GRANT COUNTY EMERGENCY OPERATIONS PLAN

Developed by:
Grant County Emergency Management

In conjunction with:
Kansas Division of Emergency Management
And
Grant County Officials and City of Ulysses Officials
And
The Grant County Local Emergency Planning Committee

KDEM approved 1-19-2014
Commissioners approved 1-21-2014
EMERGENCY OPERATIONS PLAN (EOP)
GRANT COUNTY

DRAFT

FOR OFFICIAL USE ONLY

NOTICE: This document contains information pertaining to the deployment, mobilization, and tactical operations of Grant County in response to emergencies. It is exempt from public disclosure under Kansas state law.
Acknowledgements

Supersession

Upon completion and formal adoption this plan will supercede the existing County Emergency Operations Plan.
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Grant County Emergency Operations Plan

I. INTRODUCTION

A. GENERAL

Presidential Homeland Security Directives 5 and 8, enacted in 2004, require the State and Local governments to adopt the fundamental principles, language and operational concepts embedded in the National Incident Management System (NIMS) and the National Response Plan (NRP) as a condition for receiving certain categories of federal support for Emergency Management. To meet these requirements, Grant County created this Emergency Operations Plan (EOP) and the Grant County Commissioners officially adopted it on Plan Not Yet Active.

The revised Grant County EOP is the product of a detailed and focused planning process that 1) fully incorporates the NIMS concepts, principles, practice and language 2) capitalizes on the lessons learned from recent disasters, 3) incorporates plans, programs and policies that have emerged since the last revision of the EOP. The EOP establishes a framework through which the County may prepare for; respond to; recover from; and mitigate to prevent the impacts of a wide variety of disasters that could adversely affect the health, safety and or general welfare of the residents and emergency workers of Grant County. The EOP provides guidance to Grant County officials or procedures, organization and responsibilities, which will prevent, minimize and/or relieve personnel hardship and property damage associated with disasters or the imminent threat thereof. This plan also provides for an integrated and coordinated county, municipal, state and federal response.

The EOP is operation oriented and addresses communication and warning systems; rapid deployment and pre-deployment resources; evacuation and shelter operations; post disaster response and recovery activities and clearly defines responsibilities of county, municipal, volunteer and other organizations through an Incident Management System/Emergency Support Function approach to planning and operations.

The EOP describes the basic strategies, assumptions and mechanics through which the County will mobilize resources and conduct activities to guide and support County Emergency Management efforts through prevention, preparedness, response, recovery and mitigation. To facilitate inter-government operations, the EOP adopts a functional approach that groups the type of assistance to be provided under each Emergency Support Function (ESF). Each ESF is headed by a primary agency, which has been selected based on its authorities, resources and capabilities in the functional area. In addition, other agencies with similar capabilities have been given support assignments to appropriate ESF(s). The ESF(s) serve as the primary operational mechanism through which County assistance is managed. Command staff and other General staff have been assigned to support the ESF(s). County assistance will be provided to impacted communities within the County under the overall authority of the Grant County Emergency Management, on behalf of the Grant County Commissioners.

In an effort to ensure that the revised EOP was strictly aligned with the State and National
preparedness guidance, the Kansas Division of Emergency Management and National Department of Homeland Security publications listed below were consulted and closely followed:

- The National Preparedness Guidelines (September, 2007), {superseding the March, 2005 Interim National Preparedness Goal}
- Draft National Response Framework (July, 2007)
- FEMA NIMCAST User's Guide
- National Planning Scenarios (15)
- Targeted Capabilities List (Draft Version 2.0)
- Universal Task List (Draft Version 2.1)

The following information is an excerpt from the National Preparedness Guidelines (September, 2007)

**B. PURPOSE**

The purpose of the Grant County Emergency Operations Plan is to establish a framework for government, non-profit organizations and residents to address prevention, preparation, response, recovery and mitigation of the effects of emergencies and disasters.

**C. Scope**

This plan identifies when and under what conditions the application or activation of this plan is necessary.

The plan establishes fundamental policies strategies and assumptions for a County-wide program that is guided by the principles of the National Incident Management System. This EOP provides the following benefits to Grant County:

- Creating a plan which addresses all hazards, all phases of emergency management, all impacts, and extending an opportunity to partner with all stakeholders.
- The EOP establishes a Concept of Operations spanning the direction and control of an emergency from initial monitoring through post disaster response, recovery and
mitigation.

- The EOP defines inter-agency and inter-government coordination mechanisms to facilitate delivery of immediate response and recovery assistance.
- The EOP assigns specific functions to appropriate County and municipal agencies and organizations as well as outlines methods to coordinate with the private sector, volunteer organizations, citizens and state and federal counterparts.
- The EOP identifies actions that County response and recovery organizations will take in coordination with municipal, state and federal counterparts as appropriate, regardless of the magnitude of the disaster.

D. Methodology

The Grant County EOP was developed as a team effort consisting of the following agencies and organizations:

**Federal**
- Department of Homeland Security
- Federal Emergency Management Agency
- U.S. Environmental Protection Agency

**State**
- Adjutant General's Office, Kansas Civil Air Patrol
- Adjutant General's Office, Kansas Civil Support Team
- Adjutant General's Office, Kansas Division of Emergency Management
- Adjutant General's Office, Kansas National Guard
- Adjutant General's Office, Office of Emergency Communications
- Adjutant General's Office, Office of Public Affairs
- Governor's Office
- Kansas Association of Local Health Departments
- Kansas Attorney General's Office
- Kansas Board of Emergency Medical Services
- Kansas Bureau of Investigation
- Kansas Commission on Disability Concerns
- Kansas Corporation Commission
- Kansas Department of Agriculture
- Kansas Department of Agriculture, Division of Water Resources
- Kansas Department of Commerce
- Kansas Department of Corrections
- Kansas Department of Education
- Kansas Department of Health and Environment
- Kansas Department of Health and Environment, Division of Environment
- Kansas Department of Insurance
- Kansas Department of Labor
Kansas Department of Social and Rehabilitation Services
Kansas Department of Transportation
Kansas Department of Veterans Affairs
Kansas Department of Wildlife and Parks
Kansas Department on Aging
Kansas Division of Emergency Management
Kansas Forestry Service
Kansas Geological Society
Kansas Highway Patrol
Kansas Housing Resources Corporation
Kansas Human Rights Commission
Kansas State Fire Marshall Office
Kansas Water Office

**County**
Bob Wilson Memorial Grant County Hospital
Compass Behavioral Health
Grant County Appraiser
Grant County Area Agency on Aging
Grant County Attorney
Grant County Chamber of Commerce
Grant County Civic Center
Grant County Clerk
Grant County Commissioners
Grant County Coroner/District Coroner
Grant County Emergency Management
Grant County Emergency Medical Service
Grant County Extension Office
Grant County Fire Department
Grant County Health Department
Grant County Local Emergency Planning Committee
Grant County Ministerial Alliance
Grant County Purchasing and Webmaster
Grant County Recreation & Swimming Pool
Grant County Road and Bridge
Grant County Senior Center
Grant County Sheriff's Office
Grant County Transfer Station
Grant County Treasurer
Grant County/Ulysses CERT
Grant County/Ulysses Economical Development
Legacy at Parkview - Care Home
Parkview Assisted Living

**City**
City Building & Inspection's/Code Enforcement Department
City of Ulysses
City of Ulysses Animal Control
City of Ulysses Police Department
Ulysses City Council
Ulysses City Shop -Sanitation, Sewer, Street, Water, Recycling

**Private Sector**
AT and T
ATMOS Energy
BNSF Railway
Cimarron Valley Railroad
Garnand Funeral Home
Grant County Funeral Home
KULY Radio
Pioneer Communications
Pioneer Electric Cooperative
Ulysses Vet Hospital

**Non-Profit**
Amateur Radio Operators (ARES)
American Red Cross
Kansas Emergency Management Association
Kansas Ethanol, LLC
Kansas Fire Chiefs Association
Kansas Funeral Directors Association
Kansas Gas Service
Kansas Pipeline Association
Kansas Rural Electric Cooperative Association
Radio Amateur Civil Emergency Services (RACES)
SAR Working Group
State Animal Response Team (SART)
The Salvation Army
United Methodist Western Kansas Care Center Mexican American Ministry

**Other**
Community Relations Team
Human Needs Assessment Team
Kansas Assessment Team
Radio Amateur-SW KS Emergency Communications Team
Unmet Needs Team
USD 214

Each agency was consulted with to determine their particular emergency roles and responsibilities. Each agency has agreed with the responsibilities assigned to them in the Grant
County EOP. Agency concurrence signatures are maintained with the Grant County Emergency Management. The EOP's concepts were developed by the Grant County Emergency Management, in coordination with the agencies and organizations involved in emergency management activities. Each agency and organization involved is expected to have its own procedures to implement the concept of operations.


In addition:

- The Grant County EOP is adopted by the Grant County Commissioners by resolution, which serves as the promulgation letter for the EOP. A copy of the signed promulgation can be found in the file archive of this plan.
- A Record of Changes Log is used to record all published changes as those holding copies of the EOP receive them. The holder of the copy is responsible for making the appropriate changes and updating the Log.
- A master copy of the EOP, with a master Record of Changes Log, is maintained in the Grant County Emergency Management.

1. Planning Process

The process used by Grant County has been designed to ensure that all stakeholders have an opportunity to participate in the development of the EOP and the EOP is based on the best information available. To this end, the planning process is based on the following planning principles:

- Planning should be community-based, representing the whole community and their needs
- Planning should include participation from all stakeholders in the community
- Planning uses a logical and analytical problem-solving process to help address the complexity and uncertainty inherent in potential hazards
- Planning considers all hazards and threats
- Planning should be flexible enough to address both traditional and catastrophic incidents
- Time, uncertainty, risk and experience influence planning
- Effective plans tell those with operational responsibilities what to do and why to do it
- Planning is fundamentally a process to manage risk
- Planning is one of the key components of the preparedness cycle of planning, organizing, training, equipping, exercising, evaluating, and taking corrective actions

2. Implementation of NIMS

The Grant County EOP implements NIMS by:

- Using ICS and the multi-agency coordination system to manage and support all incidents
- Integrating all response agencies and entities into a single, seamless system
- Establishing a public information plan (ESF-15)
• Identifying and characterizing resources according to established standards and types
• Requiring the need for all personnel to be trained properly for the job they perform
• Ensuring interoperability, accessibility and redundancy of communications

II. SITUATION

This section of the plan summarizes the hazards that could potentially affect Grant County. The hazards and risk analysis addresses the major hazards to which the County is vulnerable; provides a summary of the County's vulnerable population; outlines the assumptions that were considered in the planning process; and defines disaster magnitude classifications that will trigger county response under the NIMS.

A comprehensive hazard and risk assessment is contained in the Grant County mitigation plan. The plan is kept under separate cover and can be accessed by contacting Grant County Emergency Management.

A. Hazard Analysis

Hazard and Vulnerability Assessment Summary

Grant County is vulnerable to a wide range of hazards that threaten its communities, businesses and environment. To determine the hazards that pose the greatest threat, Grant County has prepared a Hazard Identification and Vulnerability Assessment. The major findings are summarized below. The assessment was developed from historical data of events that have occurred, and specifically examines:

1. Probability (frequency) of event
2. Magnitude of event
3. Expected warning time before event
4. Expected duration of event

For emergency management planning purposes, the critical analysis that must be undertaken is an assessment of the consequences of each hazard, including potential area of impact, population exposed and impacted, duration of the hazard, and potential economic consequences.

Three levels of risk have been identified: High, Moderate and Low.

**High** - High probability of occurrence; at least 50 percent or more of population at risk from hazard; significant to catastrophic physical impacts to buildings and infrastructure; major loss or potential loss of functionality to all essential facilities (hospital, police, fire, EOC and shelters).

**Moderate** - Less than 50 percent of population at risk from hazard; moderate physical impacts to buildings and infrastructure; moderate potential for loss of functionality to essential facilities.

**Low** - Low probability of occurrence or low threat to population; minor physical impacts.
<table>
<thead>
<tr>
<th>Hazard</th>
<th>Probability</th>
<th>Magnitude</th>
<th>Warning Time</th>
<th>Duration</th>
<th>CPRI</th>
<th>Planning Significance</th>
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<td>4</td>
<td>3.25</td>
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<td>Flood</td>
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<td>3</td>
<td>2.25</td>
<td>Moderate</td>
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<tr>
<td>Extreme Temperatures</td>
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<td>3</td>
<td>2.40</td>
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<td>Low</td>
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<td>Radiological</td>
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<td>1</td>
<td>4</td>
<td>1.30</td>
<td>Low</td>
</tr>
</tbody>
</table>

**B. Disaster Magnitude Class**

This is an all-hazards EOP and addresses minor, major and catastrophic disasters. These levels of disaster are defined as:

**Catastrophic Disaster:** A disaster that will require massive State and Federal assistance, including immediate military involvement. Federal assistance will involve response as well as recovery assets.

**Major Disaster:** A disaster that will likely exceed local capability and require a broad range of State and Federal assistance. The Federal Emergency Management Agency (FEMA) will be notified and potential Federal assistance will be predominantly recovery oriented.

**Minor Disaster:** A disaster that will likely be within the response capability of local government and will result in only a minimal need for State or Federal assistance.
C. Capability Assessment

Currently capability assessments are performed regionally in Kansas. The capability assessment is performed through the Regional Homeland Security Council with wide input accepted from key stakeholders. The results of the capability assessment guide future investments in planning, training, exercising and resources. The regional capability assessment is available under separate cover and is attached to the file archive in the Bold Planning Solutions Super System.

D. Economic Profile

Information from Mitigation Plan:

Overview
In 2007 Grant County had a per capita personal income (PCPI) of $31,200. This PCPI ranked 44th in the state and was 85 percent of the state average, $36,525, and 81 percent of the national average, $38,615. The 2007 PCPI reflected an increase of 9.8 percent from 2006. The 2006-2007 state change was 5.8 percent and the national change was 4.9 percent. In 1997 the PCPI of Grant was $22,538 and ranked 26th in the state. The 1997-2007 average annual growth rate of PCPI was 3.3 percent. The average annual growth rate for the state was 4.3 percent and for the nation was 4.3 percent. (Bureau of Economic Analysis). In 2007 Grant County had a total personal income (TPI) of $233,409. This TPI ranked 49th in the state and accounted for 0.2 percent of the state total. In 1997 the TPI of Grant was $178,613 and ranked 49th in the state. The 2007 TPI reflected an increase of 10.0 percent from 2006. The 2006-2007 state change was 6.6 percent and the national change was 6.0 percent. The 1997-2007 average annual growth rate of TPI was 2.7 percent. The average annual growth rate for the state was 4.8 percent and for the nation was 5.4 percent. Total personal income includes net earnings by place of residence; dividends, interest, and rent; and personal current transfer receipts received by the residents of Grant County. In 2007 net earnings accounted for 73.1 percent of TPI (compared with 73.1 in 1997); dividends, interest, and rent were 13.3 percent (compared with 16.5 in 1997); and personal current transfer receipts were 13.6 percent (compared with 10.4 in 1997). From 2006 to 2007 net earnings increased 11.9 percent; dividends, interest, and rent increased 7.0 percent; and personal current transfer receipts increased 3.5 percent. From 1997 to 2007 net earnings increased on average 2.7 percent each year; dividends, interest, and rent increased on average 0.5 percent; and personal current transfer receipts increased on average 5.5 percent.

Agriculture
Farming in Grant County remains the mainstay for the county. The 2007-2008 Kansas Department of Agriculture Farm Facts indicates 300 farms, ranking 94th in the state, and 305,000 acres of land in farms, ranking 92nd in the state. Grant County ranks 32nd in farm value of crops harvested ($77,257,100), and 5th in the value of cattle and milk production in the state ($148,704,100). Crops consist of wheat (4,295,000 bushels), corn (8,391,000 bushels), sorghum (1,626,300 bushels), and sunflower seed (5,180,400 pounds). Cattle and calves inventory in January 2008 was 192,000 head valued at $167,040,000. Data for hogs, sheep, and poultry were not available at the county level. Employment statistics for the county show a decrease in farm employment from 524 in 1990 to 466 in the year 2003.
Business & Industry
During the year 2000, 65.6% of Grant County’s population was in the labor force while 3.1% were unemployed and looking for work. The top employment sectors include: management, professional, and related occupations (25.8%), sales and office occupations (23.7%), construction, extraction, and maintenance occupations (17.1%), production, transportation, and material moving occupations (15.3%), service occupations (12.9%), farming, fishing, and forestry occupations (5.1%). In 2000, 71.3% of the working class was identified by the U.S. Census Bureau as private wage and salary workers; 13.1% as self-employed, and 14.1% as government workers. In 2007, the unemployment rate in Grant County was 2.7%, ranking the county 10th in the state for unemployment. This percentage was down from 3.0% in 2000. Grant County property was valued at $356,489,373 in 2007. Public utility property accounted for 10.55% of the total property valuation, with agricultural land accounting for 2.07% of the total property valuation. Residential property accounted for 5.53% of the total property valuation, and oil and gas properties accounted for 69.51% of the total property valuation. Approximately 216 jobs were added in the county during the period 1990 to 2004. Many of the added jobs were higher income level professionals such as finance, insurance, and real estate. The civilian labor force in Grant County has grown from 3,798 in 1990 to 3,954 in 2004.

E. Spatial Profile

Information from Mitigation Plan:

Grant County, at 574.9 square miles total area, is the 89th largest county in Kansas. With a current population of 7,552 (2006 - US Census Estimated Population), Grant County is the 50th most populated county in the State of Kansas. There is only one incorporated municipality in Grant County, Ulysses, which serves as the county seat.

Grant County is located in the southwest portion of the State of Kansas. Grant County is bounded on the north by Kearny County, on the northeast by Finney County, on the east by Haskell County, on the south by Stevens County, on the west by Stanton County, and on the northwest by Hamilton County.

