STILLWATER COUNTY (MT)

EMERGENCY OPERATIONS PLAN

Stillwater County

Department of Emergency Services

431 Quarry Rd

Columbus, MT 59019

07 May 2025

Emergency Operations Plan
Stillwater County, Montana

This Emergency Operations Plan is dedicated to Stillwater County First Responders, our citizens, and stakeholders. Since June 2022 we have experienced two Federally declared flooding disasters and a train derailment into the Yellowstone River. These disasters are some of the most impactful disasters in the history of Montana. Throughout these disasters our First Responders have always answered the call. Our citizens have suffered and endured through these disasters and proven that Stillwater County is one of the best places to live and work in the United States of America. Together we have all demonstrated how resilient we really are.

Prepared in cooperation with the Stillwater County Local Planning Committee, its members and community stakeholders and partners.

Updated May 2025

Planning Process Narrative (CPG 101 Steps 1–6)

Step 1: Form a Collaborative Planning Team
Stillwater County Department of Emergency Services (SC DES) led the development and update of the Emergency Operations Plan (EOP) in collaboration with the Stillwater County Local Planning Committee. The planning team included representatives from local government departments, municipalities, emergency response agencies, NGOs (e.g., Red Cross), healthcare partners (Stillwater Billings Clinic), and private sector stakeholders. These individuals contributed functional expertise, jurisdictional authority, and critical infrastructure insight throughout the process. Regular planning meetings were held, with SC DES facilitating interagency coordination and documentation.

Step 2: Understand the Situation
The planning team began with a review of historic incidents, state-level threat assessments, and local hazard vulnerability assessments. Key hazards identified included floods, wildfires, hazardous materials spills, severe weather events, and public health emergencies. While a formal THIRA was not conducted at the county level, the planning team used incident data and consultation with state partners (MT DES) to evaluate threat likelihood, potential impacts, and community capability gaps. These findings shaped the planning assumptions and informed resource prioritization.

Step 3: Determine Goals and Objectives
The overarching goals of the EOP are to protect life, preserve property, sustain critical services, and support efficient disaster recovery. The planning team established clear, shared incident objectives based on life safety, incident stabilization, and protection of infrastructure. These goals are reflected in the EOP's Concept of Operations and expanded upon in the ESF annexes. Objectives were further prioritized by considering community needs, legal mandates, and available capabilities.

Step 4: Plan Development (Identify Courses of Action)
Courses of action were developed collaboratively for each emergency function and hazard. This process included scenario-based discussion of possible incident impacts, resource limitations, and operational decision points. ESF coordinators and lead agencies outlined specific tasks, interagency dependencies, and logistics needs for each core function (e.g., evacuation, sheltering, communications). The planning team reviewed draft procedures to ensure consistency with NIMS and ICS structures, mutual aid agreements, and state/federal response frameworks.

Step 5: Plan Preparation, Review, and Approval
The draft EOP was compiled by SC DES and reviewed iteratively by planning team members, legal counsel, and elected officials. Technical edits and policy clarifications were made through collaborative input. Final review and approval were completed by the

Board of County Commissioners and relevant city councils. Minor updates will be coordinated by SC DES, while major revisions require formal adoption by resolution.

Step 6: Plan Implementation and Maintenance

SC DES is responsible for the implementation, distribution, and periodic review of the EOP. Departments are expected to train personnel on their roles, participate in exercises, and integrate EOP guidance into internal SOPs. After-action reports (AARs) from exercises and real-world incidents will inform plan updates. The EOP is scheduled for review every two years, with interim changes documented and distributed as needed. Coordination with state and regional partners ensures the plan remains consistent with broader emergency management strategies.

Record of Changes

Change #	Date	Section	Description	Author
01	28 May 2025		Record of distribution; Information collection; THIRA; Access and Functional Needs; COOP.	SC DES
02	02 June 2025		Initial insertion of Sections and Annexes to address CPG 101 v3.1 gaps.	SC DES

Record of Distribution

Copy #	Recipient/Agency	Name/Title	Date Sent	Method
001	Stillwater County DES	David Stamey, Chief	2025-05-28	Email
002	Stillwater Sheriff	Charles Kem, Sheriff	2025-05-28	Hand-delivery
003	Columbus Fire & Rescue	Rich Cowger, Chief	2025-05-28	Email
004	County Public Health	Natasha Sailer	2025-05-28	Email
005	Columbus PD	Chief of Police	2025-05-28	Email
006	Roads & Bridges	Ben McVittie	2025-05-28	Email
007	Montana DES	MT DES	2025-05-28	Email
008	Stillwater County		2025-05-28	Hand-delivery

Information Collection, Analysis & Dissemination

This section consolidates the County's processes for establishing and maintaining a common operating picture.

- Data Inputs: MT DES Online SA platform, NWS alerts, GIS dashboards, 9-1-1 CAD, public-health surveillance, operations updates from outside counties, ESF updates.
- Analysis & Fusion: Situation Unit compiles regular SITREPs; GIS produces incident maps and products to support all incidents.
- Dissemination – Internal: EOC Team, Department Heads and BOCC; External Partners: MATIC, DHS/ CISA, DNRC, Private Partners, Montana DES, mutual-aid counties, FEMA Region VIII, other State and Federal partners; Public via county alerts and IPAWS, social media.
- Battle Rhythm: 0600 overnight SITREP; 0800 objectives brief; 1200 operational update; 1800 shift-change SITREP.

Stillwater County, MT – THIRA Summary (May 2025)

1. Purpose & Method

Stillwater County conducted its 2025 Threat & Hazard Identification and Risk Assessment (THIRA) to meet FEMA's THIRA/SPR guidance and align with the updated Hazard Mitigation Plan. The process engaged county departments, municipal officials, volunteer fire districts, Sibanye-Stillwater mine representatives, public health, schools, NGOs, and state/federal partners across three workshops. The team examined historical incident data, new hazard maps, capability self-assessments, and community feedback to produce capability targets for all 32 core capabilities.

2. Community Profile

Population: ≈ 9,180 year-round residents, with a summer tourist/day-worker surge of ~2,000.

Geography & Infrastructure: 1,795 mi^2 of mountains, grasslands, National Forest, and two river systems (Yellowstone, Stillwater). I-90, MT-78, MT-419, MT-421 and the BNSF rail corridor cross the county; critical facilities include Stillwater Billings Clinic, a county EOC/911 center, Sibanye-Stillwater platinum–palladium mine (Nye) and Smelter (Columbus), two windfarms, one solar farm, three high-hazard-potential dams, and North Western Energy Mystic Lake hydroelectric dam.

