



# **BECKER COUNTY-WIDE EMERGENCY OPERATIONS PLAN**

**REVISED 12/15/2017**

## I. REASON FOR PLAN

Tornadoes, floods, blizzards, and other natural disasters can affect Becker County. In Addition, man-made disasters such as train wrecks, plane crashes, explosions, hazardous material releases, pipeline leaks, public health emergencies and national security emergencies pose a potential threat to public health and safety in Becker County. An emergency plan is needed to ensure the protection of the public from the effects of these hazards. A chart of the hazards in a priority ranking is found in part XII of this section, pages 11.

## II. PURPOSE, FORMAT AND SUMMARY OF PLAN

A. **PURPOSE:** Becker County has many capabilities and resources that could be used in a response to any major disaster. These include the facilities, equipment, personnel, and skills of both government and non-government professions and groups in Becker County. The purpose of this plan is to ensure the effective, coordinated use of these resources so as to:

- 1. Maximize the protection of life and property,**
- 2. Ensure the continuity of government,**
- 3. Provide support to all areas and political subdivisions in the county which require assistance.**

B. **FORMAT AND SUMMARY:** The Becker County-Wide Emergency Operations Plan has three primary parts:

### **1) An all-hazard Basic Plan with 15 supporting Annexes**

The basic plan focuses on the assignment of emergency responsibilities and on general operation policies. It is directed at those officials who have overall direction and control responsibilities – the Becker County Board of Commissioners and the Becker County Emergency Management Director.

The Annexes expand on the responsibility assignments made in the basic plan. They are of primary value to agency and department heads.

### **2) A series of Standard Operating Guide (SOGs), and;**

The SOGs are detailed guide documents to be used by the personnel who are expected to carry out the responsibility assignments contained in the basic plan and annexes.

### **3) A Resource Manual.**

The Resource Manual is an inventory of materials, equipment, supplies, and organizations that could be needed in the event of a major emergency/disaster. It contains information that may be helpful to a variety of government officials.

### III. LEGAL BASIS AND REFERENCES

- A. Public Law 920, as amended
- B. Public Law 99-499, [Superfund Amendments and Reauthorization Act (SARA) of 1986].
- C. Minnesota Statutes, Chapter 12, as Amended. (The Minnesota Emergency Civil Defense Act)
- D. Minnesota Statutes, Section 299K.01 (The Minnesota Emergency Planning and Community Right-to-Know Act)
- E. Minnesota Statutes, Section 299J, as amended. (The Minnesota Pipeline Safety Act)
- F. Minnesota Division of Emergency Management (DEM) BULLETIN No. E85-1 (Local government emergency operations plan requirements)
- G. Becker County Resolution No. NA, dated 5/20/1976.
- H. Common-county civil defense agreements.

### IV. ORGANIZATION

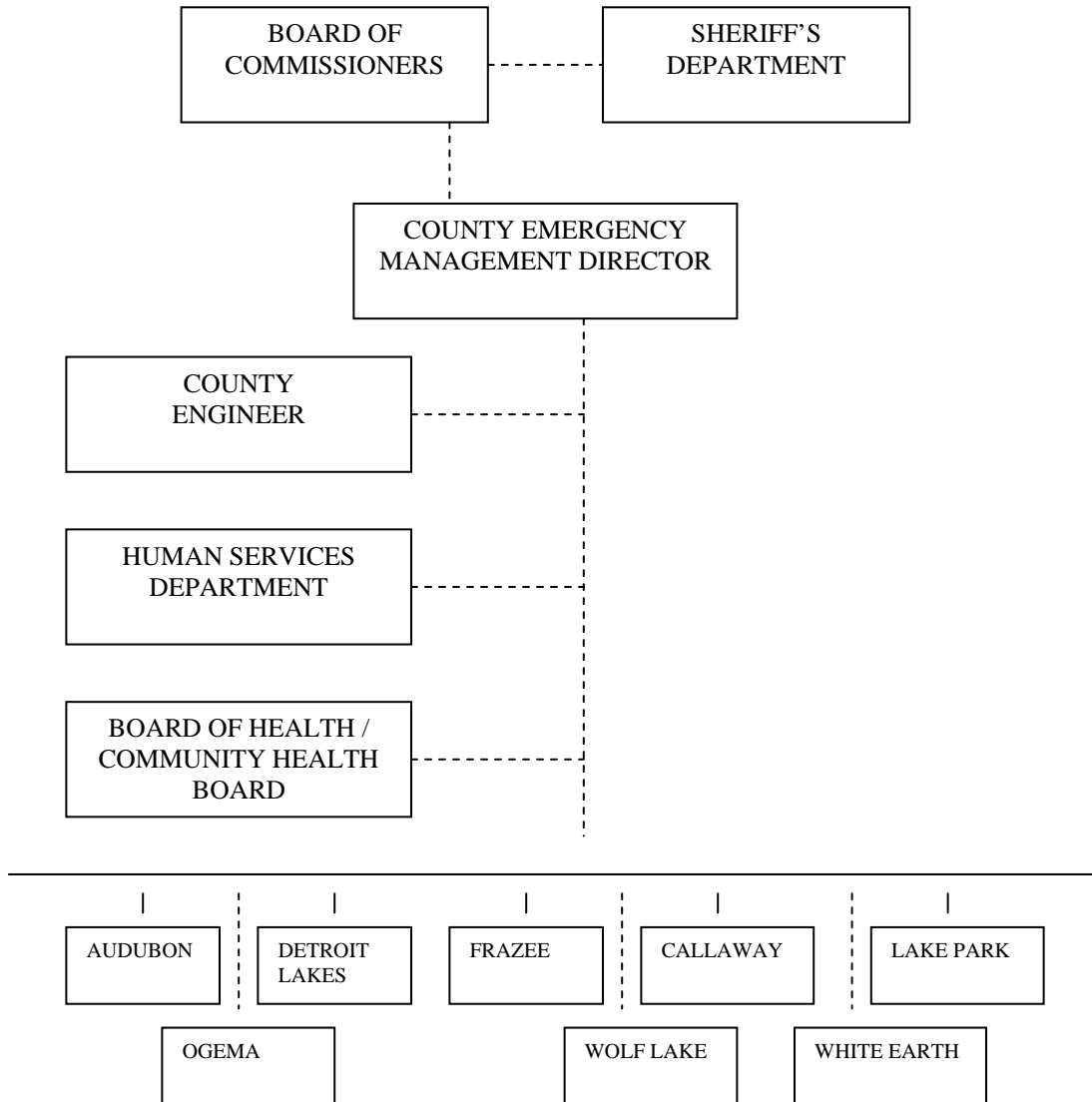
The existing government is the basis for emergency operations and will perform emergency activities related to those activities performed on a day-to-day basis. The county organization and interrelationships are shown on Chart A of this basic plan.

### V. DIRECTION AND CONTROL

The direction and control of government operations from a central, protected facility with adequate communications and key personnel is essential to the conduct of emergency operations. This has been provided for as follows:

**CHART A**

**COUNTY ORGANIZATION AND INTERRELATIONSHIPS**



- A. County Government – The Board of Commissioners will be responsible for providing overall direction control of county government resources involved in the response to a disaster. The County Emergency Management Director will serve in a staff capacity to the Board of Commissioners, will implement this plan, and will coordinate emergency operations. The Emergency Management Director will also serve as the “community emergency coordinator” for the county.

Direction and control of Becker County’s response to a major disaster will be carried out at the Becker County Emergency Operations Center (EOC).

- B. City Government – the mayors of the cities in Becker County will be responsible for providing overall direction and control of their city government’s resources involved in the response to a disaster.

(For additional direction and control information such as staffing, communications, incident command system [ICS], etc.; refer to the Direction and Control annex, and SOG, to this plan.)

## VI. EMERGENCY RESPONSIBILITY ASSIGNMENTS

- A. A summary of Becker County’s emergency responsibility assignments, by function, is shown on Chart B. Heads of the various county government departments and agencies will be responsible for carrying out the assignments shown on this chart. Additional information about these emergency responsibility assignments is contained in the annexes to this basic plan. (One annex exists for each of the responsibilities [functions] that are shown on Chart B.) Lastly, county departments and agencies are expected to develop whatever SOGs they may need in order to carry out these responsibilities.
- B. Responsibilities have been assigned by a code letter: “P”, “S”, or “C”.
1. “P” indicates primary operational responsibility, which means that the official or agency is in charge of, and responsible to make provision for that function.
  2. “S” indicates support responsibility, which means that the agency so assigned will, if possible, assist the official or agency that has primary or coordination responsibility for that function.
  3. “C” indicates coordination responsibility, and is assigned when several agencies have a partial responsibility, but no one official/agency has obvious primary responsibility. This can occur in situations where non-government agencies are involved.
  4. As a general rule, county officials will be primarily responsible for carrying out emergency functions outside city limits, and municipal officials will have the corresponding responsibility within city limits.

5. Only one “P” or “C” can be assigned per function, and a minimum of one “S” should be assigned for each function.

## VII. OPERATIONS POLICIES

- A. In the event of a major disaster, the Chair of the Becker County Board of Commissioners may declare a local emergency. Such a declaration will invoke necessary portions of this plan and will permit the county to take such actions as may be required to protect lives and property. In addition, any or all parts of the plan may be implemented whenever it is deemed necessary in order to provide for the public safety.
- B. Protection of life and property and alleviation of human distress are the primary goals of county government emergency operations.
- C. In an emergency affecting more than one political jurisdiction, officials of all jurisdictions involved will coordinate their services to the maximum extent possible.
- D. The Becker County Emergency Management Director will assist in providing resource coordination between government agencies and the private sector.
- E. Local government resources must be utilized to the maximum extent before state or federal assistance will be made available.
- F. Each agency, department, or service of county government will provide record keeping during an emergency. These records should include personnel hours worked, equipment hours, supplies and materials consumed, injuries to personnel, and damage to public facilities and equipment.

**CHART B**

**EMERGENCY RESPONSIBILITY ASSIGNMENTS**

FUNCTION	RESPONSIBLE AGENCIES	JURISDICTIONAL LIMITS		REMARKS
		INSIDE CITIES	OUTSIDE CITIES	
1. Notification And Warning	Sheriff Police Chiefs EM Director Public Safety Officer Mayors	P P S S	P S	
2. Direction and Control	BC Board of Commissioners BC EM Director Public Safety Officer Mayors Sheriff Police Chief	S P S	P C S	
3. Emergency Public Information	Co EM Director Public Safety Officer County Board Mayors	C P	C P	
4. Search and Rescue	Deputy Sheriff Fire Chiefs DNR-Forestry EMS Ambulance	S	P S S S	
5. Health/Medical	Medical Examiner & Health Officer St. Mary's Hospital EMS Ambulance Rescue Squads	P S S	P P S S	
6. Evacuation, Traffic Control, And Security	Deputy Sheriff MNHP Local Police	P	P S	

**Code: P = Primary, S = Support, C = Coordination**

**CHART B Cont.**

**EMERGENCY RESPONSIBILITY ASSIGNMENTS**

FUNCTION	RESPONSIBLE AGENCIES	JURISDICTIONAL LIMITS		REMARKS
		INSIDE CITIES	OUTSIDE CITIES	
7. Fire Protection	Fire Chiefs DNR – Forestry	P	P S	
8. Damage Assessment	Co EM Director County Engineer City Bldg. Inspector County Assessor County (USDA) County Treasurer City Assessor Red Cross Local Realtors HazMat Cleanup	P	P S S S S S S S S	
9. Congregate Care	Human Service Director Becker Co. Housing School Districts Salvation Army Churches Service Clubs	P	P S S S S S	
10. Debris Clearance	City Engineer County Engineer MN DOT Private Contractors	P	P S S	
11. Utilities Restoration	Electrical Co. Gas Co. Telephone Co.	P P P	P P P	
12. Radiological Hazardous Materials Protection	Co EM Director		P	

**Code: P = Primary, S = Support, C = Coordination**



**CHART B Cont.**

**EMERGENCY RESPONSIBILITY ASSIGNMENTS**

FUNCTION	RESPONSIBLE AGENCIES	JURISDICTIONAL LIMITS		REMARKS
		INSIDE CITIES	OUTSIDE CITIES	
13. Terrorism	Sheriff Police Chiefs Co EM Director	S P C	P S C	

**Code: P = Primary, S = Support, C = Coordination**

**VIII. STATE AND FEDERAL SUPPORT**

- A. **GENERAL:** The Becker County Emergency Management Director will be responsible for assisting the county in obtaining any state or federal government resources that may be needed as a result of a disaster. In carrying out this responsibility, the director will contact the Minnesota DEM regional program coordinator for his/her county. The regional coordinator can provide technical information and assistance. A summary of state and federal disaster assistance that may be available is contained in Disaster Response and Recovery: A Handbook for Local Government. This document is on file with the county emergency management director and is available on the Internet.
- B. **EMERGENCY ASSISTANCE:** In the event a major emergency/disaster exceeds the resources and capabilities of county government, and requires immediate state and/or federal assistance, the state duty officer shall be contacted. The state duty officer telephone numbers are: 1-800-422-0798 (outside the Minneapolis/St. Paul metro area), and 649-5451 (within the Minneapolis/St. Paul metro area).
- C. **NATIONAL GUARD:** When a natural disaster or other major emergency is beyond the capability of local government, support from the National Guard may be available. Only the governor, as commander-in-chief of the Minnesota National Guard, has the authority to activate the Guard. The purpose of activation is to ensure the preservation of life and property and to support civil law enforcement authorities.
  - 1. **Operational Policies**
    - a. National Guard assistance will complement, and not be a substitute for county and/or city participation in emergency operations.
    - b. If made available, National Guard personnel will remain under military command at all times, but will support and assist county and/or city forces in the accomplishment of a specific task or tasks.

2. Request Procedure

In the case of Becker County (and all cities that are not of the first class), the sheriff is the only local government official authorized to submit the request for National Guard assistance. Such requests are to be submitted to the state duty officer.

IX. PLAN DEVELOPMENT/MAINTENANCE, TRAINING, AND EXERCISES

- A. With regard to this plan, the Becker County Emergency Management Director will serve as the planning coordinator. As such, the director will have overall authority and responsibility for both the development and maintenance of the plan. The process used by the director to develop/maintain the plan will be as follows:
1. This plan will be reviewed and updated as necessary, but at least once annually. The Becker County Emergency Management Director will be responsible for ensuring that this updating occurs, and that it is in accord with the schedule and procedures established by the Minnesota HSEM. In establishing its schedule and procedures, HSEM will consult with the State Emergency Response Commission (SERC), and other appropriate state agencies.
  2. This plan will be distributed to all county government departments and agencies which have emergency assignments in the event of a major disaster in the county. The Becker County Emergency Management Director will maintain a plan distribution list.
  3. Becker County will comply with HSEM, Federal Emergency Management Agency, and Public Law 99-499 (SARA) training and exercise requirements, as published. Information about both scheduled and previously conducted training and exercises can be obtained by contacting the Becker County Emergency Management Director. This document includes the Exercise schedule for Becker County.

X. ANNUAL TRAINING EXERCISE PLAN

**TRAINING PROGRAMS**

- A. LAW ENFORCEMENT:
1. Becker County Sheriff's Dept.  
The department conforms to the criteria set-up the MN Peace Officers Standards in Training Board (612-643-3060). There are 48 hours of continuing education credits required with-in a three year period of mandatory training. Also the county may elect to hold other training such as the group coming from Ft. McCoy, WI, for an area terrorist group program later this year.
  2. Local law enforcement departments also conform to the above criteria and also are able to attend training programs set by the sheriffs department.

**B. FIRE SERVICE:**

Fire departments in Becker County are all volunteer fire departments that do not currently have any guidelines set forth by the state. Volunteer fire departments work with-in their own guidelines set up by their department' by-laws or constitutions. Most departments have at least one night per month for meetings with some training before hand and at least one other night per month committed only to training.

Various Tech Schools throughout the state have at different times in the year two day schools devoted to fire education. Also the State puts on a three day training program for fire fighters in the spring with a host of programs that are National Fire Academy certified. Some of these programs are also open to law enforcement and emergency medical personnel.

**C. EMERGENCY MEDICAL: EMT and PARAMEDIC**

Emergency medical technicians and paramedics also fall into a state criterion requiring them to meet certain standards to keep their medical licenses to be part of an ambulance service. This requires them to have continuing education credits within a two year period and to be tested within that period. Most services follow a program similar to fire departments in monthly meetings and training sessions.

**D. FIRST RESPONDERS**

First responders in Becker County are state certified in their area of expertise and also follow the rules set forth by the State. Also they have meetings and practices such as the EMT's and Paramedics in that they will work with them in their training programs, so that they know what is expected of them when the call comes to work with the medics.

**E. EMERGENCY MANAGEMENT**

The Emergency Management Director(s) are able to attend HSEM conferences, the Governor's conference and many training opportunities throughout the year. Also there are many independent study programs available on the Internet through state [HSEM] and federal agencies [FEMA and NFA].

Information about both scheduled and previously conducted training and exercises can be obtained by contacting the Becker County Emergency Management Director or are on file with the appropriate individual agencies.

Annually the Becker County Emergency Management Committee sets up a disaster drill exercise somewhere within the county to test the emergency plan. The exercise usually demonstrates areas of concern by the participating responders and results in changes to the plan to prevent conflicts and incongruities during an actual emergency.

## XI. DATA PROCESSING

A Data Processing Disaster Recovery Plan for vital county records exists on file in the Becker County Coordinators Office. This plan provides access to county computer systems to run the necessary memory devices for the continuity of all county governmental functions, emergency operations, and the reconstituting of the county government. For data not on the above system there is a daily backup secured within each individual county department.

## XII. CHART OF HAZARDS [In priority order for each category]

### **Natural**

1. Flash flooding, high volume rain event
2. High winds/windstorm
3. Winter Storms – Blizzards, Severe Snow Storms
4. Wildfire/lightening
5. Tornado

### **Manmade/Technological**

1. Hazardous Materials
  - a. Chemical spill – train derailment, truck accident
2. Structure fire
3. Wildfire

### **Terrorism**

1. Disruption of Governmental Services
2. Water Supply contamination
3. Agricultural terrorism
  - a. Dairy, hog, beef and turkey sabotage
  - b. Plant/crop sabotage – harvesting/storage/processing/transporting
4. Railroad sabotage
5. Public Health Terrorism
  - a. Introduction of chemical agent
  - b. Introduction of infectious agent

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**SUPPORTING DOCUMENTS**

Standard Operating Guides (SOGs) [included under applicable Annexes]

County Resource Manual [included at end of EOP document]

Congregate Care Resource Guide

Emergency Public Information (EPI) Supplement



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I. PURPOSE

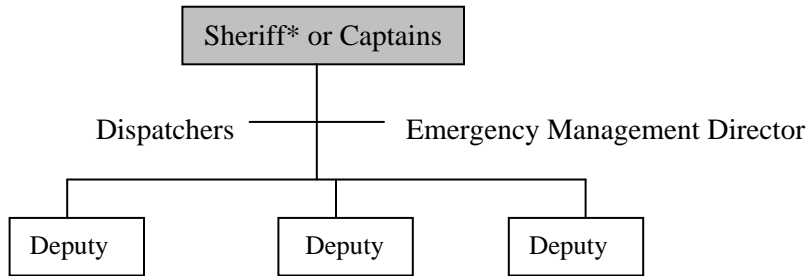
To provide an overview of the responsibilities and the procedures of the notification of key officials and the warning of the general public during an emergency.

II. RESPONSIBILITIES

- A. The Becker County Sheriff's Office is the county Warning Point for Becker County and is responsible for the proper receipt and dissemination of all emergency notifications received.
- B. The Becker County Sheriff is the Becker County Warning Point supervisor. As such, he/she has overall responsibility for ensuring that all notifications received by the warning point are handled properly. The Becker County Sheriff's Dispatch Center will provide notifications based on the existing telephone tree.
- C. Upon notification of a warning, the Becker County Warning Point is responsible for:
  - 1. Notifying key county government and private organization officials, as appropriate.
  - 2. Notifying the affected municipality(ies).
  - 3. Activating the appropriate outdoor warning sirens if and when installed.
  - 4. Activating the Emergency Broadcast System (EAS) by following the steps outlined in the Notification and Warning Standard Operating Guide (SOG).
  - 5. Notifying affected private and/or public facilities (hospitals, industries, nursing homes, etc.) included in the Notification and Warning SOG.
- D. The warning officers for each of the municipalities in Becker County are responsible for relaying any notifications which they receive (from the Becker County Warning Point) to their own public officials and residents.
- E. All municipal warning points in Becker County are responsible for activating their own outdoor warning sirens if available.

III. ORGANIZATION

Becker County Warning Point (Sheriff's Office)



\*This asterisk denotes who is (ultimately) responsible for the proper receipt and dissemination of all notifications.

IV. SUPPORT DOCUMENTS

The Becker County Notification and Warning SOG details specific notification and warning procedures to be followed by the Becker County Warning Point.

I. PURPOSE

To describe how direction and control of Becker County's response to a disaster will be accomplished.

II. OFFICIALS RESPONSIBLE FOR DIRECTION AND CONTROL

A. **County Board of Commissioners:** The Becker County Board of Commissioners is ultimately responsible for providing direction and control of county government resources involved in the response to a disaster. The line of succession to the Board of Commissioners is as follows:

1. Chairperson
2. Vice Chair
3. County Administrator

B. **County Emergency Management Director:** The Becker County Emergency Management Director will serve in a staff capacity to the Board of Commissioners, will implement this plan, and will coordinate emergency operations. The line of succession to the Becker County Emergency Management Director is as follows:

1. Director
2. Deputy Director

III. LOCATION OF THE DIRECTION AND CONTROL FACILITY

A. For Emergencies/Limited Scope Disasters

An **Incident Command System (ICS)** may be established to direct the initial response by county forces to the event. When the ICS is implemented, the first arriving senior official will serve as the incident commander, until he/she is properly relieved by a more senior official. However, if organizational control of the incident escalates beyond the capability of field command, the county Emergency Operations Center (EOC) will be activated to provide overall command of the incident. This will generally become necessary when the incident covers a large geographic area, multiple locations, and/or when multiple responding agencies are involved. The EOC structure will be based on NIMS [National Incident Management System and the field command will be structured as a Unified Command Structure.

B. For Disasters

Direction and control of Becker County's response to a disaster will be carried out at the Becker County EOC. The EOC is located in the Becker County Court House, at Detroit Lakes, MN. If for some reason, the EOC is not usable at the time of a disaster, the Becker County Law Enforcement will serve as the

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alternate EOC. The protection factor (PF) of the primary EOC is 1,575, and the PF of the alternate EOC is 525.

## IV. FUNCTIONS OF THE EOC

The functions performed at the EOC will vary according to the type and scope of the disaster, but will generally involve the following:

- A. Coordinating the county government response to the disaster. Including coordinating with the on-scene commander.
- B. Coordinating with any local government(s) affected by and/or responding to the disaster.
- C. Coordinating with any state and/or federal agencies responding to the disaster.
- D. Coordinating with any businesses/industries directly affected by and/or responding to the disaster.
- E. Coordinating with Grand Forks, North Dakota National Weather Service Office during periods of projected or actual flooding.
- F. Monitoring the rate at which the river stage is rising.
- G. Generating appropriate public information.
- H. Coordinating and channeling the service of volunteers. (Specific task assignments to, and management of volunteers will normally be provided by the applicable service chiefs.)

## V. EOC ACTIVATION

## A. Operational Readiness

The Emergency Management Director is responsible for maintaining the operational readiness of the primary and alternate EOCs. This involves ensuring that the EOC has the necessary communications equipment, maps, displays, tables and chairs, message logs, etc.

1. The alternate EOC will have limited communications equipment and will rely on the use of portable radios interfacing with the Becker County Sheriff Dispatch Center or in absence of that center will use the West Repeater located at the tower on Tower Hill east of Detroit Lakes. Adequate computers, tables and chairs, display area, white boards etc. are located in the county's Training Room which would be the site of the alternate EOC.

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## B. Criteria for Activation

The degree of Becker County's EOC activation will be determined by the severity of the emergency. Key EOC personnel are expected to be in place within one half hour to hour after activation of the EOC.

1. The EOC may be partially activated due to a potential threat to life or property from severe weather, (e.g., tornado, flooding, blizzard); hazardous materials incident/accident (including an uncontrolled release of a [SARA Title III] reportable product) that is beyond the capabilities of field operations, or a pipeline leak.
2. The EOC may be fully activated in response to a major emergency/disaster resulting in an actual threat to life and property. This will include, but is not limited to: a tornado touchdown; flooding; pipeline leak which causes damage to the public and private sector and requires a coordinated response effort; a hazardous materials incident/accident involving the response of several agencies; (including federal and state, as well as surrounding counties and municipalities); public health emergency or an act of terrorism.

## C. Responsibility for EOC Activation

In the event of a major disaster, EOC staff would be expected to automatically report to the EOC. However, the Becker County Emergency Management Director is responsible for ensuring that the EOC is activated according to the criteria described above.

## VI. STAFFING OF THE EOC

- A. The staffing list for the Becker County EOC is on file with the Becker County Emergency Management Director. Each department/agency which is represented in the EOC is responsible for ensuring that its representative is familiar with the duties which he/she is expected to perform at the EOC. (Each department/agency shall develop a checklist of responsibilities to be carried out by its EOC representative.) Volunteer organizations invited to staff the EOC will be dependant on the type of incident but can include the American Red Cross, Salvation Army, Becker County Amateur Radio Club, and others deemed important in management of the incident.

This checklist will indicate shifts when additional EOC staff will be required and when they should be released from the EOC providing for 24 hour coverage.

- B. The municipality (ties) affected by a disaster may be requested to provide a representative for the county EOC. The representative will help county officials provide assistance to the municipality involved.
- C. Space will be provided in the EOC for state and federal officials, should their presence be necessary. Such officials will be briefed regularly as to the status of the disaster. County officials, however, will remain responsible for providing direction and control of the county's response to a disaster.

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## VII. EOC COMMUNICATIONS CAPABILITY

The Becker County Sheriff is responsible for coordinating all county government communication activities.

The county EOC has the capability of communicating with: municipalities within the county, neighboring county EOCs, local hospitals, state and regional EOCs, county (field) units, RACES, etc.

(See Direction and Control Standard Operating Guide [SOG] B for detailed communications information.)

The county EOC communications equipment is protected from the effects of electromagnetic pulse (EMP).

## VIII. EMERGENCY POWER

The county EOC has an emergency generator as a backup power source. This backup power source can be quickly rerouted to the alternate EOC should that be necessary.

## IX. SUPPORTING DOCUMENTATION

The following supporting documents are on file at the Becker County Emergency Management Office:

- A. Direction and Control SOG.
- B. County Resource Manual (includes list of key equipment and supplies).
- C. RACES Plan.
- D. Incident Command System (ICS) plan using NIMS structure.

I. PURPOSE

To provide an overview of how emergency public information will be disseminated in the event of a major emergency/disaster.

II. SPOKESPERSON(S)

The only official(s) authorized to serve, as the public information officer (PIO) for Becker County is the Becker County Administrator. If unavailable, the Becker County Emergency Management Director would serve as the alternate PIO. The PIO will serve as the official point of contact for the news media.