The 2005 Kansas Land Cover Patterns map produced by the Kansas Applied Remote Sensing (KARS) program provides a fairly accurate assessment of 11 land use/land cover classes. The majority (~88.1%) of land in Grant County is comprised of Cropland and Grassland. Cropland predominates the county with the exclusion of the extreme southeast section. Grassland areas are found mainly along the Cimarron River Valleys (North Fork and Main Channel) extending through the county on relatively parallel, arcing paths trending from southwest to southeast. Other small percentage (<1%) usages are in the form of Urban Residential, Urban Industrial/Commercial, Urban Open land, Water, and Other. Urban Residential, Urban Industrial/Commercial, Urban Open land, and Water areas are concentrated around the town of Ulysses and to a lesser extent adjacent to Hickok, an unincorporated rural development. Woodland areas are essentially not found in Grant County.

History
Prior to 1880
Prior to the early 1870’s, the Grant County area was likely inhabited by Native Americans and traversed by settlers traveling west on the Santa Fe Trail. The Cimarron cutoff on the Santa Fe Trail passed through Grant County, turned south and crossed the path of modern highway US
160 just east of Ulysses. It continued south and crossed the Cimarron River in the southern part of the county. Wagon Bed Springs, ten miles south of Ulysses, was a famous watering spot on the trail. Colonel Thomas Moonlight, Kansas Secretary of State, Wyoming Governor, and US Ambassador to Bolivia, conducted the original survey of Grant County, beginning on July 27, 1874 and finishing on September 17, 1874.

1880 - 1920
The county was named for Ulysses Grant, Union general in the Civil War and president of the United States. As in many other Kansas counties in this time period, the struggle to determine which town would become county seat was a major issue. A contest between Appomattox and Ulysses arose for the county seat. "At the height of the county seat contest between Ulysses and Appomattox in 1888, Ulysses boasted a population of 2,000 and supported twelve restaurants, four hotels, several other businesses, six gambling houses, and twelve saloons...". Ulysses eventually won out as the county seat. Unfortunately, the prize came at great economic cost to the city. The battle to determine the Grant County seat was so expensive that the town of Ulysses went deeply into debt. To avoid foreclosure at the old town-site, the buildings of the town were moved three miles to the present site in 1909. Only a masonry school was left behind for the East Coast bondholders. With a new location and a fresh start, the citizens of Ulysses continued their dream of building a prosperous community.

1920-1950
The Hugoton natural gas fields underlie much of the area around Ulysses. The basin, "The Gas Capital of the United States", was discovered in the 1920's and is the basis for much of the region's prosperity. During the 1920-30’s, technological advancements of agricultural machinery enable farms to become larger. The Angell one-way plow significantly improved the prospects of wheat dry land farming across the state. However, the drought conditions of the 1930’s offset many of the technological advances. The discovery of deep well irrigation and the use of natural gas as a fuel made it possible to grow many kinds of crops. These included corn, milo, alfalfa, sugar beets, and wheat. Farmers are now able to produce all feeds necessary for the production of hogs and cattle.

1950-Present
Over the next several decades, the population of Grant County continued to grow fueled economically by the agriculture and natural gas/petroleum industries. Most of that growth has been concentrated around Ulysses. Today, Ulysses is a thriving community with an established commercial base, in contrast to many of its peer cities in Southwestern and Western Kansas.

**F. Vulnerabilities**

The following vulnerabilities have been identified for the Grant County Emergency Operations Plan.

1. **Critical Facilities**

<table>
<thead>
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<th>Facility Type</th>
<th>Facility Name</th>
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<th>City</th>
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<table>
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<td>Other</td>
<td>USD 214 Board of Education</td>
<td>111 S. Baughman St</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Other</td>
<td>USD 214 Hickok Elementary School</td>
<td>810 North Missouri Street</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Other</td>
<td>USD 214 Kepley Middle School</td>
<td>113 North Colorado Street</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Shelter Location</td>
<td>USD 214 Kepley Middle School Gym</td>
<td>1?? North Colorado Street</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Other</td>
<td>USD 214 Sullivan Elementary School</td>
<td>600 West Nebraska Avenue</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Other</td>
<td>USD 214 Ulysses High School</td>
<td>501 N. McCall Street</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Landing Zone</td>
<td>Ulysses Airport</td>
<td>801 West Airport</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Other</td>
<td>Grant County Recreation Office</td>
<td>204 East Wheat P O Box 934</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Other</td>
<td>Grant County Recreation Pool/Wellness Facility</td>
<td>204 E. Wheat P O Box 934</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Emergency Operations Center</td>
<td>State of Kansas EOC</td>
<td>2800 S.W. Topeka Boulevard</td>
<td>Topeka</td>
<td>KS</td>
<td>66611</td>
</tr>
<tr>
<td>Emergency Operations Center</td>
<td>Grant County Emergency Operations Center</td>
<td>Grant County Courthouse 108 South Glenn Street</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Shelter Location</td>
<td>Grant County Civic Center Auditorium</td>
<td>1000 West Patterson Avenue</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Other</td>
<td>Grant County Civic Center - 4H Building</td>
<td>1000 West Patterson</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Other</td>
<td>Grant County Civic Center Commercial Building</td>
<td>1000 West Patterson Avenue</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Other</td>
<td>City of Ulysses Administration - City Hall</td>
<td>115 West Grant Avenue</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Other</td>
<td>Grant County Extension Council</td>
<td>1100 West Patterson Avenue</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Other</td>
<td>Grant County Library</td>
<td>215 East Grant Avenue</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Other</td>
<td>Grant County Road and Bridge</td>
<td>1550 North Road I</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
<tr>
<td>Other</td>
<td>Ulysses City Shop</td>
<td>409 West Miller</td>
<td>Ulysses</td>
<td>KS</td>
<td>67880</td>
</tr>
</tbody>
</table>
2. Population Demographics

**Information from Mitigation Plan:**

Grant County is a rural county, with Ulysses serving as one of the major metropolitan areas of industry in the southwest, and its economy is primarily supported by domestic animal production, agriculture, and oil and gas. Grant County’s retail trade pull factor of 0.96% in southwest Kansas for the year 2006 is currently ranked third in Kansas Economic Reporting Region VII. The Grant County Economic Development Council is actively seeking ways to increase expansion of its existing businesses and industries in the county in an attempt to broaden the tax base while not destroying the agricultural base of the county. From a production
basis, agricultural products (crops and livestock) comprise the majority of industry in the region. Grant County’s current population of 7,552 (2006 - US Census Estimated Population) ranks 50th out of 105 counties in the state. Most of these residents are concentrated in the county’s main population center, Ulysses, with some smaller concentrations residing in rural parts of the county. The average population density for the entire county is 13.13 people per square mile of land.

Unlike many Kansas counties, Grant County is experiencing an overall population gain, which has been occurring since 1900. The recent 2006 U.S. Census estimated population for the county is 7,552, revealing a slight decrease of -4.5% from the 2000 Census. Overall, the last 100 years have shown Grant County with a steadily increasing population.

General demographic information from the 2000 Census is shown in Table 3.3 (2). Grant County's 2006 estimated Census population was 7,552, with 5,960 people living in Ulysses, the largest populated city in the county. Approximately 49.8% of the people are female and 50.2% male. The median age is 31.4 years. The majority of the population are in the 35-44-year range. 90.4% of the population is under the age of 65. Of the houses in the county, 74.6% were owner occupied.

3. Vulnerable Needs

Grant County recognizes considerations must be made to reasonably accommodate vulnerable populations during emergencies. Grant County is engaged in a number of activities which aim to improve response plans and operations to accommodate the needs of those most vulnerable during an emergency event. ESF Annexes within this plan outline or identify guidance to better assist supporting vulnerable needs populations. Grant County at times the best support for such needs is to request assistance from regional and/or state partners. Specifically the following will be addressed in this EOP:

- Identification of Vulnerable populations: Basic Plan, Vulnerable Needs Planning System
- Notification: ESF 2
- Evacuation and Transportation: ESF 1
- Sheltering: ESF 6
- First aid and medical care: ESF 8
- Temporary lodging and housing: ESF 6
- Transition back to the community: ESF 14
- Recovery: ESF 14

G. Public Safety

The following is a list of public safety agencies within Grant County. They include law enforcement, medical services, fire districts, emergency management and communication and dispatching centers.

<table>
<thead>
<tr>
<th>Name of Agency</th>
<th>Area Served</th>
<th>Description of Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant County Sheriff's Office</td>
<td>All of Grant County</td>
<td>County Wide Law Enforcement</td>
</tr>
</tbody>
</table>
Ulysses Police Department | City of Ulysses | Law Enforcement within the City
---|---|---
Grant County Sheriff's Office Dispatch | All of Grant County | Dispatch both City and County Services
Grant County Emergency Medical Services | All of Grant County | Full Time and Volunteer Ambulance Service for both City and County
Grant County Fire Department | All of Grant County | 1 (one) Volunteer Fire Department that covers both City and County
Grant County Emergency Management | All of Grant County | 1 full-time Coordinator, 1 part-time assistant and 3 volunteers that cover both City and County
Kansas Highway Patrol, Troop E-Garden City | 24 counties Southwest KS | Troop E is housed in Garden City and covers 24 counties in Southwest Kansas covering almost 1/4 of the states area

**H. Education**

The following is a list of educational agencies located within Grant County.

<table>
<thead>
<tr>
<th>Name of Agency</th>
<th>Area Served</th>
<th>Description of Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>USD 214 Administration-Joyce</td>
<td>Grant County</td>
<td>Administration for school district 214</td>
</tr>
<tr>
<td>Hickok Elementary school</td>
<td>Grant County</td>
<td>kindergarten thru 2nd grade</td>
</tr>
<tr>
<td>Sullivan Elementary School</td>
<td>Grant County</td>
<td>3rd thru 5th grade</td>
</tr>
<tr>
<td>Kepley Middle School</td>
<td>Grant County</td>
<td>6th thru 8th grade</td>
</tr>
<tr>
<td>Ulysses High School</td>
<td>Grant County</td>
<td>9th thru 12th grade</td>
</tr>
<tr>
<td>Ulysses Community Learning Center</td>
<td>Grant County</td>
<td>18 and older who want to receive a High School Diploma</td>
</tr>
<tr>
<td>High Plains Educational Coop</td>
<td>Southwest KS</td>
<td>Provides special educational programs for 17 school districts</td>
</tr>
<tr>
<td>Seward County Community College Out reach</td>
<td>Grant County</td>
<td>to provide easy access to secondary educational opportunities to individuals in rural southwest Kansas areas</td>
</tr>
</tbody>
</table>
Early Childhood Special Education  Grant County  Pre-school program for children with disabilities at Joyce School
Kansas Children's Service League  Grant County  Head Start - To protect and promote the well being of children

I. Culture, Arts and Humanities

The following is a list of culture, art and humanity agencies located within Grant County.

<table>
<thead>
<tr>
<th>Name of Agency</th>
<th>Area Served</th>
<th>Description of Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant County Museum</td>
<td>Grant County</td>
<td>Historical exhibits of Grant County</td>
</tr>
<tr>
<td>Grant County Library</td>
<td>Grant County</td>
<td>Books, resources, internet and coffee shop</td>
</tr>
<tr>
<td>Grant County Civic Center</td>
<td>Grant County</td>
<td>A place for special events, meetings and fair</td>
</tr>
<tr>
<td>The Main ARTery</td>
<td>Grant County</td>
<td>Art Store and instruction facility</td>
</tr>
</tbody>
</table>

J. Planning Assumptions

The preparation of the EOP was guided by several assumptions that address a range of issues that potentially impact response and recovery capabilities and the concept of operations. These assumptions include:

- Incidents are best managed at the lowest possible geographic, organizational and jurisdictional level.

- A disaster may occur with little or no warning, and may escalate more rapidly than the ability of local government to effectively respond.

- Achieving and maintaining effective citizen and community preparedness reduces the immediate demands on response organizations. This level of preparedness requires continued public awareness and education programs to ensure citizens will take appropriate advance actions to reduce their vulnerability, especially during the initial
days (first 72 hours) after disaster impact.

- Disasters may involve multiple jurisdictions simultaneously impacting the County.
- Disasters will require significant information sharing across jurisdictions and between the public/private sector.
- Grant County will utilize available resources fully before requesting state and/or federal assistance.
- Mutual Aid Agreements will be implemented in those instances when locally available resources are depleted or need augmentation.
- The County will coordinate all public information activities during an emergency.
- Disasters may attract a sizeable influx of spontaneous volunteers and donations.
- Widespread damage to commercial telecommunications facilities may occur and the ability of governmental response and emergency response agencies to communicate may be impaired.
- Homes, public buildings, and other critical facilities and equipment may be destroyed or severely damaged.
- Debris may make streets and highways impassable, seriously impeding the movement of emergency supplies and resources.
- Public utilities may be damaged and may be either fully or partially inoperable.
- Many County emergency personnel may be victims of the emergency, preventing them from performing their assigned emergency duties.
- Numerous separate hazardous conditions and other emergencies could result from the major event, further complicating the response efforts.
- People may be forced from their homes and large numbers of people may be killed or injured.
- Many victims may be in life-threatening situations requiring immediate rescue and medical care.
- There may be shortages of a wide variety of supplies necessary for emergency survival.
- Hospitals, nursing homes, pharmacies and other health/medical facilities may be severely damaged or destroyed; and the number of victims requiring medical attention may
overwhelm those that do remain in operation.

- Normal food processing and distribution capabilities may be severely damaged or destroyed.

- Damage to fixed facilities that generate, produce, use, store or dispose of hazardous materials could result in the release of hazardous materials into the environment.

- Near-total disruption of energy sources and prolonged electric power failures may occur.

- Initially, emergency response will focus on lifesaving activities. County officials will work toward restoring order and control in the disaster area.

- In major and catastrophic disasters the Grant County Emergency Operations Center will become the central point and control for County response and recovery activities.

- The Grant County Emergency Operations Center will be activated and staffed with agencies organized into specific ESFs. The coordinating agency for each support function is responsible for coordinating the planning and response activities for all the agencies of the function.

- The County will coordinate with State and Federal personnel to expedite recovery.

- Damage assessments will be conducted as soon as weather or the situation permits.

- The County will work to reduce its vulnerability and risk to hazards through proactive mitigation actions and activities.

- All levels of government share the responsibility for working together in mitigating, preparing for, responding to, and recovering from disasters. The emergency plans and procedures referred to in the Grant County EOP have been maintained by those organizations having responsibility, are in coordination with the EOP, and are exercised on a regular basis.

- Those individuals and organizations with responsibilities identified in the EOP (or in plans that support of the EOP) are sufficiently trained and prepared to perform their respective responsibilities.

**K. Pets and Service Animals**

This plan takes into consideration the needs of individuals with disabilities relying on service animals. The Americans with Disabilities Act (ADA) protects the rights of all individuals with disabilities and requires that State and local governments comply with Title II of the ADA in the emergency and disaster-related programs, services, and activities they provide.

The sheltering and protection of companion animals are the primary responsibility of their
owners. When owners are unable to provide for the care and needs of their household pets and service animals, the local jurisdictions will provide assistance as outlined in the Pets Evacuation and Transportation Standards Act of 2006 (PETS) and FEMA DAP 9523.19. The Pets Evacuation and Transportation Standards Act of 2006 requires that local governments plan for sheltering and care of household pets and service animals during emergencies where shelters are established. Grant County has included pet sheltering as part of ESF 6: Mass Sheltering Annex. The following is specifically addressed in ESF 6:

- Pre-event planning
- Animal sheltering operations
- Animal registration and return
- Coordination with human shelters

FEMA Disaster Assistance Policy 9523.19

The Policy identifies the expenses related to state and local governments’ emergency pet evacuation and sheltering activities that are eligible for reimbursement following a major disaster declaration under Category B, Emergency Protective Measures, and provisions of the Public Assistance Program. The terms household pet, service animal, and congregate household pet shelters are defined. The policy details eligible reimbursements related to shelter facilities, supplies and commodities, eligible labor, equipment, emergency veterinary services, transportation, shelter safety and security, cleaning and restoration, and the removal and disposal of animal carcasses.

III. ROLES AND RESPONSIBILITIES

A. Federal Government

The federal government is responsible for:

- Preventing terrorist attacks within the United States through the Department of Homeland Security; reducing the vulnerability of the nation to terrorism, natural disasters, and other emergencies; and minimizing the damage and assisting in the recovery from emergencies.

- Providing emergency response on federally owned or controlled property, such as military installations and federal prisons.

- Providing federal assistance as directed by the President of the United States under the coordination of the United States Department of Homeland Security, Federal Emergency Management Agency and in accordance with National Response plans.

- Identifying and coordinating provision of assistance under other federal statutory authorities.

- Providing assistance to the State and local governments for response to and recovery from a commercial radiological incident consistent with guidelines as established in the

- Managing and resolving all issues pertaining to a mass influx of illegal aliens.
- Providing repatriation assistance to U.S. citizens (including noncombatants of the U.S. Department of Defense) evacuated from overseas areas. The U.S. Department of Health and Human Services (DHHS), in coordination with other designated federal departments and agencies, is responsible for providing such assistance.

**B. State Government**

As a State's Chief Executive, the Governor is responsible for the public safety and welfare of the people of Kansas. The Governor:

- Is responsible for coordinating State resources to address the full spectrum of actions to prevent, prepare for, respond to, and recover from incidents in an all-hazards context to include terrorism, natural disasters, accidents, and other contingencies.
- Has power to make, amend, and rescind orders and regulations under a Governor’s emergency declaration.
- Provides leadership and plays a key role in communicating to the public and in helping people, businesses, and organizations cope with the consequences of any type of declared emergency within Kansas.
- Encourages participation in mutual aid and implements authorities for the State to enter into mutual aid agreements with other States, tribes, and territories to facilitate resources sharing.
- Is the Commander-in-Chief of State military forces (National Guard when in State Active Duty or Title 32 Status and the authorized State militias).
- Requests Federal assistance when it becomes clear that State or tribal capabilities will be insufficient or have been exceeded or exhausted.