3. Priority Threats & Hazards

Hazard	Recent Evidence	Principal Concerns
Flooding / Flash Flood	2022 and 2023 region-wide event scoured riverbanks and damaged roads/bridges and critical infrastructure	Displacement of residents; long-term infrastructure repairs; economic recovery
Wildfire	July 2024 lightning strikes (5 fires in one night)	Rapid spread across communities; smoke impacts; economic recovery
Severe Winter Storm & Blizzard	Annual; 2024 storm closed I-90 for 36 hrs	Stranded motorists; power outages; livestock losses

Hazardous-Materials Release	June 2023 train derailment spilled asphalt & sulfur into Yellowstone River	Water contamination; multi-county downstream impacts; long term environmental recovery; Statewide disruption in commerce; economic impacts
Dam/Tailings Dam Failure	Simulation shows downstream devastation potential for four HHPDs	Flash flooding; toxic tailings discharge; loss of critical bridge crossings; economic recovery
Drought & Extreme Heat	2021–24 consecutive dry years	Agricultural losses; wildfire severity; economic impacts
Earthquake	Intermountain Seismic Belt proximity	Bridge and dam stability; limited local USAR capability
Human-Caused Violence	2023 countywide Active-Shooter TTX with CISA and 2024 regional Active-Shooter training program	Soft-target security; rural law-enforcement surge capacity; mass casualty incident
Cyberattack to 911 / county network	2024 phishing incident (no outage)	Loss of dispatch, EOC coordination, hospital systems

4. Capability Targets

Core Capability (Mission Area)	2025 County-Level Target
Planning (All)	Update EOP & supporting functional annexes within 12 months; incorporate new flood maps by Q2 2026.
Public Information & Warning (All)	Issue verified countywide warning within 15 min of incident and reach ≥ 80 % of devices.
Operational Coordination (All)	Fully staff EOC (virtual/physical) within 4 hrs of activation; maintain for 5 days.
Critical Transportation (Response)	Re-open at least one I-90 lane and one Yellowstone River crossing inside 48 hrs of major incident.
Mass Care Services (Response)	Shelter and sustain 50 people (incl. med-dependent & ADA) for 5 days.
Public Health & Medical (Response)	Triage/treat 20 casualties locally in 2 hrs and transfer overflow within 6 hrs.
Infrastructure Systems (Recovery)	Restore 90 % of customer electric service within 72 hrs after incident peak.
Economic Recovery (Recovery)	Facilitate SBA & USDA disaster-loan center or disaster recovery center within 10 days; publish recovery priorities in 30 days. Conduct PDA for all critical infrastructure within 5 days of incident.

5. Capability Assessment & Key Gaps

- Emergency Communications: Significant progress with Motorola multiband radio project, but rural fire districts still lack modern radios, portable vehicular repeaters and encrypted talk-groups. Have access to Statewide Radio System.
- Shelter & Mass Care: Reliance on faith-based facilities and ARC; limited ADA showers and medical-needs capacity.
- HazMat & Technical Rescue: County has limited operational or technician-level responders; it relies on Billings regional team (4 hr response time).
- Backup Power & Fuel: Several wells, EOC, and school shelters lack > 72-hr standby generation.
- Cybersecurity: No dedicated county cyber incident response plan; MFA rollout; dedicated IT provider.
- Volunteer & Workforce Sustainability: Aging volunteer firefighters; difficulty staffing extended incidents.

6. Priority Actions (2025-2027)

1. Secure HSGP/EMPG or other funds to finish interoperable-comms build-out and acquire two mobile repeaters.
2. Complete flood-plain remapping and adopt revised regulations; integrate into county land-use codes.
3. Develop Community Wildfire Protection Plan and continue annual home-hardening workshops.
4. Run full-scale tailings-dam breach exercise with Sibanye-Stillwater, DNRC, and other stakeholders.
5. Stand up Cyber Incident Response Plan.

7. Next Steps

- Submit the THIRA and accompanying SPR to MT DES and FEMA Region VIII.
- Brief the Board of County Commissioners and municipal councils in July 2025; adopt capability targets by resolution.
- Integrate findings into the 2026 update of the Stillwater County Emergency Operations Plan and the 2024-2029 Regional Hazard Mitigation Plan.

Access & Functional Needs (AFN) Integration

- Maintain AFN registry, updated once a year.
- Ensure all shelters meet ADA requirements and stock durable medical equipment.
- Provide language interpretation via Language Line at JIC and shelters.
- Deploy Functional Assessment Service Teams within 8 h of shelter activation.
- Coordinate paratransit for mobility-limited residents.
- Public Health ESF serves as AFN liaison.

Continuity of Government & Operations

County Leadership:

- County Commission Chair → Incoming Commission Chair → Commissioner
- DES Chief → DES Deputy Chief → Carbon County DES
- Sheriff → Undersheriff → Chief Deputy
- County Treasurer → County Administrator → Finance Department

EOC Facilities:

- Primary EOC – Civic Center
- Alternate 1 – Columbus Fire & Rescue Building
- Alternate 2 – Mobile Command Trailer

911 Dispatch:

- Main dispatch → Columbus Fire & Rescue Building

Vital Records Protection:

- Daily data backups to cloud datacenter by IT provider.
- Hard-copy vital records in fire-rated vault.

Cyber Incident Annex

- Purpose & Scope: thresholds, coordination with state/federal cyber centers.
- Roles: IT Department (IC), DES Chief (liaison officer), PIO (public messaging).
- Phases: Detect & Validate → Contain & Isolate → Eradicate & Recover → AAR.
- Reporting: employees report within 15 min; IT notifies DES & Sheriff within 30 min.
- Resource Coordination: activate mutual-aid cyber support via Montana partnership.

Multi-Year Training & Exercise Plan (2025-2028)

Year/Qtr	Training	Exercise	Objective
2025 Q3	ICS-300/400	TTX: Flood Event	Operational Coord
2025 Q4	Shelter & AFN	FUNC: Mass Care	Mass Care
2026 Q2	Cyber Awareness	DISC: Ransomware	Cybersecurity
2026 Q4	COOP for Dept Heads	FSE: EOC Relocation	Planning
2027 Q2	HAZMAT Ops	FUNC: Ammonia Spill	Env Response
2027 Q4	Public Health Prep	TTX: Pandemic	Health & Medical
2028 Q1	NIMS	FSE: Wildfire	Fire Mgmt
2028 Q3	PIO & JIC	FUNC: Rumor Control	Public Info

Stillwater County Emergency Operations Plan (EOP) Revisions – CPG 101 v3.1 Compliance

Date: 2 June 2025

This document contains language to be inserted into the Stillwater County Emergency Operations Plan (EOP) to close compliance gaps identified during the May 2025 alignment review with FEMA Comprehensive Preparedness Guide (CPG) 101, Version 3.1. All text that follows is written to replace or supplement existing sections, annexes, or appendices of the current EOP (edition 7 May 2025).

Plan Implementation & Maintenance (Revised)

This section supersedes the prior Plan Implementation & Maintenance content (Basic Plan, p. 6) and establishes an After-Action driven maintenance cycle consistent with CPG 101 v3.1.

1 Purpose

To ensure the Stillwater County EOP remains current, actionable, and reflective of whole-community needs through a continuous improvement process triggered by exercises and real-world incidents.

2 Review & Update Schedule

• **180-Day Rule:** The EOP shall be reviewed and, where needed, updated **within 180 days** of any After-Action Report / Improvement Plan (AAR/IP) that identifies gaps affecting one or more core capabilities. Major updates require adoption by resolution of the Board of County Commissioners and relevant city councils.