III. RESPONSIBILITIES

- A. The Incident Commander and county government personnel in the field will be responsible for relaying important information about the emergency/disaster to the PIO.
- B. The PIO will be responsible for disseminating information and instructions to the public on a timely basis, and will coordinate all county news releases.
- C. The PIO will be responsible for managing rumor control.
- D. The PIO will be responsible for ensuring that a system exists for responding to inquires by families regarding the status of relatives. (See the Congregate Care Annex I)
- E. The Becker County Sheriff will be responsible for ensuring that the Emergency Broadcast System (EBS) is activated when necessary.
- F. The Becker County Community Health Department will be responsible for the preparation of materials that describe the health risks associated with each hazard, the appropriate self-help or first aid actions, and other appropriate survival measures.
- G. The Becker County Social Services Department will be responsible for the preparation of materials for the visually impaired and non-English speaking groups, if appropriate.
- H. The Becker County Sheriff will be responsible for the preparation of instructions for people who must evacuate from a high-risk area and providing instructions for sheltering in place.
- I. The Becker County Sheriff will be responsible for instructions that identify centrally located staging areas and pickup points for evacuees without private automobiles or other means of transportation.



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- J. The Becker County Social Services Department will be responsible for preparing instructions for evacuee's use upon arrival in a hosting area. Such instructions would indicate the location of reception centers, shelters, lodging, feeding facilities, and medical centers.

## IV. POLICIES AND PROCEDURES

- A. If it becomes necessary to establish a news briefing room, the Courthouse Commissioners Meeting room or other room identified at the main entrance to the courthouse, will be used for this purpose. News media personnel will be asked to report to this facility.
- B. In the event of a protracted disaster/emergency, news releases will be issued on a regular basis.
- C. Public information will be disseminated through the following radio and TV stations.
  - Radio FM: KRCQ and KBOT;
  - Radio AM: KDLM;
  - TV - Detroit Lakes: TV3 cable TV;
  - TV- Fargo: WDAY, KVLV, KVRR, KX4.

## V. SUPPORT DOCUMENTS

- A. Prepared emergency public information (EPI) supplements for release to radio and TV are on file in the emergency management director's office.

EMERGENCY OPERATIONS PLAN

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## I. PURPOSE

To describe in general how search and rescue will be accomplished in Becker County following a disaster.

## II. RESPONSIBILITY

- A. Outside city limits- the Becker County Sheriff's Office will have primary responsibility for performing search and rescue.
- B. Inside city limits- search and rescue will normally be the responsibility of either the fire department or the police department.

## III. SUPPORTING AGENCIES/ORGANIZATIONS

- A. The Civil Air Patrol may be available to assist in an aerial search for missing persons.
- B. The Minnesota State Patrol may be available to assist with a helicopter in an aerial search for missing persons.
- C. The National Guard may be available to assist in rescuing snowbound travelers.
- D. The following government and/or volunteer organization(s) within Becker County may be available to assist with a major search and rescue operation: Rescue Squads in: Frazee, Lake Park and Wolf Lake; the Becker County Sheriff's Dive Team and the Becker County Sheriff's Posse.

## IV. SUPPORTING STANDARD OPERATING GUIDE (SOGs)

Law enforcement and fire departments, ambulance services and other agencies responsible for conducting or participating in a search and rescue operation will develop and maintain standard operating guides (SOGs) for their organizations. Such SOGs may include guidance and instructions for performing search and rescue following an accident/incident involving hazardous materials, (depending on the level of hazmat response training received). SOGs which have been developed are on file at the Becker County Sheriff's Office.

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EMERGENCY OPERATIONS PLAN

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## I. PURPOSE

To provide an overview of how the health/medical care needs of Becker County residents will be met in the event of a major disaster.

## II. PRIMARY RESPONSIBILITIES

- A. Hospital Care – Injured victims will be transported to Essentia Hospital. If the number of victims requires use of additional hospitals, the following hospitals will be utilized: Essentia Hospital (Fargo), Veterans Hospital (Fargo), Merit-Care Hospital (Fargo) and Perham Memorial Hospital (Perham, MN).
- B. Ambulance Service – The following ambulance service(s) will be used to transport disaster victims: Essentia Health Saint Mary’s EMS of Detroit Lakes (ALS). If additional ambulances are required, the following services will be contacted: White Earth Ambulance (BLS), Perham Area EMS (ALS) and F-M Ambulance of Fargo (ALS).
- C. Pre-Hospital Emergency Medical Care – will be available to provide immediate medical care to disaster victims suffering major/minor injuries. First Aid-Rescue Squads from Audubon, Carsonville, Frazee, Lake Park and Wolf Lake may be available to provide immediate first aid plus : Essentia Health Saint Mary’s EMS of Detroit Lakes.
- D. Emergency Mortuary Operations – Response to a mass fatalities incident will be the responsibility of the Becker County Medical Examiner as described in the county’s Emergency Operations Plan. A Disaster Mortuary Team [DMORT] is available by request through the State Duty Officer. Family assistance may be rendered by the Becker County Sheriffs Chaplains, the American Red Cross, the Salvation Army and/or crisis intervention teams requested through and sent by the State Duty Officer.
- E. Health Threats – Serious potential or actual health problems (epidemics, food and/or water contamination, etc.) associated with a disaster will be the responsibility of the Becker County Community Public Health Department. Support is available from the Minnesota Department of Health.
  - 1. A complete Emergency Public Health Plan by Becker County Community Public Health is a free standing document and available in the office of Emergency Management and the Becker County Community Public Health department.
  - 2. Serious potential or actual health threats managed and coordinated by Becker County Community Public Health and outlined in the Emergency Public Health Plan are:
    - a. Disease bearing pests;
    - b. Food contamination;
    - c. Water purification;

EMERGENCY OPERATIONS PLAN

- d. Mass clinics;
  - e. Detection of potential biological, chemical or radioactive agents;
  - f. Decontamination;
  - g. Isolation and Quarantine
- F. Inquiry and Referral Service – This service will be the responsibility of Becker County Human Services Director with help from the Lakes Crisis Center and voluntary organizations such as the American Red Cross and/or Salvation Army.
- G. Decontamination – all hospitals named above have both the capability and the written procedures to decontaminate individuals who have been chemically, biologically or radiologically contaminated. On scene decontamination may be accomplished with the HSEM Decontamination Trailer stationed at the Detroit Lakes Fire Hall and manned with personnel from Detroit Lakes Fire and local fire departments. The Decontamination Trailer may also be set up adjacent to hospital or clinics if necessary.
- H. Special Needs Populations – The below listed agencies may provide assistance to special needs populations in a disaster.
- 1. Case Work
    - a. Becker County Human Services
    - b. Mahube
    - c. Lakes Crisis Center
    - d. Outside volunteer agencies
      - i. American Red Cross
      - ii. Catholic Charities
      - iii. Lutheran Disaster Response
      - iv. United Methodist Committee on Relief
  - 2. Transportation – Coordinated by Director of Becker County Transit
    - a. Becker County Transit
    - b. Olander Bus Company
    - c. Schultz Bus Company
    - d. Medivan
    - e. Anderson Bus Company
  - 3. Adult day care
    - a. Becker County DAC
    - b. Becker County Human Services
- I. Stress and Grief Counseling – Emergency workers may have need for grief and stress counseling during the response and recovery phases of a disaster. Critical Incident Stress Management teams are available on the state level and can (and will) be accessed through the State Duty Officer.

## III. COORDINATION

If a serious disaster resulting in multiple casualties occurs in Becker County, overall coordination of the various health/medical organizations response to the disaster would

EMERGENCY OPERATIONS PLAN

take place at the Becker County EOC. All Hospital(s) and Ambulance Service(s) are equipped with radio communications equipment and can communicate between each other and with the EOC.

## IV. SUPPORTING PLANS/PROCEDURES AND PERSONNEL

- A. All hospitals maintain a disaster plan.
- B. All hospitals maintain a chemical and biological emergency plan/procedure.
- C. All hospitals and ambulance services have established procedures regarding the transportation of victims according to type and extent of injury and each hospital's capabilities. If the emergency surpasses the surge capacity of the hospital, patients will be transported to other nearby hospitals.
- D. The Becker County Community Public Health has developed and maintains the Becker County Emergency Public Health Plan and will assist with implementation of the plan. The Becker County Emergency Public Health Plan has specifics for resources for housing patients outside of the hospital and mass clinic situations.
- E. The Becker County Resource Manual contains lists of doctors, nurses, hospitals, ambulance services, mortuaries, and other health support services/supplies.
- F. Ambulance service and other pre-hospital emergency medical service agencies/organizations which respond to the scene of a serious accident/incident have developed and maintain standard operating guides (SOGs)/emergency response plans that may be required and used. SOGs include guidance and instructions for responding to hazardous materials incidents. The following SOGs/emergency response plans have been developed, and are on file at the Becker County Emergency Services Office.
  - Essentia Health Saint Mary's EMS of Detroit Lakes
  - Essentia Health Saint Mary's Detroit Lakes
  - Becker County Emergency Public Health Plan

Additional transportation needs can be met by utilizing existing bus transportation equipment including but not limited to Becker County Transit, Olander Bus Company, Schultz Bus Company and Anderson Bus Company. The Director of Becker County Transit will be the coordinator for bus type transportation needs.

- G. Needed mortuary service will be provided by volunteers of the Minnesota Funeral Directors Association which has regional teams of 8 morticians available to respond to an emergency with equipment. They have the ability to assess the situation and request additional help including DMORT teams.
- H. Mental Health counseling will be coordinated by the Becker County Sheriff Chaplains and service may be provided by the Chaplains, American Red Cross, Salvation Army and related MNVOAD agencies. Professional help will also be

accessed for Emergency Services personnel and victims from the regional and state Critical Incident Stress Management Teams.

V. STATE SUPPORTING PERSONNEL

Support is available from the Minnesota Department of Health in the event of a major health threat or a serious radiation incident. (See the Radiological/Hazardous Materials Protection Annex to this plan.)

EMERGENCY OPERATIONS PLAN

I. PURPOSE

To outline how evacuation, traffic control, and security will be carried out if required due to an emergency of disaster.

II. RATIONALE AND RESPONSIBILITIES

The rationale for evacuation, whether for a large or small-scale emergency, is that hazardous conditions or potentially hazardous conditions can best be mitigated by moving the affected population to an area of lesser risk. Prior to recommending evacuation due to an actual/potential hazardous materials-related threat, county officials will evaluate the benefit of sheltering in place. If sheltering is determined to be the most appropriate protective action, information and instructions will be provided to the affected citizens. (This may include, but is not limited to: closing doors [both internal and to the outside], windows, and fireplace dampers, sealing/closing all vents, fans and other openings to the outside, turning off furnaces/air conditioners, covering and staying away from windows, and [in buildings] minimizing the use of elevators.)

- A. The Becker County Emergency Management Director and the County Sheriff will jointly prepare in advance for a potential evacuation of county residents. Their preparation will include a hazard analysis and vulnerability assessment of the various hazards in the county, and a determination of appropriate evacuation routes and traffic control points. See also Radiological/Hazardous Material Protection, Annex L (B).
- B. Pre-identified primary and secondary evacuation routes for the “population(s) at risk” for Section 302 facilities (BN Railroad) can be found under Annex F, Section V. Primary and Secondary Evacuation Routes for Section 302 Facility “Populations at Risk” (p. F-3).
- C. In Becker County, the following official(s) will be responsible for recommending evacuation:

<u>Official(s)</u>	<u>Type(s) of Incident(s)</u>
Sheriff - unincorporated areas	Hazardous Materials
Mayors or Local Officials - Municipalities	Radiological
	Weather Related

- D. The Becker County Sheriff will be responsible for conducting and coordinating any large-scale evacuation or rural county residents. This coordination will include the evacuation activities of other participating agencies and jurisdictions. In the event of a large-scale and long-term evacuation, essential resources (critical supplies, equipment, personnel, etc.) will be relocated as necessary, using county vehicles.
- E. Becker County Emergency Management Director will be responsible for preparing instructions for people who must evacuate from a high-risk area. This



EMERGENCY OPERATIONS PLAN

is to include identification of centrally located staging areas and pickup points for evacuees without private automobiles or other means of evacuation.

- F. The Becker County Sheriff will have primary responsibility for ensuring that the affected county residents and facilities are notified of the need to evacuate.
- G. The Becker County Sheriff will have primary responsibility for assisting handicapped, elderly, mobility-impaired and other individuals unable to evacuate themselves. Mobility-impaired individuals unable to evacuate themselves would receive assistance from ambulance services and/or other Emergency responding personnel.
- H. The Becker County Sheriff's Office will be responsible for establishing and staffing any traffic control points that may be necessary.
- I. The Becker County Sheriff's Office will be responsible for maintaining access control and security for the evacuated areas.
- J. The Becker County Engineer will be responsible for overseeing the removal of stalled vehicles, obstructions, or any other roadway impediments so that the evacuation route(s) can remain open.
- K. Within the (affected) municipalities in Becker County local police and/or fire departments will be responsible for coordinating an evacuation effort, including traffic control and security.
- L. In consultation with local and/or state hazardous materials specialists, the Becker County Sheriff will be responsible for determining when evacuees can safely return to their residences.
- M. Animals such as pets, evacuation and rescue will be coordinated by the Becker County Humane Society with assistance from their state association. Sheltering plans will be created to accommodate most types of pets. Livestock from farms will be considered on a case by case basis in a particular event.

### III. SUPPORTING AGENCIES/ORGANIZATIONS

- A. Ambulance Service vehicles may be available, if needed, to evacuate non-ambulatory individuals.
- B. Local School districts could provide buses, if needed, to assist in the evacuation process. These vehicles may also serve as a means of transport of essential workers from risk areas.
- C. Assistance for traffic control and security may be available from: Minnesota Highway Patrol and local fire and police departments.

IV. SUPPORTING DOCUMENTS

- A. The Evacuation, Traffic Control, and Security Standard Operating Guide (SOG F) to this plan contains detailed evacuation-related information.
- B. The County Resource Manual contains listings of both the congregate care facilities and fallout shelters available in the county.

V. PRIMARY AND SECONDARY EVACUATION ROUTES FOR SECTION 302 FACILITY "POPULATIONS AT RISK"

<u>Facility</u>	<u>Primary Evacuation Route</u>	<u>Secondary Evacuation Route</u>
Burlington Northern Railroad – Detroit Lakes	Highway 10, E or W	Highway 59, N or S
Burlington Northern Railroad – Frazee	Highway 10, E or W	Highway 87, NE
Burlington Northern Railroad – Audubon	Highway 10, E or W	
Burlington Northern Railroad – Lake Park	Highway 10, E or W	

Primary and Secondary Evacuation Routes for  
Section 302 Facility “Population at Risk”

<u>Facility</u>	<u>Primary Evacuation Route</u>	<u>Secondary Evacuation Route</u>
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Primary and Secondary Evacuation routes for  
Section 302 Facility “Populations at Risk”

<u>Facility</u>	<u>Primary Evacuation Route</u>	<u>Secondary Evacuation Route</u>
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Primary and Secondary Evacuation Routes for  
Section 302 Facility “Population at Risk”

<u>Facility</u>	<u>Primary Evacuation Route</u>	<u>Secondary Evacuation Route</u>
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Primary and Secondary Evacuation Routes for  
Section 302 Facility “Population at Risk”

<u>Facility</u>	<u>Primary Evacuation Route</u>	<u>Secondary Evacuation Route</u>
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I. PURPOSE

To provide an overview of how fire protection is provided in Becker County.

II. RESPONSIBILITIES

- A. Primary. Fire protection in Becker County is the responsibility of the (10) ten municipal fire departments within the county. All of the municipal departments are volunteer organizations. Becker County does not have a “county fire chief”.
- B. Supporting. In addition to their primary responsibility of providing fire protection, the fire departments in Becker County will have other responsibilities in the event of a disaster. This varies from department to department, but generally includes:
  - 1. Assisting in the dissemination of warning.
  - 2. Coordinating or assisting with an evacuation within their community.
  - 3. Coordinating or assisting with a search and rescue effort within their community.
  - 4. Informing other local government personnel of the risks associated with a hazardous materials incident/accident that has occurred within their community.
  - 5. Reporting important disaster status information (casualties, damage, evacuation status, chemical releases/exposures, radiation levels, etc.) to the EOC during emergency operations.
  - 6. Responding to hazardous materials incidents, with the limits of hazmat response training received. (See Attachment 1 to this Annex.)
  - 7. Providing heavy and light rescue services.
  - 8. Providing first responder/EMS services.

III. MUTUAL AID AGREEMENTS

All of the municipal fire departments in Becker County have mutual aid agreements with each other. Written mutual aid agreements exist, and are on file with the individual departments.



IV. COMMUNICATIONS CAPABILITY

The following fire department radio frequencies are used in Becker County:  
154.400 Becker County Frequency  
154.295 State Wide Frequency

V. HAZARDOUS MATERIALS INCIDENT RESPONSE CAPABILITIES

Becker County Fire Departments  
and those departments assisting in Becker County  
Hazardous Materials Incident Response Capability

<u>Department</u>	<u>Response Level Capability</u>
Detroit Lakes	Level 1 Awareness
Lake Park	Level 1 Awareness
Wolf Lake	Level 1 Awareness
Frazee	Level 1 Awareness
Audubon	Level 1 Awareness
Callaway	Awareness
Ogema	Awareness
White Earth	Awareness
Carsonville	Awareness
Elbow/Tulaby	Awareness
Hitterdahl [Clay County]	Awareness
Ulen [Clay County]	Awareness
Park Rapids [Hubbard County]	Level 1 Awareness

I. PURPOSE

To provide an overview of how damage assessment will be accomplished following a disaster in Becker County.

II. RESPONSIBILITIES

- A. The Becker County Emergency Management Director is responsible for:
1. Developing and maintaining a damage assessment “team” composed of county and/or municipal and private sector agency representatives.
  2. Maintaining an up-to-date listing of damage assessment team personnel.
  3. Maintaining the procedures to be followed for damage assessment.
  4. Coordinating the damage assessment process (following the occurrence of a disaster.)
- B. County/other government officials who, depending upon the nature of the disaster, will participate in a damage assessment effort:
1. County engineer
  2. County assessor
  3. U.S. Department of Agriculture (USDA) Emergency Board members
  4. County treasurer
- C. Municipal government officials who (potentially) would participate in a damage assessment effort:
1. City engineer/public works director
  2. City assessor
  3. Emergency management director
- D. Private Sector Agencies/Organizations
- Private sector agencies/organizations that might be available and that might be appropriate participants in a damage assessment effort:
1. Red Cross

2. Realtors
3. Hazardous Materials Clean-Up Contractors (See Resource Manual for listing of contractors.)
4. Christian Reformed World Relief Committee (Specializes in detailed damage assessment for long term recovery operations).

### III. POLICIES AND PROCEDURES

- A. A damage assessment effort will be initiated as soon as practical following the occurrence of a disaster.
- B. Where possible and when appropriate, pictures will be taken of damaged areas and county maps will be used to show the location of damage sites.
- C. When damage assessment is carried out in conjunction with a request for state or federal disaster assistance, the county emergency management director will coordinate with the Minnesota Division of Homeland Security and Emergency Management (HSEM).
- D. When possible, the county emergency management director and other appropriate local government officials will participate in damage assessment procedure training.

### IV. SUPPORTING DOCUMENTS

For additional information and guidance, refer to:

Disaster Response and Recovery: Request Procedures Relative to State and Federal Disaster Assistance Programs, on file at the Becker County Emergency Services Office.

EMERGENCY OPERATIONS PLAN

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## I. PURPOSE

To describe how the congregate care (emergency housing, feeding, clothing and counseling) needs of Becker County residents (as well as [potential] incoming evacuees from other communities) will be met in the event if a disaster.

## II. RESPONSIBILITIES

A. Primary Needs. The following primary congregate care needs of disaster victims will be met by the government departments/voluntary organizations indicated:

1. Emergency housing, including waste management – American Red Cross, Salvation Army, local churches listing in resource manual having agreements for housing and local Waste Management Inc. office for waste management.
2. Emergency feeding – American Red Cross, Salvation Army, Minnesota – Wisconsin Baptist Convention and Central Market, Detroit Lakes.
3. Emergency clothing – Seventh-day Adventist Church Store, American Red Cross, Salvation Army, Boy’s & Girl’s Thrift Store, and Becker County Social Services.
4. Crisis counseling – Becker County Sheriff Chaplains, Community Crisis Team, Becker County Social Services, American Red Cross, Salvation Army and Lutheran Disaster Response.
5. Mental health treatment and grief counseling – Counseling for victims will be coordinated by Becker County Sheriff Chaplains or Community Crisis Team and service may be provided by the American Red Cross, Salvation Army and related MNVOAD agencies

B. Additional Needs. The following additional congregate care needs of disaster victims will be met by the agencies/organizations indicated:

1. Reception and registration center teams – Becker County Community Crisis Team, Becker County Sheriff Chaplains and Becker County Social Services
2. Inquiry and referral (regarding disaster victims) – Becker County Sheriff Chaplains
3. Chemical or radiological decontamination – Hospital and Detroit Lakes Fire Department for Chemical and State of Minnesota for Radiological
4. Management of fallout shelters (nuclear attack) – Emergency Management Director

EMERGENCY OPERATIONS PLAN

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5. Crisis upgrade of shelters and crisis shelter stocking plan (nuclear attack) –  
Emergency Management Director
6. Crisis marking of unmarked shelters and congregate care facilities (nuclear  
attack) – Emergency Management Director
7. Law Enforcement in reception and registration centers and lodging facilities  
– Sheriff and Local Police

### III. COORDINATION OF CONGREGATE CARE

Becker County Social Services will be responsible for providing overall coordination of the congregate care function. In order to facilitate this coordination, Becker County Social Services will provide a representative for the Becker County emergency operating center (EOC).

### IV. AVAILABLE RESOURCES/FACILITIES

These congregate care resources/facilities are described in the congregate care SOG, the Evacuation, Traffic Control and Security SOG and the County Resource Manual.

- A. (Potential) Reception and Registration Centers (for incoming evacuees from  
other areas)
- B. Congregate Care Facilities (schools, churches, armories, motels, etc.)
- C. Mass Feeding Providers
- D. Fallout Shelters
- E. Bulk Food Suppliers
- F. Pet Evacuation and Sheltering Assistance

### V. SUPPORTING DOCUMENTS

- A. The government agencies and private sector organizations that have agreed to  
carry out the congregate care responsibilities listed in this annex are expected to  
develop whatever standard operating guides (SOGs) they may need.

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VI. CHART OF HAZARDS [in priority listing in each category]

**Natural**

1. Flash flooding, high volume rain event
2. High winds/windstorm
3. Winter Storms – Blizzards, Severe Snow Storms
4. Wildfire/lightening
5. Tornado

**Manmade/Technological**

1. Hazardous Materials
  - a. Chemical spill – train derailment, truck accident
2. Structure fire
3. Wildfire

**Terrorism**

1. Disruption of Governmental Services
2. Water Supply contamination
3. Agricultural terrorism
  - a. Dairy, hog, beef and turkey sabotage
  - b. Plant/crop sabotage – harvesting/storage/processing/transporting
4. Railroad sabotage

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I. PURPOSE

To describe how debris clearance will be accomplished following a disaster in Becker County.

II. RESPONSIBILITIES

- A. Outside City Limits: Outside incorporated areas, the Becker County Engineer will be responsible for debris clearance.
- B. Inside City Limits: Within a municipality, the city public works/street department will normally be responsible for debris clearance.

III. POLICIES AND PROCEDURES

- A. Unless directed otherwise by County Commissioners, or under extremely unusual circumstances, removal of debris from private property is the responsibility of the property owner.
- B. Residents will be asked to sort debris by
  - 1. Trees and brush;
  - 2. White goods (major appliances);
  - 3. Household Hazardous Wastes (HHW);
  - 4. Construction/demolition debris;
  - 5. Household garbage.
- C. Debris will be collected by licensed solid waste haulers in Becker County, private trucking firms approved by Becker County Environmental Services Department and county owned vehicles if approved by the Becker County Board of Commissioners. Debris collected will be disposed of at the Becker County Transfer Station and Demolition Landfill. Household hazardous wastes will be brought to the Becker County HHW Facility located at Transfer Station property. In the event of a large windstorm or tornado event, several intermediate tree and brush disposal areas will be set up and staffed with Becker County Environmental Services personnel. The cleanup and disposal of (spilled or leaked) hazardous materials will be the responsibility of the responsible party.
- D. Determination of emergency routes will depend on the nature and location of the debris generating event and will be identified by the Incident Commander. Clearing of emergency routes will be the primary responsibility of the Public Works Department of the jurisdiction where the routes are located.



EMERGENCY OPERATIONS PLAN

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- E. The Minnesota Pollution Control Agency (MPCA) and Becker County Environmental Services Department will assist with the disposal of hazardous waste.
- F. The Minnesota Pollution Control Agency (MPCA), the Board of Animal Health, the Minnesota Department of Agriculture and the Becker County Environmental Services Department will advise/assist on the disposal of animal carcasses.
- G. If additional debris clearance equipment is needed, it would be obtained through resources listed in the Becker County Resource Manual.
- H. Contracting procedures will be determined by the Becker County Auditor and Becker County Attorney.

## IV. SUPPORTING DOCUMENTS

- A. A listing of the major private construction contractors (who have debris removal equipment) in Becker County is on file at the office of the Becker County Engineer and listed in the Becker County Resource Manual.
- B. A listing of Minnesota Pollution Control Agency (MPCA) certified hazardous materials clean-up contractors is located in the County Resource Manual and can be obtained by contacting the MPCA regionally in Detroit Lakes [847-1519] or state level through the State Duty Officer [1-800-422-0798].

I. PURPOSE

To provide an overview of how utility services will be restored following a disaster/emergency.

II. RESPONSIBILITIES

The following government agencies/companies are responsible for providing utility services in Becker County:

A. Electrical Service:

1. Detroit Lakes Public Utility 218-847-7609
2. Lake Region Co-op 800-552-7658 218-863-1171
3. Otter Tail Power Co. 218-281-3634 218-739-8200  
218-739-8297 (media contact)  
218-842-5579 (after hours)
4. Wild Rice Electric 800-244-5709 218-935-2517
5. Barnesville Municipal 218-354-2292
6. Hawley Municipal 218-483-3331
7. Red River Electric Co-op 218-456-2139
8. Itasca Mantrap Electric Co-op 888-713-3377 218-732-3377

B. Gas Service:

1. Black Hills Energy 800-303-0357
2. Viking Gas Transmission 218-346-6150
3. Cenex 218-238-5911
4. Ferrellgas 800-745-3262 or  
701-235-4211
5. Anglo American 800-244-1315 218-847-3333
6. DM Propane 218-847-3777
7. Amerigas 218-847-1133

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C. Telephone Service:

- |                                   |              |
|-----------------------------------|--------------|
| 1. Quest                          | 800-954-1211 |
| 2. Callaway Telephone Company     | 218-375-2111 |
| 3. Arvig Communications System    | 218-844-4227 |
| 4. Loretel Systems, Inc.          | 218-863-6000 |
| 5. Twin-Valley-Ulen Telephone Co. | 218-584-5111 |

D. Water Service – Sanitation

- |                                   |              |
|-----------------------------------|--------------|
| 1. Detroit Lakes Public Utilities | 218-847-7609 |
|-----------------------------------|--------------|

III. SERVICE RESTORATION

In the event of a utility outage due to a disaster, the following agencies/companies should be called in order to restore service:

- A. Electrical Service – Same as II. A. above
- B. Gas Service – Same as II. B. above
- C. Telephone Service – Same as II. C. above
- D. Water Service – Same as II. D. above.