The Kansas Division of Emergency Management is responsible for implementing all policy decisions relating to emergency management. These decisions are then relayed to the tasked state agencies. Those emergencies relating to local matters will be coordinated with local emergency management coordinators.

**C. County Government**

County governments are responsible for:

- Maintaining an emergency management program at the county level involving all government, private and volunteer organizations which have responsibilities in the
comprehensive emergency management system within the county.

- Coordinating the emergency management needs of all municipalities within the county and working to establish intra-county Mutual Aid Agreements to render emergency assistance.

- Implementing a broad-based public awareness, education and information program designed to reach all citizens of the county, including those needing special media formats, who are non-English speaking (including persons who do not use English as their first language), and those with hearing impairment or loss.

- Coordinating mutual aid activities within Grant County to ensure the provision of supplemental emergency aid and assistance.

- Maintaining an emergency management program that is designed to avoid, reduce and mitigate the effects of hazards through the enforcement of policies, standards and regulations.

- Maintaining cost and expenditure reports associated with disasters, including resources mobilized as a result of Mutual Aid Agreements.

- Coordinating public information activities during disasters.

- Developing and maintaining systems to coordinate the provision of shelters and mass care to those displaced by disasters.

Grant County departments have specific responsibilities during disasters and/or during EOC activations, the everyday organizational structure of Grant County government remains in effect during disaster situations. However, certain functions of various departments may be modified or suspended to meet the needs of the disaster situation.

**D. Municipal Government**

Cities are responsible for ensuring the safety and well being of their citizens, as well as providing initial response, within city capabilities, in the case of emergency/disaster events. At a minimum, cities should establish emergency response policies and procedures for their jurisdiction. Specific responsibilities of cities include:

- Appoint and support a qualified person to serve as the City Emergency Management Liaison. This position serves as the primary emergency management point of contact between the City and the County and actively participates in the emergency management system.

- Coordinate and integrate emergency management activities of the city with county emergency management through all phases of emergency management (mitigation, preparedness, response, & recovery).
- Provide Grant County Emergency Management with current copies of the city EOP (or EOGs/SOPs), emergency contact information, and lists of critical resources.

- Ensure incident management activities will be initiated and conducted using the concepts and principles identified by the National Incident Management System (NIMS).

- Ensure all responders have the appropriate level of NIMS and hazardous materials training.

- Train damage assessment teams (for cities desiring to field their own teams) and coordinate efforts with Grant County's overall damage assessment process.

- Ensure that Grant County Emergency Management is kept informed of situations that require (or may potentially require) countywide coordination and/or the activation of the Grant County Emergency Operations Center.

- Ensure that, during a disaster, response activities (including requests for assistance, and public information efforts) are coordinated with Grant County and that situation reports, damage assessments, and requests for County, State and/or Federal assistance are channeled through Grant County.

**E. Special Districts**

Special districts (such as Soil and Water Conservation, Water Management, Mosquito Control, Fire and Rescue, and School) are responsible for establishing liaisons with Grant County and its organizations to support emergency management capabilities within Kansas. Special districts that involve inter-jurisdictional authority can provide resources and services to support other functionally related systems in times of disaster.

**F. Private Sector**

It is encouraged that members of the Private Sector:

- Coordinate with government agencies to ensure a broad and comprehensive coverage of assistance during emergencies.

- Provide and coordinate relief not provided by government on a complimentary and supplementary basis.

- Certain organizations are required by existing law and regulation to bear the cost of planning and response to incidents, regardless of cause.

- Unless the response role is inherently governmental (e.g., law enforcement, etc.), private-sector organizations are encouraged to develop and maintain capabilities to respond to and manage a complete spectrum of incidents and emergencies.
- Develop Mutual Aid Agreements and Memorandums of Understanding for actions performed during emergencies.

**G. Non-Government and Volunteer Organizations**

- Coordinate with government agencies to ensure a broad and comprehensive coverage of assistance and relief during emergencies.
- Provide and coordinate relief not provided by government on a complementary and supplementary basis.
- Develop Mutual Aid Agreements and Memorandums of Understanding of duties and areas of responsibilities to be performed during an emergency.

**H. Hospitals, Nursing Facilities and Assisted Living Facilities**

These facilities are responsible for the safety and well-being of visitors and tenants to their facilities. They have a state mandate to maintain an emergency operations plan.

**I. School Districts**

School districts are responsible for the safety and well-being of students, staff & visitors to their facilities. Emergency plans should be developed taking into account those hazards to which schools might reasonably be exposed. The districts are encouraged to be proactive in developing and implementing these plans.

**J. Legal Affairs Officer**

The Grant County Attorney Legal Affairs Officer is responsible for providing legal advice and guidance to emergency management and the Grant County Commissioners on all emergency management issues and concerns. The staffing of this position is the responsibility of the Grant County Attorney. Grant County Attorney Legal Affairs Officers are responsible for supporting requests about actions that require a legal opinion regarding jurisdictional policy and authority by ordinances, statutes and under state and federal laws (e.g., evacuations, quarantines, etc.).

**K. Emergency Support Functions (ESFs)**

**ESF Coordinating Agency**

The ESF coordinator is the agency/organization with coordination responsibilities for the assigned ESF throughout the preparedness, response, and recovery phases of incident management. Responsibilities of the ESF coordinator include:

- Coordination before, during, and after an incident, including pre-incident planning and coordination.
- Maintaining ongoing contact with ESF primary and support agencies.
• Conducting periodic ESF meetings and conference calls.
• Coordinating efforts with corresponding private-sector organizations.
• Coordinating ESF activities relating to catastrophic incident planning and critical infrastructure preparedness, as appropriate.
• Managing mission assignments and coordinating with primary and support agencies, as well as appropriate State officials, operations centers, and agencies.
• Ensuring financial and property accountability for ESF activities.

**ESF Primary Agencies**

An agency designated as an ESF primary agency is chosen on the basis of its authorities, resources, and/or capabilities. When an ESF is activated in response to an incident, the primary agency is responsible for:

• Supporting the ESF coordinator and coordinating closely with the other primary and support agencies.
• Providing staff for the operations at fixed and field facilities.
• Notifying and requesting assistance from support agencies.
• Working with appropriate private-sector organizations to maximize use of all available resources.
• Support and keep other ESFs and organizational elements informed of ESF operational priorities and activities.
• Conducting situational and periodic readiness assessments.
• Executing contracts and procuring goods and services as needed.
• Participate in planning for short- and long-term incident management and recovery operations.
• Maintaining trained personnel to support interagency emergency response and support teams.
• Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

**ESF Support Agencies**
Support agencies are those entities with specific capabilities or resources that support the primary agency in executing the responsibilities of the ESF. When an ESF is activated, support agencies are responsible for:

- Conducting operations, when requested by the EOC consistent with their own authority and resources.
- Participate in planning for short- and long-term incident management and recovery operations and the development of supporting operational plans, SOPs, checklists, or other job aids, in concert with existing first-responder standards.
- Assisting in situational assessments.
- Furnishing available personnel, equipment, or other resource support as requested by the EOC.
- Providing input to periodic readiness assessments.
- Maintaining trained personnel to support interagency emergency response and support teams.
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

L. CITIZEN INVOLVEMENT

The public is responsible for preparing for disasters just as the various levels of government do. Specifically, individual, family, and/or business plans need to be developed and maintained to ensure the appropriate level of preparedness.

Strong partnerships with citizen groups and organizations provide support for incident management prevention, preparedness, response, recovery, and mitigation.

Vulnerable needs population citizens are encouraged to register their information with the Grant County Emergency Management for disaster planning and response purposes.

IV. METHOD OF OPERATIONS

A. General

Grant County uses the nearest appropriate responder concept (likely to be a county, municipal, state or nationally available resource) when responding to any threat, event, or disaster. In most situations, Grant County agencies will be the first and primary responders, and will be required to exceed their abilities or deplete their resources before requesting state assistance. Under some rare circumstances state or federal agencies may have the primary jurisdiction for the overall
response effort. However Grant County resources will likely provide the first response for all incidents impacting the jurisdictions.

1. Non-Disaster Daily Operations

Day to day operations of Grant County, absent of a declaration of State or Local Disaster Emergency is under the authority of the local governing body.

A proactive day-to-day disaster planning process is in place using the following resources:

- Local Emergency Planning Committee (LEPC)
- The Local Emergency Planning Committee prepares regional hazardous materials emergency plans that indicate the facilities that use, produce, or store hazardous substances that are present in the jurisdiction.

LEPC serves as the repository for local reports filed under Title III of the Emergency Planning and Community Right-To-Know Act of 1986 (EPCRA). LEPC directs local Title III implementation activities and performs associated outreach functions to increase awareness and understanding of and compliance with the EPCRA program.

It is the responsibility of governments of Grant County and its communities to protect life and property from the effects of hazardous events. This Plan is based on the concept that emergency functions of responding agencies will generally parallel their normal, day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts that would normally be required of those functions will be re-directed to accomplish the emergency task assigned.

This plan provides assistance in day-to-day operations by providing each agency their responsibilities during an emergency. This allows agencies to construct programs, strategies and methods which allow day-to-day responsibilities to compliment emergency operations.

2. Emergency Operations

In accordance with KSA 48-932, the Chairman of the Grant County Commissioners may declare a state of local disaster emergency within Grant County. Such declaration shall be based on the judgment that a state of local disaster emergency is necessary to deal with a current or imminent emergency/disaster situation.

Grant County Emergency Management will be responsible for preparing any disaster declarations. A declaration of a state of local disaster emergency shall implement the response and recovery elements of this plan and any applicable emergency operations plans. Subject to K.S.A. 48-932, the Chairman of the Grant County Commissioners may issue any order deemed necessary for the efficient and effective management for the protection of life or property or for the general public health and welfare.

The Grant County EOP may be activated by the following positions in order of succession:
1. The Chairman of the Grant County Commissioners
2. The Coordinator of Grant County Emergency Management
3. Any of the designated Emergency Management Duty Officers

Response

The organized structure for response to an emergency/disaster is under the leadership of the Grant County Commissioners who appoints the County Emergency Management Coordinator overall coordination authority for the incident. The agencies, through the ESF structure, operate from the Grant County Emergency Operations Center and support the Grant County Emergency Management. The management structure designated to respond to emergency/disasters is coordinated by the staff of Grant County Emergency Management.

Initial and subsequent notification procedures have been provided to the 24 hour Grant County Warning Point for initial contacts based on the type of event. Additional notifications are made as requested by the Incident Commander or Emergency Management Director.

Disaster response and recovery agencies identify resources, training needs, or planning activities to the Grant County Emergency Management. The Grant County Emergency Operations Center will be activated for actual or potential events that threaten Grant County. The level of activation will be determined by the Emergency Management Director based on the emergency or disaster event.

The following are possible criteria for activation of the Grant County Emergency Operations Center:

1. A threat (or potential threat) increases the risk in Grant County
2. Coordination of response activities are needed
3. Resource coordination is needed to respond to an event
4. Conditions are uncertain or could possibly escalate
5. A County emergency/disaster declaration is made
6. At the discretion of any of the individuals authorized to activate the EOC

The Grant County Emergency Operations Center may be activated or deactivated by any of the following individuals:

- Coordinator - Grant County Emergency Management
- Assistant Coordinator - Grant County Emergency Management
- Admin Assistant - Grant County Emergency Management

The Grant County Emergency Operations Center utilizes 3 levels of activation:
• **Watch:** When conditions indicate an event/disaster is imminent. Notification will be made to those agencies that will need to take action as part of their normal responsibilities. The Grant County Emergency Operations Center will be staffed by emergency management personnel.

• **Partial-Activation:** When conditions indicate an event/disaster is very imminent or has occurred. Emergency management personnel and essential ESFs are represented in the Grant County Emergency Operations Center.

• **Full-Scale Activation:** Any disaster/emergency that will require large-scale mutual aid and possible State and Federal assistance in response and recovery. Emergency management personnel and essential ESFs are represented in the Grant County Emergency Operations Center.

The Grant County Emergency Operations Center is located at:

**Grant County Emergency Operations Center**
**Grant County Courthouse**
**108 South Glenn Street**
**Ulysses, KS 67880**

The facility serves as the coordination, command and control center for Grant County, is staffed when the need arises, and serves as the 24 hour Grant County Warning Point for initial notification and warning of emergencies and disasters.

Grant County operates under the ESF concept. Each ESF contained in this plan identifies the coordinating, primary and support agencies required to carry out the responsibilities of the ESF. These agencies are responsible for preparing additional operating guides, checklists, staffing patterns or resource requirements needed to complete their assignments. Each agency is responsible for carrying out the tasks assigned by this EOP, with the coordinating agency having primary responsibility for coordinating that effort. A comprehensive list of ESFs and their responsibilities can be found in the file archive as an attachment to this plan.

During activation, the Grant County Emergency Operations Center provides the core emergency function coordination, communication, resource dispatch and tracking; information collection, analysis and dissemination; multi-agency coordination and joint information coordination. Field Operations will be managed through the Incident Command System (ICS) and is discussed below.

**EOC Organizational Structure**

The EOC staffing level and composition is contingent on the specific requirements of an incident. The organizational structure of the EOC is modular, extending to incorporate all elements necessary for the type, size, scope, and complexity of a given incident. While any configuration of functional units may be used in the EOC, the core organizational structure of the
EOC is organized by Sections and ESF teams. While a organizational chart is provided below, the various functional elements are activated based on need. The organizational structure can be condensed, expanded, or reconfigured as needed.

While the structure is flexible, it is always organized around five core functions:

- **EOC Management**: This component is responsible for the overall disaster policy and coordination. Specific functions include oversight of the EOC and coordinates public information with ESF 15. EOC Management is led by the EOC Manager. This position is staffed by a designated responsible agency.

- **Operations Section**: The purpose of this section is to support field operations and coordinate countywide response activities through the implementation of the EOC Action Plan. This section is led by the Operations Section Chief which is staffed by a designated responsible agency.

- **Planning Section**: The purpose of this section is to collect, evaluate, process, and disseminate information for use in the EOC. This section is led by the Planning Section Chief which is staffed by a designated responsible agency.

- **Logistics Section**: This section supports operational activities through the provision of supplies, equipment, facilities, personnel, mutual aid, and other support and services necessary for disaster response and recovery. This section is led by the Logistic Sections Chief which is staffed by a designated responsible agency.

- **Finance Section**: The finance section is responsible for the coordination of the financial planning, operations, and reporting services. This section is led by the Finance Section Chief which is staffed by Grant County Clerk.
Each agency responding will report back to the Grant County Emergency Operations Center through their liaison who is the Point of Contact (POC) for each respective agency or organization in either a single or Unified Command Structure. These reports are later synchronized and information is provided to mutual aid partners, adjacent counties, and the Kansas Division of Emergency Management to provide visibility of emergency operations.

During the response phase and upon declaration of a local state of emergency, the Grant County Commissioners has ultimate authority. The Grant County Emergency Management reports directly to the Grant County Commissioners and then provides overall direction to the Grant County Emergency Operations Center.

All municipalities, City departments, constitutional officers, agencies and other organizations fall under the direction of the coordinating agency designated in the plan. The Director of Grant County Emergency Management will coordinate with State, Federal and other outside agencies.

3. Field Operations

Field Operations will be managed through the Incident Command System (ICS). The ICS that has been implemented in Grant County and utilizes common terminology; is modular and
scalable; incorporates measurable objectives; provides for a manageable span of control; and relies on the Incident Action Plan (IAP) as the principal tool for communicating and carrying out operational objectives in an incident. The incident may be controlled by local emergency responders or with other agencies through the mutual aid system. If the resources available at the field response level are not sufficient to mitigate the situation, the Incident Commander may request, through appropriate channels, that the Grant County Emergency Operations Center be activated to support the field operations.

Response to an incident by single discipline agencies (i.e., fire, law enforcement, EMS) will utilize a single Incident Commander within the ICS structure. As the incident progresses to include multiple jurisdictions and disciplines, a Unified Command will be used to the extent possible, and as deemed necessary.

During a single discipline response to an incident, the first on-scene emergency responder with management responsibilities will take the necessary steps to establish an Incident Command Post (ICP), report a scene size-up, activate the appropriate ICS organizational elements required for incident management, delegate authority within the ICS organizational structure, and develop incident objectives on which subsequent incident action planning will be based.

Each agency deploying to the field will report back to the Grant County Emergency Operations Center through their liaison who is the Point of Contact (POC) for each respective agency or organization in either a single or Unified Command Structure.

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**Command Staff**

The Command Staff function will be conducted in two ways: 1) as a Single Command (used when an incident occurs within single jurisdiction, and there is no jurisdictional or agency overlap, and a single IC can be designated); or 2) Unified Command (used when there are multiple agencies and multiple jurisdictions, and a single set of objectives need to be developed to guide incident management).
General Staff

The General Staff positions will include the following sections:

- Operations Section
- Planning Section
- Logistics Section
- Finance / Administration Section

The scope, direction, and control of these sections will follow established ICS procedures.

a. Area of Operations

An area of operations will be established by the Incident Commander. This will vary depending on the size and magnitude of the event. Once established, or changes made to an existing area of operations, it will be communicated to all responders.
b. Area Command

An Area Command (AC) will be activated if an incident is not site specific (i.e., pandemic outbreaks), the incident is extremely large and involves multiple ICS organizations, or there are multiple incidents that are being handled by separate ICS organizations. If the incidents are multi-jurisdictional, then a UC will be established within the AC. Therefore, the AC has the responsibility to:

- Set overall incident-related priorities
- Allocate critical resources according to priorities
- Ensure that incidents are properly managed
- Ensure that incident management objectives are met and do not conflict with each other or with agency policy
- Identify critical resource needs and report them to EOCs and/or multi-agency coordination entities
- Ensure that short-term emergency recovery is coordinated to assist in the transition to full recovery operations

c. Multi-Agency Coordination Center

A key component of NIMS is the development of a multi-agency coordination system that integrates the operations and functions of the Grant County Emergency Operations Center and field operations, guided by the principles embedded in the Incident Command System. In most cases, emergencies are handled by local fire departments, law enforcement agencies, medical service agencies, and communication/dispatch centers; but in larger emergencies or disasters, additional coordination support is required. In these situations, entities such as city EOCs and/or the Grant County Emergency Operations Center have critical roles in an emergency.