• **Biennial Administrative Review:** In the absence of qualifying incidents or exercises, SC DES will conduct a comprehensive administrative review every two years to capture doctrinal, statutory, or organizational changes.

• **Whole-Community Participation:** Private-sector, nonprofit, and access & functional needs (AFN) stakeholders identified shall be invited to participate in all formal reviews and provided draft language for comment at least 30 days prior to adoption.

3 Distribution & Promulgation

SC DES will maintain an electronic master copy of the EOP and will distribute controlled digital copies to primary and support agencies. Change notices will include a summary of revisions, date of issue, and required actions for recipients.

4 Training & Exercises

Departments with assigned responsibilities shall integrate revised procedures into training plans within 90 days of promulgation. SC DES will track completion and report status to the Local Emergency Planning Committee (LEPC) semi-annually.

ANNEX – Resource-Gap Analytics (NEW)

1 Purpose & Scope

Annex N defines the process Stillwater County uses to quantify capability shortfalls following incidents or exercises and to align corrective actions with resource-allocation decisions.

2 Key Roles & Responsibilities

• **SC DES Planning Section** – Leads data collection, analysis, and dissemination of the Resource-Gap Report.
• **Finance & Administration Section** – Validates cost estimates and reimbursement pathways.
• **Primary ESF Agencies** – Provide baseline capability inventories and incident demand data.
• **Private Sector & NGOs** – Supply surge-capacity data and identify mutual-aid or contractual resources.

3 Methodology

1. **Baseline Capability Capture** – Compile current staffing, equipment, facilities, and contracts by ESF.
2. **Incident Demand Forecast** – Use incident action plans (IAPs), modeling tools, and subject-matter expert inputs to estimate resource demand.
3. **Gap Calculation** – Gap = Demand – (Available + Surged) resources.
4. **Prioritization Criteria** – Life safety, incident stabilization, property/environmental protection, and equity impact.
5. **Reporting** – Produce a Resource-Gap Report within 7 days of IAP finalization or AAR/IP publication.

Table 1. Resource-Gap Calculation Template

Core Capability	Baseline	Incident Demand	Gap	Data Source	Planned Mitigation Action

LOGISTICS & RESOURCE SUPPORT ANNEX (ESF #7)
Added Subsection: Joint Field Office (JFO) Site Identification

Joint Field Office (JFO) Pre-Identification
Consistent with CPG 101 v3.1, Stillwater County pre-identifies two potential Joint Field Office sites:
• **Site A – Stillwater County Civic Center, Columbus:** 25,000 sq ft heated exhibit hall with three-phase power, dedicated fiber drop, potable water, and paved ingress via MT-78; backup generator available.
• **Site B – Columbus Airport Hangar 2:** 18,000 sq ft clear-span hangar, adjacent office modules, secured perimeter fencing, apron access for cargo aircraft up to C-130 class, municipal water, and redundant LTE coverage.
SC DES will complete Memoranda of Agreement (MOAs) with site owners by Q4 2025 and will update utility specifications annually.

EQUITY & CLIMATE RESILIENCE ADDENDA

Basic Plan – Situation & Assumptions (Addendum)
Stillwater County acknowledges that climate-driven hazards (e.g., increased wildfire length, high-intensity precipitation) are changing incident frequency and severity. Planning assumptions now incorporate projected 1-in-100-year flood extents from the 2025 Yellowstone River remapping and the 2024 Montana State Climate Assessment.

Access & Functional Needs (AFN) Integration (AFN Annex Update)
• Embed Social Vulnerability Index (SVI) quartile maps to guide shelter siting and outreach.
• Establish annual AFN registry refresh each April in coordination with Public Health and local NGOs.
• Incorporate multilingual alert templates (English, Spanish, Crow, Northern Cheyenne).

Basic Plan – Planning Team Composition (Section 1.4) – Additional Text
Private-sector and nonprofit partners shall remain active participants throughout the plan maintenance cycle. They will receive draft revisions, attend annual cross-sector workshops, and commit to exercise participation under Memoranda of Understanding (MOUs) executed by SC DES.

ATTACHMENT A – FEMA EOP Content Checklist
The two-page FEMA "EOP Content Checklist" (April 2022 edition) shall be appended here in full. It serves as a quick-audit tool during administrative reviews.

Linking the Emergency Operations Plan (EOP) and Hazard Mitigation Plan (HMP)

Overview

The Stillwater County Emergency Operations Plan (EOP) and the Hazard Mitigation Plan (HMP) are essential components of the county's comprehensive emergency management program. While the EOP focuses on preparedness, response, and recovery, the HMP targets long-term strategies to mitigate the impact of hazards. Linking these plans ensures alignment, efficiency, and eligibility for federal funding.

1. Hazard Identification and Risk Assessment

Both the EOP and HMP identify hazards that pose risks to Stillwater County. The HMP provides detailed hazard assessments, which inform the planning assumptions and response strategies in the EOP. This coordination ensures that response efforts are based on an accurate understanding of local risk.

2. Mitigation Strategies Informing Response Planning

The HMP outlines various mitigation strategies that support the goals of the EOP. These include:
- Protecting critical infrastructure prioritized in EOP response strategies.
- Supporting public awareness campaigns that align with preparedness messaging in the EOP.
- Informing evacuation planning and shelter placement based on risk zones identified in the HMP.

3. Coordinated Planning and Implementation

Both plans are developed through collaboration with local stakeholders, agencies, and community partners. This ensures consistency in mission, priorities, and resource coordination across plans.

4. Regulatory Compliance and Funding Opportunities

Alignment between the EOP and HMP ensures compliance with federal requirements (e.g., Disaster Mitigation Act of 2000) and enhances eligibility for federal grants aimed at resilience and emergency preparedness.

Access to Plans

• Hazard Mitigation Plan (HMP): Adopted under Resolution No. 2025-08, available online at:
  https://www.stillwatercountymt.gov/DocumentCenter/View/1462/STILLWATER-CO-resolution-no-2025-08-_-Hazard-Mitigation-Plan-2025

• Emergency Operations Plan (EOP): Basic Plan and annexes available at:
  https://www.stillwatercountymt.gov/documentcenter/view/765

Conclusion

A well-integrated EOP and HMP ensure that Stillwater County not only responds effectively to emergencies but also proactively reduces risk through mitigation. The linkage strengthens both operational readiness and long-term resilience.

Introduction

Purpose

The basic plan identifies the situations that may be encountered and actions to be taken by Stillwater County to mitigate such disasters, if possible, and to prepare for, respond to and recover from those disasters if they were to strike Stillwater County.

This part of the plan serves as a brief overview or executive summary of the basic components (annexes) of the Emergency Operations Plan (EOP) and how the cities and county will respond during a major disaster.

Basic Plan

Situation and Assumptions

Situation: Stillwater County is exposed to many hazards, all of which have the potential to disrupt the community, cause property damage, and create casualties. Possible natural hazards include floods, tornadoes, wildland fires, winter storms, droughts, and earthquakes. There is also the threat of war-related incidents such as nuclear, biochemical, or conventional attack. Other disaster situations could develop from an active shooter hostile event (ASHE), major transportation accident involving hazardous chemicals, utility outage, widespread public health incident, terrorism through Weapons of Mass Destruction (WMD), or civil disorder.