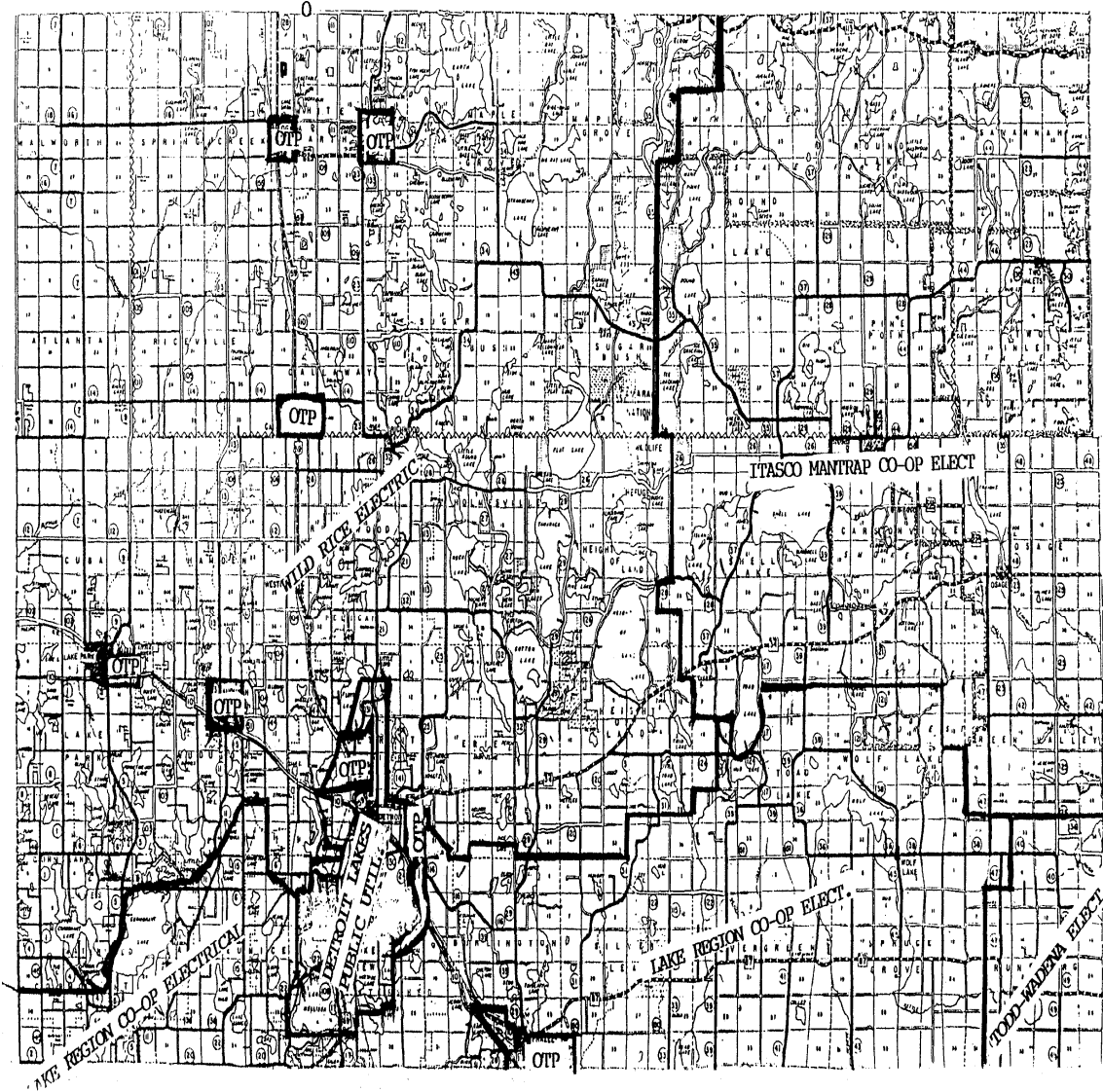
Priorities for utility restoration will depend on the nature and location of the incident with top priority given to facilities essential for public safety and vulnerable populations.

SEE ATTACHMENTS

Attachment 1

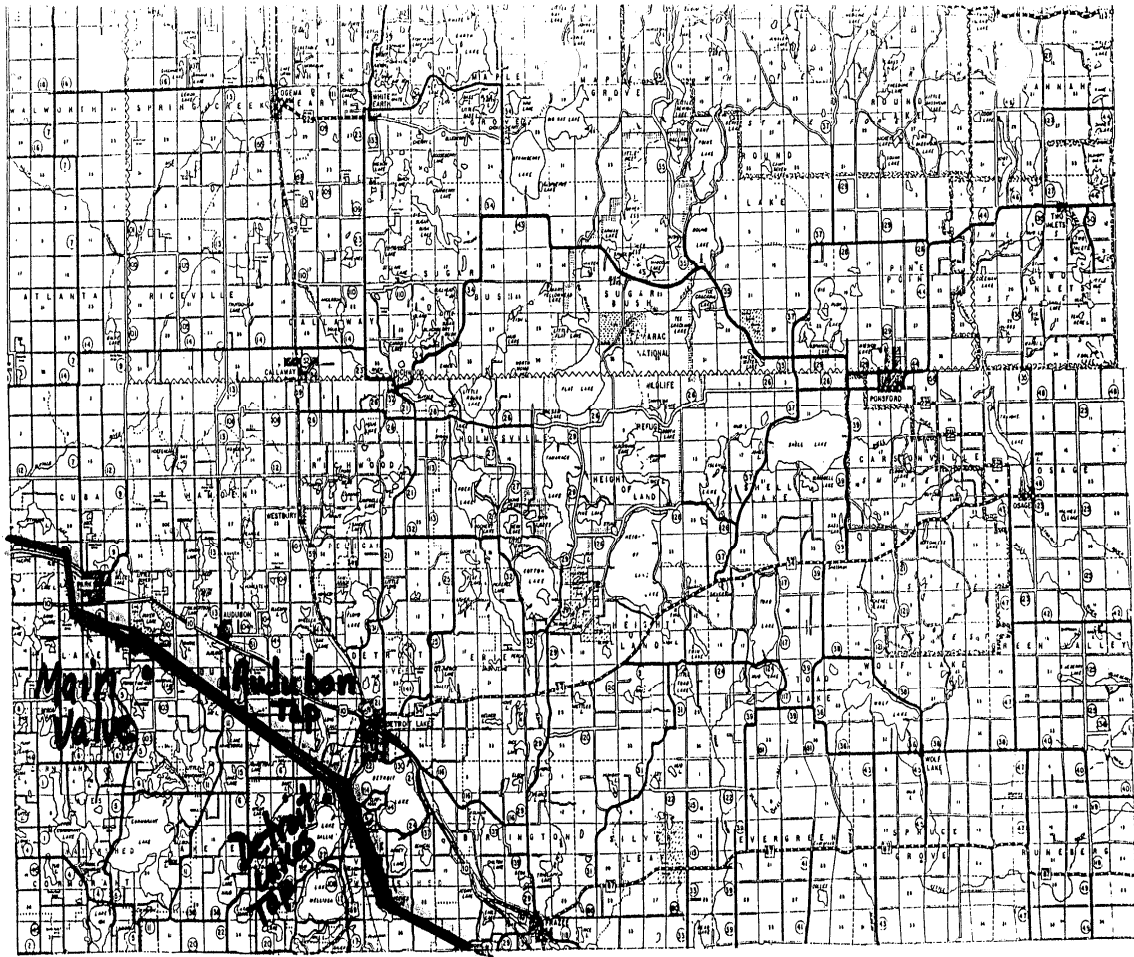
ELECTRICAL SERVICES

Electrical Services  
OTP- OTTER TAIL POWER COMPANY



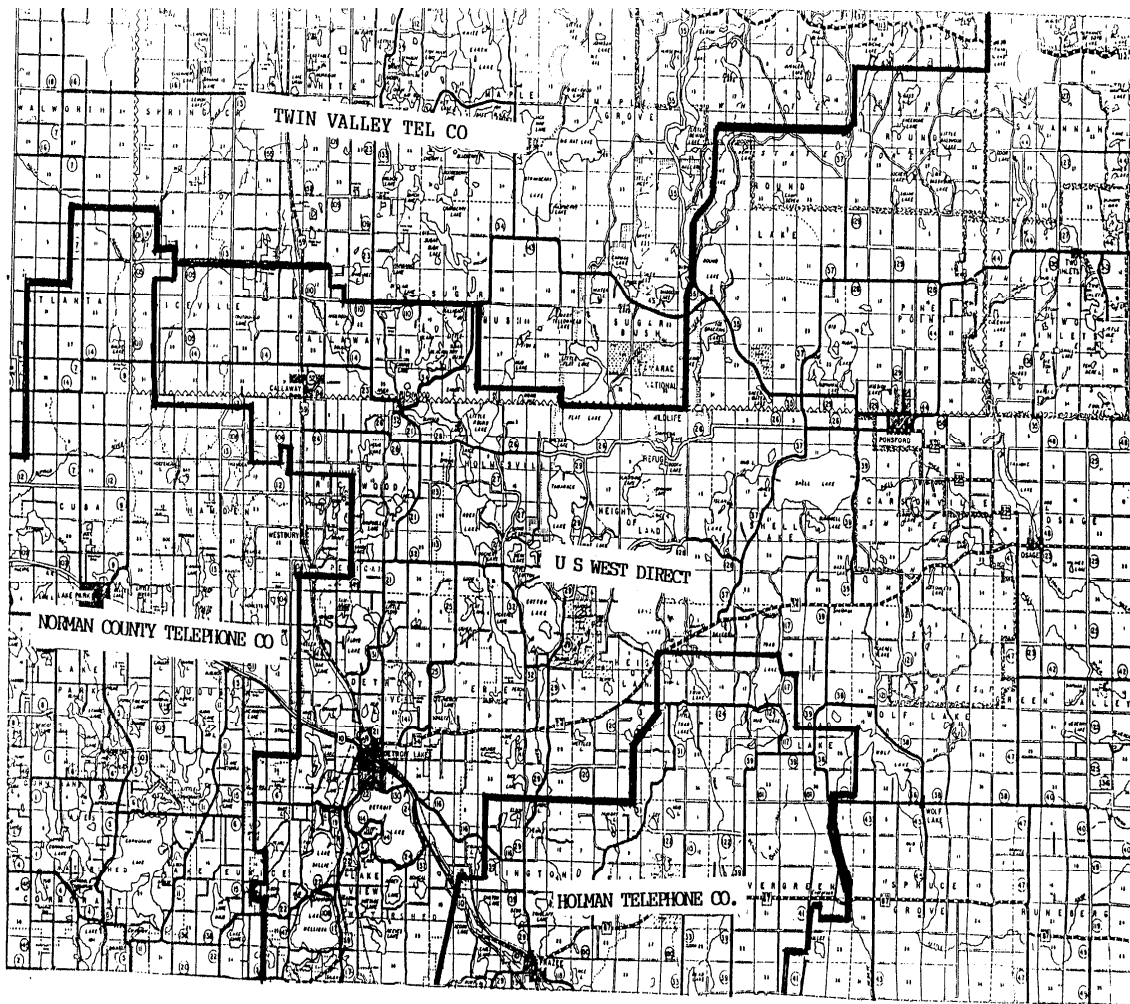
Attachment 2

Pipeline



Attachment 3

Telephone



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## **PART A – RADIOLOGICAL PROTECTION**

### I. PURPOSE

It is recognized that emergency situations could develop in which Becker County residents could be exposed to radiological incidents or threats. Planning is needed in order to ensure a coordinated response and recovery from transportation accidents, nuclear power plant incidents, industrial accidents, laboratory radiation incidents, military accidents, or nuclear attack. This annex is intended to describe how the county will protect its residents from these occurrences or threats.

### II. COUNTY RADIOLOGICAL PROTECTION ORGANIZATION

The head of Becker County's radiological protection organization is the county Emergency Management Director. Other supporting personnel will include radiological officers and monitors from various county emergency service organizations. **It is important to note, that Becker County staff have only minimal training and little if any modern monitoring equipment for radiological emergencies. Therefore, in the event of any radiological incident, the State Duty Officer will be notified immediately to access state and federal resources.**

### III. RESPONSIBILITIES

- A. The county emergency management director is responsible for coordination of all activities between local, state and federal agencies responding.
  - 1. The county's overall radiological response and recovery efforts including assessment, reporting and oversight of state and/or federal agencies of containment, decontamination, and protective actions.
- B. The Radiological Control Section of the Minnesota Department of Health (MDH) will be called upon for instrumentation, guidance, decontamination and medical evaluation.
- C. The county engineer is responsible for:
  - 1. Coordination with the Minnesota Department of Transportation and/or a spill cleanup contractor for road decontamination and evacuation route clearance. See Hazardous Material Cleanup Contractors section of the County Resource Manual, p. 13-15.
- D. The county sheriff is responsible for supporting state and/or federal radiological monitoring and decontamination operations in the county.



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- E. Municipal fire and police department personnel are responsible for:
  - 1. Supporting emergency operations by state and/or federal agencies during radiological incidents.
  - 2. Assisting state and/or federal agencies in the decontamination of facilities, thoroughfares and public areas.
- F. The Minnesota Agricultural County Extension Director is responsible for assisting with the dissemination of public information on radiological recovery to the agricultural community, primarily with regard to protection of the food chain.

## IV. OPERATIONS POLICIES

- 1. Radiological protection operations will be directed and controlled at the scene during a small-scale radiological emergency. During a large-scale radiological incident, operations will be directed from the county EOC. If there is a significant probability that Becker County could be a nuclear hazard area, radiological protection operations will be moved to an alternate location.
- 2. During periods of widespread radiological emergency caused by nuclear detonations or nuclear power plant releases, each department of local government must be prepared to conduct radiological training within its department and provide for its own radiological monitoring, if equipment exists and manage its own decontamination necessary to carry out its assigned emergency functions.
- 3. Radiological information will be obtained from state and federal agencies, shelter monitors if equipment exists, self-support monitors if equipment exists and state and regional EOC's when adequate communication exists. The primary center of radiological operations shall be the direction and control staff and advisors operating from the county EOC.

**PART B – HAZARDOUS MATERIALS PROTECTION**

I. PURPOSE

A. It is recognized that emergency situations could develop in which Becker County residents could be exposed to an accidental release of hazardous materials. Planning is needed to ensure a coordinated response to all types of hazardous materials incidents, whether they occur at a fixed facility or are the result of a transportation accident. This annex is intended to describe this planning and the county’s response to provide for the protection of life and property as the result of a hazardous materials accident.

B. Cities within the county are expected and encouraged to prepare their own emergency plans. Therefore it is not intended that this annex duplicate municipal hazardous materials planning.

The following municipalities have prepared emergency plans covering the facilities listed for each city:

<u>CITY</u>	<u>PLAN LOCATION</u>	<u>FACILITIES COVERED</u>
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SEE ATTACHED LISTS

II. RESPONSE TO HAZARDOUS MATERIALS INCIDENTS

A. Pre-identification and Analysis of Risk. In response to the requirements and recommendations contained in the Superfund Amendments and Reauthorization Act (SARA) of 1986, Title III, as well as other legislation, the following facilities/locations within the county have been pre-identified:

1. “Covered” facilities: Facilities that possess extremely hazardous material. (See Annex L (B) “Covered Facilities” – Part 1, 2; Maps A – F; p. 5-13)
2. Facilities that may contribute to additional risk (due to their proximity to “covered facilities”). (See Annex L (B) Facilities that May Contribute to Additional Risk Parts 1, 2; p.14-15)
3. Facilities (schools, hospitals, nursing homes, etc.) at risk due to their proximity to facilities with extremely hazardous materials. (See Annex L (B) Facilities At Risk, Parts 1, 2; p.16)
4. Transportation routes (highways, railroad lines, rivers, etc.) for extremely hazardous materials. (See Annex L (B) Transportation Routes of Extremely Hazardous Materials, p.20)
5. Pipelines (as defined in Minnesota Statutes, Section 299J). (See Annex L (B) Pipelines – General Information, p.21)

EMERGENCY OPERATIONS PLAN

- B. Determination that a Release of Hazardous Material has Occurred – Facilities. Facilities located within the county that use, store, manufacture or transport hazardous material are responsible for developing systems and training their employees to promptly determine and report that a release of hazardous materials has occurred. The systems, methods, and/or procedures in place at each facility for determining that a release has occurred, along with a brief description of any specialized system (i.e. monitor/sensor system), are listed in Annex L (B), Release Determination – Facility, p. L (B)-22.
- C. Determination that a Release of Hazardous Materials has Occurred-Emergency Responders. County government employees who respond to hazardous materials incidents have received training designed to help them properly respond to the release of hazardous materials. At the minimum, personnel are trained at the First Responder Awareness level, as defined in 29 CFR 1910.120. The specific level of training for each county government response agency is listed in section E [p. L(B)-3] of this annex.
- D. Response to a Release of Hazardous Materials.
1. The county has conducted a hazard analysis to determine potential populations and facilities that might be affected by a hazardous materials emergency. The resource/methodology used to determine the area of the county likely to be affected includes the following: the Technical Guidance for Hazards Analysis, the U.S. DOT Emergency Response Guidebook, CAMEO, ARCHIE, or other computer software, facility pre-plans, and/or other systems. A hazard analysis has been completed for the following facilities:
    - a. None, at the present time, are assembling the necessary documentation to do a hazard analysis for all 302 facilities.
  2. Facilities within the county that possess extremely hazardous materials are required to develop and maintain emergency response plans as specified in 29 CFR 1910.120, or emergency action plans as specified in 29 CFR 1910.38(a) that their employees will follow in the event of a release of those materials. At the minimum, facilities are required by law to immediately notify the following in event of an accidental emergency release: local authorities by dialing 911, state authorities by contacting the State Response Center (DEM duty officer) by dialing 649-5451 (Metro) or 1-800-422-0798 (Greater Minnesota), and the National Response Center by dialing 1-800-424-8802.
  3. The following facilities have developed emergency response plans for on-site response:
    - a. Callaway Cenex Fertilizer Plant, Callaway
    - b. Community Co-op Fertilizer Plant, Lake Park
    - c. Quest

E. Hazardous Material Response Capabilities.

- 1. Within the county, the local fire department(s) have the primary responsibility for responding to hazardous materials incidents. These departments(s) is/are trained and equipped to the following levels of hazardous materials response:

	<u>AGENCY</u>	<u>LEVEL OF RESPONSE</u>
a.	Detroit Lakes Fire	First Responders
b.	Frazee Fire	First Responders
c.	Lake Park Fire/Rescue	First Responders
d.	Callaway Fire	Emergency Responders
e.	Audubon	Emergency Responders
f.	EMS	Emergency Medical Only

In addition, the Police and Sheriff departments may participate in the response. These departments have developed emergency response plans as appropriate for their level of hazardous materials response capability.

- 2. First responders will begin their determination of the area affected by a hazardous materials release by identifying/verifying the hazardous material(s) involved. They will then rely on the following methodology to determine the need for evacuation and the geographic area of the county to evacuate: previously conducted hazard analysis (if available), resource manuals, CAMEO, ARCHIE, or other computer software, facility input, freight bills, and/or other methods.

- F. A listing of emergency equipment and facilities owned by public agencies and available for use in response to a hazardous materials accident is located in the Becker County Resource Manual.
- G. A listing of emergency equipment and facilities owned by facilities and available for use in response to a hazardous materials accident is located in the Becker County Resource Manual.
- H. A description of the procedures and information to determine if evacuation or shelter-in-place procedures should be used for the protection of the public in the event of a hazardous material release is contained in the Evacuation, Traffic Control and Security (ETCS) Annex, and Standard Operating Guide (SOG), to this plan.

III. STATE SUPPORT

In the event of hazardous materials incident that is beyond the capabilities of county government, assistance from state agencies can be requested. Such requests should be submitted to the DEM duty officer.

EMERGENCY OPERATIONS PLAN

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## IV. FEDERAL SUPPORT

- A. In the event of a hazardous materials incident that is beyond the capabilities of county and state government, the national Regional Response Team can be requested through the Minnesota Pollution Control Agency (MPCA). Requests for such assistance should be submitted to the DEM State Duty Officer.
- B. Reimbursement of costs for a hazardous materials response may be available. To be eligible for reimbursement, contact the National Response Center (1-800-424-8802) and the MPCA within 24 hours of the incident, and subsequently submit an application for reimbursement.

## V. SUPPORTING/REFERENCE DOCUMENTS

- A. The Becker County Resource Manual
- B. The Becker Radiological/Hazardous Materials SOG
- C. The National Response Team's Hazardous Materials Emergency Planning Guide, and Technical Guidance for Hazard Analysis
- D. U.S. DOT's Emergency Response Guidebook
- E. U.S. DOT/FEMA/U.S. EPA's Automated Resource for Chemical Hazard Incident Analysis (ARCHIE)

**“Covered Facilities” – Part 1**

(Facilities which store extremely hazardous substances in excess of threshold planning quantities)

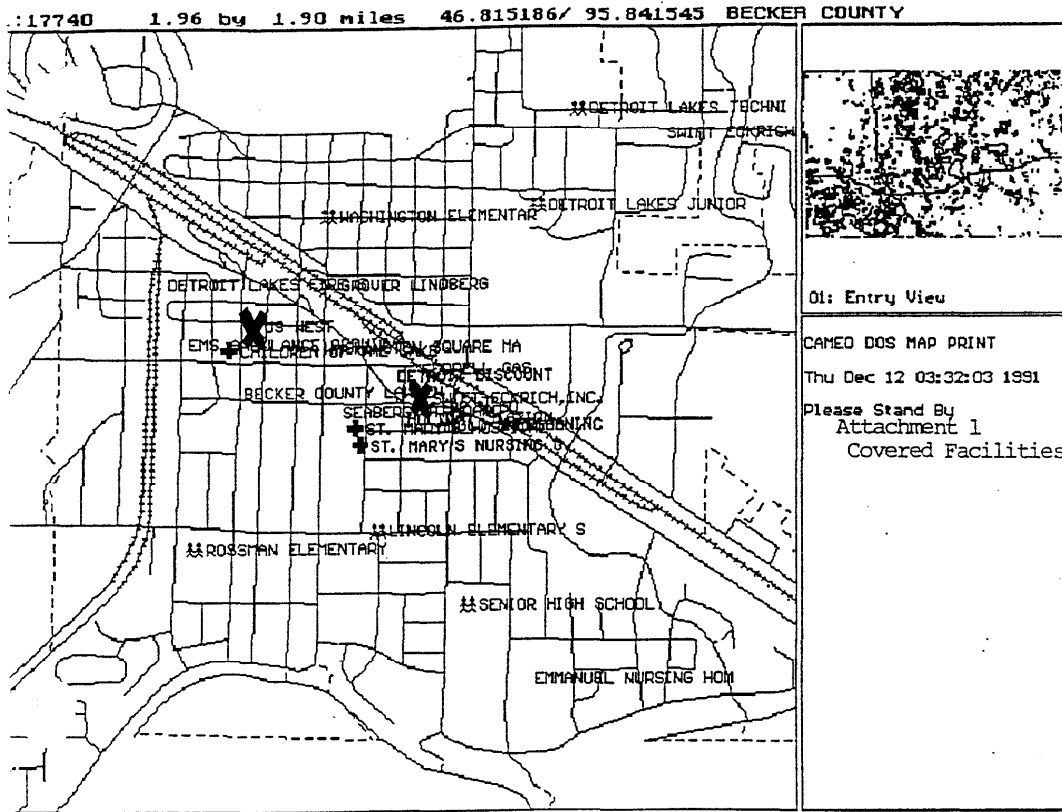
<u>Facility</u>	<u>Location</u>	<u>Extremely Hazardous Substances</u>
Callaway Cenex Fertilizer Plant	Callaway	Anhydrous Ammonia
Community Co-op Fertilizer Dept.	Lake Park	Anhydrous Ammonia
Ecolab	Hwy 34 East	Undisclosed Chemicals
Quest	Summit Ave. Detroit Lakes	Sulfuric Acid

**“Covered Facilities” – Part 2**

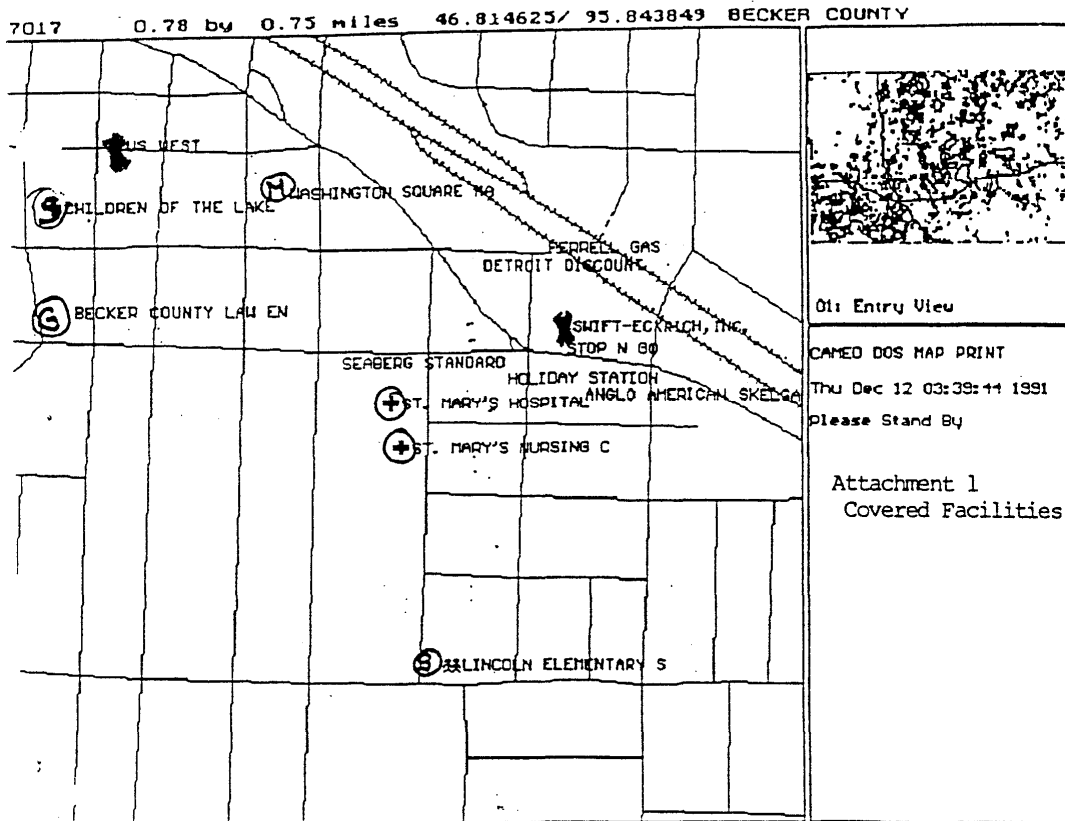
(Facilities which store extremely hazardous substances in excess of threshold planning quantities.)