The County's incident management responsibility is directed and managed through the Grant County Emergency Management. As a multi-agency coordination entity, the Grant County Emergency Management will coordinate and manage disaster operations through the Grant County Emergency Operations Center to:

- Ensure that each agency involved in incident management activities is providing appropriate situational awareness and resource status information to Grant County Emergency Operations Center
- Establish priorities between incidents and/or Area Commands in concert with the Incident Command or Unified Command involved
- Acquire and allocate resources required by incident management personnel in coordination with the priorities established by the IC or UC
- Anticipate and identify future resource requirements
- Coordinate and resolve policy issues arising from the incident(s)
- Provide strategic coordination as required
- Coordinate briefings, message tracking, situational reports, and establish a common operating picture
Following an incident, plans, procedures, communications, staffing and other capabilities necessary for improved incident management are coordinated through the Grant County Emergency Management. These tasks are accomplished by the Grant County Emergency Operations Center by ensuring the ability to perform four core functions:

- Coordination
- Communications (that are reliable and contain built-in redundancies)
- Resource dispatch and tracking
- Information collection, analysis, and dissemination
COMMAND STAFF

The Command Staff function will be conducted in two ways: 1) as a Single Command (used when an incident occurs within single jurisdiction, and there is no jurisdictional or agency overlap, and a single IC can be designated); or 2) Unified Command (used when there are multiple agencies and multiple jurisdictions, and a single set of objectives need to be developed to guide incident management).

All ICS Command Staff Departments

Command Staff | Roles and Responsibility
--- | ---
1. Declares a state of emergency
2. Approves Mutual Aid Agreements with other agencies
3. Approves memorandums of understanding with resource providers
4. Keeps the executive officials informed of all actions
5. Ensures City/County government agencies are providing critical emergency services
6. Acts as the City/County Emergency Response Team (ERT) Leader/ICS Commander
7. Directs activation of the EOP and local EOC
8. Responsible for coordinating the re-entry process and procedures
9. In a localized disaster, declares a state of special emergency
10. Directs the evacuation of affected areas
11. Directs opening of shelters for evacuees
12. Coordinates with all agencies involved in the emergency or disaster
13. Requests State and Federal assistance as needed
14. Coordinates resource requests
15. Monitors warning systems
16. In major disasters, directs evacuation
17. Serves as point of contact for representatives from other governmental agencies or private entities
18. Drafts emergency resolutions and ordinances for executive
<table>
<thead>
<tr>
<th>Approval</th>
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<tr>
<td>19. Provides legal review of all pertinent documents</td>
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<td>20. Provides legal advice for emergency functions pertinent to the City/County</td>
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<td>21. Coordinates news releases and interfaces with the public and media</td>
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<tr>
<td>22. Develops accurate and complete information on the incident</td>
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<td>23. Maintains close contact with media on public information and other PIOs</td>
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<tr>
<td>24. Provides space near EOC for media representatives</td>
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<tr>
<td>25. Monitors the incident operations and advises the Incident Commander on all matters relating to operational safety</td>
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</tbody>
</table>
OPERATIONS SECTION

The Operations Section is responsible for all activities focused on response to the immediate hazard, saving lives, establishing situational control and restoration of normal operations. The Operations Chief is responsible to the Command Staff for the direct management of all incident-related operational activities. The Operations Section Chief will establish tactical objectives for each operational period, with other section chiefs and unit leaders establishing their own supporting objectives.

The Operations Section, shown below, is comprised of three branches: Human Services, Infrastructure, and Emergency Services. The ESFs that are grouped under each of these three branches are also depicted in the diagram below. The tables that follow depict the key agencies (primary and secondary) that have a role under each branch. More detailed information on the specific responsibilities of each agency is contained in each of the ESF annexes.

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**Operations Section**

**Roles and Responsibility**

| All ICS Operations Section Departments | 1. Coordinate Local Law Enforcement Operations |
---|---|
OPERATIONS - EMERGENCY SERVICES

The Emergency Services ESFs have responsibility for reducing the immediate hazard, saving lives and property, establishing situation control, and restoring normal conditions. Incident operations can be organized and executed in multiple ways, and will depend on the type of incident, agencies involved, and specific objectives and strategies of the incident management effort.

<table>
<thead>
<tr>
<th>Operations - Emergency Services</th>
<th>Roles and Responsibility</th>
</tr>
</thead>
</table>
| All ICS Operations - Emergency Services Departments | 1. Responsible for assisting with mass care operations in the form of staffing and feeding at shelters and supplying nursing staff at shelters  
2. Responsible for providing emergency medical care to victims of disasters  
3. Responsible for assisting in providing care to sheltered populations  
4. Responsible for providing any assistance required by the Emergency Management Director or the on-scene Incident Commander for HazMat Incidents  
5. Coordinate the resources necessary to respond to structure fires, wild fires, or brush fires  
6. Maintain contact with the State Warning Point on issues related to major fires  
7. Responsible for coordinating with the on-scene incident commander during Search and Rescue (SAR) operations to ensure that the local emergency management agency can quickly obtain needed resources from the State EOC  
8. Responsible for coordinating the resources necessary to respond to hazardous materials incidents  
9. Notify State Warning Point of HazMat incident, and request assistance, if needed  
10. Request services of the National Guard from State Emergency Management, when warranted for law enforcement/humanitarian missions  
11. Coordinate request for additional law enforcement resources to State Emergency Management, when needed to support emergency services  
12. Assist the State Health Department in coordinating the evacuation of special needs residents  
13. Monitor and provide warning/control of potential vectors of pathogens (rats, flies, mosquitoes)  
14. Responsible for responding to potential outbreaks of disease in affected areas that are caused by potential vectors such as mosquitoes, rats, and other disease carrying organisms  
15. Develop and maintaining firefighting resources  
16. Coordinate fire suppression activities |
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<tr>
<td>17.</td>
<td>Assist law enforcement agencies in traffic control</td>
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<tr>
<td>18.</td>
<td>Assist in emergency notification, and public information dissemination of safety decisions, i.e. evacuations</td>
</tr>
<tr>
<td>19.</td>
<td>Assist law enforcement agencies in search and rescue operations</td>
</tr>
<tr>
<td>20.</td>
<td>Coordinate hazardous materials response</td>
</tr>
<tr>
<td>21.</td>
<td>Assist in notification of evacuations</td>
</tr>
<tr>
<td>22.</td>
<td>Provide health care services during and following a disaster</td>
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<tr>
<td>23.</td>
<td>Ensure the safety of food supplies at institutional facilities</td>
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<tr>
<td>24.</td>
<td>Monitor the spread of disease following a disaster and direct immunizations for disease control</td>
</tr>
<tr>
<td>25.</td>
<td>Monitor and assess medical and public health needs</td>
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<td>26.</td>
<td>Request health care assistance from State Health Department, as needed</td>
</tr>
<tr>
<td>27.</td>
<td>Assist in HazMat incidents to ensure public health issues are covered</td>
</tr>
<tr>
<td>28.</td>
<td>Provide environmental health functions</td>
</tr>
<tr>
<td>29.</td>
<td>Assist with mortuary services</td>
</tr>
<tr>
<td>30.</td>
<td>Ensure water potability, availability of sanitation supplies and solid waste disposal are functional</td>
</tr>
<tr>
<td>31.</td>
<td>Provide any assistance required by the local Emergency Management Director or the On-scene Incident Commander for fire suppression</td>
</tr>
<tr>
<td>32.</td>
<td>Provide assistance clearing roads, if necessary</td>
</tr>
<tr>
<td>33.</td>
<td>Responsible for providing any assistance required by the local Emergency Management Director or the On-scene Incident Commander for HazMat Incidents</td>
</tr>
<tr>
<td>34.</td>
<td>Provide ESF 5 with intelligence on the magnitude of search and rescue missions</td>
</tr>
<tr>
<td>35.</td>
<td>Provide security operations for traffic control for firefighting efforts</td>
</tr>
<tr>
<td>36.</td>
<td>Assist in implementing protective actions for the public</td>
</tr>
<tr>
<td>37.</td>
<td>Responsible for coordinating all aspects of Search and Rescue (SAR) operations</td>
</tr>
<tr>
<td>38.</td>
<td>Coordinate 9-1-1 Emergency Communications</td>
</tr>
<tr>
<td>39.</td>
<td>Coordinate Traffic Control and road blocks</td>
</tr>
<tr>
<td>40.</td>
<td>Provide training to public safety personnel and first responders; public safety communications personnel; and operations personnel</td>
</tr>
<tr>
<td>41.</td>
<td>Coordinate Security for Mass Care Operations</td>
</tr>
<tr>
<td>42.</td>
<td>Provide emergency medical treatment to the seriously injured and immediately medically compromised, and to the physically entrapped</td>
</tr>
<tr>
<td>43.</td>
<td>Responsible for assisting the City/County with mass care operations in the form of staffing and feeding at shelters and supplying nursing staff at shelters</td>
</tr>
<tr>
<td>44.</td>
<td>Assure certification of all hazardous materials response personnel to, at a minimum, Operational Level</td>
</tr>
</tbody>
</table>
45. Perform Rapid Impact Assessment to provide immediate field intelligence regarding area of impact, extent of damage and need for emergency response actions and resources
The Human Services Branch groups the Emergency Support Functions that address pre- and post-disaster preparedness, mitigation and operational readiness for social services and animal protection. Specific ESFs include: Mass Care (ESF 6), Food and Agriculture (ESF 11), Volunteers and Donations (ESF 15), and Animal Control (ESF 17). The following tables profile the key agencies with a role and responsibility for Human Services.

<table>
<thead>
<tr>
<th>Operations - Human Services</th>
<th>Roles and Responsibility</th>
</tr>
</thead>
</table>
| All ICS Operations - Human Services Departments | 1. Provide shelter staffing and support with trained local volunteers  
2. Support food, water and ice distribution  
3. Coordinate and expedite delivery of donated goods and services in order to meet the needs of the affected area  
4. Assess unmet needs and provide resources and volunteers to meet these needs from the volunteer database  
5. Relay volunteer and donation needs to the State volunteer coordinator  
6. Maintain a database listing available volunteers for access by relief agencies and organizations (Orientation will be provided for volunteers consisting of services needed, requirements for response, documentation of hours and other appropriate information)  
7. Identify the number of people without food and safe drinking water  
8. Provide an inventory of warehouse food products/quantities and identify sources to obtain additional supplies  
9. Ensure sufficient warehouse space to store food supplies  
10. Coordinate transportation of food shipments to warehouses, feeding sites, and pantry locations  
11. Purchase or solicit food supplies to sustain the disaster victims until State officials/agencies can support the operation  
12. Provide for the over-all management, coordination and prioritization of local resources in response to pet, farm and wild animal emergency needs, before, during and after a significant natural or man-made disaster event  
13. Assist human emergency response teams with animal treatment issues  
14. Make arrangements for the removal and disposal of dead animals  
15. Provide medical and health related support to state and local entities involved in delivering emergency response and recovery efforts for natural and other catastrophes  
16. Provide health related advice concerning communicable and environmental issues following a disaster  
17. Coordinate all local and state health and medical resources expended in response to a local disaster  
18. Coordinate activities involved with the emergency operation of temporary shelters |
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<tbody>
<tr>
<td>19.</td>
<td>Coordinate emergency mass feeding, bulk distribution of coordinated relief supplies for victims of disaster</td>
</tr>
<tr>
<td>20.</td>
<td>Provide dissemination of disaster welfare information. In some instances, services may also be provided to disaster workers</td>
</tr>
<tr>
<td>21.</td>
<td>Coordinate response actions with relief efforts provided by volunteer organizations performing mass care functions</td>
</tr>
<tr>
<td>22.</td>
<td>Provide essential information regarding status of shelter operations: population, capacity, supplies, and special needs of shelter residents</td>
</tr>
<tr>
<td>23.</td>
<td>Coordinate with local authorities in the identification of bulk supply staging areas and distribution sites in the affected areas</td>
</tr>
<tr>
<td>24.</td>
<td>Provide security services for mobile feeding stations should it be deemed necessary</td>
</tr>
<tr>
<td>25.</td>
<td>Assist with animal control issues</td>
</tr>
<tr>
<td>26.</td>
<td>Provide assistance to mass care operations</td>
</tr>
<tr>
<td>27.</td>
<td>Responsible for the capture and housing of displaced domestic animals following a disaster</td>
</tr>
<tr>
<td>28.</td>
<td>Maintain a listing of vendors capable of supplying food, water and ice (updated annually)</td>
</tr>
<tr>
<td>29.</td>
<td>Maintain a list of post-disaster, non-essential government employees to be deployed as needed to support the distribution of supplies</td>
</tr>
</tbody>
</table>
**OPERATIONS - INFRASTRUCTURE SUPPORT**

The Infrastructure Branch groups the Emergency Support Functions that address pre- and post-disaster preparedness, mitigation and operational readiness for infrastructure, including: Emergency Transportation (ESF 1), Communications (ESF 2), Public Works and Engineering (ESF 3), Resource Support (ESF 7), and Energy (ESF 12). Table 3 profiles the key agencies with a role and responsibility for Infrastructure.

<table>
<thead>
<tr>
<th>Operations - Infrastructure Support</th>
<th>Roles and Responsibility</th>
</tr>
</thead>
</table>
| All ICS Operations - Infrastructure Support Departments | 1. Coordinate the use of all transportation resources to support the needs of local government and other emergency support groups requiring transportation capacity to perform their emergency response, recovery and assistance missions  
2. Maintain a list of resources available from local agencies, their addresses and after hours points of contact  
3. Responsible for operating the 9-1-1 call center as well as dispatching for EMS, Fire, and local Law Enforcement  
4. Provide vehicles modified for the disabled for evacuation of disabled individuals  
5. Maintain the special needs registry of individuals needing transportation assistance during evacuations and collect all necessary contact information for special needs victims for coordination with transportation providers to arrange for pick-up  
6. Coordinate emergency response and recovery activities relating to fuel shortages, power outages and electrical capacity shortages, which impact or threaten to impact significant numbers of citizens and critical facilities  
7. Ensure the provision of emergency power to support immediate response operations as well as restoring the normal supply of power to normalize community functions  
8. Provide public works and engineering support to assist the local government in needs related to lifesaving or life protecting support prior to, during and immediately following a major or catastrophic disaster  
9. Provide technical advice, evaluations, engineering services, construction management and inspection, emergency contracting, emergency repair, and damage assessment services  
10. Provide assistance evacuating members of the general population, if necessary  
11. Coordinate continuing supply of fuel, oil and other operational supplies with its day-to-day vendors or emergency sources as required  
12. Coordinate evacuation routes and re-entry routes, including re-routing due to road closures and other logistical actions |
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<tbody>
<tr>
<td><strong>13.</strong></td>
<td>Coordinate law enforcement activities and provide emergency vehicles to transport or escort disaster response personnel and vital supplies</td>
</tr>
<tr>
<td><strong>14.</strong></td>
<td>Coordinate and assist in providing communications support to state, county and local disaster response elements; and coordinate all communications assets (both equipment and services) available from state agencies, local agencies, and volunteer groups</td>
</tr>
<tr>
<td><strong>15.</strong></td>
<td>Coordinate emergency response and recovery activities relating to fuel shortages, power outages and electrical capacity shortages, which impact or threaten to impact significant numbers of citizens and critical facilities</td>
</tr>
<tr>
<td><strong>16.</strong></td>
<td>Responsible for clearing debris from roads and coordinating overall debris management operations</td>
</tr>
</tbody>
</table>
PLANNING SECTION

The Planning Section is responsible for collecting, evaluating and disseminating tactical information pertaining to the incident. This section maintains information and intelligence on the current and forecasted situation, as well as the status of resources assigned to the incident. Designated agencies will be responsible for ESF-5 (Information and Planning) activities during an activation of the EOC and are identified within the ESF-5 Annex. Activities could include damage assessment by providing accessed values and parcel information, staff, and maps to the damage assessment team as well as development of daily Incident Action Plans.

The Planning section has four branches:

- Intelligence
- Planning
- Technical Services
- Documentation

The Planning Section Chief oversees all incident-related data gathering and analysis regarding incident operations and assigned resources, develops alternatives for tactical operations, conducts planning meetings, and prepares the Incident Action Plan for each operational period.