Assumptions: While it is likely that outside assistance (other cities and counties, state, federal, and private) would be available in most major disaster situations, it is necessary for Stillwater County to plan for and to be prepared to carry out disaster response and short-term recovery operations on an independent basis for at least 2 - 3 days.

In time of disaster, all city and county resources (equipment and staffing) are available and obligated to respond to the situation to save lives and protect property. The County has significant resources and staffing to deal with some emergencies. However, these resources can be quickly overwhelmed and exhausted. The County will strive to plan for an accepted level of risk for those emergencies it might face; realizing that total preparedness is not a realistic goal. The public should be prepared for emergencies and the consequences that can be encountered because of an emergency. Large scale emergencies can best be managed from a centralized location: the Emergency Operations Center (EOC). Based upon anticipated or actual conditions, a local state of emergency may be declared. State of Montana assistance can be expected as outlined in the Montana Emergency Response Framework (MERF). Similarly, Federal assistance can be expected as outlined in the National Response Framework (NRF) for catastrophic events.

Concept of Operations

General: It is the responsibility of Stillwater County to protect life, property, and the environment from the effects of a disaster. Local government has the primary responsibility for emergency management activities. When an emergency exceeds the local government's capability to respond, assistance will be requested from mutual aid jurisdictions, the state or federal governments.

This plan is based upon the concept that emergency functions for city and county agencies involved in emergency management will generally parallel their normal day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency.

In keeping with the nationwide strategy of the Integrated Emergency Management System (IEMS), this plan is concerned with the all-hazards concept of emergency management. It accounts for activities before, during, and after emergency operations, enumerated as the phases of emergency management.

Phases of Emergency Management.

a) Mitigation: Activities designed to either prevent the occurrence of an emergency or to minimize the potentially adverse effects of an emergency.

b) Preparedness: Activities, programs, and systems that exist prior to an emergency and are used to support and enhance response to an emergency or disaster. Planning, training, and exercises are among the activities conducted under this phase.

c) Response: Activities and programs designed to address the immediate and short-term effects of the onset of an emergency or disaster to reduce casualties and damage and to speed recovery. Response activities include direction and control, warning, evacuation, and other similar operations.

d) Recovery: Involves restoring or returning systems, equipment, and people back to as normal condition as possible.

Mutual Aid Agreements

Stillwater County has mutual aid agreements with adjacent counties to aid across county boundaries under major emergency conditions. Stillwater County is a member of the Eastern Montana Mutual Aid Agreement (EMMAA), which allows for efficient exchange of emergency services resources. By statute, mutual aid can be implemented statewide. Within Stillwater County, city and rural fire departments have agreements with other fire departments. Stillwater County will leverage resources and assistance from the Montana Sheriff's and Peace Officers Association (MSPOA). Additionally, there is a Statewide Mutual Aid Agreement that makes resources from the entire state available, if needed. It does not take the place of existing mutual aid agreements but may be invoked where there is no existing mutual aid agreement (see MCA 10-3-9).

Direction and Control

The legal responsibility for emergency management in Stillwater County is vested in the Board of County Commissioners. There may be two emergency management organizations in Stillwater County: The County itself and the City of Columbus. Columbus is an incorporated city and can exercise full authority over emergency operations when the emergency exists entirely within the boundaries of their jurisdiction. However, until this jurisdiction establishes their own individual emergency management organization, major emergencies in the city jurisdiction will be managed by the county level emergency organization (Stillwater County Department of Emergency Services (SC DES).

The location from which a disaster is managed is called an Emergency Operations Center (EOC). Stillwater County has an EOC located at 431 Quarry Road, Columbus, Montana (Basement) or the Stillwater County Civic Center located on Sheep Dip Road, Columbus. An alternate EOC for Stillwater County would be the Columbus Fire/Rescue Building.

The National Incident Management System (NIMS) including the Incident Command System (ICS) will be the governing system to manage, control and coordinate field operations by all agencies involved in the incident/emergency. Stillwater County signed a resolution confirming all incidents will be managed using the NIMS. Stillwater County has developed an EOC Guidebook that was adopted by a county resolution that will replace the current EOC SOGs.

All requests for state or federal assistance shall be initiated by SC DES to Montana Disaster and Emergency Services (MT DES).

Organization and Assignment of Responsibilities

General

During an emergency, departments within local government have additional emergency functions to perform. Some functions are pre-assigned, and others may be as assigned as needed and may disrupt their normal duties. It is the responsibility of each department to develop and maintain its own emergency procedures to be able to accommodate these assignments. Responsibilities for some private organizations and Non-Government Organizations (NGOs) that are not part of local government are also outlined in the annexes.

Emergency Organization

Stillwater County's Emergency Organization consists of all city and county departments as required by the emergency. Each department head (or designee) is required to report to the EOC as requested by the SC DES Chief or their superior. SC DES coordinates the departments and resources of the county government and municipalities which do not have emergency management organizations and obtains and coordinates the resources of the private organizations and NGOs. The NIMS and/or ICS are the management system used for emergencies and disasters (See Tab 1 and Tab 2 for organizational charts).

Assignment of Responsibilities

Common Tasks-All Departments

a) To establish reporting procedures to the EOC for assessing emergency conditions, injuries, loss of life, damage to facilities and equipment.

b) To document emergency activities and costs for possible reimbursement to the County through the Federal Emergency Management Agency's (FEMA's) Public Assistance Program.

c) To develop public information materials for the Public Information Officer (PIO) in emergency situations.

d) To communicate emergency responsibilities to employees and insure that they are ready to respond to an emergency.

e) To be prepared to work in non-traditional and supporting roles when needed.

Declaration of a Local Emergency

1. When an emergency or disaster is or threatens to be of sufficient severity and magnitude to warrant coordinated action to prevent or alleviate loss of life or property, the City and/or County should declare an emergency or disaster to exist.

2. A local emergency may be declared by the mayor and/or the Board of County Commissioners (BOCC). In the event the governing body cannot convene due to the disaster or other circumstances, a telephone or email poll may declare the existence of a local emergency, subject to confirmation by the City Council and/or BOCC at its next regularly scheduled meeting or at a special meeting within fourteen days of the declaration, whichever occurs first. When in his judgment of the SC DES Chief, all emergency actions have been taken, appropriate actions shall be taken to end the declared emergency. Confirmation should be accomplished at either a special meeting of the City Council and/or BOCC or during a regularly scheduled meeting that will occur within the 14-day period following a declaration. The declaration of local emergency must be in accordance with Title 10, Chapter 3, MCA.

3. Preceding the declaration of a local emergency, the SC DES Chief will immediately advise MT DES of the declaration, coordinate with the city and/or County Attorney (as necessary) in the development of the official declaration, and a copy will be sent to MT DES in the most expeditious means.