<u>Facility</u>	<u>Phone</u>
Callaway Cenex Fertilizer Plant	218-375-4911
Community Co-op Fertilizer Plant	218-238-5987 / 218-238-5911
Ecolab	1-800-352-5326
Quest	612-374-2708

Covered Facilities - Map A

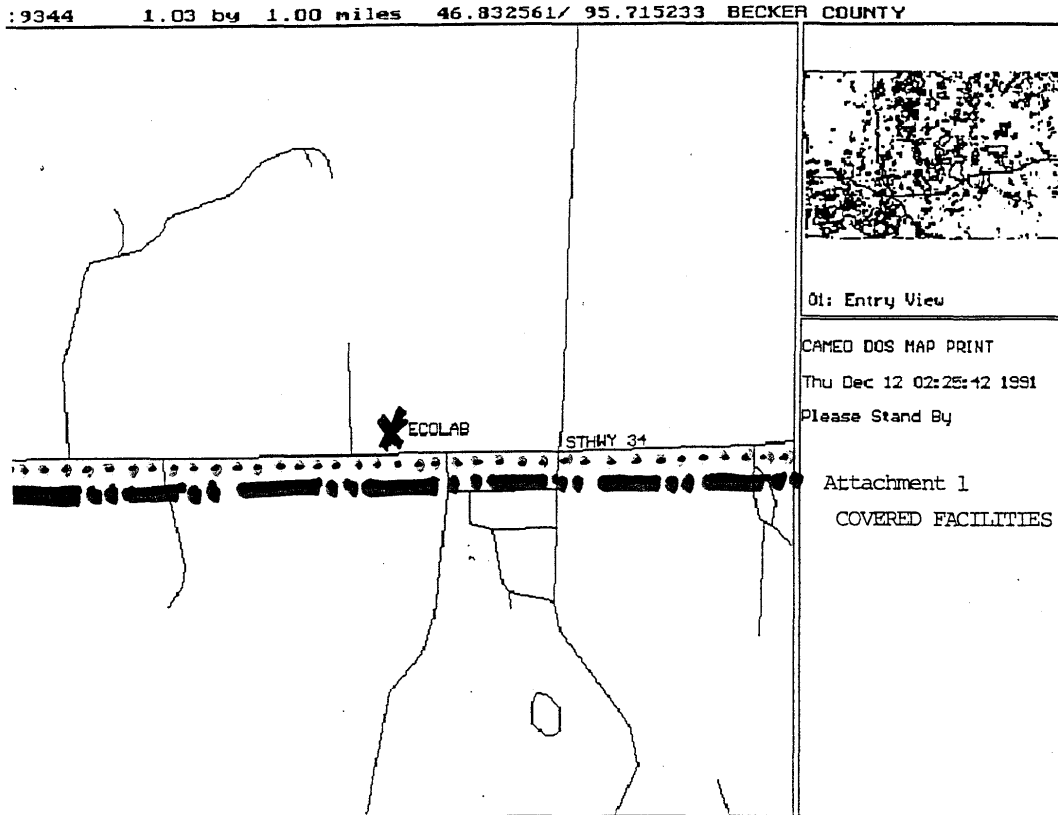


Covered Facilities – Map B

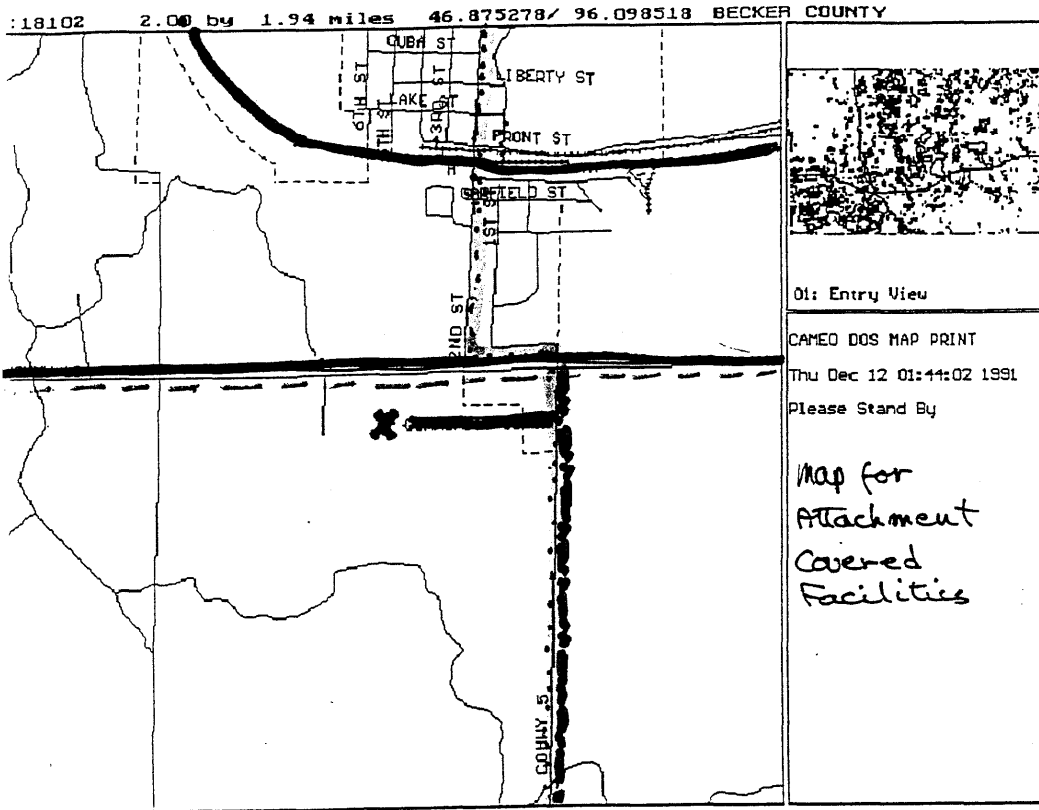




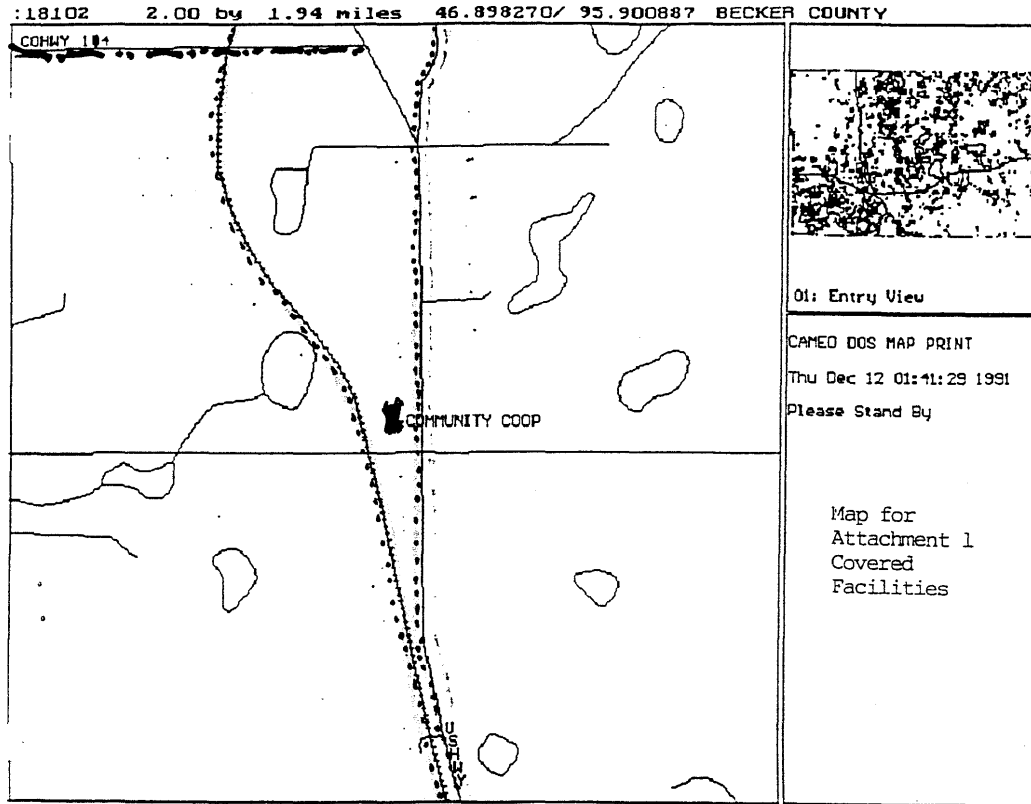
Covered Facilities – Map C



Covered Facilities – Map D



Covered Facilities - Map E





Covered Facilities – Map F

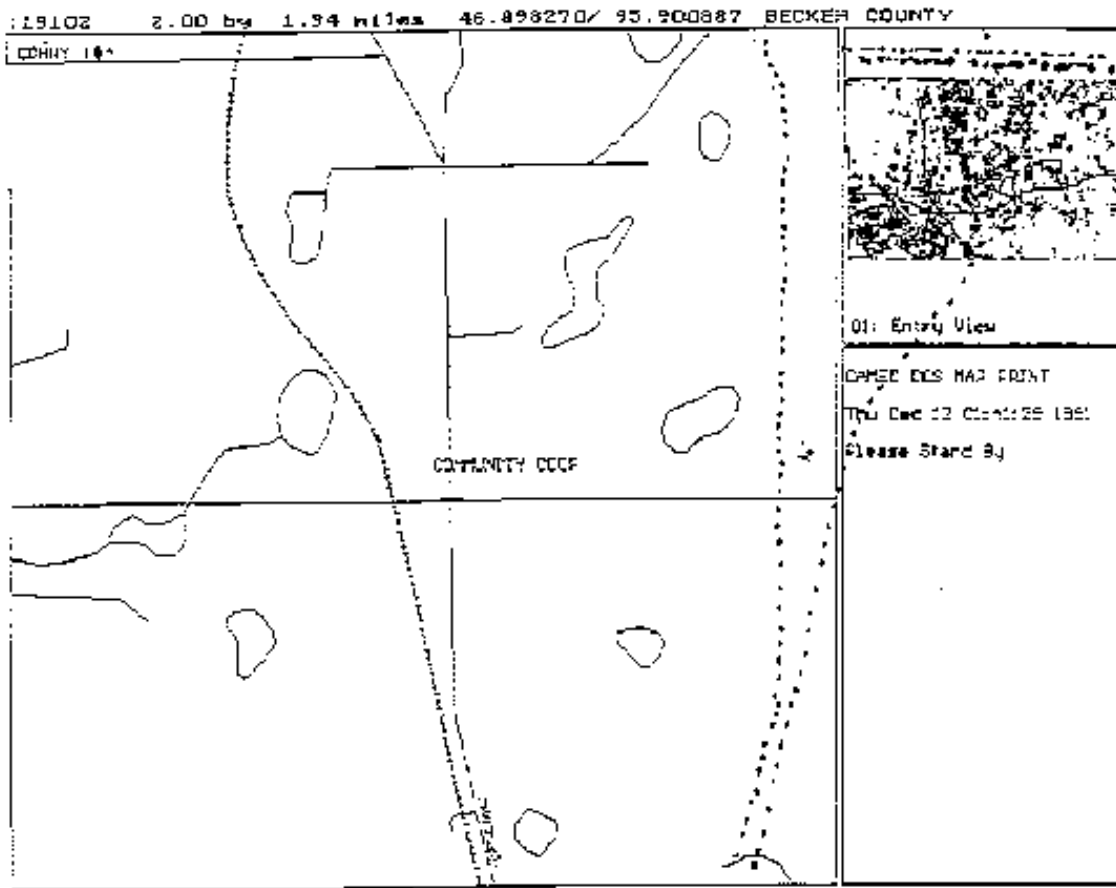
BECKER COUNTY-WIDE

Annex L  
Radiological/Hazardous Materials Protection

EMERGENCY OPERATIONS PLAN

Attachment 1  
Revision: 3

Covered Facilities – Map F



**Facilities That May Contribute to Additional Risk – Part 1**

<u>Facility</u>	<u>Location</u>	<u>Hazardous Substance(s)</u>
Anglo-American	303 E Frazee Street	Gasoline
Casey's General Store	104 Roosevelt	Gasoline
Cenex Convenience Store	911 E Hwy 34	Gasoline
Conoco Minute Mart	444 Morrow Ave	Gasoline
Food-n-Fuel	106 Barbara	Gasoline
Grover Lindberg	526 Washington Avenue	Gasoline
Holiday Station	233 E Frazee Street	Gasoline
M & H Gas	1157 Washington	Gasoline
North Shore Travel Plaza	1129 Hwy 10 E	Gasoline
Orton's 76	Hwy 10 7 215 E Holmes	Gasoline
Petro Plus	E Hwy 10 & E Shore Dr	Gasoline
Pumps & Pantry	Randolph Road	Gasoline
Stop-N-Go	339 E Frazee Street	Gasoline
Seaberg Oil	18443 Hwy 59	Petroleum Products
Columbia Propane	701 Hwy 34 E	Propane
Ferrelgas	18978 Co Hwy 21	Propane
Aquila		Natural Gas

**Facilities That May Contribute to Additional Risk - Part 2**

<u>Facility</u>	<u>Telephone Number</u>
Anglo-American	847-3333
Casey's General Store	846-0925
Cenex Convenience Store	847-3190
Conoco Minute Mart	847-2163
Food-n-Fuel	847-3916
Grover Lindberg	847-2656
Holiday Station	847-4883
M & H Gas	847-5128
North Shore Travel Plaza	846-9426
Petro Plus	847-6633
Pumps & Pantry	847-3635
Seaberg Oil	847-4174
Stop-N-Go	847-3306
Amerigas Propane	847-1133
Ferrelgas	800-745-3262 / 701-235-4211
Peoples Natural / Energy One	800-303-0357

Department of Public Safety  
State of Minnesota  
Emergency Response Commission  
Listing of 302/312 Facilities and 312 Chemicals  
Emergency Management Report

Updated information is not included on disc.

Information will be sent via Amy from the State office.

Insert the information between pages L(B)-8A and L(B)-9.



## Facilities At Risk – Part 1

(School, Hospitals, Nursing Homes, Day Care Centers, etc.)

<u>Facility</u>	<u>Location</u>	<u>Occupancy</u>
Essentia	1027 Washington Ave	87 bed + staff
St. Mary's Nursing Center	1027 Washington Ave	100 bed + staff
Emmanual Community		
Sunnyside Nursing Center		
Middle School	East Central	700 + 90 staff
NW Technical College	Hwy 34 East	600
Adult Learning Center - Community Education	Lincoln & Willow	
Roosevelt Elementary	510 11 <sup>th</sup> Ave.	600 + 100 staff
Rossman Elementary	1221 Rossman	550 + 100 staff
Senior High School	James & Roosevelt	960 + 125 staff
Callaway Elementary		
Ogema Elementary		
Audubon Elementary School		
Lake Park High School		
Frazees Schools		

## Facilities At Risk – Part 2

(School, Hospitals, Nursing Homes, Day Care Centers, etc.)

Facility	Home/Work Phone
Essentia	218-847-5611
Essentia – Oak Crossing	218-847-5611
Ecumen (Emmanual)	218-847-4486
Sunnyside Care Center	218-238-5944
Middle School	218-846-3700
M-State	218-846-7444
Adult Learning Center – Community Education	218-847-4418
Roosevelt Elementary	218-847-1106
Rossman Elementary	218-847-9268
Senior High School	218-847-4491
Callaway Elementary	
Waubun/Ogema Elementary	218-473-2174
	218-473-6171 (Superint.)
	218-473-6173 (Waubun Off.)
	218-473-6172 (Ogema Off.)
	218-473-6175 (ECFE)
Audubon Elementary	218-439-3301
Lake Park High School	218-238-5914
Frazees Schools	218-334-3181

Facilities at Risk – Map A

Attach Map Here

### **Transportation Routes of Extremely Hazardous Materials**

Primary Routes (See Attached Map)

Highway #10  
Burlington Northern Railroad

Secondary Routes (See Attached Map)

Highway 59  
Soo Line Railroad  
Highway 87  
Highway 34

**Pipelines – General Information**

<u>Company</u>	<u>Location</u>	<u>Contact Person</u>	<u>Phone Number</u> <sup>1</sup>
Viking Gas Transmission	Ada, MN	Chris Schulz	218-686-7198 (cell)

**Pipelines – Product Information**

<u>Company</u>	<u>Product(s)</u>	<u>DOT Emergency Response Guide No</u>
Viking Gas Transmission	Natural Gas	1971

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<sup>1</sup>List a 24-hour number, if such number exists.

**Release Determination – Facility**

The following facility(s) have established systems, methods, and/or procedures for determining that a release of a hazardous substance has occurred:

<u>Facility</u>	<u>Description of system, Method and/or Procedure</u>
Quest	5400 lbs. of wet cell batteries on first floor. Observation, Baking Soda for 75 lbs. Mix water and Sulfur Acid Spills

None of the other facilities have automatic detection systems.  
Detection would be by employee observation, sight and smell.

**Population / Area At Risk**

As the result of a hazard analysis conducted by the county, the following area(s) have been identified as being potentially at risk from the release of an extremely hazardous substance:

<u>Facility</u>	<u>Extremely Hazardous Substance</u>	<u>Population Area at Risk Estimate</u>
Viking Gas Pipeline	Natural Gas	Lake Park Audubon Detroit Lakes Large plots of land on either side Of the pipeline in Becker County
Railroad	Unknown	3000 – 4000
Highway Transportation	Unknown	3000 – 4000

Map(s)

RECOMMENDED – Map the location of the “covered” facilities, other facilities, facilities contributing to additional risk, facilities at risk as described on Attachments 1, 2, 3, 4, 5, 6, and 7. (NOTE: these maps, and other information related to the hazard analysis may also be maintained in a separate facility map/information index.)

GENERAL PLANNING GUIDANCE

MAP COLOR CODE STANDARDS\*

<u>Color</u>	<u>Identifier</u>
RED	Section 302 Facilities
GREEN	Non-section 302 Facilities
BLUE	Facilities Contributing to Additional Risk
BLACK	Facilities Subject to Risk
RED (PINK)	Primary Transportation Routes
GREEN	Secondary Transportation Routes
YELLOW	Primary Evacuation Routes
BLUE	Secondary Evacuation Routes

MAP SYMBOL CODING STANDARDS\*

<u>Symbol</u>	<u>Identifier</u>
* STAR (Asterisk)	Section 302 Facilities
□ SQUARE	Non-section 302 Facilities
△ TRIANGLE	Facilities Contributing Additional Risk
○ CIRCLE	Facilities Subject to Risk
———— SOLID LINE	Primary Transportation Route(s)
..... DOTS	Secondary Transportation Route(s)
----- HASH LINE	Primary Evacuation Route(s)
- - - - - BROKEN LINE	Secondary Evacuation Route(s)

Letters may be placed within the open circle to identify specific types of facilities. The following examples are offered as guide lines.

A	Ambulance Station	L	Law Enforcement
C	Church	M	Shopping Mall
D	Day Care Center	N	Nursing Home
F	Fire Station	P	Park
G	Government Offices	R	Recreation Center
H	Hospital	S	School



PIPELINE EMERGENCY

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

NAME: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_

NATURE OF EMERGENCY:

1. Fire \_\_\_\_\_
2. Escaping Gas \_\_\_\_\_
3. Explosion \_\_\_\_\_
4. Natural Disaster \_\_\_\_\_
5. Other \_\_\_\_\_








LOCATION OF REPORTED EMERGENCY:

1. County \_\_\_\_\_
2. Township \_\_\_\_\_
3. Section \_\_\_\_\_
4. Physical Location \_\_\_\_\_  
(Near house, road, railroad, etc.)
5. 911 Address \_\_\_\_\_

In an emergency, advise reporting party to stay clear of the immediate area.

EMERGENCY OPERATIONS PLAN

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-  METER STATION
-  COMPRESSOR STATION
-  MAIN LINE VALVE
-  TAP VALVE
-  CATHODIC UNIT
-  MAIN LINE DRIP
-  YELLOW – GAS LINES

BECKER COUNTY

Attach Map Here

AUDUBON

Attach Map Here

DETROIT LAKES

Attach Map Here

LAKE VIEW

Attach Map Here

BURLINGTON

Attach Map Here

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I. PURPOSE

The purpose of this Annex is to facilitate the response to threats and acts of terrorism in the county which are determined to be of sufficient magnitude to warrant the implementation of this plan and associated Standard Operation Guidelines.

II. SCOPE

This terrorism response plan is a strategic document that:

- A. Applies to all threats or acts of terrorism with the county;
- B. Provides planning guidance and outlines operational concepts for the event crisis and consequence management to a threatened or actual terrorist incident;
- C. Includes guidelines for notification, coordination and leadership of response activities, supporting operations and coordination of emergency public information ;
- D. Acknowledges the unique nature of each incident, capabilities of the local jurisdiction and activities necessary to prevent or mitigate a specific threat or incident; and
- E. Serves as the foundation for further development of detailed regional and state operation plans and procedures.

III. RESPONSIBILITIES

The response to a terrorist threat or incident will entail coordinated, multi-agency actions involving local, state and possible federal agencies.

**A. Crisis Management**

Crisis management is predominately a law enforcement function with support from fire departments and medical personnel and includes measures to identify, acquire and plan the use of resources needed to anticipate, prevent and/or resolve a threat or act of terrorism. In a terrorist incident, a crisis management response may include traditional law enforcement missions, such as intelligence, surveillance, tactical operations, negotiations, forensics and investigations, as well as technical support missions, such as agent identification, search, render safe procedures, transfer and disposal and limited decontamination. In addition to traditional law enforcement missions, crisis management also includes assurance of public health and safety.

**B. Consequence Management**

Consequence management is predominantly an emergency management function and includes measures to protect public health and safety, to restore essential government services and to provide emergency relief to governments, businesses and individuals affected by the consequences of terrorism. These efforts will include protective

actions recommendations, mass decontamination, requests for federal assistance, and restoration of public infrastructure.

### **C. Planning Assumptions and Considerations**

1. It is assumed that no single private or governmental agency possesses the authority and expertise to act unilaterally on the difficult issues that may arise in response to threats or acts of terrorism, particularly if nuclear, radiological, biological or chemical materials are involved.
2. It is assumed that a terrorist incident may occur at any time of day with little or no warning and may involve single or multiple geographic areas that may result in mass casualties.
3. In the case of a biological WMD attack, the effect may be temporally and geographically dispersed with no determined or defined "incident site". Response operations may be conducted over a multi-jurisdictional, multi-state region.
4. A biological WMD attack employing a contagious agent may require quarantine by local and state health officials to contain the disease outbreak.
5. Local, state and federal responders will define working perimeters that overlap. Perimeters may be used by responders to control access and egress to the affected area, to assign operational sectors among responding organizations and to assess the potential effect on the population and environment. Control of these perimeters and response actions may be managed by different authorities, who will report to a unified command center.
6. If appropriate personal protective equipment and capabilities are not available and the area is contaminated with WMD materials, it is possible that response actions into the contaminated area may be delayed until the WMD material has dissipated to a level or when equipment and manpower with appropriate training arrive, that it is safe for emergency response personnel to operate.

## **IV. SITUATION**

### **A. Introduction**

The complexity, scope and potential consequences of a terrorist threat or incident require that there be a rapid and decisive capability to resolve the situation. The resolution to an act of terrorism demands an extraordinary level of coordination of crisis and consequence management functions and technical expertise across all levels of government. The incident may affect a single location or multiple locations, each of which may be a disaster scene, a hazardous scene and/or crime scene simultaneously.

**B. Differences between Terrorism, with or with WMD and Other Incidents**

As with all incidents, terrorism incidents may involve mass casualties and damage to buildings or other types of property. There are several factors surrounding WMD incidents that must be taken into consideration when planning a response.

1. The situation may not be recognizable until there are multiple casualties. Most chemical and biological agents are not detectable and these agents can be carried in containers that resemble ordinary items.
2. There may be multiple events simultaneously or sequentially.
3. Responders are placed at higher risk of becoming casualties because the agents are not readily identifiable and responders become contaminated before recognizing the agent involved. First responders may be targets for secondary releases or explosions.
4. The location of the incident needs to be treated as a crime scene. Preservation and collection of evidence is critical. Therefore it is important to ensure the actions on-scene are coordinated between response organizations to minimize conflicts between law enforcement who view the incident as a crime scene and other responders who view the incident as a hazardous materials or disaster scene.
5. Contamination of critical facilities and large geographic areas may result. Contaminated victims may unknowingly carry the agent to public transportation facilities, businesses, residences, doctor's offices, clinics and hospitals. First responders may also unknowing carry the agent to fire halls, police offices, hospitals and to other locations on subsequent calls because they are unaware of being contaminated.
6. The scope of the incident may expand geometrically and may affect mutual aid jurisdictions. The effects of some chemical and biological agents worsen over time. Airborne agents flow with air currents and may disseminate far from the initial source.
7. There will be a stronger reaction from the public. The thought of exposure to chemical or biological agents or radiation evokes terror in most people. The fear of the unknown makes the public's response more severe.

**V. CONCEPT OF OPERATIONS**

**A. Crisis Management**

1. Local Agency Responsibilities  
The Becker County Sheriff Department is the lead agency. The most senior officer or his/her designee on scene will be Incident Commander and will set up an Incident Command Center [IC]
  - a. Coordinate the operational objectives, strategies and allocate resources

- b. Situation Assessment to evaluate existing conditions, evaluate emerging threats, prioritize incidents and project future needs
- c. Manage communications, utilize the county's Emergency Operations Center [EOC] resources
- d. Manage public information by means of PIO in the EOC
- e. Determine when to call in mutual aid
- f. Request aid from state and federal agencies

### **B. Consequence Management**

1. The Emergency Management is the lead agency. The Emergency Management Director will open and operate the EOC. The Command and Control structure will be managed from the EOC.
  - a. A unified command structure will be employed
  - b. The federal JOC [Joint Operations Center] could be opened
2. The EOC will coordinate with state and federal agencies assistance.
3. The EOC will coordinate volunteers and requested organizations such as the Red Cross and Salvation Army.
4. Emergency Management will keep records during the incident and following for submission for federal funding if available.

### **C. Response Operations**

The response operations phase involves activities necessary to address the immediate and short-term effects of a terrorist threat or incident. These activities support the emergency response with a bilateral focus of law enforcement goals and objectives and the planning and implementation of activities to address the effects of the terrorist incident. An incident with the use of WMD will have consequence activities as a priority.

### **D. Response Deactivation**

Each agency will discontinue emergency response operations when advised that their assistance is no longer required or when statutory or mutual aid agreement limits have been fulfilled.

### **E. Recovery**

The local government with state assistance has the primary responsibility for planning the recovery of the affected area.

This SOG is intended to provide specific guidance for the proper receipt and dissemination of disaster notifications and warnings.

I. GENERAL

The Detroit Lakes Warning Point is responsible for disseminating all watches and warnings to Becker County, except warnings for conditions generated within the county itself.

The Becker County Warning Officer is the Sheriff. The alternate is the Senior Captain.

The Becker County Warning Point is the Law Enforcement Center in Detroit Lakes, which has a 24-hour warning capability.