<table>
<thead>
<tr>
<th>Planning Section</th>
<th>Roles and Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>All ICS Planning Section Departments</td>
<td>1. Coordinate the planning process of activities contained within the EOP for all involved organizations</td>
</tr>
</tbody>
</table>
LOGISTICS SECTION

The Logistics Section is responsible for all support requirements needed to facilitate effective and efficient incident management, including ordering resources from off-incident locations. The Logistics Section will coordinate the key ESFs that have a significant role in managing logistics and resource support, including:

- ESF 1 - Transportation
- ESF 2 - Communications
- ESF 5 - Information and Planning
- ESF 7 - Resource Support
- ESF 8 - Health and Medical
- ESF 11 - Food and Agriculture

**Logistics Section Roles and Responsibility**

<table>
<thead>
<tr>
<th>Logistics Section</th>
<th>Roles and Responsibility</th>
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<tbody>
<tr>
<td>All ICS Logistics Section Departments</td>
<td>1. Assist in the collection, processing, and dissemination of information to facilitate emergency response and recovery efforts</td>
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<tr>
<td></td>
<td>2. Establish and provide operational support for Points of Distribution (PODs)</td>
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<td></td>
<td>3. Develops Memorandums of Understanding with vendors for essential items needed before, during, and after a disaster</td>
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<td></td>
<td>4. Provide staff to the EOC to coordinate resource requests</td>
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<td></td>
<td>5. Responsible for identifying suppliers for critical resources</td>
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<td>6. Responsible for identifying funding for emergency expenditures</td>
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<td>7. Will secure resources from private vendors, agencies, or requests assistance from the State</td>
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<td></td>
<td>8. Responsible for obtaining logistical support for all lead and supporting agencies during all phases of disaster operations</td>
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<td>9. Will request assistance through the State EOC if local resources are not able to adequately address a situation</td>
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<td></td>
<td>10. Coordinate the provision of all mutual aid</td>
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<td></td>
<td>11. Will provide staff for the Points of Distribution</td>
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<td></td>
<td>12. Coordinate Rapid Impact Assessment Team (RIAT) activity and support requirements with local support agencies and organizations</td>
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<td>13. Provide intelligence on requirements for Logistics based on the</td>
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<td>scope and magnitude of the disaster</td>
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<tr>
<td>14. Manage the Logistics Section, in close coordination with the Command Group at the local EOC</td>
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<tr>
<td>15. Assist in evaluating damage to utilities and traffic control systems; roads and bridges, and flood control facilities</td>
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<tr>
<td>16. Assist in evaluating damage to water and wastewater systems control facilities</td>
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</tr>
<tr>
<td>17. Assist in evaluating damage to local government facilities and transportation resources</td>
<td></td>
</tr>
<tr>
<td>18. Coordinate the transportation assets within the City/County</td>
<td></td>
</tr>
<tr>
<td>19. Provide communications logistics support to the Emergency Response Team (ERT)</td>
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<tr>
<td>20. Provide pertinent intelligence pertaining to situation around the City/County</td>
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</tbody>
</table>
**RECOVERY SECTION**

When the Emergency Operations Center is activated in response to an emergency/disaster, a recovery component is activated as well. The purpose of this component is to initiate activities necessary to ensure a successful recovery effort. Activities include: condition monitoring, situation evaluation, damage assessment teams, mitigation assessment teams, deployment of damage assessment teams, Liaisons, and mitigation assessment team.

Once the initial response operations have been completed, and it is appropriate for recovery activities to commence, the agencies identified as having recovery functions will initiate their activities. In actuality, many of the recovery functions run concurrent with the initial response functions, and are managed by the same agencies.

**Disaster Declaration**

Requests for federal disaster assistance will be predicated on the requirements outlined in the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288, as amended). After local government conducts the initial damage assessment and reports it to the State Emergency Operations Center, a joint local/State preliminary damage assessment may be scheduled that could include the Federal Emergency Management Agency. This damage assessment validates the local data and is the basis for requesting a Presidential Disaster Declaration. Other federal agencies that may participate in the assessment process include the Small Business Administration. This process is described in 44 CFR, Part 206, Subpart B - The Declaration Process and other federal and state policies and procedures.

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**Roles and Responsibility**

<table>
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<tr>
<th>Recovery Section</th>
<th>Roles and Responsibility</th>
</tr>
</thead>
</table>
| All ICS Recovery Section Departments | 1. Staff the Human Services Section of the ICS to coordinate community relations, addressing unmet needs, and providing emergency housing following a disaster  
2. Responsible for coordinating community relations following a disaster to ensure that critical recovery information is available for the benefit of the entire affected community  
3. Responsible for coordinating activities to address individual and community needs that remain after governmental assistance has been exhausted following a disaster  
4. Provide damage reports to the local EOC, and provide food and water to field operations  
5. Coordinate all damage assessment for public infrastructure with assistance from local public works agencies |

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![Diagram of Recovery Section Roles and Responsibilities](image-url)
<p>| | |</p>
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<thead>
<tr>
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<tbody>
<tr>
<td>6.</td>
<td>Responsible for coordinating activities associated with the Public Assistance Program following a disaster</td>
</tr>
<tr>
<td>7.</td>
<td>Providing information and planning support for agencies involved in recovery operations</td>
</tr>
<tr>
<td>8.</td>
<td>Inspect buildings for structural integrity</td>
</tr>
<tr>
<td>9.</td>
<td>Issue post-disaster permits, as necessary</td>
</tr>
<tr>
<td>10.</td>
<td>Identify additional assistance for the issuance of permits via the Statewide Mutual Aid Agreement</td>
</tr>
<tr>
<td>11.</td>
<td>Responsible for serving as a liaison with the local Emergency Management department, recovery agencies and the local business community</td>
</tr>
<tr>
<td>12.</td>
<td>Negotiate all disaster contracts, i.e. debris removal</td>
</tr>
<tr>
<td>13.</td>
<td>Negotiate the hiring of temporary staff to assist in recovery financial matters, if necessary</td>
</tr>
<tr>
<td>14.</td>
<td>Coordinate all recovery efforts for the City/County</td>
</tr>
<tr>
<td>15.</td>
<td>Coordinate damage assessment processes</td>
</tr>
<tr>
<td>16.</td>
<td>Coordination and establishment of a Disaster Recovery Center for the affected area</td>
</tr>
<tr>
<td>17.</td>
<td>Provide information to the media concerning recovery</td>
</tr>
<tr>
<td>18.</td>
<td>Staff the Logistics Section of the ICS. Responsible for resource support and public information</td>
</tr>
<tr>
<td>19.</td>
<td>Provide information and planning support for agencies involved in recovery operations</td>
</tr>
<tr>
<td>20.</td>
<td>Responsible for providing, to the extent possible, the provision of emergency housing</td>
</tr>
<tr>
<td>21.</td>
<td>Identification of immediate personal, disaster relief needs for individuals affected by the event (Victim mass care requirements to include: food, water, clothing, shelter/housing, medical needs)</td>
</tr>
<tr>
<td>22.</td>
<td>Serve as the lead agency for post-disaster debris management operations</td>
</tr>
<tr>
<td>23.</td>
<td>Responsible for the coordination of all debris removal and disposal</td>
</tr>
<tr>
<td>24.</td>
<td>Provide public education on proper disposal of debris</td>
</tr>
<tr>
<td>25.</td>
<td>Identify proper disposal sites, both temporary and long term</td>
</tr>
<tr>
<td>26.</td>
<td>Monitor health conditions throughout the recovery phase</td>
</tr>
<tr>
<td>27.</td>
<td>Responsible for ensuring all debris cleanup team members have proper vaccinations</td>
</tr>
<tr>
<td>28.</td>
<td>Provide security in support of all aspects of recovery operations</td>
</tr>
</tbody>
</table>
FINANCE / ADMINISTRATION SECTION

The Finance/Administration Section is established when there is a need for financial, reimbursement (individual and agency, or department) and/or administrative services to support incident management activities. The equipment, personnel, and financial resources of an affected jurisdiction may quickly be overtaxed in a disaster. Resource Policies and Financial Management Policies and Procedures for Emergency Management have been established and implemented which provide statutory authorities and responsibilities for financial management related to response activities. These policies ensure that funds are provided expeditiously and that financial operations are conducted in accordance with appropriate policies, regulations, and standards.

Designated agencies have been given the primary responsibility to manage all financial matters, including those of the response, recovery, and mitigation phases of an emergency or declared disaster. These responsibilities include providing financial training to the staff of the Emergency Operations Center, recovery personnel, and the mitigation staff. This is based on the need to manage local, state, and federal recovery financial assets in accordance with local and State laws and includes training on proper documentation of recovery grants, funding agreements, funding sources, records maintenance, and more. Other responsibilities of the Finance/Administration Section include entering into any funding agreements between local, State, and Federal Governments. These agreements will cover the Public Assistance and Hazard Mitigation Grant Programs, as well as any other funding agreements necessary for the receipt of State and federal funds.

<table>
<thead>
<tr>
<th>Finance / Administration Section</th>
<th>Roles and Responsibility</th>
</tr>
</thead>
</table>
| All ICS Finance / Administration Section Departments | 1. Manages and oversees the Finance and Administration Section  
2. Will coordinate an annual training schedule for emergency event financial reporting and records maintenance requirements  
3. Will identify funding for emergency expenditures  
4. Will conduct appropriate training for financial management to city/county agencies  
5. Will maintain all records of expenditures; including all associated costs for local City/County agencies for manpower, equipment, supplies, etc.  
6. Coordinate recovery actions with FEMA to include all |
Coordinates training to EOC agencies for proper financial management processes during disasters
8. Inform executive officials of expenditure and reimbursement information, to include expenditures for manpower, equipment and materials
9. Establish deadlines for submission of appropriate forms and documentation for reimbursement procedures
10. Manage all financial aspects of disaster recovery for the City/County
11. Provides legal review of all pertinent documents.

4. Joint Information Center

The Joint Information System (JIS) provides the mechanism for integrating public information activities among Joint Information Centers (JIC), across jurisdictions, and with private-sector and non-governmental organizations.

Grant County has implemented and institutionalized processes, procedures and plans for its JIC and can be referenced in the Annex for Emergency Support Function 15.

When the Grant County Emergency Operations Center is activated, the Coordinator of Grant County Emergency Management or the Public Information Officer may activate the Joint Information Center (JIC). When the JIC is in operation, it serves as the central point of public information collection and dissemination. The JIC functions as part of the Command in the Grant County Emergency Operations Center and will coordinate the release of non-operational information.

Depending on the incident, representatives from each jurisdiction, agency, private sector organization, and non-governmental organization involved in incident management activities will be notified and asked to have their JIC representative respond to the Grant County Emergency Operations Center within a reasonable period of time. Communication will be accomplished via the Emergency Alert System, radio, community cable channel, television, fax, Internet, telephone or any other means available. When the JIC is activated, the Public Information Officer or his/her designee will notify media outlets that all media inquiries are to be directed to the JIC and that the JIC will be releasing media updates on a routine basis and when noteworthy events take place. Members of the media will not be allowed access to the Grant County Emergency Operations Center.

More information on public awareness and education can be found in ESF 15, External Communications. More information on communication plans and protocols can be found in ESF 2, Communications.

B. Coordination, Direction and Control

1. County Level
Information Collection and Dissemination

Initial notification of incidents at the local level are accomplished in a variety of ways including public safety radio, television, radio, broadcast, fax, etc.

Responsibility for notification of most incidents is accomplished through the Grant County communication center. Other agencies with responsibilities for notification include the National Weather Service and Kansas Highway Patrol.

The Grant County communication center will be responsible for notifying response and Emergency management personnel when the threat of a disaster is imminent.

- **Internal**: Response agencies will be notified from the communication center as required by the nature of the disaster.

- **External**: It is the responsibility of Grant County Emergency Management to notify the appropriate agencies outside of the jurisdiction such as Kansas Division of Emergency Management, State Emergency Response Commission (SERC), and the United States Department of Agriculture (USDA).

The Grant County communication center provides communications essential for the city and county governments to communicate with all governmental entities. This information is then passed along to the public via siren, notification system, radio, NOAA radio, television, social media alerts, etc.

The media assume a vital role in dispersing information to the public. Grant County Emergency Management works closely with local media providers to ensure timely and accurate information is provided to the public.

Information collection needs and priorities will include:

1. Life safety
2. Incident security and stability
3. Property and environmental protection

Direction and Control

Impacted entities will coordinate the emergency response efforts within their political jurisdiction (county and municipalities).

The Incident Command System (ICS) and National Incident Management System (NIMS) will be used to coordinate emergency response and recovery operations at the disaster scene(s). The ICS/NIMS organization will maintain communications and coordination with the Grant County Emergency Operations Center at all times as detailed by this plan.

Grant County Emergency Management may activate Mutual Aid Agreements with neighboring jurisdictions. They may also recommend that the Grant County BOCC declare a
local state of emergency and make a formal request for state assistance. The following positions are authorized to request resources by contacting Kansas Division of Emergency Management.

1. The Grant County Coordinator of Emergency Management
2. Any designated personnel authorized by Grant County Coordinator of Emergency Management

To request state assistance, Grant County must meet the following parameters:

1. Exhausted or will likely exhaust Grant County resources
2. Exhausted or will likely exhaust mutual aid resources
3. Exhausted or will likely exhaust contractual resources
4. The requested assistance is not available at the local level

The Coordinator of Grant County Emergency Management or designee is delegated policy-making authority and can commit Grant County resources at the Grant County Emergency Operations Center as well as routine management and operation of the facility. The Coordinator of Grant County Emergency Management may issue mission assignments to the ESFs to perform duties consistent with Grant County policy. Mission assignments and mutual aid assistance is tracked at the Grant County Emergency Operations Center.

Coordination of County-wide protective actions will occur among all affected risk and host areas and Grant County Emergency Operations Center under the direction and control of the Coordinator of Grant County Emergency Management. Areas not impacted by these events may be requested to provide assistance. Prior to an evacuation and under the direction of the Coordinator of Grant County Emergency Management, the Grant County Emergency Operations Center will implement coordination on issues which may include, but not limited to: lifting of tolls, deploying and pre-deploying personnel, identifying evacuation routes, ensuring the sufficiency of fuel, address emergency medical issues, and initiate procedures for notification to the public.

The Coordinator of Grant County Emergency Management may authorize a field operations response in or near the impacted area. Field operations will be under the direction and control of the Incident Commander and may involve the deployment and staging of personnel and resources in the impacted area.

Initial planning for recovery begins before an emergency event impacts Grant County. While response actions necessary to protect public health and safety are being implemented, the recovery section within the Grant County Emergency Operations Center begins coordination and implementation of the recovery programs.

In the event state and federal assistance is required by Grant County, the State Coordinating Officer will interface directly with representatives of the federal government.

In the event a request for disaster assistance comes from the governor of another state, the
Governor of the State of Kansas may order the mobilization of State and local resources under the Emergency Management Assistance Compact to be deployed to the impacted state. The management and coordination of these resources will be administered through the Response and Recovery Section under the direction of the Response and Recovery Director located at Kansas Division of Emergency Management.

2. Coordinating Agencies

The Coordinator of Grant County Emergency Management designates the coordinating agencies for each emergency support function to coordinate the activities of that support function.

<table>
<thead>
<tr>
<th>FUNCTIONAL ANNEX</th>
<th>COORDINATING AGENCY</th>
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<td>ESF 1 - Transportation</td>
<td>Grant County Road and Bridge</td>
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<td>ESF 2 - Communications</td>
<td>Grant County Sheriff's Office</td>
</tr>
<tr>
<td>ESF 3 - Public Works and Engineering</td>
<td>Grant County Road and Bridge</td>
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<tr>
<td>ESF 4 - Firefighting</td>
<td>Grant County Fire Department</td>
</tr>
<tr>
<td>ESF 5 - Emergency Management</td>
<td>Grant County Emergency Management</td>
</tr>
<tr>
<td>ESF 6 - Mass Care, Housing and Human Services</td>
<td>Grant County Health Department</td>
</tr>
<tr>
<td>ESF 7 - Resource Support</td>
<td>Grant County Emergency Management</td>
</tr>
<tr>
<td>ESF 8 - Public Health and Medical Services</td>
<td>Grant County Health Department</td>
</tr>
<tr>
<td>ESF 9 - Search &amp; Rescue</td>
<td>Grant County Fire Department</td>
</tr>
<tr>
<td>ESF 10 - Oil and Hazardous Materials</td>
<td>Grant County Fire Department</td>
</tr>
<tr>
<td>ESF 11 - Agriculture and Natural Resources</td>
<td>Grant County Emergency Management</td>
</tr>
<tr>
<td>ESF 12 - Energy and Utilities</td>
<td>Grant County Emergency Management</td>
</tr>
<tr>
<td>ESF 13 - Public Safety and Security</td>
<td>Grant County Sheriff’s Office</td>
</tr>
<tr>
<td>ESF 14 - Long-Term Community Recovery</td>
<td>Grant County Emergency Management</td>
</tr>
<tr>
<td>ESF 15 - External Communication</td>
<td>Grant County Clerk</td>
</tr>
</tbody>
</table>

Upon activation of the Grant County Emergency Operations Center, the primary agency for the emergency support functions will send representatives to the Grant County Emergency Operations Center to coordinate activities. The coordinating agency determines which primary and support agencies are required at the Grant County Emergency Operations Center.

The coordinating agency for the Emergency Support Functions will be responsible for collecting all information related to the disaster and providing it to Grant County Emergency Management.

3. Intergovernmental Mutual Aid

Mutual Aid Agreements and Memoranda of Understanding are essential components of emergency management planning, response, and recovery activities.
These agreements provide reciprocal emergency aid and assistance during an emergency or disaster. They can increase available resources and improve response and recovery efforts. A complete list of Mutual Aid Agreements in effect for Grant County related to emergency management can be found in Section VII-Authorities and References of this EOP. In addition, these agreements are available for review in their entirety at the Grant County Emergency Operations Center.

State-Wide Mutual Aid System

KSA 48-948 through 48-958 establishes the statewide Kansas mutual aid system which states:

"The system shall provide for mutual assistance among the participating political subdivisions in the prevention of, response to and recovery from any disaster that results in a formal state of emergency in a participating political subdivision, subject to such participating political subdivision's criterion for a declaration. The system shall provide for mutual cooperation among the participating subdivisions in conducting disaster-related exercises, testing or other training activities outside actual declared emergency periods."

The full act can be found in the file archive of this plan.

Interstate Civil Defense Compact

The purpose of the compact is to provide mutual aid among the states in meeting any emergency or disaster. The prompt, full, and effective utilization of the resources of the respective states include personnel, equipment, or supplies may be essential to the safety, care, and welfare of people therein. The Interstate Civil Defense and Disaster Compact may be entered in accordance with the provisions of KSA 48-3202. This action is accomplished by written agreement between the Governor of Kansas and Governor’s of one or more states which have legally joined said compact, or which are authorized to join. Such written agreement may specify the period of time said compact is entered into with regard to each such state. The State of Kansas compact is non-active until initiated by the Governor, in agreement with one or more states.