Emergency Support Functions

ESF #1 Transportation Annex
ESF #2 Communications Annex
ESF #3 Public Works and Engineering Annex
ESF #4 Firefighting Annex
ESF #5 Emergency Management Annex
ESF #6 Mass Care, Emergency Assistance, Housing and Human Services Annex
ESF #7 Logistics Management and Resource Support Annex
ESF #8 Public Health and Medical Services Annex
ESF #9 Search and Rescue Annex
ESF #10 Oil and Hazardous Material Response Annex
ESF #11 Agricultural and Natural Resources Annex
ESF #12 Energy Annex
ESF #13 Public Safety and Security Annex
ESF #14 Long Term Community Recovery Annex
ESF #15 External Affairs Annex

Administration and Logistics

General

Some administrative procedures can be suspended, relaxed, or made optional under threat of disaster. Such action should be carefully considered, and the consequences should be projected realistically.

Emergency and Administrative Powers

The BOCC and the Mayor of Columbus will conduct disaster activities in accordance with legal authorities contained in the Montana Codes Annotated, with special reference to Title 10 Chapter 3, "Military Affairs and Disaster and Emergency Services". If additional finances are needed, the governing body may declare a disaster or emergency and levy up to two (2) emergency mills (10-3-405, MCA).

Logistics

All staffing, equipment, and supplies required in a disaster are the responsibility of the user agency and government. Costs must be documented for potential reimbursement from the state and/or federal governments. All equipment and supplies for the operation of the SC DES office and the EOC will be the responsibility of SC DES. Various predetermined activities may be required to prepare facilities for the effects of an emergency. These include acquisition of supplies, materials, and the relocation of equipment. Based upon the conditions associated with an emergency, arrangements may need to be made to relieve personnel to make arrangements for their families' protection.

Plan Development and Maintenance

Almost every agency of city and county government has responsibility for developing and maintaining some part of this plan. Overall coordination of the planning process and plan development and maintenance will be carried out by SC DES. SC DES will also coordinate this plan with state and federal government authorities to the nature and extent they deem necessary.

This plan will be reviewed by SC DES periodically to complete small updates. Minor updates do not require approval of local governments through resolution. Minor changes will be coordinated by SC DES with primary and lead agencies for the affected ESF. All changes will be sent out by SC DES with a documentation log of changes and new pages. Any significant review or changes to operations, lead, or primary agencies and/or response shall require approval of all local governments through resolution.

Authorities and References

1.   Federal Civil Defense Act of 1950(PL 81-920), as amended.

2.   Disaster Relief Act of 1974 (PL 93-238), as amended.

3.   Emergency Management & Assistance (Code of Federal Regulations – Title 44)

4.   Public Law 93-288 Robert T Stafford Disaster Relief & Emergency Assistance Act. As amended 2005 by HR3858, Pets Evacuation and Transportation Standards Act

5.   National Response Framework, Department of Homeland Security

6.   National Incident Management System, Presidential Policy Directive 5 (PPD-5)

7.   Montana Codes Annotated Title 10, Chapter 3 and Title 2, Chapter 9.

8.   Resolutions and Ordinances included in this EOP.

9.   All Annexes and Appendices included in this EOP

Signatures

The signatures on the promulgation documents at the beginning of the EOP will suffice as signatures for the Basic Plan.

ESF Coordinator	**Support Agencies**

Stillwater County Road & Bridge   City of Columbus Police Department
(SC R&B)   Stillwater County DES

                                                Stillwater County GIS Program

Primary Agencies   Stillwater County Sheriff's Office

City of Columbus Public Works

Introduction

Purpose

Emergency Support Function (ESF) #1 – Transportation provides support in the management of local government transportation systems (roads, bridges and infrastructure) during an actual or anticipated natural/manmade disaster or emergency.

ESF #1 does not provide for mass evacuation, the movement of goods, equipment, animals, people or other resources.

Scope

ESF #1— Transportation is activated during actual or anticipated natural/manmade disaster or emergency that impacts local government managed transportation systems. The ESF #1 Coordinator is Stillwater County Road & Bridge Department.

ESF #1 is intended to sustain open transportation services managed by local (city and county) governments. These transportation services are necessary to mitigate adverse economic impacts, meet societal needs and move emergency relief personnel and commodities throughout the jurisdiction.

To completely address all of these needs the ESF Coordinator and Emergency Operations Center (EOC) Manager will need to coordinate with state and federal agencies with jurisdiction over transportation decisions and operations. Unnecessary reductions or restrictions to transportation will directly impact the effectiveness of all prevention, preparedness, response, recovery and mitigation efforts.

ESF #1 organizations possess considerable experience in intermodal transportation and have important relationships with public and private sector transportation stakeholders. Primary ESF Functions include:

1. **Monitor and Report**: Monitor and report that status of and damage to the transportation system and infrastructure as a result of the incident

2. **Identify Alternatives**: Identify temporary alternative transportation solutions that can be implemented when systems or infrastructure are damaged, unavailable or overwhelmed as a result of the incident.

3. **Coordinate and Support**: Coordinate and support prevention, preparedness, response, recovery and mitigation activities among transportation stakeholders within the authorities and operational limitations of the agencies involved.

If the emergency is contained completely within the City of Columbus without impacts to county or state managed transportation system(s), the respective city Public Works Department may, at the discretion of the city Director of Public Works and if agreed to by Stillwater County Superintendent of Road & Bridge, substitute in as the ESF Coordinator following the policies, actions and responsibilities in this plan.

Policies

Table 1-1. Policies

General	- ESF #1 is activated by Stillwater County Road & Bridge or by SC DES upon notification of an actual or anticipated natural/manmade disaster or emergency that will impact local government transportation systems (roads, bridges and infrastructure). - ICS and NIMS principles shall be followed for all emergencies or disasters. - Actions initiated under ESF #1 are coordinated and conducted cooperatively with federal and state agencies and incident management officials and with private entities as required. - Priority is given to actions that may reduce threats to life safety, followed by impacts critical infrastructure/property and then impacts to economic and societal needs. - Additional resources should first be secured through mutual aid and assistance agreements, then to the State of Montana SECC (Coordinated through the City/County EOC) who can access private and state resources and resources through the Emergency Management Assistance Compact (EMAC).
Monitor and Report	- Actions will focus on the status of and damage to the transportation system and infrastructure managed and maintained by the city/county governments. - Impacts discovered to state or federal transportation systems will be documented and communicated to the City/County EOC who will communicate impacts and information to the appropriate government agency.
Identify Alternatives	- Identify and communicate temporary alternative transportation solutions (alternative routes) that can be implemented when systems or infrastructure are damaged, unavailable or overwhelmed as a result of the incident. - Coordinate development of alternatives with the Stillwater County Sheriff's Office or Columbus Police Department. - Coordinate development of alternate routes with the City/County EOC and assist with the development of press and information releases to communicate alternate routes and travel restrictions to the public.

Coordinate and Support	• Coordinate with appropriate state and federal agencies with impacts to their transportation system or who are affected by impacts to city/county transportation systems • Provide personnel or a contact for the City/County EOC to work with regarding coordination of resources, impacts and alternatives.

Concept of Operations

General

Stillwater County Road & Bridge organizes the ESF staff and support agencies based upon the core functional areas described in preceding paragraphs. ESF #1 organizes and coordinates the capabilities and resources of the local government to ensure the mitigation or minimization of impacts to local government managed transportation systems. The ESF #1 Coordinator is Stillwater County Road & Bridge during an actual or anticipated natural/manmade disaster or emergency.