The Becker County Warning Officer is responsible for ensuring that all notifications and warnings are properly received and disseminated. (Diagram of County Warning System: See Attachment 1, SOG A NW - )

II. Actions to be taken by the County Warning Officer when there is an immediate threat to life:

A. Warning received from Detroit Lakes Warning Point:

1. Weather Emergency

- a. Notify affected municipalities by Telephone Call List. (See Attachment 1, SOG A NW - 6)
- b. Activate sirens by procedures on file in the Becker County dispatch area. (See Attachment 2, SOG A NW - 7)
- c. Notify radio/television stations, and request activation of the Emergency Broadcast System (EAS). (See Attachment 6, SOG A NW – 13,14)
- d. Verify with Fargo Weather Service Office that warning was sent over the NOAA Weather Alert Radio.
- e. Notify population not covered (or not adequately covered) by the outdoor warning system by notifying officials of these areas personally by a deputy sheriff.
- f. Notify the county emergency management director.
- g. Notify key county staff members by telephone. (See Attachment 3, SOG A NW - 8)
- h. Notify key facilities/businesses within the county by telephone call list. (See Attachment 4, SOG A NW – 9)

## 2. Hazardous Materials Incident

The Hazardous Materials Incident Report form will be completed, to the extent possible, for all hazardous materials calls. (See Attachment 5, SOG A NW – 10,11)

For a hazardous materials accident/incident involving the county (i.e., unincorporated areas) and/or multiple jurisdictions and requiring an evacuation, the following actions should be taken:

- a. Obtain accurate description of area to be warned/evacuated and if appropriate evacuation route(s). (See Evacuation, Traffic Control and Security SOG.)
- b. As appropriate, notify affected municipalities by telephone. (See Attachment 1, SOG A NW - 6)
- c. Notify radio/television stations and request activation of the Emergency Broadcast System (EAS). (See Attachment 6, SOG A NW – 13,14)
- d. Notify cable TV (CATV) by touch-tone telephone, for direct access to interrupt broadcasting to deliver message.
- e. Activate sirens, for Becker County if appropriate. Note: House-to-house or route alerting, instead of siren activation, may be required in some circumstances.
- f. Notify population not covered by the outdoor warning system by personal contact by a deputy sheriff.
- g. Notify county emergency management director.
- h. Notify key staff members by telephone as necessary. (For SARA Title III List, See Attachment 7, SOG A NW 16, list)
- i. Notify key facilities/business within the county by telephone. (See Attachment 7, See Attachment 7, SOG A NW 16, list)

## 3. Nuclear Attack

- a. Notify all municipalities in Becker County.
- b. Follow procedures in II. A.1.b. through g. above.

- B. Warning received from within the county:
  - 1. Weather Emergency
    - a. Complete steps II. A.1.a. through A.1.g. listed above (as appropriate).
    - b. Notify Detroit Lakes Warning Point of the emergency actions taken by Becker County. Request them to relay the information to the Fargo National Weather Service Office, via the National Warning System (NAWAS).
  - 2. Hazardous Materials Emergency
    - a. Complete steps A.2.a. through A.2.i. listed above (as appropriate).
    - b. Notify Detroit Lakes Warning Point of the emergency and actions taken by Becker County. Request them to relay the information to the Fargo National Weather Service Office, via NAWAS, if they have not already been contacted.
  
- III. ACTIONS TO BE TAKEN BY THE COUNTY WARNING OFFICER FOR SITUATIONS NOT INVOLVING AN IMMEDIATE THREAT TO PUBLIC SAFETY
  - A. Contact the county emergency management director, or other appropriate local government official, for instructions.
  - B. Notify Detroit Lakes Warning Point of the situation and, if appropriate, request they relay the information to the Fargo National Weather Service Office.
  - C. Notify affected municipalities. (See Attachment 1, SOG A NW - 6)
  
- IV. TESTING PROCEDURES

State policy requires that the state, counties, and municipalities test their public warning systems at 1300 hours (1:00 p.m.) the first Wednesday of each month. Counties and municipalities are encouraged to make advance announcements of each test through local radio, television, and newspapers.

  - A. County

At 1:00 p.m. the first Wednesday of each month the Becker County Warning Point will take the following actions:

    - 1. Be prepared to receive and acknowledge the TEST warning message from the Detroit Lakes Warning Point.

2. When National Warning System (NAWAS) test is received, activate the county's warning sequence lists to extend TEST warning to the following municipalities in Becker County. (See Attachment 3, SOG A NW - 8)
3. Activate the rural warning system by telephone.
4. Test county alert lists and other emergency procedures, as delineated in previous sections of this SOG.
5. Test any outdoor warning sirens that are activated by the county. (See IV.B.1. below for test procedure.)

B. Municipalities

At 1:00 p.m. the first Wednesday of each month, the municipalities in Becker County will take the following actions:

1. Test the outdoor warning sirens in the following ways:
  - a. Sound the (test) ALERT signal. (A steady tone or blast of sirens, horns, whistles, or other devices for a period of one (1) minute.)  

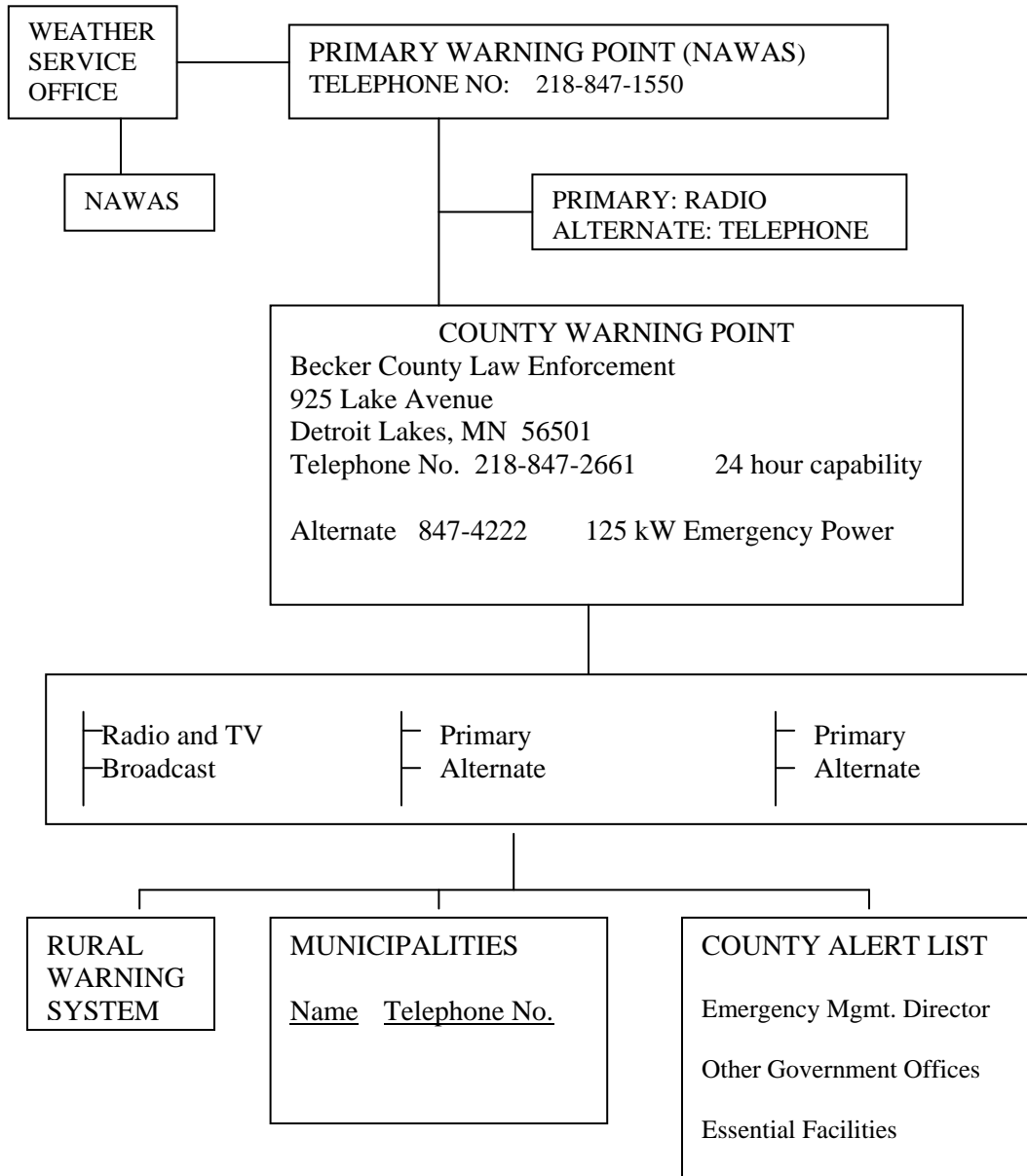
- Wait one minute -
  - b. Sound the (test) ATTACK WARNING signal. (A wailing tone on sirens or a series of short blasts on horns, whistles, or other devices for a period of one (1) minute.)
2. Be prepared to receive and acknowledge the TEST warning from the Becker County Warning Point.
3. Test municipal alert lists and other emergency procedures as delineated in municipal warning point SOG.



## ATTACHMENTS

1. Diagram of Becker County Warning System
2. Becker County Siren Coverage Map
3. County Notification List for Weather Emergencies
4. Facilities/Business to be Notified of Weather Emergencies
5. Hazardous Materials Incident Report form
6. EAS Activation Procedure
7. SARA Title III Hazardous Materials Incident Notification List

**ATTACHMENT 1  
 DIAGRAM OF BECKER COUNTY WARNING SYSTEM**



**ATTACHMENT 2**  
**BECKER COUNTY SIREN COVERAGE MAP**

COMMUNITIES WITH SIREN COVERAGE

Audubon

Callaway

Frazee

Lake Park

Ogema

**ATTACHMENT 3**

**BECKER COUNTY**

**NOTIFICATION LIST FOR WEATHER EMERGENCIES**

	<u>WORK NUMBER</u>	<u>CELL PHONE</u>
Emergency Management Director		
Craig Fontaine	846-7302	218-850-4852
Steve Skoog	846-7310	218-850-8565
Becker County Sheriff	847-2661	218-849-4447
Todd Glander		

Sheriff's Dispatch Center has names and numbers for local units of government officials, clerks and others for notification.

**ATTACHMENT 4  
 FACILITIES/BUSINESSES TO BE NOTIFIED OF  
 WEATHER EMERGENCIES**

Upon receipt of notification of a weather emergency, Becker County Warning Point will notify each city in the County, and it will be the cities responsibility to notify key facilities within their boundaries or jurisdictions.

<u>Name of Facility</u>	<u>Address</u>	<u>Telephone Number</u>	<u>Contact Person</u>	<u>Type of Facility</u>
D.L. Public Schools	702 Lake Ave	847-9271	Superintendent	School
Frazee-Vergas	Frazee	218-334-3181 Ext. 5605	Superintendent	School
D.L. Seventh Day Adventist	404 Richwood Rd.	847-8961	Connie Lund	School
Holy Rosary	1032 Washington Ave.	847-5306 Ext. 202	Mike Connell	School
Audubon/Lake Park	Lake Park	218-238-5914 Ext. 1072	Superintendent Dave Hogie	School
Ogema	Ogema	218-938-4180	Principal	School
Circle of Life	White Earth	218-983-3285 Ext. 269	Kevin Hedstrom	School
Essentia	1027 Washington Ave.	847-5611	Hospital President Peter Jacobson	Hospital
Sunnyside Care Center	16561 Hwy 10	218-238-5944 218-439-3831 Home	Administrator Danielle Olson	Nursing
(Ecumen) Emmanuel Nursing Home	1415 Madison Ave.	847-4486	Administrator Janet Green	Nursing Home
Frazee Care Center	311 West Maple	218-334-4501	Administrator	Nursing Home

**ATTACHMENT 5  
HAZARDOUS MATERIALS INCIDENT REPORT**

DATE\_\_\_\_\_

TIME\_\_\_\_\_AM/PM

**I. CONTACT INFORMATION**

Caller's Name:\_\_\_\_\_

Firm/Agency:\_\_\_\_\_Address:\_\_\_\_\_

City:\_\_\_\_\_County:\_\_\_\_\_

State:\_\_\_\_\_Zip:\_\_\_\_\_

Phone: (Day)\_\_\_\_\_

(Evening)\_\_\_\_\_

**II. RESPONSIBLE PARTY**

Contact Person:\_\_\_\_\_

Firm/Agency:\_\_\_\_\_Address:\_\_\_\_\_

City:\_\_\_\_\_County:\_\_\_\_\_

State:\_\_\_\_\_Zip:\_\_\_\_\_

Phone: (Day):\_\_\_\_\_

(Evening):\_\_\_\_\_

**Date and Time** of Incident:\_\_\_\_\_

**Location** of incident (street, city, county):\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Material(s) and quantity:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is released material near surface water? Yes No Specify \_\_\_\_\_

Has the released material been contained? Yes No Specify \_\_\_\_\_

Evacuation: Yes No Pending Number of people \_\_\_\_\_

Material released to: Air Water Soil Asphalt/Concrete Other (specify) \_\_\_\_\_

\_\_\_\_\_

General description of area affected: Urban Rural Residential

Industrial Commercial

For fixed facilities, has the material escaped from the facility or facility property?:

Yes No Unknown

**IV. DESCRIPTION OF INCIDENT**

**(Circle as appropriate, AND describe below.)**

Spill / Equipment Malfunction / Air Release / Dumping / Sewage Bypass / Complaint

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**IS THIS A BUSINESS OR GOVERNMENT FACILITY REPORTING IN COMPLIANCE  
WITH SARA TITLE III, SECTION 304?    Yes    No    Unknown**



**ATTACHMENT 6**  
**EMERGENCY BROADCAST SYSTEM (EAS) ACTIVATION PROCEDURE**

I. PURPOSE

To establish the county's procedure for activating the Emergency Broadcast System (EAS) in order to provide rapid dissemination of emergency information and instructions to the public.

II. NORTHWEST MINNESOTA EAS OPERATIONAL AREA

Becker County is located in the Northwest Minnesota EAS Operational Area. The procedure for activation of the EAS, as described below, is in accordance with the operational procedures established in the Northwest Minnesota EAS Operational Area.

III. ACTIVATION PROCEDURE

A. EAS Activation (without two-tone attention signal)

If the emergency is of a localized nature, or is not life-threatening the Becker County Warning Point or Becker County Emergency Management Director will contact KRCQ, KDLM, KOOL-95 and cable TV3 by telephone, and request that the prepared emergency message be broadcast. This system is used to disseminate disaster/emergency information.

NOTE: Prior to the activation of the county's outdoor warning system, the appropriate news media should be contacted.

The following steps will be taken when contacting the stations listed above:

1. The authorized individual(s) will use the pre-established authentication code, whenever requesting activation of the EAS (unless your county has a dedicated telephone line to the station[s]).
2. The authorized individual(s) will use the authentication language when requesting activation of the EAS without the two-tone attention signal. (See Tab B – Request for EAS Activation: Authentication Language. The authentication language should be prepared jointly by the broadcasters and the Becker County emergency management director.)
3. The authorized individual(s) will then, read it “live” over the air for Cable TV and read it to the broadcaster for all other radio and television stations.

B. EAS Activation (with two-tone attention signal)

If the emergency is life threatening or will be wide spread, and will require citizens to take specified actions, the county will contact KRCQ, KDLM, KOOL-95 and cable TV3 the Common Program Control Station [CPCS]-1 by telephone request that the prepared message be broadcast.

The following steps will be used when contacting the radio station:

1. The authorized individual(s) will use the county's authentication code, whenever requesting activation of the EAS.
2. The authorized individual(s) will use the authentication language, then the emergency message when requesting activation of the EAS with the two-tone attention signal. (See Tab B – Request for EAS Activation: Authentication Language.) The authentication language should be prepared jointly by the broadcasters and the Becker County emergency management director.
3. The authorized individual(s) will then read it “live” over the air for cable television and read it to the broadcaster for all other stations.

#### IV. TESTING/EXERCISING PROCEDURES

This EAS procedure will be exercised in conjunction with required/planned exercises of the county's emergency response capabilities. Corrective action will be taken on any deficiencies identified during the exercise.

Semi-annually, the Becker County emergency management director and the broadcasters of KRCQ, KDLM, KOOL-95, and cable TV3 and local stations will review this EAS procedure, and make modifications if necessary.

#### TABS:

- A. List of EAS Stations with Coverage in your County

### LIST OF EAS STATIONS WITH COVERAGE IN BECKER COUNTY<sup>1</sup>

<u>Call Letters</u>	<u>EAS Frequency</u>	<u>Designation</u>	<u>Contact Person/ City</u>	<u>Telephone Number</u>
KDLM	1340	Primary	Detroit Lakes	847-5624
KRCQ	102.3	Primary	Detroit Lakes	847-2001
TV3		Primary	Detroit Lakes	847-9669

<sup>1</sup>List only those stations with a minimum of a five percent area of coverage.

- B. Request for EAS Activation: Authentication Language

**REQUEST FOR EAS ACTIVATION:**

**AUTENTICATION LANGUAGE**

- I. EAS activation authentication language to use when a two-tone attention signal **IS NOT being requested.**

Security Code available at Warning Point and from Emergency Management Director.

- II. EAS activation authentication language to use when a two-tone attention signal **IS being requested.**

Security Code available at Warning Point and from Emergency Management Director.

**ATTACHMENT 7**  
**SARA TITLE III HAZARDOUS MATERIALS INCIDENT**

**NOTIFICATION LIST**

I. NOTIFICATIONS AND WARNINGS BY FACILITIES

A. Notifications

Facilities in Becker County are responsible for making the following notifications, in the order listed, in the event of an accidental release, which is subject to the reporting requirements of Section 304:

1. Local officials: 9-1-1
2. State Emergency Number (state duty officer): 1-800-422-0798 (outside Minneapolis-St. Paul metro area), 651- 649-5451 (Minneapolis-St. Paul metro area)
3. National Response Center: 1-800-424-8802

B. Warnings

The following facilities in Becker County have warning systems in place, which they will activate to alert the public in the event of an emergency release of hazardous materials:

All City Fire Departments

II. NOTIFICATIONS BY THE COUNTY WARNING POINT

A. Key Officials

See Attachment 3 of this section  
Mayors of affected Cities  
Red Cross  
Salvation Army

This SOG is intended to provide specific guidance for the proper receipt and dissemination of disaster notifications and warnings.

I. INCIDENT COMMAND SYSTEM (ICS)

- A. The Minnesota Incident Management System (MIMS) will be used based on the National Incident Management (NIMS) latest version.

II. EMERGENCY OPERATIONS CENTER: FACILITIES AND CAPABILITIES

- A. The primary EOC is located on the 3<sup>rd</sup> floor of the Becker County Courthouse. The Alternate EOC is in the Becker County Law Enforcement Center.
- B. Emergency power for the EOC will be supplied by a 75 kW generator located in the Becker County Law Enforcement Center. The generator uses diesel as fuel, and has an attached 10,000 gallon, below ground tank. In the event of an emergency, the generator is automatically switched over. Emergency power supply to the alternate EOC is a 30 kW generator.
- C. Water for the EOC is supplied by city mains. Radiological or other decontamination available through showers and State Decontamination Trailer based with the Detroit Lakes Fire Department.
- D. Food for the EOC will be supplied by privately owned food markets. Refer to page of the Resource Manual for a list of the food supplies.
- E. Maps (jurisdiction, DEM region, county), status boards, and special reporting forms are located in the EOC. **Each agency is responsible for maintaining its own status boards. The county emergency management director will assign one of his/hew support staff to prepare and update a significant events log.** EOC support staff will also be assigned as necessary to disaster analysis, and to maintaining a damage assessment status board.
- F. The office equipment to be used in the EOC is that which is used in daily routine operations. Each agency is required to provide any supplemental equipment or supplies pertinent to their operational responsibilities. **(If it becomes necessary to abandon the primary EOC and move to the alternate EOC, the county emergency management directors' support staff will assist in coordinating the move and providing transportation.)**
- G. A medical kit is available in the EOC; however, staff personnel will be advised to bring any special medications as well as necessary clothing to the EOC. Medical supplies are available at the alternate EOC.
- H. See Attachments 4, 5, and 6 (SOG B DC – 10, 11, 12-14) for EOC communications capabilities.

### III. ACTIVATION AND STAFFING OF THE EOC

- A. In the event of a major disaster, EOC staff will be expected to automatically report to the EOC. However, the county emergency management director is responsible for ensuring that the EOC is activated according to pre-established criteria. (See the Direction and Control Annex B.)
- B. The emergency management director will alert the emergency service chiefs, as necessary via telephone or radio:
  - 1. Staff will be requested to report to the EOC on an as-needed basis only, as determined by the emergency.
  - 2. EOC staffing as a result of a hazardous materials incident will be in accord with the seriousness of the incident.
  - 3. EOC staffing as a result of a nuclear disaster will follow the Readiness Condition (REACON) Actions. (See Attachment 2, SOG B DC – 5,6)
- C. The EOC has a staff of eighteen. (See Attachment 1, SOG B DC – 3,4 for Personnel Directory.) Each EOC emergency service chief is responsible for the activation of his/her EOC support staff, in order to carry out his/her agency's emergency response role.
- D. When the decision is made to activate the EOC, the sheriff will immediately assign personnel, as required, to provide security.
- E. **If the decision is made to move from the primary EOC to the alternate EOC, the county emergency management director and his/her support staff will work with all agencies in coordinating the move. The sheriff would coordinate the communication requirements for the alternate EOC.**

#### ATTACHMENTS:

- 1. EOC Personnel Directory (position/function, number of support staff, name, telephone number)
- 2. Readiness Condition (REACON) Actions
- 3. Operational Reports and Procedures
- 4. Radio Communication Capability
- 5. Telephone Communication Capability
- 6. Communications Overview
- 7. EOC Floor Plan – Attachment 7 to this SOG

**ATTACHMENT 1  
 EOC PERSONNEL DIRECTORY**

POSITION / FUNCTION	NUMBER OF STAFF	SUPPORT	NAME	TELEPHONE NUMBER	PAGER NUMBER
1. Notification and Warning		Becker County Sheriff	Todd Glander	WK 847-2661 218-849-4447	
2. Direction and Control		Emergency Services Manager	Craig Fontaine	WK 846-7302 Cell 218-850-4852	
3. Emergency Public Information		Becker County Administrator	Jack Ingstad	WK 846-7301	
4. Search and Rescue		Becker County Sheriff	Todd Glander	WK 847-2661 218-849-4447	
5. Health / Medical Ambulance		Public Health Administrator		WK 847-2661	
6. Evacuation, Traffic Control and Security		Becker County Sheriff	Todd Glander	WK 847-2661 218-849-4777	
7. Fire Protection		Detroit Lakes Fire Chief		WK 847-2661	
8. Damage Assessment		Emergency Services Manager		WK 846-7302 218-850-4852	
9. Congregate Care		Social Services Director		WK 847-2661	
10. Debris Clearance		County Engineer		WK 847-4463	
11. Utilities Restoration		Emergency Services Manager		WK 846-7302 Cell 218-850-4852	

12. Radiological / Hazardous Materials Protection		Radiological Officer		WK	
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**Jack Ingstad**  
Becker County Administrator

Telephone Number  
WK: 846-7201

**Craig Fontaine**  
Becker County Emergency Manager

Telephone Number  
WK: 218-846-7302  
Cell: 218-850-5852

**Steve Skoog**  
Becker County Emergency Manager

Telephone Number  
WK: 218-846-7310  
Cell: 218-850-8565

**Todd Glander, Sheriff**  
Alternate Becker County Emergency Coordinator  
Work address: Becker County Sheriff's Department

Telephone Number  
WK: 218-847-2661  
Cell: 218-849-4777



**ATTACHMENT 2**  
**READINESS CONDITION (REACON) ACTIONS**  
**(For Nuclear Disasters)**

**READINESS CONDITION 3**

This condition depicts a worsening international situation, to the point that a possible break in diplomatic relations may occur.

This information will be received from the Federal Emergency Management Agency through the NAWAS (National Warning System).

The following actions are to be taken:

1. The county emergency management director will notify the chairman of the county board of commissioners, and the chairman will notify the county board.
2. The county emergency management director will mobilize key staff personnel and will check the operating procedures of the respective emergency government services.
3. The county emergency management director will advise the public that emergency procedures are being reviewed by the county and local government. No action by the public will be required.

**READINESS CONDITION 2**

This condition depicts a serious deterioration of international relations, a possible breach of those relations and a possibility of hostile actions. This information would be received from the Federal Emergency Management through the NAWAS.

The following actions are to be taken:

1. The county emergency management director will notify the chairman of the county board of commissioners, and the chairman will notify the county board.
2. The county emergency management director will notify key staff personnel and place them on a standby basis.
3. The county emergency operating center will be activated and placed on a standby basis.
4. Public information describing the situation and the action local government is taking should be disseminated.
5. The public is further advised to review their individual and family emergency action plans.
6. The federal authorities may direct initiation of the evacuation of people from potential target areas.

### **READINESS CONDITION 1**

This condition depicts a situation where in the president of the United States has advised the governor and the public that war is imminent, or that hostilities have already occurred.

The following actions are to be taken:

1. The chair of the county board of commissioners will convene the board in an emergency session.
2. The county emergency operating center is to be operational on a 24-hour basis.
3. The staff will be fully mobilized.
4. Emergency management officials will prepare to open public fallout shelters.

Warning guidance may be received via the State Warning System, prior to or concurrent with REACON 1.

### ATTACHMENT 3 OPERATIONAL REPORTS AND PROCEDURES

The purpose of this attachment is to establish a uniform system for reporting information that is essential for emergency operations at local, state, and federal levels.

#### Types of Reports

Reports are divided into three general categories: the reports used to increase readiness during the pre-emergency phase, those used to describe the situation during a disaster, and those designed to describe recovery effort after a disaster.

A. Pre-emergency (nuclear disasters)

1. Readiness Condition Reports

(Readiness Conditions (REACONS) are described in Attachment 2.)

2. Increased Readiness Reporting (IRR) local status form.

A FEMA IRR form will be used to evaluate public and local government actions-to-date, and the readiness posture for additional emergency actions. DEM regional coordinators will designate specific municipal and/or county emergency management directors to prepare and forward IRR forms. Regional coordinators will then consolidate the forms, and forward them to the DEM central office.

B. Emergency (nuclear and peacetime disasters)

Upon the occurrence of a disaster, the reports described below will be sent by local government officials to DEM regional coordinators. The coordinators, in turn, will forward them by flash message (i.e., over NAWAS, FNATS, or FNARS) to DEM and/or FEMA.

1. Initial Report

a. Nuclear Detonation (NUDET)

These reports include: sighting location, damage area, and air surface burst evaluation.

b. Fallout Arrival

This portion of the report is completed when a (radiation) reading of 0.5R/hr is first detected.

2. Basic Operational Situation Report

This report is “flashed” by voice to the regional state EOC as soon as information is available on either fallout or fire, or on changes from the previously reported condition.

3. Natural Disaster Damage Assessment Reports

When necessary and when requested, these reports will be provided by local government to DEM.

C. Recovery (nuclear and peacetime disasters)

Action reports showing recovery efforts following a disaster will be submitted by counties to DEM regional coordinators. These reports will cover the following:

1. The scope of the disaster; including casualties damages sustained by both public and private property; nature of resources and where used, and personnel involved in rescue, security provisions, and restoration operations.
2. Whether or not applications will be submitted for state and/or federal financial assistance.