Emergency Management Assistance Compact (EMAC)

The EMAC is a mutual aid agreement and partnership among states to allow for the exchange of resources when state and local resources are overwhelmed and federal assistance is inadequate or unavailable. Request for EMAC assistance are legally binding, contractual arrangements which requires soliciting state to be responsible for reimbursing all out-of-state costs and be liable for the actions and safety of out-of-state personnel. Proving assistance to other states through EMAC is not an obligation. Kansas became a signatory to the compact in 2000 (KSA 48-9a01).

Requesting Mutual Aid

All mutual aid requests should be coordinated through the Grant County Emergency Manager or the Grant County Emergency Operations Center if activated. To request mutual aid, Grant County uses the following process:
The Party seeking mutual aid shall make the request directly to the party providing the aid in coordination with Grant County Emergency Management. Requests may be verbal or in writing. If verbal, the request shall be confirmed in writing no later than thirty (30) calendar days following the verbal request unless otherwise stated according to policies or resolutions. All communication shall be conducted directly between recipient and provider in coordination with Grant County Emergency Management. The Recipient shall be responsible for keeping all parties advised of the status of mutual aid activities.

If assistance is needed to coordinate mutual aid, Grant County can request coordination assistance to Kansas Division of Emergency Management.

4. Communication

ESF 2 (Communications) provides information and guidance concerning available communications systems and methods in Grant County, including:

- Dissemination of emergency information to response organizations and government
- Information flow and management to and from the Grant County Emergency Operations Center
- Communications interoperability among response units
- Primary and backup communications systems
- Telecommunications and information technology resources
- Emergency warning and notification

ESF 15 (External Communications) provides information on and the dissemination of information to the public for the purpose of protective action guidance and ongoing emergency information. This information is focused on the minimization of confusion, misinformation, and rumors during times of an emergency/disaster.

Grant County Warning Point

The Public Safety Answering Point - PSAP Grant County serves as the Grant County Warning Point. The Grant County Warning Point provides Grant County with a single point to disseminate information and warnings to government officials that a hazardous situation could threaten the general welfare, health and safety, and/or property of the population.

The Warning Point is equipped with multiple communication networks and auxiliary power.

A list of these capabilities is provided in ESF 2 (Communications) and below:

**Communication:** 800 MHz radios

**Priority:** High  
**Type:** Other  
**Quantity:**

**Description:** External Use, Mobile, Secure - An 800MHz radio system is a blend of traditional two-way radio technology and computer-controlled transmitters. The system’s main advantage is that radio transmitters can be shared among various departments on
campus, with the aid of computer programming. Virtual radio groups called "talk groups" are created in software to enable private departmental conversations. This gives the new system the appearance of having many "frequencies," when in fact everyone is sharing only a few.

**Communication:** Cell Phones  
**Priority:** High  
**Type:** Other  
**Quantity:**  
**Description:** External Use, Mobile - Cell phones allow for person to person mobile voice and text communications.

**Communication:** Government Emergency Telecommunications Service (GETS)  
**Priority:** High  
**Type:** Other  
**Quantity:**  
**Description:** External Use, Mobile, Secure - The Government Emergency Telecommunications Service (GETS) provides National Security/Emergency Preparedness (NS/EP) personnel a high probability of completion for their phone calls when normal calling methods are unsuccessful. It is designed for periods of severe network congestion or disruption, and works through a series of enhancements to the Public Switched Telephone Network (PSTN). GETS is in a constant state of readiness. Users receive a GETS “calling card” to access the service. This card provides access phone numbers, Personal Identification Number (PIN), and simple dialing instructions.

**Communication:** Internet and Email  
**Priority:** High  
**Type:** Data  
**Quantity:**  
**Description:** Internal Use, External Use - The internet is used to access email systems, post information on websites, and access situational information.

**Communication:** Mobile Communications Center  
**Priority:** High  
**Type:** Other  
**Quantity:**  
**Description:** Internal Use, External Use, Mobile, Secure - A mobile communications center provides mobile emergency response capability, interconnectivity and interoperability between federal, state and local emergency response entities. Its primary purpose is to provide the capability to establish an alternate Emergency Operations Center (EOC) anywhere in the County. In addition to serving as a network hub for the County’s alternate EOC, this asset is available to assist local agencies who have lost connectivity. It may be hardwired to local power, telephone, cable television and internet systems or operated independently with onboard generators.

**Communication:** MOTOBRIDGE  
**Priority:** High  
**Type:** Other  
**Quantity:**  
**Description:** External Use, Secure - A statewide fixed-site communications interoperability gateway available to emergency responders is called MOTOBRIDGE. This system consists of 76 tower sites owned by the Kansas Department of Transportation and operated by the Kansas Highway Patrol dispatch center in Salina. The MOTOBRIDGE can handle VHF Low Band State channels (50-60 MHz), VHF High Band National channels (150-160 MHz), UHF National channels (450-470 MHz), 800 MHz National Channels (760-870 MHz), and the
KHP Event talk groups (Kansas Digital Trunked P-25 Radio System users). Each tower is microwave linked and consists of one control channel and five repeaters, with generally a 20-mile footprint of local coverage. One patch station to station can handle up to five channels (party line). Methods of requesting patching through the MOTOBRIDGE are: Call channel on the radio, *47 on a cell phone, Telephone KHP Dispatch Center, and teletype via the KCJIS network. Information needed from the caller consists of: Home County/City or position, Identify basic location, waiting for acknowledgement from KHP Dispatch of patch completion.

**Communication**: Fax Machine  
**Priority**: Moderate  
**Type**: Other  
**Quantity**:  
**Description**: External Use - Fax machines allow for the transmission of documents over phone lines to other receiving fax machines.

**Communication**: Hard Line Phones  
**Priority**: Moderate  
**Type**: Voice  
**Quantity**:  
**Description**: External Use - Hard line phones allow for voice to voice communications.

**Communication**: 911 Dispatch  
**Priority**: High  
**Type**: Voice  
**Quantity**: 1  
**Description**: Internal Use, External Use - Fixed facility with UHF and 800 MHz capabilities. Also emergency 911 call center for Grant County. All emergency and non-emergency calls for emergency services for Grant County and the City of Ulysses goes thru the 911 dispatch.

**Communication**: UHF 400MHz  
**Priority**: High  
**Type**: Voice  
**Quantity**:  
**Description**: Internal Use, External Use, Mobile - All County Agencies have their own 400MHz radio freq. This includes: Law Enforcement, Fire, EMS, Emergency Management, Public Works, Public Health

The Public Safety Answering Point -PSAP Grant County has Standard Operating Guides (SOG) to notify and warn officials and general public of emergency and disaster events that occur in Grant County. In addition these guides also identify actions to be taken based off types of incidents. Notification lists for agencies and individuals are maintained by the Public Safety Answering Point -PSAP Grant County. Notification of the State Warning Point is included in these guides. The Coordinator of Emergency Management or the on-call Emergency Management staff person will initiate any further notification.

Developing or existing emergency conditions which should be reported to the Public Safety Answering Point -PSAP Grant County include those that have or may result in multiple loss of life, environmental or property damage, or evacuation of a populated area whether or not State or Federal resources are needed to support local emergency response efforts.
ESF Coordinators and other Emergency Operation Center Representatives are kept informed of potential events by the Coordinator of Grant County Emergency Management by fax, email, or telephone.

Warnings are accomplished in various ways depending on the persons that need to be warned and the time available. The Coordinator of Grant County Emergency Management or the Incident Commander can initiate warnings and notification procedures. The following list identifies warning methods during an event. Any or all may be used.

- Activation of the Emergency Alert System (EAS)
- Information statements released to the local media
- Public address systems of public safety vehicles
- Door-to-door contacts
- Phone Messaging System
- Outdoor warning sirens
- Channel 10 cable TV Community Channel

Specific warning zones are identified by the type of incident. Many have been pre-identified such as vulnerable areas around hazardous material locations and/or areas subject to storm surge and/or flooding.

Persons in the threatened areas with vulnerable needs may be notified by all of the methods outlined above. Hotels, motels, Chambers of Commerce and the Tourist Information Center will assist in notification of tourists visiting the area. Most of the other warning systems previously listed would also reach some visitors to the County.

The Grant County Warning Point (Public Safety Answering Point - PSAP Grant County) is responsible for network control and conducts routine tests to ensure operational readiness.

Common Program Control Stations (CPCS) are radio stations utilized to provide the general public with information about events. The following stations have been identified as CPCS locations in and around Grant County:

**Grant County Law Enforcement**
210 East Central Avenue
Ulysses, KS 67880

**KULY 1420AM**
2917 South Colorado Street
Ulysses, KS 67880

5. State Level

When an emergency or disaster has occurred or is imminent, the Governor may issue an Executive Order proclaiming the existence of a State of Emergency or activate the emergency response, recovery and mitigation aspects of State, local and inter-jurisdictional disaster plans.
At the State level, the Kansas Adjutant General, or designee performs policy-making authority and commitment of State resources at the State of Kansas EOC. The State of Kansas EOC Manager is responsible for the provision of State assistance, as well as routine management and operation of the State of Kansas EOC. The State of Kansas EOC Manager may issue mission assignments to the State ESFs to perform duties consistent with State policy. Mission assignments, and mutual aid assistance brokered by the State, are tracked in the State of Kansas EOC.

Coordination of regional and multi-regional protective actions will occur among all affected risk and host counties, other states, and the State of Kansas EOC under the direction and control of the State of Kansas EOC Manager. Counties that are not impacted by an emergency/disaster situation may be directed by the Kansas Adjutant General to activate their EOCs to provide emergency assistance.

During activation of the State of Kansas EOC, the State of Kansas EOC Team provides up-to-date information on the situation and is also equipped to provide information on various grant programs and funding sources available to affected areas in the aftermath of disaster.

The Kansas Division of Emergency Management Regional Coordinator serves as the State of Kansas EOC liaison and shares information with local command, who then shares the information as per local protocol. The State of Kansas EOC will provide incident information to State agencies, State legislative, and United States Congressional officials. This is typically accomplished via situation reports and frequent State of Kansas EOC briefings.

In the event federal assistance is required, the State Coordinating Officer will interface directly with representatives of the federal government. If the State Coordinating Officer determines that the span-of-control needs to be broadened, he may designate a Deputy State Coordinating Officer to ensure coordination between federal and State agency representatives and to anticipate any needs or conflicts in the response or recovery phases as they progress.

In the event a request for disaster assistance comes from the governor of another state, the Governor of the State of Kansas may order the mobilization of State resources under the Emergency Management Assistance Compact (EMAC) to be deployed to the impacted state. The management and coordination of these resources will be administered through the Response Section under the direction of the Response Section Chief located in the State of Kansas EOC. In the event the State of Kansas EOC is not activated, EMAC will be managed and coordinated will be administered by Kansas Division of Emergency Management’s Response and Recovery Branch under the direction of the Response and Recovery Branch Director.

6. Federal Level

Through the National Response Framework (NRF), the federal government provides assistance by establishing a single, comprehensive framework for the management of domestic incidents. The NRF provides the structure and mechanisms for the coordination of federal support. Through the NRF, federal ESFs may establish direct liaison with Kansas ESF
representatives in the State of Kansas EOC.

If the disaster is major or catastrophic, the Kansas Division of Emergency Management will contact the Federal Emergency Management Agency, Region 7 and request a Federal Liaison and/or alert them that the Governor may submit a formal request for federal assistance.

If the President authorizes federal assistance, a Primary Federal Official (PFO) will represent the Secretary of the U.S. Department of Homeland Security and/or a Federal Coordinating Officer. The Federal Coordinating Officer is authorized to use the full authority of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended to reimburse response and recovery claims against the Disaster Relief Fund. Additionally, the Stafford Act provides funding to assist communities in mitigating the impact of future events.

7. Joint Field Office

The emergency recovery process is initiated when the President of the United States issues a Major Presidential Disaster Declaration. Such a declaration makes available a series of federal disaster assistance programs to aid the State in its recovery from a disaster situation. The basis for the declaration is the determination by the President that the disaster is of such severity and magnitude that response is beyond State and local capabilities. The field recovery operation will be conducted in accordance with the most current edition of the State of Kansas Emergency Response Plan as well as other recovery plans and procedures.

Once a field office has been established in Grant County, the Grant County Emergency Management will provide the proper liaisons to the appropriate field office operations.

The organizational structure for recovery is under the leadership of the State Coordinating Officer. Once a federal disaster declaration has been issued, the State Coordinating Officer consults with a Federal Coordinating Officer. In addition, a Governor's Authorized Representative (GAR) is designated in the Federal Emergency Management Agency-State Agreement and is responsible for compliance with that Agreement.

During a recovery operation, the State Coordinating Officer usually appoints a Deputy State Coordinating Officer who represents him/her at the Joint Field Office. The Deputy State Coordinating Officer is responsible for the establishment and management of State operations in the Joint Field Office and coordination between State and federal programs.

C. Prevention

Grant County's prevention goals are to avoid an incident, intervene, or stop an incident from occurring. To accomplish the goal the following strategy will be used:

- Expand Regional Collaboration
- Implement the National Incident Management System and National Response Framework (NRF)
- Strengthen Information Sharing and Collaboration capabilities
- Strengthen Interoperable and Operable Communications capabilities
- Strengthen Medical Surge and Mass Prophylaxis capabilities
• Strengthen Planning and Citizen Preparedness Capabilities
• Increase coordination with the Kansas Intelligence Fusion Center (KIFC)

1. Kansas Intelligence Fusion Center

The ability to share intelligence information quickly and accurately among state fusion centers and emergency operation centers is crucial in preventing potential criminal and terrorist acts. The primary components of a fusion center are situational awareness and warnings that are supported by law enforcement intelligence, derived from the application of the intelligence process, where requirements for actionable information are generated and information is collected, integrated, evaluated, analyzed, and disseminated. Important intelligence that may forewarn of a future attack may be derived from information collected by several diverse entities.

[FUSIONORG] serves at the local liaison to the Kansas Intelligence Fusion Center at [FUSIONADDRESS]. Given the nature of the information, the [FUSIONORG] will distribute the information in accordance to local SOPs and be marked as Unclassified/For Official Use Only (U/FOUO). Additional information is provided in the file archive of this plan.

D. Preparedness

The goal of Grant County’s preparedness operations is to help ensure a timely and effective response to, recover from and mitigation of the impacts and consequences associated with an emergency/disaster situation. To accomplish the goal the following strategy will be used:

• Administer grant programs for operational support and training activities
• Participate in capability assessments at the regional and county level
• Participate in the Comprehensive Resource Management and Credentialing (CRMCS) program to further develop resource management capabilities.
• Establish a inclusive planning process using the “Whole Community “concept.

1. Resource Management and Credentialing

Resource Management

Each agency tasked within this plan is responsible for developing and maintaining applicable resource lists. These lists should follow established county protocols for maintaining resource lists. At a minimum, full resource lists (including all county resources) will be provided to Grant County Emergency Management and the ESF 7 coordinating agency. The following lists are created using the State of Kansas’s Comprehensive Resource Management and Credentialing System (CRMCS). These inventories include a point of contact, geographic location, and operation area for:

1. Vehicle inventories
2. Personnel
3. Equipment
4. Equipment operators
5. Suppliers/Contractors/vendors
6. Resources in adjacent jurisdictions that could be used during a disaster-if applicable

The following lists are currently created outside of the CRMCS and should also include point of contact, geographic location, and operation area:

1. Facilities
2. Staging areas for internal and external response
3. Services/Contracts/Mutual Aid Agreements
4. List of critical facilities having priority for restoration of utilities during emergencies

Credentialing

Grant County utilizes the CRMCS as the county credentialing system. Grant County follows their designated policy as a guide and policy to ensure that personnel resources requested to assist are adequately trained and skilled. The CRMCS is also used to verify identity and qualification to allow access to an incident site. This system can serve to prevent unauthorized (self-dispatched or unqualified personnel) access to an incident site.

2. Plan Development and Maintenance

Plan Development

The Grant County Emergency Operations Plan is developed with the assistance and input from the following groups serving in an advisory capacity.

- Grant County Mitigation Planning Committee
- Local Emergency Planning Committee (LEPC)
- ESF Coordinating, primary and support agencies
- Mutual aid partners and adjoining counties.

Listed below are planning events that have occurred or are scheduled to occur in the development of the Grant County Emergency Operations Plan:

- EOP training

The preparation and revision of the basic plan and ESF Annexes will be coordinated by Grant County Emergency Management with the assistance and involvement of all applicable
entities. The preparation and revision of the ESF 8 appendices are the responsibility of the coordinating agency with the assistance of the Grant County Emergency Management and the designated support agencies. The Grant County Emergency Management will establish a format and content guidance that must be followed in the revision process and coordinate and incorporate revisions to the annexes.

This plan will be made available to all agencies tasked therein, mutual aid partners, and adjoining counties for comment. It is the responsibility of ALL parties to review and submit any comments to Grant County Emergency Management. The process of distributing the plan will be accomplished by either 1) granting “viewer” access via the Bold Planning Solutions Super System or 2) providing an electronic copy. Grant County Emergency Management will keep a hard copy on file.

The public will be provided the opportunity to view the Basic Plan portion of this document at a place determined by Grant County.

Plan Maintenance

The Grant County Emergency Management will maintain the Grant County EOP and provide an updated EOP to Kansas Division of Emergency Management every five years, with the exception of ESF 10 which must be updated annually as per federal law. However, the EOP may be updated as often as needed during any year. Examination and review should be conducted annually and will reflect changes in implementing procedures, improved emergency preparation capabilities, and deficiencies identified from corrective action planning. The Grant County Emergency Management will revise the plan by using a process best suited for the county. Whenever a change is made, the date and nature of the change will be recorded. Upon update, these changes will be incorporated into the overall plan and re-promulgated by the Grant County Commissioners.