ESF #1 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the availability of local resources.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions.

Table 1-2. Functional Categories, Actions and Responsibilities

	ESF Primary Agency	ESF Responsibilities
General	SC Road & Bridge	• SCRB, as the ESF #1 Coordinator provides information to the EOC through the chain of command for the duration of the incident. • Coordinates primary and support agencies for planning and operational needs. • Manages and coordinates ESF #1 resources coming in from outside agencies. • Coordinates resolution of conflicting operational demands for resources. • Coordinates logistical support for ESF #1 resources to maintain operational readiness. • Communicates with Primary and Support Agencies to ensure knowledge and needs of Transportation Operations during the planning cycle and operational periods. • Provides incident and situational reports and assessments as required.
Monitor and Report	SC Road & Bridge	• Conduct field assessments at key transportation locations and across city/county managed transportation resources (roads, bridges etc).

		• Reports conditions, impacts and needs back to the ESF Coordinator and the City/County EOC. • Establish information sharing with federal, state and local government agencies and impacted NGOs regarding impacts to transportation systems.
Identify Alternatives	SC Road & Bridge	• Participate in planning to ensure communication of impacts to transportation systems and how they impact other ESFs in their support functions. • In cooperation with state and federal agencies who manage transportation systems in Stillwater County, Stillwater County Sheriff's Office and Columbus Police Departments, identify alternatives for travel to impacted systems and communicate alternatives to the City/County EOC.
Coordinate and Support	SC Road & Bridge	• Coordinate with the logistics staff in ESF #1 to communicate viable transportation routes for resources and personnel from camp/staging to field sites • Support emergency response agencies (Police, Fire, EMS etc) in their ability to respond to emergency calls in areas with low accessibility including locating routes, plowing roads (snow) or providing other support. • Coordinate with the appropriate GIS Program to record information about impacts to transportation systems and develop visual displays of the information for various uses including interagency cooperation and public dissemination. • Assist ESF #15-Public Affairs staff with the development of press and information releases to communicate alternate routes and travel restrictions to the public.

Organization—Response Structure

ESF #1 operates under direction of Stillwater County Road & Bridge. Stillwater County Road & Bridge will identify and provide a coordinator based on the assistance needed for an ESF #1 incident. Stillwater County Road & Bridge provides the point of contact and represents ESF #1 in its dealings with any work at the Emergency Operations Center or Unified Coordination Group.

When ESF #1 assistance involves only one jurisdiction (City/ County) the agency with jurisdiction in that area may provide an individual to fill the ESF coordinator function as the point of contact to represent ESF #1 in its dealings with the Emergency Operations Center or Unified Coordination Group. This requires agreement between the affected City Department of Public Works and Stillwater County Road & Bridge as described in this ESF under "Scope".

ESF #1 will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.

Signatures

We, the undersigned, understand our roles and responsibilities as outline in ESF #1.

_____

Ben McVittie
Stillwater County Road & Bridge

_____

Peyton Brookshire
City of Columbus Pubic Works

ESF Coordinator

    Stillwater County Public Safety
    Answering Point (PSAP)
    Stillwater County DES

Support Agencies

First Net Authority
Red Tail Communications
Montana Department of Natural Resources
Montana Department of Military Affairs
Department of Homeland Security/ CISA
BLM Billings Interagency Dispatch Center
Montana Association of Counties (MACo) IT
Carbon County PSAP

Primary Agencies

    Stillwater County DES
    Stillwater County PSAP
    Stillwater County Sheriff's Office
    Stillwater County IT (Morrison/
    Maierle)

Introduction

Purpose

Emergency Support Function (ESF) #2 – Communications: Supports the restoration of the communications infrastructure, facilitates the recovery of systems and applications from cyber-attacks, and coordinates local communications support to response efforts during incidents requiring a coordinated local response. ESF #2 provides communications support to county and city governments and first responders when their systems have been impacted, and provides communications and information technology (IT) support to emergency operations at command posts, meeting locations and field locations. Due to the number of agencies responding to local incidents IT support will work closely with neighboring agencies on all incidents in order to make systems interoperable as much as possible. This requires increased synchronization of effort and capabilities between the communications and IT sectors to facilitate ESF #2's ability to respond to all types of incidents.

Scope

ESF #2 includes three primary functions:

Restoration of Emergency and Public Safety Communications: ESF #2 coordinates local actions of industry, state and local governments with emergency communications and restoration of public safety communications systems and first responder networks. These efforts are coordinated by Stillwater County PSAP staff.

Incident Communication Support: ESF #2 provides communications support to incidents at command posts, meeting and field locations. These efforts are coordinated by the Stillwater County PSAP.

Cyber Security Defense and Support: ESF #2 also addresses cyber security issues that result from or occur in conjunction with incidents. However, for incidents that are primarily cyber in nature, the Cyber Incident Annex is used and ESF #2 supports responses to cyber incidents as directed. These efforts are coordinated by Morrison-Maierle, the county's IT service.

Policies

Table 2-1. Policies

General	• The restoration of emergency and public safety communications shall take priority when multiple communication systems are impacted • Communications linking field operations, Public Safety Answering Point (PSAP), Emergency Operations Center (EOC), and/or Incident Command Post (ICP) shall be organized and coordinated with city, county, state and federal agencies to ensure information flow across agencies during emergency operations • Communication systems included under ESF #2 include radio communications for fire, EMS, law enforcement, healthcare and incident specific communications. These include but are not limited to radio communications, PSAP capabilities, LTE/ 5G/ 4G, VOIP, additional data networks and information exchange platforms.
Restoration of Communications	• Communications and dispatching may be set up using Columbus Fire/Rescue and/or Amateur radios in the event of a communications outage involving the PSAP. This would be a backup dispatch site. • Existing policies and back-up sites for PSAP operations shall be utilized as needed and determined by the operating agency to ensure minimal down time at the PSAP.
Incident Command Support	• When possible, large incidents should strive to deploy incident specific communications to reduce pressure on day-to-day communication infrastructure and allow for normal operations to continue. • Communications linking incident command posts, operations centers, agency meeting locations and field operations should be established early to ensure continuity of information flow, involvement of local jurisdictions and all agencies part of the incident.
Cyber Security	• Cyber Security incidents may be standalone incidents subject to this plan and other operational plans maintained by the agency operating the cyber system. • Cyber Security incidents are a category of "emergency or disaster" under this plan and in mutual aid agreements in Stillwater County, unless specifically broken out and addressed in a mutual aid document.

Concept of Operations

General

Stillwater County Department of Emergency Services (SC DES) activates ESF #2 when a significant impact to the communications infrastructure is expected or has occurred. When activated, ESF #2 provides communications support to the impacted area, as well as to incident command posts, operations centers, agency meeting locations and field operations ongoing within the jurisdictional boundaries at the time of the incident. ESF #2 support is scalable to meet the specific needs of each incident response, and response resources are drawn from a matrix of personnel and equipment available from the ESF #2 support agencies.