INITIAL REPORT

NUCLEAR DETONATION (NUDET)

TITLE: \_\_\_\_\_

SIGHTING LOCATION: \_\_\_\_\_

DAMAGE AREA: \_\_\_\_\_

AIR SURFACE BURST EVALUATION: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

FALLOUT ARRIVAL: (Time 0.5R/hr. is first detected) \_\_\_\_\_

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**ATTACHMENT 4**  
**RADIO COMMUNICATION CAPABILITIES**

Radio Communications will be coordinated by the Becker County Sheriff's Dispatch Center on assigned frequencies. Frequencies will be changed according to needs of the particular emergency.

Amateur Radio operators of the Detroit Lakes Amateur Radio Club can and will be called in as needed.

Detroit Lakes Amateur Radio Club President – Mark Daniels – 844-6331

**ATTACHMENT 5  
TELEPHONE COMMUNICATION CAPABILITIES**

- A. Telephone numbers by position within the EOC (See Attachment 1 for office and home numbers):

<u>Position</u>	<u>Name</u>	<u>Telephone No. Assigned</u>
County Sheriff	Kelly Shannon	847-2661
Dispatcher		911
EMD Director	Craig Fontaine	911
EMD Director	Steve Skoog	911

- B. Dedicated Telephone Lines

<u>Circuit Number</u>	<u>From</u>	<u>To</u>
None		

- C. Facsimile Machines

<u>Organization</u>	<u>Telephone Number</u>	<u>Manual/Automatic</u>
Law Enforcement	218-847-1604	

- D. Date Lines

<u>Organization</u>	<u>Telephone Number</u>	<u>Information Available On</u>
Law Enforcement	847-2661	

- E. FAX 847-1604

<u>Organization</u>	<u>Transmit</u>	<u>Receive</u>
		Criminal Justice Information System, direct data line

**ATTACHMENT 6  
COMMUNICATIONS OVERVIEW**

**SECTION A. KEY OFFICIALS / EMERGENCY STAFF**

No. Of EOC Staff	No. With Mobile Radio	No. With Pagers
18	27	49

Pager system activated by dispatch.

**SECTION B. COMMUNICATION LINK WITH OTHER EOCs**

<u>State EOC</u>	<u>DEM Region</u>	<u>Cities</u>	<u>Surrounding Counties</u>
Radio _____	Radio _____	Radio <u>  x  </u>	Radio <u>  x  </u>
Telephone <u>  x  </u>	Telephone <u>  x  </u>	Telephone <u>  x  </u>	Telephone <u>  x  </u>
Facsimile _____	Facsimile _____	Facsimile _____	Facsimile _____
Data Lines _____	Data Lines _____	Data Lines _____	Data Lines _____
Ded. Phone _____	Ded. Phone _____	Ded. Phone _____	Ded. Phone _____

**SECTION C. DIRECTION AND CONTRON NET**

D & C Net:	Day-to-Day Radio Dispatch:	Base Station Located:
Transmit <u>  x  </u>	From EOC <u>  x  </u>	In EOC <u>  x  </u>
Receive <u>  x  </u>	Outside of EOC <u>  x  </u>	Remoted into EOC <u>  x  </u>



**SECTION D. WARNING SYSTEMS**

Outdoor: No. Of Radio Activated Sirens   0    
 No. Of Landline Sirens     0      
 No. Of Fire Sirens    14   

Indoor:

<u>Type of Facility</u>	<u>Number</u>	<u>Type of Alert Receiver</u>	<u>Emergency Telephone</u>
<u>NONE</u>	<u>          </u>	<u>                          </u>	<u>                          </u>
<u>          </u>	<u>          </u>	<u>                          </u>	<u>                          </u>
<u>          </u>	<u>          </u>	<u>                          </u>	<u>                          </u>
<u>          </u>	<u>          </u>	<u>                          </u>	<u>                          </u>
<u>          </u>	<u>          </u>	<u>                          </u>	<u>                          </u>

**SECTION E. EMERGENCY PUBLIC INFORMATION SYSTEM**

<u>EBS/TV Radio Stations</u>		<u>Radio Communications</u>		<u>Telephone Communications</u>
<u>Call Sign</u>	<u>CPCS-1</u>	<u>CPCS-2</u>	<u>(Frequency)</u>	<u>(Number)</u>
<u>KDLM</u>	<u>1340</u>	<u>          </u>	<u>0.25/1kw U</u>	<u>847-5624</u>
<u>KRCQ</u>	<u>102.3</u>	<u>          </u>	<u>          </u>	<u>847-2001</u>
<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

<u>CATV Company</u>	<u>Telephone Number</u>	<u>Contact Person</u>
<u>TV3</u>	<u>847-9669</u>	<u>DIRECT ACCESS</u>
<u>          </u>	<u>          </u>	<u>          </u>
<u>          </u>	<u>          </u>	<u>          </u>
<u>          </u>	<u>          </u>	<u>          </u>

**SECTION F. RADIOLOGICAL MONITORING REPORTING SYSTEM**

No. Of Services / Organizations with Reporting Responsibilities             
 No. By Radio            No. By Telephone

**SECTION G. OTHER COMMUNICATIONS IN EOC**  
**(Include additional equipment that can be utilized)**

<u>Organization</u>	<u>Radio Capability (Frequency)</u>	<u>Telephone Capability (Number)</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**SECTION H. TELEPHONE CAPABILITY IN EOC**

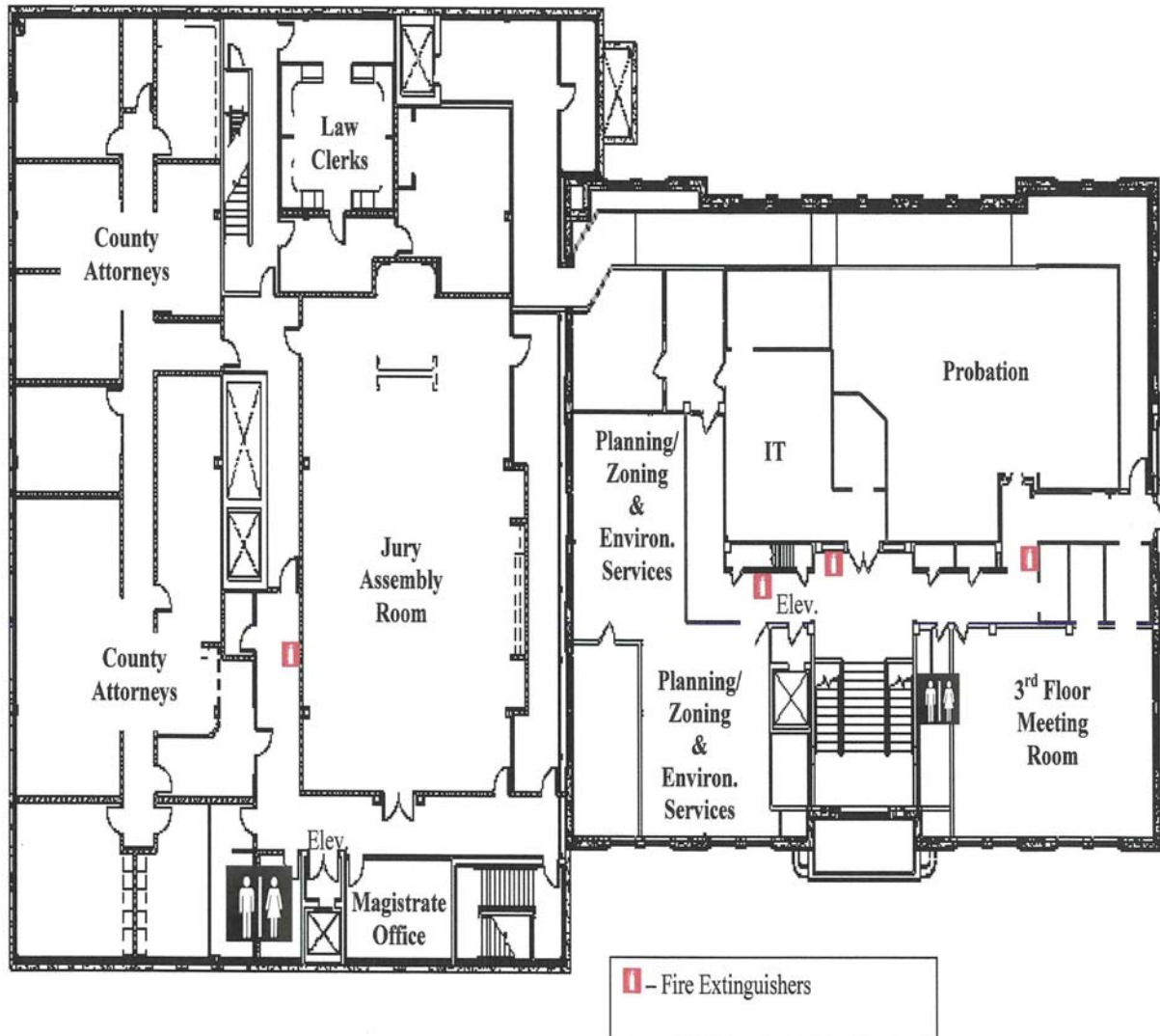
Total No. Of telephone lines 7                      No. Of telephones in place 7

No. Of telephones brought in by agency representative \_\_\_\_\_

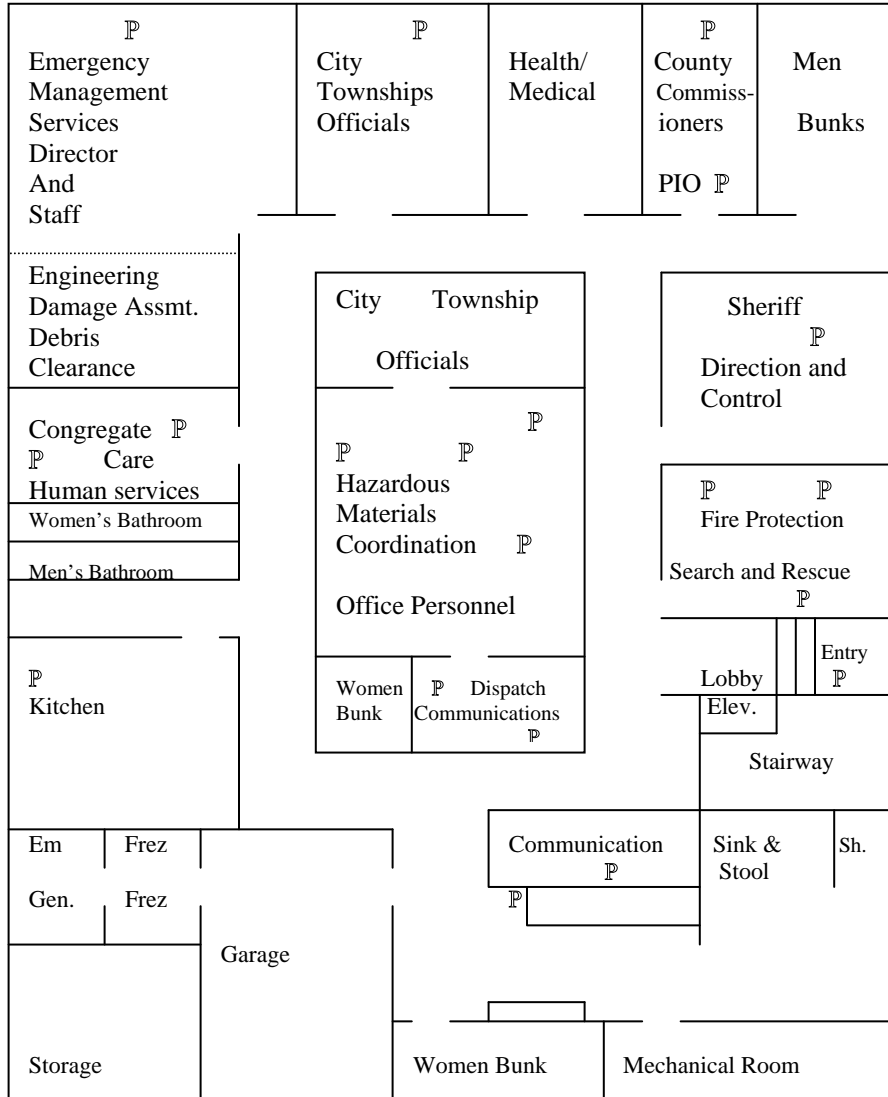
<u>Position</u>	<u>Telephone No.</u>
<u>Sheriff</u> _____	<u>847-2661</u>
<u>County Administrator</u> _____	<u>846-7301</u>
<u>Fire</u> _____	<u>847-2661</u>
<u>Health</u> _____	<u>847-5628 x397</u>
<u>Emergency Services Director</u> _____	<u>846-7310; 847-7302</u>
<u>Social Services</u> _____	<u>847-5628</u>
<u>County Engineer</u> _____	<u>847-4463</u>

**ATTACHMENT 7**  
**PRIMARY EMERGENCY OPERATING CENTER FLOOR PLAN**  
**3<sup>RD</sup> FLOOR MEETING ROOM (SW CORNER)**

**Becker County Courthouse**  
**3<sup>rd</sup> Floor**



**ATTACHMENT 8  
 BACKUP EOC LOCATED IN SHERIFF'S OFFICE**



I. PURPOSE

The purpose of this standard operating guide (SOG) is to spell out the specific tasks to be performed by the public information officer (PIO) and his/her "staff".

II. PROCEDURES

- A. Contact other public information staff members, and review the situation.
- B. Contact key county emergency operations agencies and services (sheriff, county engineer, human services director, emergency management director, etc.), and obtain information on the status of the disaster/emergency.
- C. Review the propositioned copy of the Emergency Public Information (EPI) supplement. (Nuclear attacks only.)
- D. Inform the media of the county's public information system and schedule.
- E. Accept media and public inquiries.
- F. Release prepared messages to the media.
- G. Confer with state, federal and private sector agencies in order to obtain and coordinate the release of technical information to the media and public.

III. LISTING OF AVAILABLE MEDIA SOURCES

A. Radio Stations:

- |    |      |               |   |
|----|------|---------------|---|
| 1. | KDLM | Detroit Lakes | 218-847-5624                                    |
| 2. | KFGO | Fargo         | 701-237-5948 (studio)<br>701-237-5346 (f. desk) |
| 3. | KQWB | Fargo         | 701-237-4500                                    |
| 4. | KVOX | Fargo         | 701-241-9936 (studio)<br>701-237-4500 (f. desk) |
| 5. | WDAY | Fargo         | 701-293-9000 (studio)<br>701-237-6500 (f. desk) |
| 6. | KRCQ | Detroit Lakes | 218-847-2001                                    |

B. TV Stations:

- |    |                |               |              |
|----|----------------|---------------|--------------|
| 1. | WDAY           | Fargo         | 701-237-6500 |
| 2. | KXJB           | Fargo         | 701-282-0444 |
| 3. | Prairie Public | Fargo         | 701-241-6900 |
| 4. | TV 3           | Detroit Lakes | 218-846-9669 |
| 5. | Cable 1        | Alexandria    | 320-762-9908 |
| 6. | KVRR-TV        | Fargo         | 701-277-1515 |
| 7. | KVLY           | Fargo         | 701-237-5211 |

C. Newspapers:

- |    |                       |               |              |
|----|-----------------------|---------------|--------------|
| 1. | Detroit Lakes Tribune | Detroit Lakes | 218-847-3151 |
| 2. | Fraze Forum           | Fraze         | 218-334-3566 |
| 3. | Lake Park Journal     | Lake Park     | 218-238-6872 |
| 4. | Lake Area Press       | Detroit Lakes | 218-847-3151 |
| 5. | Lakes Country Conn.   | Hawley        | 218-483-3306 |

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I. PURPOSE

The purpose of this standard operating guide (SOG) is to spell out the specific tasks to be performed by Public Health and Medical personnel

II. PROCEDURE

The specific plans and policies are listed in the Becker County Community Health Services Emergency Plan. The plan, if unavailable can be accessed from Becker County Community Health Services [218] 847-5628 ext 413 which is the Public Health Nursing Planner. Chapters in the plan are:

- A. Communication Plan
- B. Emergency Operations Plan and Hazards Assessment
- C. Essential Personnel
- D. Isolation and Quarantine
- E. Mass Clinic Plan
- F. Northwest Regional Training Plan
- G. Northwest Strategic National Stockpile
- H. Public Health Disaster Annex
- I. Special Populations

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This standard operating guide (SOG F) is intended to provide specific guidance for a potential evacuation of Becker County residents.

I. GENERAL

- A. At the time the decision is made to carry out an evacuation of some/all of Becker County's residents, the Becker County Sheriff will have primary responsibility for ensuring that the affected residents and facilities (school, hospitals, nursing homes, business/industries, etc.) are notified of the need to evacuate. Notification will be accomplished by: Radio and/or TV stations (See SOG A, Attachment 6, p. SOG A NW - 13), personal contact, Code Red and whatever other means the county deems necessary.
- B. The selection of specific evacuation routes will be based on the extent of the evacuation required, weather and road conditions, and other factors.
- C. A listing of both the congregate care facilities and the fallout shelter facilities that can be used to house evacuees is included in the county resource manual. (Detailed information concerning congregate care arrangements is included in the Congregate Care Annex I and related SOG I.)

II. EVACUATION REQUIRED DUE TO A HAZARDOUS MATERIALS ACCIDENT/INCIDENT

- A. Release from a Section 302 (SARA Title III) Facility
  - 1. The potential "populations at risk" that could need to be evacuated in the event of an accidental release from the Section 302 facilities in Becker County have been pre-identified. (See Annex L (B), Radiological/Hazardous Materials Protection).
  - 2. Pre-identified primary and secondary evacuation routes for the "population at risk" for each Section 302 facility are included in Annex F, Section V. Primary and Secondary Evacuation Routes for Section 302 Facility "Populations at Risk" (p. F-3).

B. Other Hazardous Materials Accidents/Incidents

Evacuation may be required due a hazardous materials spill/release not involving a (SARA Title III) Section 302 facility. Such a determination will be made some time following the initial response to the accident/incident: and following an assessment of its current and potential threat to public safety.

III. EVACUATION REQUIRED DUE TO A WIDE-SPREAD NUCLEAR EMERGENCY

Through a comprehensive study, the federal government has determined that some areas of Minnesota would be targeted in the event of a large-scale nuclear attack. These areas of high-risk are called **hazard** areas. Areas outside the hazard areas are termed **reception** areas. An evacuation of people from the hazard areas to the reception areas, before a nuclear attack, would greatly increase the safety of Minnesota residents.

Attachment 1 (SOG F ETCS – 3) shows the hazard and reception areas in Minnesota. Becker County is a hazard county.

- A. The highways that would be the main routes of transportation for **Becker County** hazard area residents evacuating into Wilkin, Otter Tail, Clay and Norman Counties are: US Hwy 59, Hwy 10 and MN Hwy 34. These highways, along with their estimated traffic capacities, and the municipalities, which the county has designated as reception communities, are shown on the attached county map. (Attachment 2)
- B. Traffic control points will be established at all major intersections. Two-way traffic will be maintained on all highways and streets.
- C. Rest areas will be established for the aid and convenience of people evacuating the county. Evacuees will be able to obtain fuel, water, medical aid, vehicle maintenance, and information and comfort facilities at the rest areas.
- D. People requiring transportation should report to one of the staging areas. Mass transportation to the reception areas will only be provided from these points. Mobility-impaired persons or those unable to get to one of these locations should call 911 for assistance. Transportation from the staging area to reception areas will be provided by direction of the resource coordinator at the EOC. A listing of public properties and shopping areas that may be used as staging areas for a large-scale evacuation are listed in Attachment 4, SOG F ETCS – 8-13.
- E. Upon arriving at the reception county, evacuees will register and be given information to assist them in locating their host facility. This information will include routes, shelter locations, parking spaces, eating assignments, and medical aid if needed.

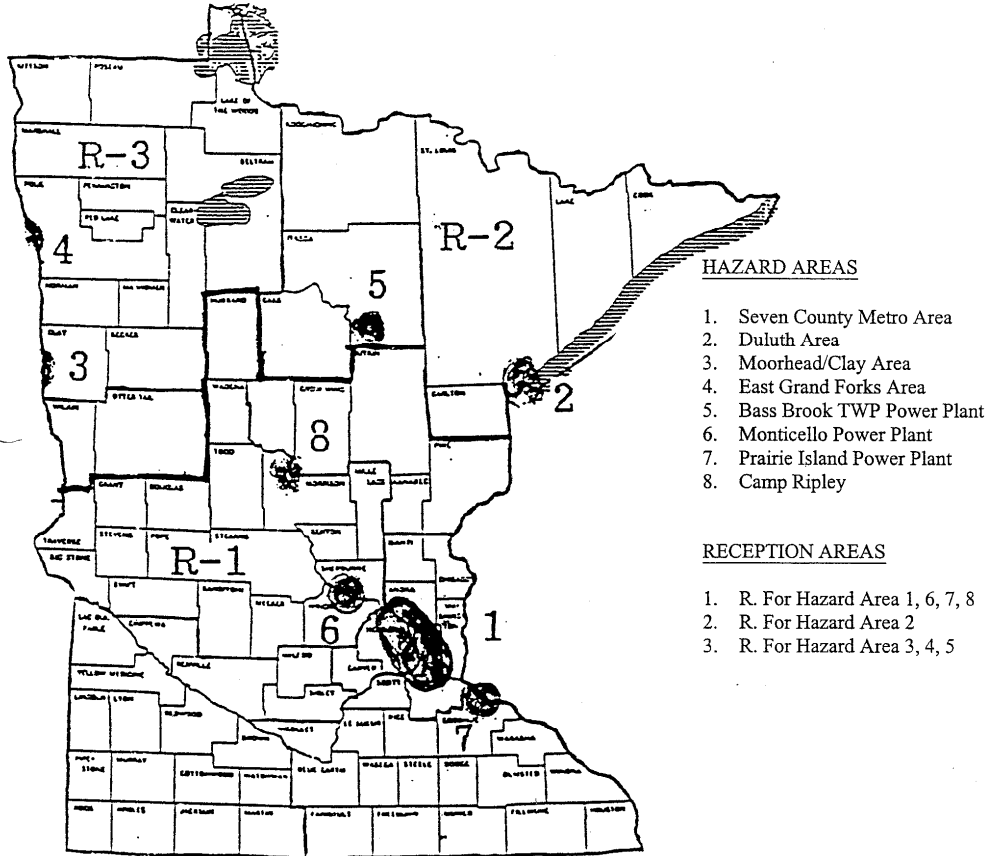
#### ATTACHMENTS

- 1. Minnesota Hazard And Reception Areas Map
- 2. Map of Evacuation Routes Traffic Control Points and Rest Areas
- 3. List of Evacuation Routes and reception Sites for Hazard Communities
- 4. Becker County Traffic Control Points and Reception Centers, Districts 1 - 5

ATTACHMENT 1

MINNESOTA HAZARD AND RECEPTION AREAS MAP

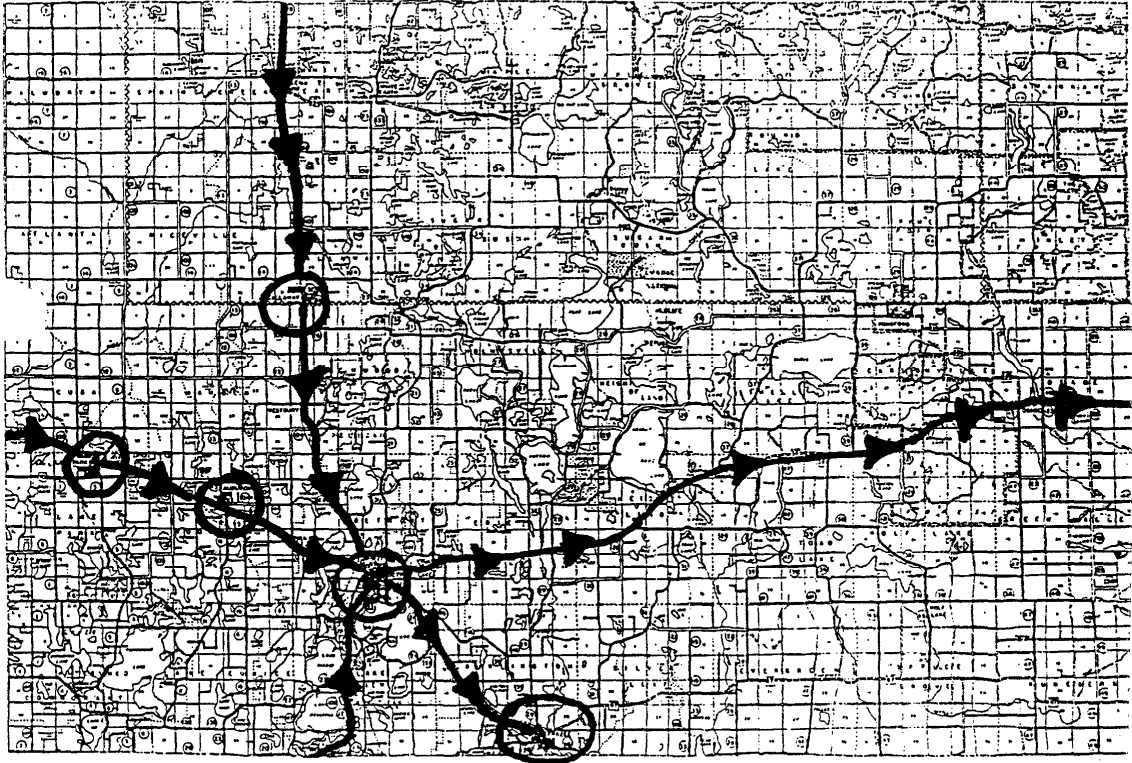
MINNESOTA HAZARD AND RECEPTION AREAS MAP



Shaded areas indicate potential blast over pressures of 2.0 pounds per square inch or more.

**ATTACHMENT 2**

**TRAFFIC FLOW AND RECEPTION COMMUNITIES**



**ATTACHMENT 3  
 HAZARD AREA #3**

**BECKER COUNTY**

Becker County will receive the effects of any nuclear weapons dropped on the neighboring community of Fargo, ND. It is assumed that radioactive fallout resulting from surface bursts will spread into Becker County and the threat of 2 psi overpressure will affect areas within 45 miles of ground zero.