The coordinating, primary and support agencies/organizations of each ESF will be responsible for preparing and maintaining operating procedures for all responsibilities assigned them in the EOP. These procedures will be prepared following guidance issued by local policies.

Other Plans

In addition to the Grant County EOP, additional plans have been developed and are maintained pursuant to state and federal requirements.

3. Public Information

Before an emergency or disaster occurs, public information is critical for the public to make the necessary protective actions. The County's public information program focuses on how to better communicate emergency information to the public before, during, and after a disaster. Particular attention will be given to strategies that enhance awareness of the evacuation process, road conditions, shelter status and re-entry issues, and how to communicate information to people during evacuation.
Sheila Brown or other designee will serve as the Public Information Officer (PIO). The PIO will work closely with the Coordinator of Grant County Emergency Management, and will be the primary resource for providing disaster-related information to the public. This includes information about all preparedness, response, recovery, and mitigation activities. Following a disaster, the public will be informed that they can contact the Grant County Emergency Operations Center to receive disaster-related preparedness, response, recovery, or mitigation information.

- Pre-scripted public service announcements are maintained by the Grant County Emergency Management.
- The PIO will be responsible for collecting information, preparing releases for the media, and responding to requests for information and interviews.
- The Grant County Emergency Management will prepare pre-scripted news releases that can easily be edited to include disaster specific information.
- The PIO will, at his/her discretion, send disaster updates to local media outlets, and to the Kansas Division of Emergency Management.
- Additional information is provided in ESF 15.

4. Training and Exercise

All training related to emergency management is coordinated and scheduled through the Grant County Emergency Management. The Grant County Emergency Management offers training to all inter-agencies (County, City and others) on preparedness, response, recovery, mitigation, hazardous materials, debris management, terrorism and other issues. The training offered is conducted through the Kansas Division of Emergency Management training section, American Red Cross, the Local Emergency Planning Committees, Fire Department, and any other organization offering training. The Grant County Emergency Management provides the notice of training being offered to local response agencies.

Grant County continues to implement a training and exercise program, consistent with NIMS, for incident management organizations and personnel. Elements of the program include:

- Multi-disciplinary and multi-jurisdictional interaction, including involvement with private-sector and non-governmental organizations, during realistic exercises.
- Standard courses on incident command and management, incident management structure, and operational coordination processes and systems.
- Courses focus on discipline and agency-specific subject matter expertise.

Grant County further requires courses for all incident management organizations and personnel to ensure NIMS compliance at all levels of response. The following courses are required:
Exercises are a key component in improving all-hazards incident management capabilities. The Grant County Emergency Management participates on an ongoing basis in a range of exercises, including multi-disciplinary and multi-jurisdictional exercises that are designed to improve integration and interoperability. These exercises are integrated in an annual Training and Exercise Planning Workshop (TEPW). Among the key exercises types that Grant County participates in or has participated in include:

The Homeland Security Exercise Evaluation Program (HSEEP) will be used for developing, delivering and evaluating Department of Homeland Security/Office of Domestic Preparedness funded exercises.

The following agencies and entities have exercise programs:

<table>
<thead>
<tr>
<th>Name of Agency</th>
<th>Type of Exercise Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant County Fire Department</td>
<td>All Hazards Exercise Program</td>
</tr>
<tr>
<td>Grant County Emergency Management</td>
<td>All Hazards Exercise Program</td>
</tr>
<tr>
<td>Grant County Emergency Medical Services</td>
<td>All Hazards Exercise Program</td>
</tr>
<tr>
<td>Grant County Health Department</td>
<td>Exercise Program</td>
</tr>
<tr>
<td>Bob Wilson Memorial Grant County Hospital</td>
<td>All Hazards Exercise Program</td>
</tr>
<tr>
<td>Grant County Sheriff's Office</td>
<td>All Hazards Exercise Program</td>
</tr>
<tr>
<td>Ulysses Police Department</td>
<td>All Hazards Exercise Program</td>
</tr>
</tbody>
</table>

**After Action Reviews and Corrective Action Plans**

After each exercise, the lead agency performing the exercise will conduct an evaluation of the effectiveness of the exercise. This information will be incorporated into future plan revisions and updates by the Grant County Emergency Management. This will be accomplished by
drafting a corrective action plan which may include, but not limited to assigning the following actions:

- Change to plans/procedures
- Acquire new or replace outdated equipment/resources
- Train/Re-Train Personnel

Following actual events the same procedure will be used and will be led by Grant County Emergency Management.

**E. Response**

Grant County must be prepared to respond quickly and effectively on a 24-hour basis to developing events. The primary goal of the County's response operation is to ensure a timely and effective response to the many consequences that may be generated by an emergency/disaster situation. When an event or potential event is first detected, a series of actions will take place to ensure an effective and efficient response operation.

1. **Local Emergency Operations Center (EOC)**

   The Grant County Emergency Operations Center is the facility that is used to coordinate a County response to any major emergency or disaster situation. The Grant County Emergency Operations Center is located at Grant County Courthouse, 108 South Glenn Street, Ulysses, KS 67880. The facility serves as the coordination, command and control center for Grant County. The Grant County Emergency Operations Center is staffed as prescribed above. Security and maintenance of the Grant County Emergency Operations Center will be carried out in accordance with the provisions of the most current version of the Grant County EOP. In the event the Grant County Emergency Operations Center is threatened, an alternate EOC site may be activated as designated in the Grant County Emergency Management Continuity of Operations Plan.

   The Grant County Emergency Operations Center will be activated for actual or potential events that threaten Grant County. The level of activation will be determined by the Coordinator of Grant County Emergency Management based on the emergency or disaster event.

   Additional information on Grant County Emergency Operations Center, communications, warning points, and field operations has been previously provided above.

2. **Public Safety Enforcement Actions**

   In a large-scale incident law enforcement resources will quickly become overwhelmed, and law enforcement officials will have to balance their resources and efforts between new responsibilities and everyday service demands. The ESF 13 Coordinating Agency will activate mutual aid by contacting law enforcement agencies outside the affected area. Shifts will be assigned and responding law enforcement agents will report to the staging area for assignments. ESF 13 will provide security for the inner and outer sections of the established perimeter. Additional information is provided in ESF 13.
F. Recovery

In the aftermath of a disaster, County efforts turn to rebuilding the infrastructure and restoring the social and economic life of the community with the incorporation of mitigation measures as a major goal. To accomplish this goal the following strategy is provided:

- To deploy several specialized recovery teams (personnel) and facilities (centers) into a disaster area to help victims and support the Incident Commander

- To work closely with the Kansas Division of Emergency Management and to inform affected local governments, individuals and businesses that programs are available to assist them in recovery efforts.

1. Recovery Field Operations

In the aftermath of a disaster, with or without a Presidential Declaration, the State may deploy several specialized recovery teams (personnel) and establish centers (facilities) into a disaster area.

2. Recovery Personnel

- Assessment Team - Teams of qualified personnel, including building inspectors, structural engineers, and architects, who will gather information by performing an assessment of all structures and property in the disaster area; and teams of administrative personnel who will compile the gathered information to facilitate the application process for local, state, and federal disaster assistance programs.

- Community Relations Team - Team is deployed to disseminate information and collect data to assist disaster-affected communities and eligible individuals in receiving assistance. The primary function of this team is to identify and report unmet human needs and to inform disaster victims of the disaster assistance programs and registration process.

- Unmet Needs Committee - A committee that helps identify unmet needs and possible assistance. Such committees are comprised of volunteer agencies, private sector representatives, and governmental agencies.

- Human Needs Assessment Team - A team that is deployed immediately after a disaster and before the establishment of a JFO Office to help counties assess and report the immediate needs of disaster victims.

- Insurance Team - A team that is deployed to assist policy owners following a disaster.

3. Damage Assessment

Damage assessments include those actions that are undertaken to determine the nature and scope of damages to structures, facilities and infrastructure for the purpose of identifying and
scaling the need for State and Federal disaster assistance in the recovery phase. Damage assessment will be closely coordinated with ESF 5, which has the lead for impact assessment and incident action planning during the response phase.

Operational assessment is the immediate, informal reporting of emergency conditions to size-up the damage that has occurred and to determine what personnel, equipment and facility resources the county has available for response. First indications of the scope and extent of damages will likely be provided by field personnel reporting to their dispatch centers or to the Grant County Emergency Operations Center. These initial reports include hazard conditions, critical emergency needs and condition of surface routes, and are extremely important in allocating emergency responders and determining incident situation status.

The Grant County Emergency Operations Center may also receive damage assessment information from additional sources: ambulance crews, utility crews, employees traveling to or from work, media sources in the field, citizens, businesses, etc. The Grant County Emergency Operations Center may establish a process where the public can submit damage reports.

The Grant County Emergency Management is the lead for the County’s Damage Assessment Program. Responsibilities include: recruitment and training of team members and the overall management of damage assessment priorities in coordination with ESF 5.

The County Property Appraiser's Office will assist in providing estimates of loss and economic impact. The Chamber of Commerce and the insurance industry will provide information on losses to businesses.

The Emergency Manager will provide information to the Kansas Division of Emergency Management within 12-36 hours if possible.

**Initial Safety and Damage Assessments**

The County will conduct an initial damage assessment using resources to determine the overall extent of damages. The Grant County Emergency Management is responsible for the direction and control of the Impact Assessment process and has pre-identified County and municipal employees who will assist with damage assessment. Also, members of the fire department have been trained and will assist with damage assessment. The goal of this assessment is to determine the magnitude and severity of damage to structures and infrastructure; and, in the event of a severe rainfall event, determine the level of flooding damage. This information will be collected by the Grant County Emergency Management, and provided to the Grant County Emergency Management, who will then provide the information to the Kansas Division of Emergency Management.

The impact assessment data provides a County wide general overview of the most significantly impacted areas and, therefore establishes a prioritization mechanism for damage assessment team deployment, resource allocation, and disaster assistance.
Team members will be contacted by telephone, pager, cellular phone, email or two-way radio. The Grant County Emergency Management maintains a current contact list of Damage Assessment Team members. Information collected through the initial damage assessment will be collected by the Grant County Emergency Management, and provided to Grant County Emergency Management, who will then provide the information to the Kansas Division of Emergency Management.

Preliminary Damage Assessment

If the situation warrants, a formal Preliminary Damage Assessment will be requested and performed by local, State, and Federal assessors. This will include assessments for both public and individual damages. Local representatives will accompany these teams during their assessments. These individuals will be familiar with damaged areas and will supply maps needed to complete the damage assessment process. The Kansas Division of Emergency Management will then coordinate with the Federal Emergency Management Agency to determine if the County qualifies for public and/or individual assistance.

Capturing all costs associated with the emergency is essential because accurate damage assessments (Initial Damage Assessments and Preliminary Damage Assessments) document the need for state and/or federal assistance and are required to obtain a federal disaster declaration.

Habitability Assessments

Habitability assessors will determine the structural safety of residential buildings. This will be conducted through the coordinated efforts of the City Building & Inspection's/Code Enforcement Department. When practical, this assessment will be coordinated with the American Red Cross, or other relief agencies.

The municipalities in Grant County are responsible for all corresponding inspections, damage assessments and other disaster response and recovery functions and activities for their jurisdictional area and the County would include the municipalities in its response and recovery activities due to their limited resources. The municipalities will still coordinate final reporting to the Grant County Emergency Management, who will then provide the information to the Kansas Division of Emergency Management.

The County is responsible for all corresponding inspections, damage assessments and other disaster response and recovery functions and activities for their jurisdictional area. The County will coordinate final damage estimates to the Grant County Emergency Management, who will then provide the information to the Kansas Division of Emergency Management.

Additional damage assessment functions are maintained in the appropriate Grant County SOPs and Annexes. This includes the identification of roles and responsibilities, training, assessment criteria, reporting formats and process for both initial and preliminary damage assessments.
Priorities of inspections include:

- Structures involved in response operations
- Critical transportation routes and infrastructure
- Essential county facilities

Cities and special districts within the County share responsibility for damage assessment and provide information regarding damages and costs within their jurisdictions and service areas to Grant County Emergency Management, who will then provide the information to the Kansas Division of Emergency Management.

4. Disaster Declaration

Following a major or catastrophic disaster in which an emergency or major disaster declaration is granted by the President, federal assistance to disaster victims becomes available under three program areas: Individual Assistance, Public Assistance, and Hazard Mitigation. The administration of these programs is coordinated through a joint Federal/State effort in a Joint Field Office, which is usually located in the impacted area.

The Joint Field Office (JFO) is the primary field location for the coordination of federal and state recovery operations. The Federal Coordinating Officer (FCO) and the State Coordinating Officer (SCO) co-locate in the JFO, as well as other Federal and State personnel. Recovery and mitigation operations, logistics, information and planning, financial management and general administration are coordinated at the JFO.

5. Public Assistance (PA) and Individual Assistance (IA) Activities

Declared Disasters

Public Assistance (PA)

The Public Assistance (PA) program provides program support to eligible local governmental entities following a disaster to assist in the recovery and restoration of buildings, infrastructure and the removal of debris that is on public property. The categories of Public Assistance include:

- Category A: Debris Removal
- Category B: Emergency Protective actions
- Category C: Road Systems
- Category D: Water Control Facilities
- Category E: Buildings and Equipment
- Category F: Utilities
- Category G: Parks, Recreation, and Other

In the event of a declared disaster, Grant County Emergency Management will work closely with ESF-15 - External Communications to notify all eligible governments and private not-for-profit organizations of the availability of federal public assistance funds. They include all
Grant County government agencies, and those quasi-governmental organizations that perform a governmental function. Such applicants are trained concerning the public assistance program through the various recovery training sessions offered. Notification may occur through written correspondence and telephone contacts, notices in local newspapers, and broadcasts on local radio station. The Grant County Emergency Management will notify local governments, non-profit agencies and other eligible applicants of scheduled briefings and Kick Off Meetings for the Public Assistance (PA) program and the Hazard Mitigation Grant Program (HMGP). The Public Assistance applicant briefings include procedures for all aspects of financial management, personnel and record keeping that will be required for the various Federal and State financial assistance programs. State and Federal recovery personnel must advise the Grant County Emergency Management of these briefings so that agencies can be notified. Key components of the Public Assistance program include:

- Project Worksheets are prepared for eligible emergency costs and eligible costs for restoration of damaged facilities.
- The federal share for reimbursement under most federal declarations is 75 percent. The 25 percent nonfederal share is normally provided from a combination of State and local sources in accordance with policies established by the Executive Office of the Governor and the Kansas Legislature.
- The State serves as the Grantee and eligible applicants are Sub-grantees under the federal disaster assistance program.
- Contractual agreements with Kansas Division of Emergency Management are executed with applicants with all reimbursements coming through Kansas Division of Emergency Management.
- Documentation, record keeping, inspections, and final closeouts are overseen and approved by the Kansas Division of Emergency Management.

Documentation is obtained by Grant County Emergency Management regarding damage sustained to:

- Roads
- Water control facilities
- Public building and related equipment
- Public utilities
- Facilities under construction
- Recreational and park facilities
- Educational institutions
- Certain private non-profit facilities

**Individual Assistance (IA)**

If the County is declared for Individual Assistance, eligible residents will be able to apply for the Individual Assistance Program. In some cases, FEMA will deploy habitability inspectors to verify the damages individual applicants are claiming. They will do this independent of the State or local assessors. Grant County will also perform inspections of damaged homes to determine safety. The City Building & Inspection's/Code Enforcement Department will be
responsible for coordinating post-disaster habitability inspections. The City Building & Inspection's/Code Enforcement Department will also be responsible for coordinating post-disaster permitting of structures to ensure compliance with all state and local building codes and to maximize mitigation of damages in future disasters.

Non-Declared Disasters

During the recovery stage, a disaster may not be declared at the federal level. It will then fall upon the County to use local funds, available competitive grant funds, or any supplemental funding provided by the State of Kansas to recover from the event.

Similar to a declared disaster, costs for response and recovery are to be monitored by all participating agencies. Each responding agency is responsible for the overall management of documentation of the costs of a non-declared disaster with reports submitted ultimately to the Grant County Commissioners for budget and finance approval of local dollars.

6. Disaster Recovery Centers and Staging Areas

Centers that are set up in a disaster area to provide information on the complete range of disaster assistance that is available. The responsibility for managing these centers is jointly shared by the State, the Federal Emergency Management Agency, and the County where the center is located.

A Disaster Recovery Center (DRC) is a facility established in, or in close proximity to, the community affected by the disaster where persons can meet face-to-face with represented Federal, State, local and volunteer agencies to:

- Discuss their disaster-related needs
- Obtain information about disaster assistance programs
- Tele-register for assistance
- Learn about measures for rebuilding that can eliminate or reduce the risk
- Request the status of their application for Assistance to Individuals and Households

The Coordinator of Grant County Emergency Management, the State of Kansas and potentially FEMA, will assess the need to open Disaster Recovery Centers and Field Offices, based upon initial damage assessment and human services needs estimates and reports. Grant County Emergency Management will request that the Kansas Division of Emergency Management open a Disaster Recovery Center in Grant County.

Once it has been determined that Disaster Recovery Centers and/or a Disaster Field Office will be opened in Grant County, the State of Kansas EOC will take the lead and should notify the Grant County Emergency Operations Center. The State of Kansas EOC will advise if there are resources the County may need to supply, including staffing. The DRC will be staffed with representatives from appropriate federal, state, county, private relief organizations, and other organizations capable of providing disaster related information to individuals and businesses.
Fixed locations for Disaster Recovery Centers include:

The County Public Information Officer (Sheila Brown) will provide local media with detailed information on locations of recovery centers, distribution sites and other individual assistance programs. Pamphlets will be prepared to be distributed by personnel in damaged areas so citizens will know how to apply for assistance.