ESF #2 supports all other ESFs in their communication needs for the duration of the incident or communication issues to ensure proper communication and information flow to and from all agencies and parties involved in incident response.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions. Types of support may include being subject matter experts, providing technical assistance, providing resources and expertise as required to support incident objectives.

Table 2-2. Functional Categories and Responsibilities

	ESF Primary Agency	ESF Responsibilities
Restoration of Communications	Stillwater County PSAP	• Determines systems of communication that have failed and coordinates technical assistance in diagnosing failure • Deploys personnel, equipment and other resources needed to repair communication systems • Works with support agencies and private entities to bring private systems relied upon during emergency response back on line in a timely manner • Deploys personnel, equipment and other resources needed to establish temporary communication during the outage and maintain essential functions such as dispatching and PSAP capabilities
Incident Command Support	Stillwater County PSAP/ SC DES	• Works with incident command staff on large incidents to ensure adequate incident specific communications while also maintaining adequate communication capabilities for day-to-day incidents • Deploys communication resources including personnel and equipment to ensure communication linking incident command posts, operations centers, agency meeting locations and field operations • Ensures information flow and exchange capabilities of all agencies, jurisdictions and entities involved in the incident.
Cyber Security	Morrison-Maierle IT Department	• Coordinates with private-sector representatives of the IT community, as appropriate, to exchange policy and operational information necessary to respond to and recover from incidents.

		- Disseminates cyber threat warning information in conjunction with the NOC. - Coordinates cyber incident preparedness, response, and recovery activities to identify, analyze, and reduce cyber threats and vulnerabilities. - Facilitates interaction and collaboration among Federal departments and agencies, and with State and local governments, the private sector, and international organizations related to cyber security and cyber incidents. - Supports the Department of Justice and other Federal law enforcement agencies in investigating and prosecuting cyber threats and attacks. - Responds to cyber threats and attacks.

Organization—Response Structure

ESF #2 operates under direction of Stillwater County PSAP. The PSAP will identify and provide a coordinator based on the assistance needed for an ESF #2 incident. When an incident requires assistance from more than one of the ESF #2 functions, Department of Emergency Services provides the regional point of contact and represents ESF #2 in its dealings with any Unified Coordination Group.

When ESF #2 assistance involves only one functional area of ESF #2 the agency in charge of that functional area may provide an individual to fill the coordinator function as the point of contact to represent ESF #2 in its dealings with any Unified Coordination Group. ESF #2 will have staff on duty at the Emergency Operations Center as needed, for the duration of the emergency response period.

Actions and Responsibilities

Table 2-3. Actions and Responsibilities

Functional Category	Actions and Responsibilities
General	• Stillwater County Department of Emergency Services activates ESF #2 when a significant impact to the communications infrastructure is expected or has occurred.
Restoration of Communications	• Establish communications with local industry, state and neighboring local governments as necessary to facilitate recovery of the communication system. • Complete initial assessment of public safety communications equipment (repeater infrastructure) and determine which sites are working and which sites are not working. • Identify communication issues between the PSAP/ EOC and field locations. • Work to setup temporary communications or repair existing equipment to repair communications.
Incident Command Support	• Determines need for setting up incident specific communication when large incidents are present. • Assigns personnel to specific incidents to enhance communications with individual incidents, command posts, camps, supply, staging and other locations as needed. • Request and deploy First Net Authority resources. • Deploy wireless communications equipment. • Deploy the command trailer to assist with on-scene incident communications. • Troubleshoots on-scene communication issues. • Works with the incident command staff to formulate a communications plan for specific incidents and implement that communications plan to responders.
Cyber Security	• Executes responsibilities as directed in Cyber Threat or Cyber Attack policies and procedures as maintained by each entity. • Secures sensitive data, personally identifiable information (PII) and other protected information in the event of an attack. • Adjusts plans and actions to individual cyber threats as necessary.

Signatures

We, the undersigned, understand our roles and responsibilities as outlined in ESF #2.

_____

David Stamey, Chief/ 911 Coordinator
Stillwater County Department of Emergency Services

_____

Charles Kem, Sheriff
Stillwater County Sheriff's Office

_____

Randy Smith, Under Sheriff
Stillwater County Public Safety Answering Point

ESF Coordinator
Stillwater Co. Road & Bridge

Support Agencies

Stillwater County GIS Program
Stillwater County Facilities Department

Primary Agencies
City of Columbus Public Works

Introduction

Purpose

Emergency Support Function (ESF) #3 – Public Works and Engineering coordinates pre and post-incident assessments and repair of public works and infrastructure. This includes providing direct or contracted technical assistance, field assessments, engineering expertise, construction management, contractor management and emergency repair of damaged public infrastructure and critical facilities during an actual or anticipated natural/manmade disaster or emergency.

ESF #3 also coordinates the transition from emergency repairs to long-term restoration activities in cooperation with ESF #14-Long Term Community Recovery.

Scope

ESF #3— Public Works/Road & Bridge and Engineering is activated during actual or anticipated natural/manmade disaster or emergency that impacts local government managed public infrastructure and critical facilities. The ESF #3 Coordinator is Stillwater County Road & Bridge Department.

ESF #3 is intended to sustain and expedite repair of public infrastructure and critical facilities managed by local (city and county) governments. This infrastructure and facilities are necessary to mitigate adverse economic impacts, meet societal needs and move emergency relief personnel and commodities throughout the jurisdiction.

To completely address all of these needs the ESF Coordinator and Emergency Operations Center (EOC) Manager will need to coordinate with state and federal agencies with jurisdiction over public infrastructure and critical facilities in Stillwater County that work together to provide services for the public.

ESF #3 organizations possess considerable experience in public works and engineering site assessment, projects development and management, and have important relationships with public and private sector public works and engineering specialists and stakeholders. Primary ESF Functions include:

1. **Infrastructure Assessment & Repair**
2. **Water Treatment Restoration & Repair**
3. **Technical Assistance**
4. **Debris Management** (See Debris Management Plan)

The private sector owns and/or operates a large proportion of the Nation's infrastructure and is a partner and/or lead for the rapid restoration of many infrastructure-related services. The County does not lead the restoration of these services, only coordinates with the private partners.

Through ongoing planning and coordination, the private sector provides critical details for incident action planning and decision-making processes during an incident.

If the emergency is contained completely within a Water District, the City of Columbus or Absarokee Water District without impacts to county or state managed system(s), the respective District personnel or city Public Works Department may, at the discretion of the city Director of Public Works and if agreed to by Stillwater County Road & Bridge Superintendent, substitute in as the ESF Coordinator following the policies, actions and responsibilities in this plan.