**COMMUNITY EVACUATION ROUTES AND RECEPTION SITES  
 FOR NON-ESSENTIAL WORK FORCE**

<u>COMMUNITY</u>	<u>NON ESSENTIAL</u>	<u>EVACUATION ROUTES</u>	<u>RECEPTION SITE &amp; COUNTY</u>
Audubon City	416	US 10 East to	Detroit Lakes
Callaway City	218	Hwy 59 North to Hwy 59 South to	White Earth Detroit Lakes
Detroit Lakes City	7,316	Hwy 59 North to Hwy 59 South to Hwy 10 East to Hwy 10 West to	Callaway, Ogema Pelican Rapids Frazee, Perham Audubon, Lake Park
Frazee City	1233	Hwy 10 East to Hwy 10 West to	Perham Detroit Lakes
Lake Park City	656	Hwy 10 East to Hwy 10 West to	Audubon, Detroit Lakes Hawley
Ogema City	156	Hwy 59 North to Hwy 59 South to	Waubun Callaway
Wolf Lake City	33	County 38 South to Hwy 87 West to	Frazee

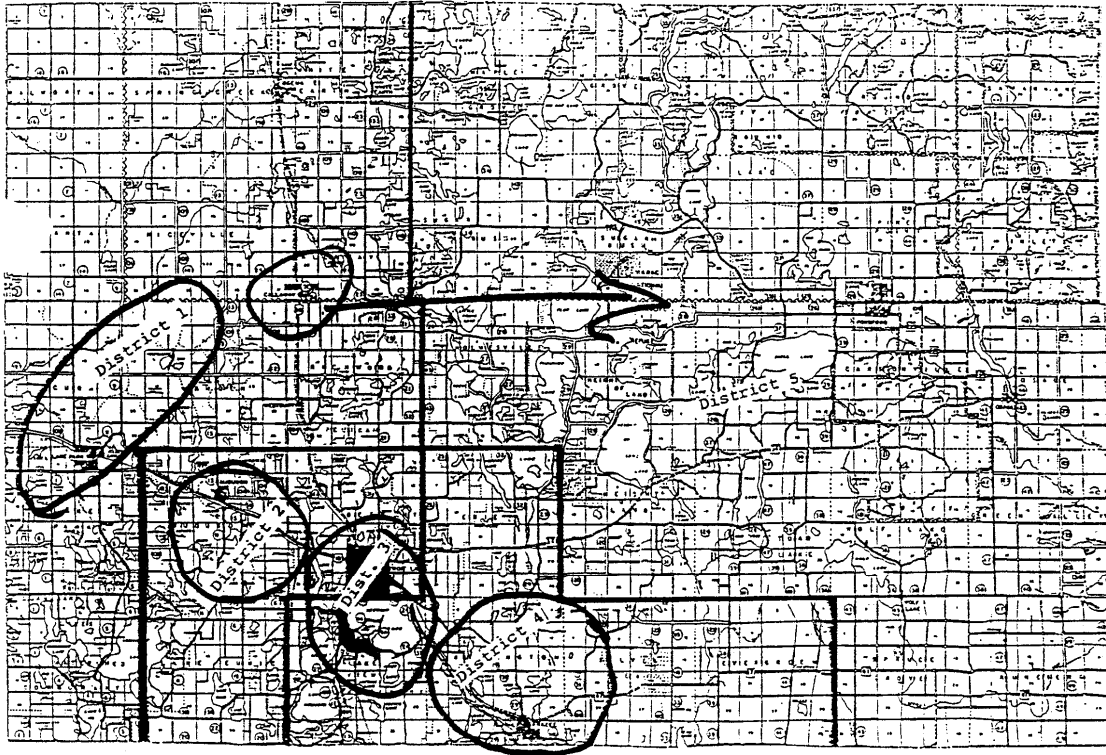
**MINNESOTA STATE DEMOGRAPHER  
 2002 POPULATION AND HOUSEHOLD ESTIMATES**

	2000		1997	
	POPULATION	HOUSEHOLDS	POPULATION	HOUSEHOLDS
BECKER COUNTY				
ATLANTA TOWNSHIP	114	44	141	39
AUDUBON CITY	458	183	411	149

	2000		1997	
	POPULATION	HOUSEHOLDS	POPULATION	HOUSEHOLDS
AUDUBON TOWNSHIP	416	162	420	153
BURLINGTON TOWNSHIP	1,304	463	1,146	383
CALLAWAY CITY	204	72	212	72
CALLAWAY TOWNSHIP	260	94	305	90
CARSONVILLE TOWNSHIP	252	99	227	82
CORMORANT TOWNSHIP	965	422	738	309
CUBA TOWNSHIP	208	87	238	80
DETROIT TOWNSHIP	2,359	899	2,348	846
DETROIT LAKES CITY	7,557	3,414	6,635	2,976
EAGLE VIEW TOWNSHIP	165	62	128	42
ERIE TOWNSHIP	1,621	596	1,496	504
EVERGREEN TOWNSHIP	290	102	298	98
FOREST TOWNSHIP	58	32	54	27
FRAZEE CITY	1,373	508	1,176	427
GREEN VALLEY TOWNSHIP	346	124	318	99
HAMDEN TOWNSHIP	220	81	252	80
HEIGHT OF LAND TOWNSHIP	639	244	688	234
HOLMESVILLE TOWNSHIP	457	179	393	146
LAKE EUNICE TOWNSHIP	1,198	506	955	393
LAKE PARK CITY	799	315	638	276
LAKE PARK TOWNSHIP	418	149	432	126
LAKE VIEW TOWNSHIP	1,730	662	1,949	732
MAPLE GROVE TOWNSHIP	405	147	340	126
OGEMA CITY	138	61	156	57
OSAGE TOWNSHIP	774	300		
PINE POINT TOWNSHIP	419	132	402	118
RICEVILLE TOWNSHIP	83	31	108	35
RICHWOOD TOWNSHIP	610	225	631	221
ROUND LAKE TOWNSHIP	157	66	130	57

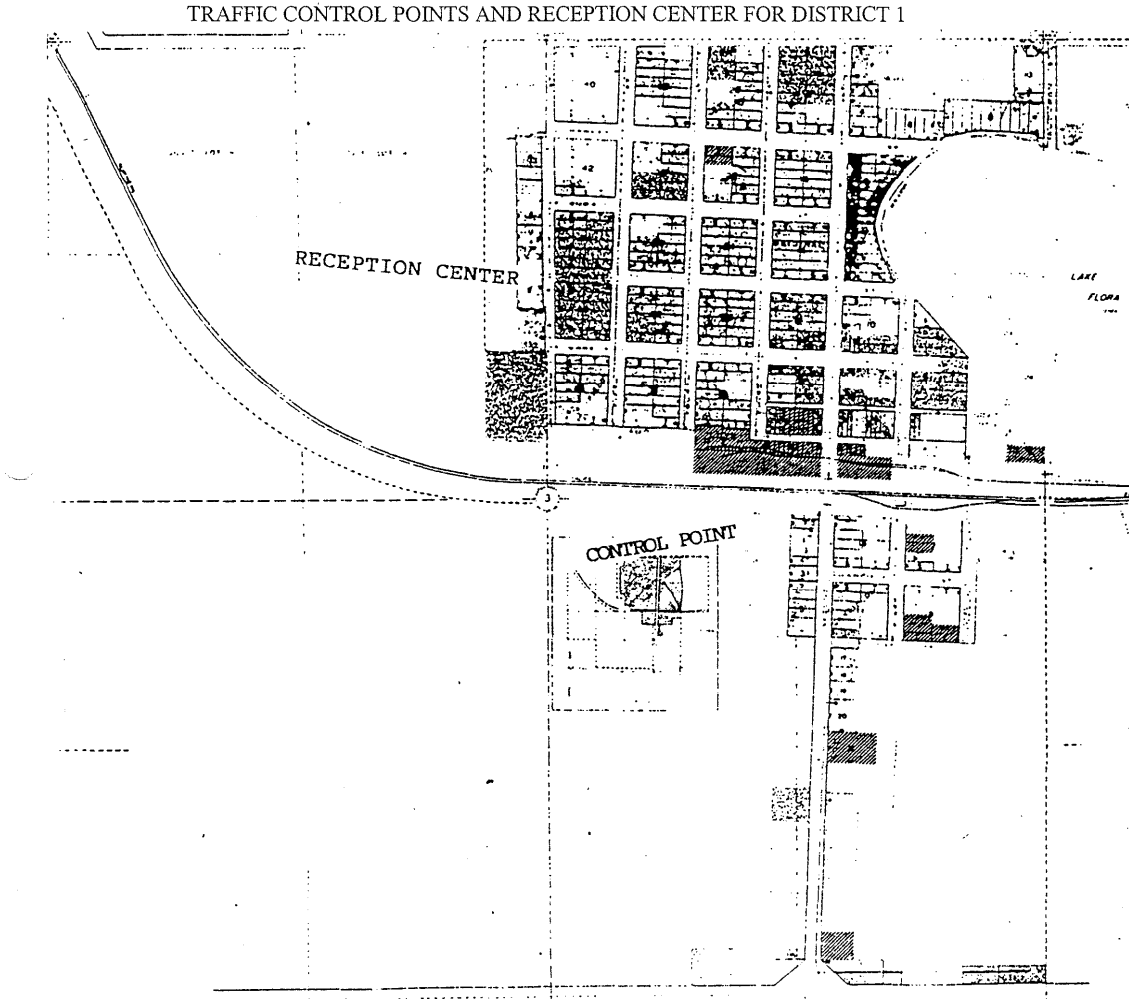
	2000		1997	
	POPULATION	HOUSEHOLDS	POPULATION	HOUSEHOLDS
RUNEBERG TOWNSHIP	387	130	385	124
SAVANNAH TOWNSHIP	169	61	169	61
SHELL LAKE TOWNSHIP	326	143	314	117
SILVER LEAF TOWNSHIP	494	173	474	156
SPRING CREEK TOWNSHIP	118	39	134	39
SPRUCE GROVE TOWNSHIP	358	133	360	120
SUGAR BUSH TOWNSHIP	554	183	491	156
TOAD LAKE TOWNSHIP	474	184	417	164
TWO INLETS TOWNSHIP	247	94	252	85
WALWORTH TOWNSHIP	85	38	124	40
WHITE EARTH TOWNSHIP	807	265	726	238
WOLF LAKE CITY	31	17	33	23
WOLF LAKE TOWNSHIP	244	74	239	70
<b>BECKER COUNTY TOTAL</b>	<b>30,646</b>	<b>12,205</b>	<b>26,845</b>	<b>9,512</b>

TRAFFIC CONTROL POINTS AND RECEPTION CENTERS  
FOR BECKER COUNTY





TRAFFIC CONTROL POINTS AND RECEPTION CENTER FOR DISTRICT 1



TRAFFIC CONTROL POINTS AND RECEPTION CENTERS FOR DISTRICT 2

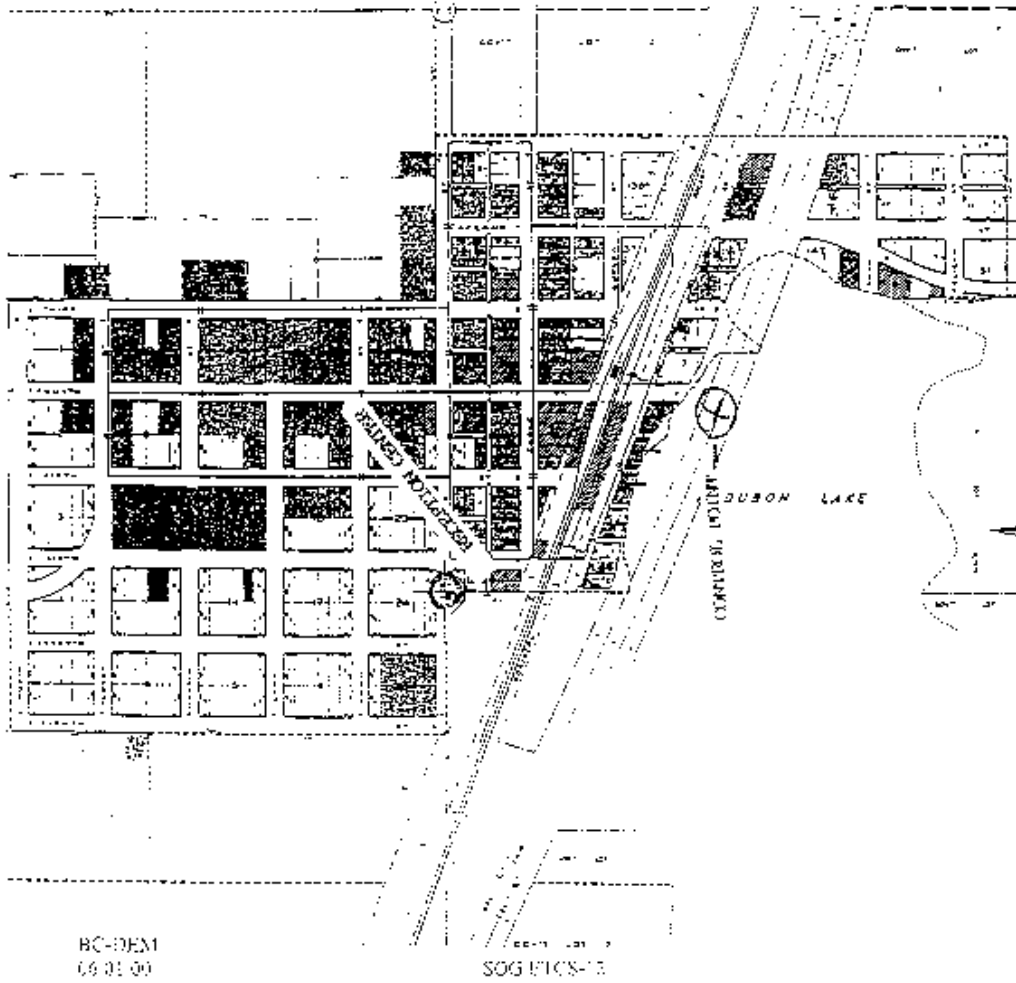
Standard Operating Guide  
to Annex F of the

Evacuation, Traffic Control and Security  
For A Reception County

BECKER COUNTY-WIDE  
EMERGENCY OPERATIONS PLAN

Attachment 4  
Revision 3

TRAFFIC CONTROL POINTS AND RECEPTION CENTERS FOR DISTRICT 2



TRAFFIC CONTROL POINTS AND RECEPTION CENTERS FOR DISTRICT 3

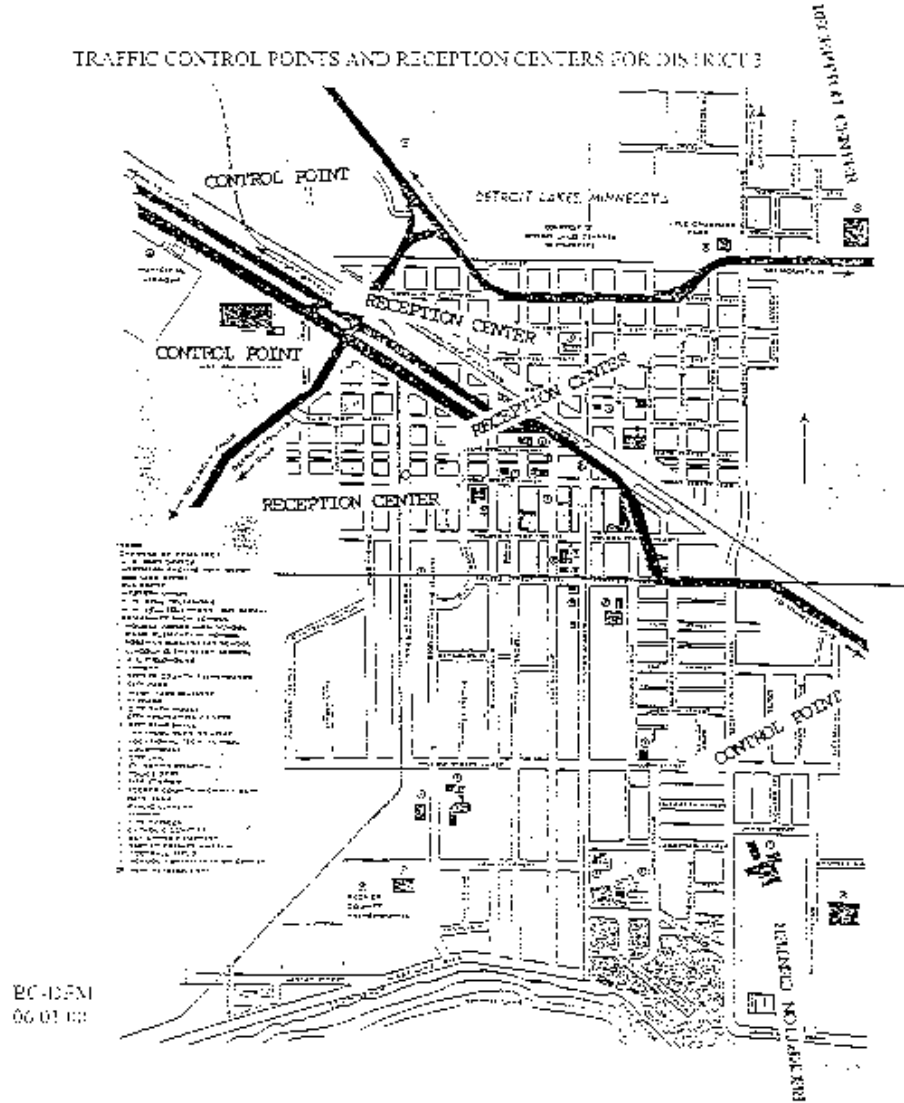
Standard Operating Guide  
To Annex F of the

Evacuation, Traffic Control and Security  
For A Reception County

BECKER COUNTY-WIDE  
EMERGENCY OPERATIONS PLAN

Attachment 4  
Revision: 3

TRAFFIC CONTROL POINTS AND RECEPTION CENTERS FOR DISTRICT 3



TRAFFIC CONTROL POINTS AND RECEPTION CENTER FOR DISTRICT 4

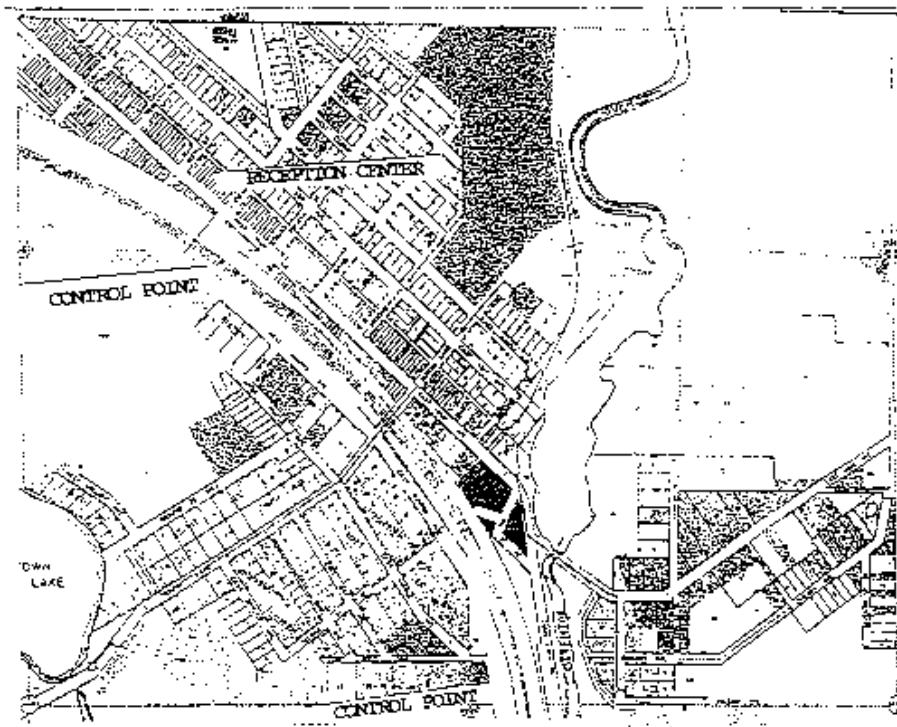
Standard Operating Guide  
to Annex F of the

Evacuation, Traffic Control and Security  
For A Reception County

BECKER COUNTY-WIDE  
EMERGENCY OPERATIONS PLAN

Attachment 4  
Revision: 2

TRAFFIC CONTROL POINTS AND RECEPTION CENTER FOR DISTRICT 4



BC-DEM  
03 01 00

SOG ETCS-14

TRAFFIC CONTROL POINTS AND RECEPTION CENTERS FOR DISTRICT 5

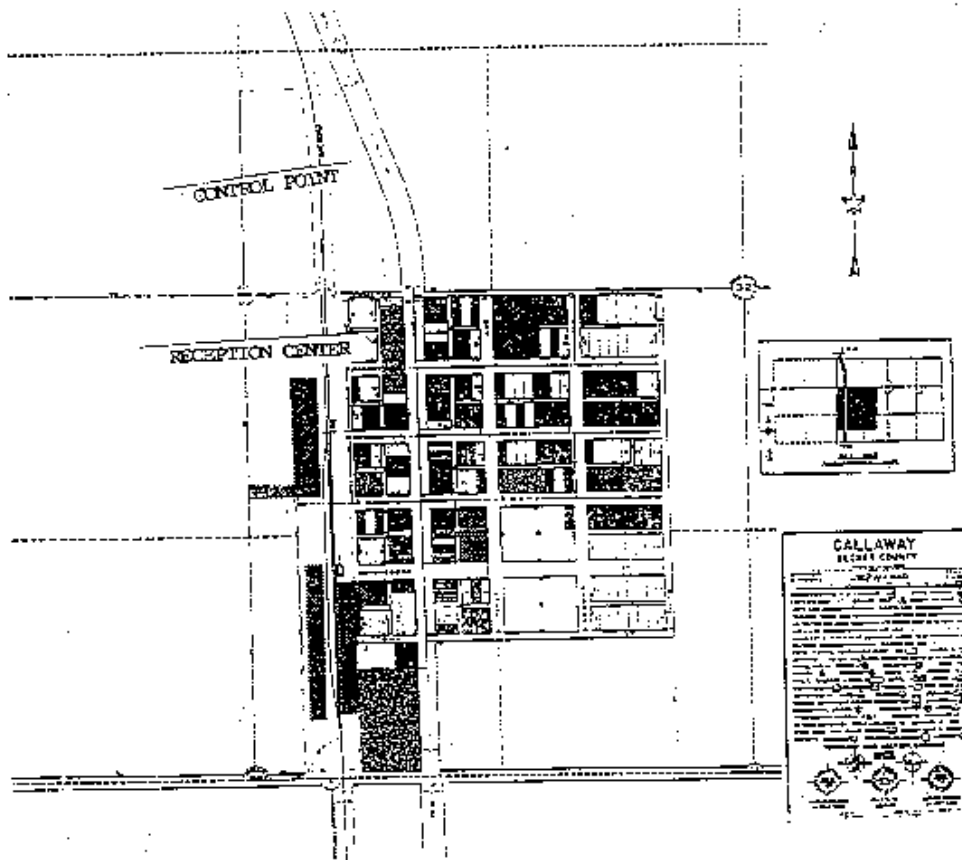
Standard Operating Guide  
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Evacuation, Traffic Control and Security  
For A Reception County

BECKER COUNTY-WIDE  
EMERGENCY OPERATIONS PLAN

Attachment 4  
Revision 3

TRAFFIC CONTROL POINTS AND RECEPTION CENTERS FOR DISTRICT 5



BC-HSEM  
06 01.00

SOG ETCS-13

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BECKER COUNTY-WIDE  
EMERGENCY OPERATIONS PLAN

Revision: 2017

This standard operating guide (SOG) is intended to provide the general information and guidance necessary to allow county government and voluntary organizations to meet the congregate care needs of both county residents and (potential) incoming evacuees from other areas.

I. CONGREGATE CARE FACILITIES/SPACES

- A. Congregate Care Facilities – In Becker County, approximately 228 buildings are potentially available to temporarily house a maximum of 44,871 evacuees/disaster victims.
- B. Fallout Shelters – 17,374 fallout shelter spaces with a protection factor (PF) of category 2+ (i.e., PF of 40 or more) exist in Becker County. 37,194 additional shelter spaces exist that could be improved by adding earth shielding to enhance the existing fallout protection.

II. CONGREGATE CARE INFORMATION/GUIDANCE

A. General

- 1. Facilities in the county that could be used as reception and registration centers for incoming evacuees/disaster victims have been pre-identified. See SOG F, Evacuation, Traffic Control and Security, ETCS – 8-13.
- 2. A listing of both congregate care facilities and fallout shelters is included in the County Resource Manual, p. 17-19.
- 3. The congregate care and fallout shelter facilities in the county that would be the most appropriate for housing institutionalized or special-needs groups have been pre-identified. Such facilities are identified in the county resource manual.
- 4. For certain types of disasters, evacuees/victims may need to be decontaminated prior to their entry into a shelter. See Annex L (A) Radiological/Hazardous Materials Protection, Part A, II (**in bold**); L(A) - 1.
- 5. A listing of the (primary) government agencies/voluntary agencies in Becker County that are responsible for meeting congregate care needs are shown under Attachment 1, SOG I CC - 3.

B. Wide-Spread Nuclear Emergency

- 1. Becker County residents who have home basements would be asked to utilize them for fallout protection. During the period of strategic warning, citizens would be instructed to improve the fallout protection of their basements in accord with the methods outlined in the Congregate Care Resource Guide. County residents without basements, and evacuees from hazard areas, would be instructed to report to reception and registration centers in order to be assigned to fallout shelters.

**BECKER COUNTY-WIDE  
EMERGENCY OPERATIONS PLAN**

Revision: 2017

2. Becker County would be asked to provide shelter for essential workers and their families relocating from hazard counties. See Resource Manual pages 9-22.
3. Evacuees coming into Becker County from a hazard area would be asked to bring a two-week supply of food and other critical items with them. In addition, arrangements would be made to move food and essential supplies from warehouses to fallout shelters and mass feeding facilities, to the extent possible and prudent.
4. The officials from the hazard area being evacuated would be asked to share the responsibility for resource supply to Becker County by organizing the transporting of key resources (food, fuel, cots, blankets, medications, vehicles, radiological instruments, etc.) during the evacuation time period.