7. Unmet Needs

The Grant County Emergency Management will coordinate the unmet needs recovery function. The Disaster Services Director of the Grant County Emergency Management or designee will serve as the Unmet Needs Coordinator for Grant County following a disaster. The Disaster Services Director will be responsible for making contacts and establishing a relationship with community service providers, local churches, community outreach programs and volunteer organizations to be called upon in the event that a disaster creates unmet needs in the community.

Once immediate life safety issues have been addressed in the end of the response phase and early in the recovery phase, the next task will be identifying any unmet needs. If the need arises for an Unmet Needs Committee, the Disaster Services Director will appoint a committee and a chairperson. The committee will be comprised of members from local religious organizations, the Grant County Emergency Management and the appropriate State and Federal agencies. The Unmet Needs Committee Chairperson will be responsible for the oversight of the committee, addressing immediate human needs (food, water, clothing, etc.), immediate housing needs, issues involving special needs population and coordination with Community Relations Teams. The unmet needs committee will be formed on an as-needed basis for a given event. The Disaster Services Director will select the appropriate individuals and organization when the committee is formed.

G. Mitigation

In the aftermath of a disaster, the County’s mitigation goal is to ensure mitigation efforts are designed to ensure that residents, visitors, and businesses in Kansas are safe and secure from future disasters. The strategies to complete this goal include:

- Complete and maintain a hazards and risk assessment
- Comprehensive list of mitigation goals, objectives and tasks
- Planning process and organizational framework for carrying out the mitigation goals and objectives
- Implement Pre and Post Hazard Mitigation Actions to reduce overall risk/vulnerability
- Evaluation of existing agencies, organizations, plans, programs and guidelines that impact mitigation.

1. Coordination of Mitigation Activities

The Grant County Emergency Management has been delegated as the lead agency to facilitate
and coordinate the activities of the Grant County Mitigation Planning Committee and subcommittees. The Grant County's Mitigation Plan identifies the hazards to which Grant County is vulnerable; assesses the facilities and structures that are most vulnerable to hazards; offers a prioritized list of mitigation projects to take advantage of available funding; and links mitigation projects to these sources of funding.

The Grant County's Mitigation Plan defines the mitigation goals, objectives and initiatives for Grant County. Annual revisions to the Grant County's Mitigation Plan are standard, although in the event of a disaster, or if needed, the plan can be updated more frequently.

2. Mitigation Programs

Pre-Disaster Activities

- **The National Flood Insurance Program (NFIP)** – The Department of Agriculture, Division of Water Resources (DWR), provides technical assistance to the public and communities on the NFIP. The NFIP provides flood insurance to communities that agree to implement land use planning and construction requirements to reduce flood damage in their jurisdiction. These land use and construction requirements apply to all new construction and substantial improvements to existing structures in the community’s Special Flood Hazard Areas (SFHAs).

- **Community Rating System (CRS)** - Additionally, DWR provides technical assistance to local communities on the Community Rating System (CRS). The CRS is an integral part of the NFIP. Through reduced flood insurance premiums, the CRS provides incentives to communities that go beyond the minimum flood plain management requirements established through the NFIP.

- **Flood Mitigation Assistance (FMA) Program** – Kansas Division of Emergency Management administers the FMA. This program makes federal funds available pre-disaster to fund mitigation projects in communities participating in the NFIP. These funds have a 25 percent non-federal match requirement. The overall goal of the FMA is to fund cost effective measures that reduce or eliminate the long-term risk of flood damage to NFIP insurable structures. This is accomplished through the reduction of the number of repetitively or substantially damaged structures.

- **Repetitive Flood Claims (RFC) Program** - Kansas Division of Emergency Management administers the RFC. The goal remains to reduce flood damages to individual properties for which one or more claim payments for losses have been made under flood insurance coverage and that will result in the greatest savings to the National Flood Insurance Fund (NFIF) in the shortest period of time.

- **Severe Repetitive Loss (SRL) Program** - Kansas Division of Emergency Management administers the SRL. The goal remains to reduce flood damages to residential properties that have experienced severe repetitive losses under flood insurance coverage and that will result in the greatest savings to the National Flood Insurance
Fund (NFIF) in the shortest period of time.

- **Pre-Disaster Mitigation (PDM) Program** - Kansas Division of Emergency Management administers the PDM. The PDM is designed to assist States, Territories, Indian Tribal governments, and local communities to implement a sustained pre-disaster natural hazard mitigation program to reduce overall risk to the population and structures from future hazard events, while also reducing reliance on Federal funding from future major disaster declarations.

- **State Hazard Mitigation Planning** - The State Hazard Mitigation Plan is updated every three years or in the aftermath of a disaster at the direction of the State Hazard Mitigation Officer (SHMO) as necessary. Additionally, the mitigation staff continues to provide technical assistance to communities on the development, implementation, and maintenance of local mitigation strategies.

**Post Disaster Activities**

- **Hazard Mitigation Grant Program (HGMP)** - Kansas Division of Emergency Management administers the HGMP. HGMP is authorized by Section 404 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (the Stafford Act), Title 42, United States Code (U.S.C.) 5170c. The key purpose of HMGP is to ensure that the opportunity to take critical mitigation measures to reduce the risk of loss of life and property from future disasters is not lost during the reconstruction process following a disaster. HMGP is available when authorized under the Presidential major disaster declaration in the areas of the State requested by the Governor.

- **406 Mitigation** - Section 406 of the Stafford Act provides for direct federal assistance for repairs and improvements to eligible damaged public facilities. Mitigation measures (improvements) must be identified in the Project Worksheets (PW’s). The award of Section 406 hazard mitigation projects is at the discretion of the FEMA Regional Director.

**V. ADMINISTRATION, FINANCE AND LOGISTICS**

**A. Documentation**

Responding agencies should keep documentation on the ICS Activity Log (ICS Form 214) or another suitable log. The Grant County Emergency Operations Center will document activities on a situation reports, common operating pictures, and/or WebEOC. Such documentation is crucial for the following reasons:
• Documentation is the key to recovering emergency response and recovery costs. Damage assessment documentation will be critical in establishing the basis for eligibility of disaster assistance programs.
• Documentation provides a legal account of the actions which took place before, during and after an emergency.
• Documentation provides for a historical record which could be used during after action reviews to improve response operations in the future.

Following a disaster, documentation is provided to Grant County Emergency Management to maintain an archive for the required time period, after such time archival documents are protected at a designated location.

During after action review the documentation will be used to identify:

• Actions taken (or not taken)
• Resources expended
• Economic and human impacts
• Lessons learned and possible improvements
• Possible mitigation measures that could be taken
• Key impacts and damages

B. Finance

Funding

• During local state of emergency, the monetary support for logistical and administrative support will be funded out of each agency’s budget. However, agencies may request reimbursement or additional funds that may be provided through the county’s general funds or other legal funding mechanisms available to the local jurisdiction (non-funded warrants, etc.) if an agency’s outlay exceeds their budget.

• In the event of a federal declaration, some expenses and/or reimbursements are available to affected agencies through Public Assistance Grants.

Disaster Assistance

As previously mentioned, in a federal disaster declaration the county and its eligible jurisdictions/citizens may qualify for federal assistance. Such assistance has been described above and will be further described in ESF 14. In the event of a federal declaration authorizing public assistance, applicant briefings will be conducted to educate responders and local officials about the cost recovery process.

The Grant County Clerk will manage and oversee the financial aspects of the Public Assistance Programs. The Grant County Clerk will work closely with Grant County Emergency Management and the Grant County Commissioners to identify funds for the recovery effort, to include response, recovery and mitigation functions.
Tracking Local Disaster Costs

In the event of a federally declared disaster, Grant County Emergency Management may ask the County’s Financial Officer to assign a special project number to track all county-related expenses. Incorporated areas of the county may also assign special project numbers per the recommendation of Grant County Emergency Management.

Insurance and Cost Recovery

The Grant County Clerk, in coordination with the Grant County Emergency Management or other designee, will coordinate all insurance actions pertaining to County property. The Grant County Clerk coordinates all financial activities relating to recovery operations.

Pet Sheltering Costs: Disaster Assistance Policy (DAP) 9523.19

FEMA Disaster Assistance Policy (DAP) 9523.19 details eligible reimbursements related to pet sheltering including: shelter facilities, supplies and commodities, eligible labor, equipment, emergency veterinary services, transportation, shelter safety and security, cleaning and restoration, and the removal and disposal of animal carcasses.

ESF 6 provides the concept of operations for pet sheltering and documentation of costs.

C. Logistics

Identifying Resource Gaps

The Local Emergency Planning Committee (LEPC) will determine the priorities for resource needs based on identified gaps.

The LEPC using input and data from the regional capability assessment (see file archive), Department of Homeland Security, local intelligence and threat assessments, will provide a high level determination of resource needs. These assessments will take into account specific threats as well as potential all-hazard threats and response capability.

Resource and logistic response will be prioritized and accomplished under the direction of the EOC Manager. Information from Field Incident Commanders and Incident Action Plan priorities will be used to prioritize multiple requests. Resource requests will be met dependent on incident type and the responding entities available or anticipated resource requirements. All resource requests should be captured using an ICS form. Any requests requiring rental, hire or costs to fill will be passed on to the Finance group with a copy of the ICS form.

Contracting

The following locations provide a list of contractors for Grant County:
Attached to the file archive of this plan is a list of contractors that could be used to support emergency operations.

The CRMCS has the functionality to enter contractor support and can be retrieved during an emergency.

Grant County can access the state contracting website at [http://www.da.ks.gov/purch/Contracts](http://www.da.ks.gov/purch/Contracts) and query for available state contracts applicable to political subdivisions (i.e. counties, cities, etc.)

County resource battle books with specific contracting lists.

### Requesting State Assistance

Coordination of resource needs:

- When local municipal resources are committed, the Grant County Emergency Management will coordinate assistance to satisfy resource needs.
- If the County requires additional assistance, it will call mutual aid from adjacent counties and regional resources
- Only the Grant County Emergency Manager or his/her documented designee, is authorized to request resource support from the Kansas Division of Emergency Management
- Kansas Division of Emergency Management will turn to the Federal Emergency Management Agency (FEMA) for assistance in dealing with a major disaster that threatens to exceed the capabilities and resources of the state.

Each agency tasked within this plan, is responsible for developing and maintaining applicable resource lists. These lists should follow established county protocols for maintaining resource lists. At a minimum, a full resource list (including all county resources) will be provided to Grant County Emergency Management and the ESF 7 Coordinating and Primary Agency.

### Key Logistics Facilities

Potential locations for Staging Areas and Points of Distribution sites (PODS) are identified annually by Grant County Emergency Management. Predetermined Staging Areas and PODS include:

**Grant County Points of Distribution:**

**Grant County Senior Citizens Center**  
117 East Grant Avenue  
Ulysses, KS 67880

**Grant County Staging Area:**
grant county fire department
1225 north colorado street
p o box 746
ulyses, ks 67880

grant county landing zones:

ulyses airport
801 west airport
ulyses, ks 67880

pre-staging

certain situations will require pre-staging assets. identifying these resources and triggers points to utilize such resources are based on the phases indicated in the grant county incident action plan (iap). the iap will be developed in preparation of or during an emergency or disaster situation.

fuel

fuel will be procured using local economy. local incident command will provide the desired location of fuel purchasing if applicable for the incident. esf 7 and esf 12 provide further detail concerning procuring fuel.

security

security at each staging area will be accomplished by mission assigning esf 13. esf 13 provides further detail.

vi. continuity of operations / continuity of government

all grant county government agencies are encouraged to develop and implement continuity of operations plans (coop) to ensure that a viable capability exists to continue their essential functions of government services. planning and training efforts for coop is closely coordinated with the eop and actions. this serves to protect and preserve vital records/documents deemed essential for continuing government functions and conducting post-disaster operations.
Continuity of Government is also an essential function of Emergency Management and is vital during an emergency/disaster situation. Critical issues such as Lines of Succession, Delegation of Emergency Authority, Emergency Actions, safeguarding essential records, and protection of government resources are adhered within the State of Kansas constitution, statutes and administrative rules.

VII. REFERENCES AND AUTHORITIES

The following references and authorities may be consulted for further advice and guidance. Other than those references and authorities that have the inherent force and effect of law, this EOP is not intended to incorporate them by reference.

Relationship to Other Plans

In addition to the Grant County EOP, the following plans have been developed and are maintained pursuant to state and federal requirements. In addition they have been incorporated in the EOP annexes:

- Hazardous Materials
- Mitigation Plan / Local Mitigation Strategy
- Special Needs
- Continuity of Operations / Continuity of Government (COOP/COG)
- Terrorism
- Other

References:

- Federal Bureau of Investigationâ€™s Concept of Operations for Weapons of Mass Destruction
- Federal Radiological Emergency Response Plan
- National Incident Management System (NIMS)
- National Response Framework (NRF)

Authorities:

- 44 CFR Part 10 - Environmental Considerations.
- 44 CFR Part 13 (The Common Rule) - Uniform Administrative Requirements for Grants and Cooperative Agreements.
- 44 CFR Part 14 - Audits of State and Local Governments.
- Public Law 84-99, 33 U.S.C. 701n, Flood Emergencies, authorizing an emergency fund for flood emergency preparation, flood fighting and rescue operations, and repair and restoration of flood control works threatened or destroyed by flood.
- Public Law 89-665, 16 U.S.C. 470, et seq, National Historic Preservation Act, relating to the preservation of historic resources damaged as a result of disasters.
- Public Law 101-549, Clean Air Act Amendments of 1990, which provide for reductions in hazardous air pollutants and risk management planning requirements.
- Public Law 101-615, Hazardous Materials Transportation Uniform Safety Act (HMTUSA), which provides funding to improve capability to respond to hazardous materials incidents.
- Public Law 106-390, Disaster Mitigation Act of 2000, to amend the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the Federal costs of disaster assistance, and for other purposes.
- Public Law 85-256, Price-Anderson Act, 42 U.S.C. 2210, which provides for a system of compensating the public for harm caused by a nuclear accident.
- Public Law 91-671, Food Stamp Act of 1964, in conjunction with Section 412 of the Stafford Act, relating to food stamp distributions after a major disaster.
- Public Law 93-288, as amended, 42 U.S.C. 5121, et seq, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, which provides authority for response and recovery assistance under the Federal Response Plan, which empowers the President to direct any federal agency to utilize its authorities and resources in support of State and local assistance efforts.
These regulations define the requirements of local emergency management agencies. It establishes the minimum functions of such agencies, the minimum support counties must provide to such agencies and the minimum qualifications of county emergency management directors/coordiators.

The Kansas Planning Standards (KPS) is intended to be an all-encompassing guide to review or redevelop Local Emergency Operations Plans (LEOPs).

The Kansas Response Plan (KRP) is designed to address natural and man-made hazards that could adversely affect the State of Kansas. The KRP applies to all State government departments and agencies that are tasked to provide assistance in a disaster or emergency situation. It describes the fundamental policies, strategies, and general concept of operations to be used in control of the emergency from its onset through the post disaster phase.

This Emergency Management Assistance Compact (EMAC) is a mutual aid agreement and partnership that allows states to assist one another during emergencies. Emergency Management Assistance Compact establishes a firm legal foundation for States to send assistance to, and receive assistance from other States.

This state statute empowers municipalities (counties and cities) to establish policies regarding the rendering of aid to other municipalities during times of declared emergencies/disasters. It streamlines the process of mutual aid over the “interlocal agreement” mechanism contained in KSA 12-2901.

These state statutes establish the duties, roles and responsibilities for emergency management within the state, and establishes basic requirements for counties to establish and maintain emergency management programs. It outlines the organization, policies and procedures governing the Kansas Division of Emergency Management (KDEM), establishes the powers and authorities of the Governor, state and local officials to deal with emergencies/disasters before, during and after their occurrence.

These state statutes are the state level implementation of Superfund Amendments and Reauthorization Act (SARA), Title III. It defines the Hazardous Materials (HAZMAT) roles and responsibilities of state agencies, makes counties Hazardous Materials emergency planning districts and establishes a Local Emergency Planning Committee (LEPC) in each county.

This Executive Order designates the National Incident Management System (NIMS) as the standard for incident management in the State of Kansas.

Grant County Resolution Number 93-5 adopted on 7 September 1993, relating to the establishment and maintenance of the Grant County Emergency Management Agency, and creating and authorizing the position of Emergency Management Coordinator. Also adopted for the City of Ulysses on September 8, 1993.

adopted on the 28 day of November 2012, relating to the provision of assistance to and from the City of Ulysses in Grant County, Kansas during times of disaster as defined in K.S.A. 12-16, 117.

adopted on the 24 day of August 2005 for the Designation of the National Incident Management System (NIMS) as the incident Management system to be used for planning, responding, recovery and mitigation from both natural and manmade disasters within Ulysses.
- May 15, 1989, providing for recovery by certain governmental entities of expenses incurred in an Emergency Action in response to a release or threatened release of material into or upon the environment.
- adopted December 4, 2012, relating to the provision of assistance to and from the County of Grant, Kansas; during times of disaster as defined in K.S.A. 12-16,117.
- November 25, 1997, this gives the County Commissioners the right to declare a State of Local Emergency. It also states if the County Commissioners cannot be reached the Emergency Management Coordinator or Assistant Coordinator is authorized to declare a State of Local Emergency provided that a member of the Board of Commissioners is informed by the quickest means possible.
- Grant County Resolution 99-11, November 23, 1999, concerning the position of Mitigation Officer. The office of Grant County Emergency Management will fill the position of Mitigation Officer along with their other duties.
- adopted on the 5th day of July 2005, for the Designation of the National Incident Management System (NIMS) as the incident Management system to be used for planning, responding, recovery and mitigation from both natural and manmade disasters within Grant County.

Memorandums of Understanding and Agreements:

Local
- City of Ulysses Ordinance No #1217
- Grant County Resolution 2012-04 MOU with SWKS Region