABC 6	Tony D'Angelo	(614) 481-6666	dangelo@sbgvtv.com	1261 Dublin Road, Columbus, OH 43215
Columbus Dispatch	Edwina Blackwell Clark	1-888-884-9026	eblackwellclark@dispatch.com	62 East Broad Street, Columbus, OH 43215
QFM 96.3		(614) 821-9696 (14) 451-2191		4401 Carriage Hill Lane, Columbus, OH 43220
610 AM		(614) 486-6101		2323 West 5 th Avenue, Suite 200, Columbus, OH 43204
T-100		(740) 345-4004	wclt@wclt.com	674 Jacksontown Road, Heath, OH 43056
97.9		1-844-234-3515		2323 West 5 th Avenue, Suite 200, Columbus, OH 43204

Local Service Organizations				
<u>Position/ Organization</u>	<u>Name</u>	<u>Phone Office/Cell</u>	<u>Email</u>	<u>Address</u>
Nazarene	Gary Reiss	(740) 927-8614	heislord@pataskalanaz.org	8100 Hazelton-Etna Road SW, Pataskala, OH 43062
United Methodist	Nicole Baker	(740) 927-2856	pataskalaumcoffice@gmail.com	458 South Main Street, Pataskala, OH 43062
Presbyterian	Janet Hufford	(740) 927-4796	fpcpataskala@gmail.com	405 South Main Street, Pataskala, OH 43062
Tri-Village	Tyler Keene	(740) 927-8731	tylerkeene@tri-village.org	7509 Columbus Road SW, Pataskala, OH 43062
Pataskala Grace Church	Tim Wilmetti	(740) 927-6543	admin@pataskalagrace.org	3517 Headleys Mill Road SW, Pataskala, OH 43062