**ATTACHMENTS:**

1. Becker County Congregate Care Agencies /Organizations
2. Congregate Care Lodgings and Fallout Shelters
3. Checklist for Opening Shelters



**ATTACHMENT 1****BECKER COUNTY CONGREGATE CARE AGENCIES/ORGANIZATIONS**

<u>Voluntary Agency/Organization</u>	<u>Contact Person</u>	<u>Telephone No</u>
Salvation Army	Marsha Otte	847-3914 w 847-5701 h
Human Services	John Dinsmore	847-5628
American Red Cross	Sean Coffman Nancy Young	701-364-1800 x 2012 701-318-9496 c. 701-361-5312 c.
Community Alliance Church	Pastor	847-2266
Mahube Community Council	Leah Pigatti	847-1385
Becker County Auxiliary Police	Craig Fontaine	847-2661

Snowmobile Clubs

United Lake & Trail Riders (ULTRA)	Jeff Alberts	847-1241
Forest Riders	Bob Ashburn	732-7742

Specialty Units

Becker County Dive/Rescue	Todd Glander	847-2661
Becker County Posse [Horses]	Todd Glander	847-2661

For further related listings refer to Becker County Resource Manual, Traffic Control Points and Reaction/Registration Centers, Also Congregate Care Agencies/Organizations p. 17-19

**ATTACHMENT 2****CONGREGATE CARE LODGINGS AND FALLOUT SHELTERS**

<u>District 5</u>	<u>RAC Spaces</u>	<u>2+Fallout Spaces</u>	<u>Upgradable Spaces</u>	<u>Evacuee Allocation</u>
Callaway Village	476	0	700	476
Cormorant	140	0	262	140
Lake Park	156	0	276	156
Lake Park Village	2301	1177	2285	2301
Ogema	1058	0	1598	1058
Richwood	201	0	413	201
Walworth Twp	111	0	113	111
White Earth	430	0	426	430
Total	<u>4873</u>	<u>1177</u>	<u>6073</u>	<u>4873</u>

<u>District 2</u>	<u>RAC Spaces</u>	<u>2+ Fallout Spaces</u>	<u>Upgradable Spaces</u>	<u>Evacuee Allocation</u>
Audubon Village	237	78	182	237
Detroit Township	761	39	584	761
Lake Eunice Twp	252	0	472	252
Total	<u>1250</u>	<u>117</u>	<u>1238</u>	<u>1250</u>

<u>District 3</u>	<u>RAC Spaces</u>	<u>2+ Fallout Spaces</u>	<u>Upgradable Spaces</u>	<u>Evacuee Allocation</u>
Detroit Lakes	30,603	15,315	23,097	30,603
Total	<u>30,603</u>	<u>15,315</u>	<u>23,097</u>	<u>30,603</u>

<u>District 4</u>	<u>RAC Spaces</u>	<u>2+ Fallout Spaces</u>	<u>Upgradable Spaces</u>	<u>Evacuee Allocation</u>
Burlington Twp	57	0	89	57
Evergreen	144	0	289	144
Frazee	6302	765	3625	6302
Lake View	51	0	73	51
Total	<u>6554</u>	<u>765</u>	<u>4076</u>	<u>6554</u>

BECKER COUNTY-WIDE  
EMERGENCY OPERATIONS PLAN

Revision: 2017

<u>District 1</u>	<u>RAC Spaces</u>	<u>2+ Spaces Spaces</u>	<u>Upgradable Spaces</u>	<u>Evacuee Allocation</u>
Height of Land	166	0	333	166
Holmesville	67	0	142	67
Maple Grove	68	0	67	68
Osage	94	0	127	94
Round Lake	156	0	183	156
Runeberg	41	0	81	41
Shell lake	65	0	126	65
Spruce grove	222	0	334	222
Sugar Bush	68	0	140	68
Toad Lake	69	0	65	69
Two Inlets	225	0	476	225
Walworth	111	0	113	111
White Earth	430	0	426	430
Wolf Lake	129	0	251	129
Total	<u>1911</u>	<u>0</u>	<u>2864</u>	<u>1911</u>

Total RAC Spaces Available: 45,191

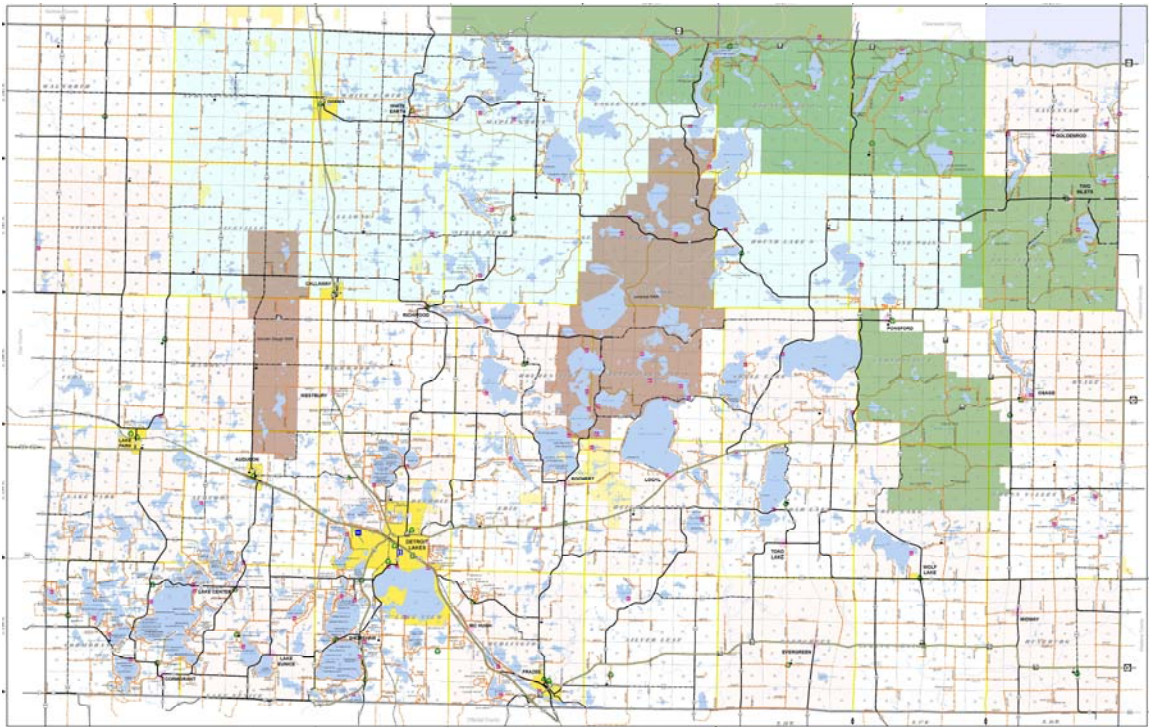
Total Upgradable Spaces Available: 37,348

Total Evacuees Designated for Becker County from Clay County: 45,191

Total Evacuee Allocation by District:

District 1: 4,873  
 District 2: 1,250  
 District 3: 30,603  
 District 4: 6,554  
 District 5: 1,911

MAP OF BECKER COUNTY RECEPTION AND CARE DISTRICTS



**ATTACHMENT 3****CHECKLIST FOR OPENING SHELTERS**

The following is a checklist of responsibilities and actions to be taken by the emergency management director or his/her designee during evacuation situations:

1. Arrange for opening the shelters with owners, and assign personnel.
2. Coordinate assistance from the Red Cross, Salvation Army, religious groups and other volunteers.
3. Coordinate the allocation of local congregate care space and fallout shelter space.
4. Assign personnel and volunteers to congregate care facilities.
5. Advise the county public information officer to release information on the occupancy of congregate care facilities/mass care centers.
6. Allocate evacuees proportionately, keeping media informed of the situation and the persons who can be contacted for information on evacuees.
7. Distribute necessary supplies and services to each facility.
8. Keep the chief elected official informed of actions taken, and any assistance needed from fire, police or health officials.
9. Issue information and instructions to evacuees regarding sheltering, lodging, feeding health and sanitation. Assign fallout shelter space. See Attachment 2, CC 4-5.
10. During a major evacuation, assign personnel to staging areas and determine transportation needs.

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## **PART A – RADIOLOGICAL PROTECTION**

The purpose of this standard operating guide is to outline the actions and responsibilities of personnel designated to protect the citizens of Becker County from the effects of radiological emergencies.

### I. LOCAL RADIOLOGICAL EMERGENCIES

#### A. Preparatory Phase

Each radiological emergency will be unique. However, it is possible to be prepared by developing and maintaining the Becker County radiological protection organization along the lines of CPG 1-30 and CPG 2-1 (On file with the county emergency management director).

#### B. Emergency Phase

##### 1. **Becker County Warning Point** is responsible for:

- a. Activating the call list of first responders, located in the Becker County Dispatch Center.
- b. Notifying the state duty officer as soon as possible. (Minneapolis/St. Paul metro area 649-5451; greater Minnesota 1-800-422-0798.) Describe your assessment of the situation and request state assistance.
- c. Becker County does not have the necessary training and equipment to manage a radiological emergency other than recognition of the hazard and establishment of a perimeter signifying the extent of the warm zone.

2. The primary responsibility of the local first responders is to determine whether injured victim(s) are present; and if possible to provide necessary rescue and emergency medical care if the local first responders determine that there is a greater chance of saving the victim(s) than jeopardizing their own safety; and to keep people out of the affected area.

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**PART B – HAZARDOUS MATERIALS PROTECTION**

## I. PLANNING BASIS

## A. Purpose

The purpose of this standard operating guide (SOG) is to describe, in general terms, how Becker County officials will respond to a serious hazardous materials incident/accident, whether it occurs within or outside of the county. In the event of a Radiological/Hazardous Materials incident/accident, Becker County will rely on the Radiological Assessment Team [RAD] or Chemical Assessment Team [CAT] by contacting the State Duty Officer at 1-800-422-0798.

## B. Objectives

1. Establish an operational structure that has the ability to function not only within Becker County, but also during a mutual aid response to a hazardous materials incident outside of the county.
2. Identify the necessary authorities, responsibilities, and actions of federal, state, local and private sector agencies so as to minimize damage to people, the environment, and property, and to aid in mitigating the hazard.
3. Describe the operational concepts, organization, and support systems required to respond appropriately to a hazardous materials incident/accident.

## II. ADMINISTRATION

## A. Scope

1. Geographical Factors

This SOG is directed at both those hazardous materials incidents that occur within Becker County and those that occur outside of the county and require a mutual aid response.

2. The Hazard

The hazard shall include actual or potential fires, spills, leaks, ruptures or contamination.

### 3. The Hazardous Material

The hazardous material may include: explosives, flammables, combustibles, compressed gases, cryogenics, poisons and toxins, reactive and oxidizing agents, radioactive materials, corrosives, carcinogenic, or etiological agents, or any combination thereof.

### 4. The Incident

This SOG is to be followed in the event of a hazardous materials incident associated with any type of transportation vehicle, industrial facility and/or storage site, or waste disposal site.

## III. HAZARDOUS MATERIALS INCIDENT CLASSIFICATION

There are three (3) hazardous materials incident classification levels. The bases used for determining the classification level of a hazardous materials incident are as follows:

- Level of technical expertise required to mitigate the incident.
- Extent of municipal, county, state, and federal government involvement.
- Extent of required civilian evacuation.
- Extent of injuries and/or deaths.
- Extent and complexity of decontamination procedures.

### A. Level I Incident

1. Spills, leaks, ruptures, and/or fires involving hazardous materials that can be contained, extinguished, and/or abated using equipment, supplies, and resources immediately available to the **Level I Operational** trained responder.
2. Hazardous material incidents that do not require evacuation of civilians.

### B. Level II Incident

1. Hazardous materials incidents that can only be identified, tested, sampled, contained, extinguished, and/or mitigated using the resources of a **Level II Technician** trained Hazardous Materials Response Team; a hazardous materials incident that requires the use of *chemical protective* clothing and equipment.
2. Hazardous materials incidents that requires evacuation of civilians within the immediate area of the incident.

3. Fires involving hazardous material that allow for controlled burning for a defined period of time, or are allowed to burn until the fuel load is exhausted.
4. Any county “first responder” on an initial response has the authority to upgrade a Level I incident to a Level II incident.

C. Level III Incident

1. Spills, leaks, and/or ruptures that can be contained and/or mitigated using the highly specialized equipment and supplies available to a **Level III** hazardous materials response team: and/or
2. Fires involving hazardous materials that are allowed to burn due to the ineffectiveness or dangers associated with the use of extinguishing agents, or the unavailability of an extinguishing agent; and/or there is a real threat of container failure; and/or an explosion, detonation, BLEVE, or a container failure has occurred: and/or
3. Hazardous materials incident that requires evacuation of civilians beyond the immediate area of the incident; extending across jurisdictional boundaries and/or there are serious civilian injuries and/or deaths as a result of the release; and/or
4. Hazardous materials incident that requires a hazardous materials response team; and/or decontamination of civilians or personnel is required at the scene; and/or
5. Hazardous materials incident that has become one of multi-agency/multi-jurisdictional involvement of large proportions.

IV. SCENE MANAGEMENT

All county agencies responding to a hazardous materials incident shall function under the ICS adopted by the **[this statement (and all others in this SOG) regarding ICS must be in agreement with the ICS policy and structure information included in the Direction and Control Annex B and SOG B to the county’s emergency operations plan.]**

All county personnel shall be prepared to implement and function within the ICS.

When ICS is implemented, the first arriving senior official will serve as the incident commander, until he/she is properly relieved. If organizational control of the incident escalated beyond the capability of field command, the county emergency operating center (EOC) will be activated to provide overall command of the incident. (For more

information about the county's ICS policy and structure, see the Direction and Control Annex B, and SOG B, to the county's emergency operations plan.)

## V. ORGANIZATIONAL ROLES AND RESPONSIBILITIES

The incident commander (IC) shall be responsible for supervising the mitigation of hazards at the scene of a hazardous materials incident. Upon the IC's arrival, he/she shall secure and maintain control at the scene until properly relieved.

### A. Incident Commander Responsibilities

1. Responsibilities of the IC may be carried out from remote locations, such as an emergency operations center (EOC) during large, complex or multi-jurisdictional incidents. (See the Direction and Control Annex B, and SOG B, to the county's emergency operations plan.)
2. Notify appropriate county, state and federal agencies. One call to the state duty officer at 1-800-422-0798 (outside the Minneapolis/St. Paul metro area) or 649-5451 (within the Minneapolis/St. Paul metro area) will ensure that all appropriate state agencies are notified.
3. Work with the fire departments designated safety officers to identify and establish a restricted zone, and ensure that non-essential personnel are removed and kept out of that zone.
4. Upgrade the level of the incident as required.

### B. State Patrol

For all hazardous materials incidents that occur on interstate or state trunk highways, the IC shall work directly with the senior officer present from the Minnesota State Patrol.

### C. County Sheriff's Office/Fire Departments

Hazardous materials accidents occurring outside of incorporated areas should be reported to the Becker County sheriff's office. The sheriff's office will then notify all appropriate local and state officials, including those responsible for responding to the incident. The first arriving senior fire or police department official will (at least initially) serve as the IC. As such, he/she will be in charge of all emergency operations; including the assignment of responsibilities to other city agency personnel, through that agency's (those agencies) senior officer(s) at the scene.

D. Police Department/Fire Department

Hazardous materials incidents occurring inside city limits should be reported to the county dispatch center. The county dispatch center will then notify city, county, and state officials. The first arriving senior fire or police department official will (at least initially) serve as the IC. As such, he/she will be in charge of all emergency operations; including the assignment of responsibilities to other city agency personnel, through that agency's (those agencies) senior officer(s) at the scene.

E. Emergency Management Director

Upon the arrival of the emergency management director, the IC will brief the director as to actions already taken and the plan to stabilize and/or mitigate the hazard. The emergency management director may elect at that time to serve as overall resource [logistics, finance] coordinator for the incident. Other personnel will remain under the direct command of their senior officers at the scene.

F. State Agency of Jurisdiction

In the case of major hazardous materials incidents/accidents the state agency(ies) having jurisdiction over the regulated commodity/product involved, cleanup and site restoration may send representatives to the scene. Upon their arrival, the IC should brief them as to the status of the incident, actions taken, name of the responsible party, etc. The IC should work closely with the state agency representative(s) from that point on, with regard to further response actions to be taken. However, all parties must understand that Becker County will remain responsible for both general public and first responder safety.

G. Regional Response Team – EPA Region V

In the event that the requirements of the incident exceed the capability of state and local resources, assistance from the (federal) regional response team (RRT) may be requested, by the MPCA, from EPA Region V. [\*Local government requests for such assistance should be submitted through the state duty officer.] On their arrival, RRT representatives will assume on-scene coordinator duties. The IC or his/her designee will work closely with the RRT in use of local resources, public and responder safety.

H. Safety Officer

A safety officer shall be designated at the scene of all hazardous materials incidents when county personnel are involved.

The safety officer is responsible for the safety of all personnel at the incident scene; this includes first responders from Becker County, mutual aid responders and the public. The safety officer shall work directly with the IC and hazardous materials team. The safety officer shall inform the IC or HMT leader of any

unsafe action taken at the incident scene and may make recommendations to alter or terminate actions being taken. **[The safety officer can terminate actions being taken.]**

#### IV. ISOLATION CONTROL ZONES

##### A. HOT Zone

1. The Hot Zone is the area immediately dangerous to life and health that requires complete, appropriate protective clothing and equipment-based product identification. Entry requires approval of the operations officer, hazardous materials team leader and/or the safety officer. Complete back-up/rescue teams and decontamination must be in-place before entry operations begin. Only those with a specific job assignment (and appropriate training) may enter for the amount of time specified by the safety officer.
2. Identification of a Hot Zone shall be the responsibility of the IC. **The Hot Zone may be modified by the safety officer as appropriate.**

##### B. WARM Zone

1. The WARM Zone is the area located between the HOT Zone and the COLD Zone and is considered a buffer where less personnel protection is required. The WARM Zone shall be utilized for entry team decontamination and may be used for gross decontamination of victims. The WARM Zone is restricted to operational and support personnel essential to hands-on work performance in the HOT Zone.
2. Identification of a WARM Zone shall be the responsibility of the IC. **The WARM Zone may be modified by the safety officer as appropriate.**

##### C. COLD Zone

1. The COLD Zone is an area of relative safety for those agencies directly involved in the operation at the scene. This may include the IC, command post personnel, representatives from appropriate state, federal, or local agencies and the media.
2. Identification of the COLD Zone shall be the decision of the IC, in consultation with hazardous materials specialists and the safety officer. **The COLD Zone may be modified by the safety officer as appropriate.**

VII. GENERAL PROCEDURE FOR HANDLING A HAZARDOUS MATERIALS  
INCIDENT

A. The following general guidance applies to all county personnel responding to a hazardous material incident within the jurisdiction:

1. Initial Response Action in the Open

- Stop a safe distance UPWIND and UPHILL from the incident.
- Identify the conditions involved with the scene: smoke, fire, leakage, colors, vapors, etc.
- Identify topographic influences: hills, curbs, waterways, culverts, etc.
- Identify any potential LIFE HAZARD locations in the area: schools, nursing homes, hospitals, day cares, etc.
- IDENTIFY THE PRODUCT BEFORE BEGINNING OPERATIONS

2. Initial Response Action Inside a Structure

- Keep all apparatus a safe distance from the building and UPWIND.
- IDENTIFY THE PRODUCT BEFORE ENTERING A STRUCTURE
- Only two responders with PROPER PROTECTIVE CLOTHING AND EQUIPMENT (PPE) will enter to assess the situation, with the assistance of one qualified representative of the occupant company when available. Two additional personnel in equal PPE will back up the two making initial entry.
- Decontamination must be established prior to any entry operations.

3. Identify the Products Involved

- From the DOT placard.
- From the UN identification number.
- From the product label.
- From the STCC number.
- From the company representative.
- From the driver of a transport.

- From the engineer/conductor of a train.
4. Secure Area and Ensure Personnel Safety
    - Do not allow access to immediate area.
    - Do not remove any material from the scene.
    - Allow only qualified personnel to enter the incident area wearing proper PPE.
  5. Determine Potential Harm through Appropriate Reference Materials (list according to available resources)
    - DOT Emergency Response Guidebook
    - NFPA Fire Protection Guide on Hazardous Materials
    - Emergency Handling of Hazardous Materials in Surface Transportation
    - NIOSH/OSHA Pocket Guide
    - CHRIS
    - MSDS
    - PRE PLAN
  6. Establish a Command Post and Communications System
    - Set up command post in an isolated area and a safe distance from the scene; preferably upwind and uphill.
    - Communications center should have capability of communication with all participating agencies and jurisdictions.
    - Field command post may be transferred to the EOC in accord with Becker County's policy. (See the Direction and Control Annex, and SOG, to the Becker County Emergency Operations Plan.)
  7. Establish an Emergency Medical Services Center
    - Coordinate with local EMS provider to establish an EMS center that provides easy entrance and exit yet remains remote from hazardous operations.



- B. Establish an Action Plan (responsibility of IC)
1. Evacuation
    - Secure the perimeter of the area.
    - Arrange transportation for evacuation
    - Move people to a pre-designated site, in accordance with the county's emergency operations plan. (See the Evacuation, Traffic Control, and Security Annex, and SOG.)
    - Calculate downwind/downhill hazard, and notify occupants of potential hazards and to prepare for evacuation.
    - Large-scale evacuation should be considered when:
      - Potential exists for a toxic release, but the release has not taken place;
      - Discharge has taken place but people are sufficiently downwind to allow evacuation;
      - People are threatened by a wind shift;
      - Benefits of evacuation out-weigh the safety hazard of evacuation; and
      - Shelter in place will not sufficiently protect people.
    - Shelter in place should be considered when:
      - The incident will be of short duration and is of low human health hazard.
      - Vapors or gases released have vapor specific gravity of less than 1.0.
      - If there is not sufficient time to evacuate, or the path of a toxic cloud will not allow for evacuation.
  2. Containment
    - Only those personnel trained at the appropriate level, and wearing appropriate PPE will participate in containment activities.

## 3. Rescue

- If the victims are still alive, every attempt will be made to affect a rescue if the appropriate PPE is available.
- If HOT Zone entry is to be made, victim removal will take priority over all other HOT Zone missions.
- Ensure that decontamination station is established and ready to receive victims prior to making entry. Notify receiving medical facility of hazardous material type and length of exposure.

## C. Determine Additional Resources

- Request cleanup contractor as soon as possible.
- Determine need for higher level hazmat response team and request as needed. Authority for request rests with IC.

1. Notify Appropriate County and State Agencies

- Determine need for mutual aid for additional personnel or equipment.

## D. Initiate the Action Plan

1. Execute Evacuation/Shelter In-Place
2. Initiate Control Measures According to Site Safety Plan
3. Begin Containment
4. Extinguishment (if possible and recommended)
5. Clean-up, disposal, and site restoration (generally the responsibility of the responsible party)
  - a. The IC shall attempt to identify the responsible party. When in the opinion of appropriate local, county, state, or federal technical personnel, the substance must be cleaned up according to appropriate statutes or regulations, the responsible party or their representative must arrange with a reputable and licensed hazardous waste handler for cleanup and disposal services.

In the event the responsible party refuses to cooperate or cannot be found, the incident commander should contact the state agency having jurisdiction to arrange for cleanup and removal of any chemical,

hazardous material or waste released or deposited upon any property within the county limits.

Becker County shall bear no responsibility for the removal or cleanup of any hazardous material. County personnel may standby at the scene for as long as necessary to ensure the safety of the public and shall oversee the cleanup in an advisory capacity.

D. Media Relations

1. Public Information Officer (PIO) – the IC shall be responsible for ensuring that information for the public about the incident/accident is relayed to the county PIO; or, at the county PIO's direction, assigning an individual to serve as the PIO for the incident.

E. EVALUATE PROGRESS

1. Safety of Personnel

- Continuously check to ensure that all personnel are operating with the appropriate PPE.
- Ensure personnel are operating in safe area and using safe procedures.

2. Evaluation of Tactical Procedures

- Verify that all savable persons have been rescued
- Verify that the evacuation is complete and that persons evacuated have been sheltered.
- Ensure that hazmat products are still the same as originally identified. Determine if chemical properties have changed, if product hotter or colder, or if it has mixed with another substance.
- Verify that the command post is functional, proper agencies have been contacted and these agencies have received updated reports.
- Verify that current weather data has been obtained and that any change is taken into consideration.
- Verify that the product is isolated and contained and that the scene is secure.
- Verify that vapor is suppressed/diluted and that periodic application is scheduled.

- Verify status of expendable supplies and that additional equipment meets the needs of the incident.
- Verify that the decontamination station is functioning properly and that it is being used.
- Verify that cleanup arrangements have been made and determine if fire department support will be required.
- Ensure that a roster is kept of all personnel involved at the scene for subsequent medical evaluation of those personnel.

This standard operating guide [SOG] is intended to provide the general information and guidance necessary to allow county government and first responders management strategies for incidents determined to be of terrorist origins.

- I. General

When an incident is determined to be caused by an act of terrorism the response shall be coordinated and multi-agency involving local, state and federal agencies.

  - a. The Becker County Sheriff Department is the lead agency and responsible for implementing and using the Incident Command Center concept.
  - b. Scene /Incident Assessment shall be to evaluate existing conditions, establish a perimeter, and reconnoiter area for secondary devices and to preserve evidence.
  - c. Call the State Duty Officer at 1-800-422-0798 describing the situation and requesting state and/or federal assistance.
  - d. Call for mutual aid including fire service if warranted.
    - i. Fire service can do decontamination if trained in the type of incident, supply additional manpower and aid in rescue of victims.
  - e. Call Emergency Management to open the county's Emergency Operations Center [EOP].
- II. Scene/Incident management
  - a. Establish and maintain a secure perimeter with enough distance that will prevent responders becoming victims. Use appropriate training and detection equipment to establish realistic perimeters. Delineate cold, warm and hot zones if qualified.
  - b. If qualified or when qualified personnel arrive establish corridors and interfaces between zones with appropriate decontamination present at each interface between zones to allow safe passage between the zones.
  - c. Prevent people movement between zones or into or out of the area to prevent the spread of any contamination agent[s] present.
  - d. When appropriate qualified personnel are present, allow necessary first aid and decontamination to proceed.
    - i. If decontamination can be complete remove victims from scene to appropriate health care facility.
    - ii. If decontamination processes can not be completed move victims to a designated, [established by IC or EOC] nearby health care area for treatment.
- III. Chemical Incident [in addition to the above]
  - a. Follow established protocols currently used and practiced by Law Enforcement, Fire Service and Emergency Medical Service.
  - b. Call or verify that the State Duty Officer has deployed the Moorhead Hazmat Team.
  - c. Evacuate area downwind and nearby area. Shelter evacuees upwind in a safe location.
  - d. Control area until Hazmat Team takes control.
- IV. Explosive Device Incident [in addition to the above]

- a. Follow established protocols currently used and practiced by Law Enforcement, Fire Service and Emergency Medical Service.
  - b. Call or verify that the State Duty Officer has deployed the Brainerd Bomb Squad if device is unexploded or secondary device found or expected.
    - i. Control area until Bomb Squad takes control.
- V. Biological Incident [in addition to the above]
- a. Follow established protocols currently used and practiced by Law Enforcement, Fire Service and Emergency Medical Service.
  - b. Call or verify that State Duty Officer has alerted the Minnesota Department of Health and other State Agencies. Notify the local Public Health Unit and request their experience and presence at the EOC.
  - c. Control area until State Health Department officials or Public Health officials arrive and take control.
- VI. Radiological or Nuclear Incident
- a. Notify the State Duty Officer that Becker County does not have detection equipment to determine appropriate perimeters. Set perimeters as far out as possible.
  - b. Evacuate area knowing that the amount of radiation and the length of time exposed to the radiation are critical factors. Have first responders minimize exposure times until the exact radiation type is known.
  - c. Shelter evacuees in safe areas
  - d. Control area until State Radiological Team arrives and takes control.

# Core Capability List

<b>Prevent</b>	<b>Protect</b>	<b>Mitigate</b>	<b>Respond</b>	<b>Recover</b>
Planning	Planning	Planning	Planning	Planning
Public Information and Warning	Public Information and Warning	Public Information and Warning	Public Information and Warning	Public Information and Warning
Operational Coordination	Operational Coordination	Operational Coordination	Operational Coordination	Operational Coordination
Forensics and Attribution	Access Control and Identity Verification	Community Resilience	Critical Transportation	Economic Recovery
Intelligence and Information Sharing	Cybersecurity	Long Term Vulnerability Reduction	Environmental Response/Health and Safety	Health and Social Services
Interdiction and Disruption	Intelligence and Information Sharing	Risk and Disaster Resilience Assessment	Fatality Management Services	Housing
Screening, Search and Detection	Interdiction and Disruption	Threats and Hazard identification	Infrastructure Systems	Infrastructure Systems
	Physical Protective Measures		Mass Care Services	Natural and Cultural Resources
	Risk Management for Protection Programs and Activities		Mass Search and Rescue Operations	
	Screening, Search and Detection		On-Scene Security and Protection	
	Supply Chain Integrity and Security		Operational Communications	
			Public and Private Services and Resources	
			Public Health and Medical Services	
			Situational Assessment	