Policies

Table 3-1. Policies

General	- ESF #3 is activated by Stillwater County Road & Bridge/Facilities or by SC DES upon notification of an actual or anticipated natural/manmade disaster or emergency that will impact local government public works and infrastructure facilities - ICS and NIMS principles shall be followed for all emergencies or disasters. - Actions initiated under ESF #3 are coordinated and conducted cooperatively with federal and state agencies and incident management officials and with private entities as required. - Priority is given to actions that may reduce threats to life safety, followed by impacts critical infrastructure/property and then impacts to economic and societal needs. - All agencies are required to coordinate with the City/County EOC and to provide technical information within their area of expertise during the incident. - Additional resources should first be secured through mutual aid and assistance agreements, then to the State of Montana SECC (Coordinated through the City/County EOC) who can access private and state resources and resources through the Emergency Management Assistance Compact (EMAC).
Infrastructure Assessment & Repair	- Preliminary Damage Assessment (PDA) must be completed early in the disaster as it is a gateway to most state and federal assistance. - Actions will focus on the status of and damage to the infrastructure managed and maintained by the city/county governments.
Water Treatment Restoration & Repair	- Identification, repair and maintenance of water systems remain the responsibility of the district or city that owns and operates the system. - The City/County EOC is available to coordinate resources needed by district/city for this purpose

Technical Assistance	• Technical assistance may be requested by any part of the emergency response through the EOC • Briefings and reports may be required by operational resources and also by elected officials and EOC staff related to specific infrastructure issues
Debris Management	• Reference Debris Management Plan • Costs must be tracked for a potential reimbursement package to Montana DES or FEMA. Use FEMA forms whenever possible. • Contractors may be utilized to perform debris clearance, removal, disposal, reduction, recycling and/or monitoring but will require close supervision. • Bid and contact specifications eligible for reimbursement can be found in the most current FEMA Debris Management Guide (currently 2007), which is included in the electronic copy of this EOP. • Reimbursement may be available for removal of debris generated from private property under one of the two circumstances above. Cost may be a consideration when deciding whether or not to remove private debris as described above. • Operations focused on removal of debris generated from private property may only be reimbursed under current FEMA guidelines under one of two circumstances: (1) the debris poses a health and safety threat to the public at large or is an immediate threat to the life, health and safety of its residents or (2) if private property owners move disaster-generated debris to the public right-of-way.

Concept of Operations

General

Stillwater County Road & Bridge/Facilities organizes the ESF staff and support agencies based upon the core functional areas described in preceding paragraphs. ESF #3 organizes and coordinates the capabilities and resources of the local government to ensure the mitigation or minimization of impacts to local government public works facilities and infrastructure. The ESF #3 Coordinator is Stillwater County Road & Bridge during an actual or anticipated natural/manmade disaster or emergency.

ESF #3 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the availability of local resources.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions.

Table 3-2. Functional Categories, Actions and Responsibilities

	ESF Primary Agency	ESF Responsibilities

General	S Co. Road & Bridge	• SCRB, as the ESF #3 Coordinator provides information to the EOC or Multiagency Coordination Group (MAC Group) through the chain of command for the duration of the incident. • Provides personnel or a contact for the City/County EOC to work with regarding coordination of resources, impacts and alternatives. • Coordinates primary and support agencies for planning and operational needs. • Manages and coordinates ESF #3 resources coming in from outside agencies. • Coordinates resolution of conflicting operational demands for resources. • Coordinates logistical support for ESF #3 resources to maintain operational readiness. • Communicates with the Primary and Support Agencies to ensure knowledge and needs of Road & Bridge/Facilities Operations during the planning cycle and operational periods. • Provides incident and situational reports and assessments as required.
Infrastructure Assessment & Repair	S Co. Road & Bridge	• Completes PDAs utilizing current copies of state and FEMA forms to the best estimation of the personnel available. • Conduct field assessments at key public works locations and across city/county managed public works resources (buildings, communication sites, critical infrastructure, etc…). • Identify and communicate temporary sites that can be utilized when county infrastructure (buildings etc…) are damaged or unavailable as a result of the incident. • Establish information sharing with federal, state and local government agencies and impacted NGOs regarding impacts to public works resources-impacts discovered to state, federal or privately owned public infrastructure will be documented and communicated to the City/County EOC who will communicate impacts and information to the appropriate government agency or owner.
Water Treatment Restoration & Repair	Managing Municipal Public Works Dept. or Water District	• Participate in planning to ensure communication of impacts to transportation systems and how they impact other ESFs in their support functions. • Communicate water use recommendations (boil water/do not use etc…) with the City/County EOC and assist with the development of press and information releases to communicate information to the public. • Follow existing city/ water district emergency policies, plans and procedures to ensure safe water and restoration of services
Technical Assistance	S Co Road & Bridge	• Coordinate with the logistics staff in ESF #3 to communicate viable transportation routes for resources and personnel from camp/staging to field sites • Coordinate with the appropriate GIS Program to record

		information about impacts to public works resources and develop visual displays of the information for various uses including interagency cooperation and public dissemination. • Assist ESF #15-Public Affairs staff with the development of press and information releases to the public. • Provide engineering expertise, construction management, contractor management and emergency repair of damaged public works resources/critical facilities. • Coordinate with appropriate state and federal agencies as needed
Debris Management	S Co Road & Bridge	• Follow Debris Management Plan

Organization—Response Structure

ESF #3 operates under direction of Stillwater County Road & Bridge. Stillwater County Road & Bridge will identify and provide a coordinator based on the assistance needed for an ESF #3 incident. Stillwater County Road & Bridge provides the point of contact and represents ESF #3 in its dealings with any work at the EOC or MAC Group.

When ESF #3 assistance involves only one jurisdiction (City/ County/Water District) the agency with jurisdiction in that area may provide an individual to fill the ESF Coordinator function as the point of contact to represent ESF #3 in its dealings with the EOC or MAC Group. This requires agreement between the affected City Department of Public Works/ Water District and Stillwater County Road & Bridge as described in this ESF under "Scope".

ESF #3 will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.

Signatures

We, the undersigned, understand our roles and responsibilities as outline in ESF #3.

_____
Ben McVittie
Stillwater County Road & Bridge

_____
Peyton Brookshire
City of Columbus Public Works

_____
Chad Coles
Stillwater County Facilities Manager

ESF Coordinator

Stillwater County Department of Emergency Services

Primary Agencies

Columbus Fire/Rescue
Park City Fire District
Absarokee Fire District
Molt Volunteer Fire Co.
Nye VFD
Rapelje Volunteer Fire Co.
Broadview VFD

Support Agencies

Stillwater County GIS Program
National Weather Service (NWS)
Montana Department of Natural Resources (DNRC)
U.S. Forest Service
Bureau of Land Management (BLM)
Billings Interagency Dispatch Center (Expanded Dispatch)
Billings Interagency Wildfire Cache
Stillwater County Road & Bridge

Introduction

Purpose

Emergency Support Function (ESF) #4 – Firefighting provides county support to municipal departments and rural fire protection agencies including fire companies, fire districts and volunteer fire departments for the detection and suppression of wildland, rural and urban fires occurring within Stillwater County.

Scope

ESF #4—Firefighting is the most active of the ESFs in this plan to support incident response within Stillwater County due to the frequency and severity of fire season.

When taking actions under ESF #4 the DES Coordinator may be referred to as the "County Fire Warden". The DES Coordinator was appointed County Fire Warden by resolution and charged with assisting rural Stillwater County Fire Chiefs with the necessary supplies and services to facilitate County rural fire management. Fire Warden duties will include acting as a liaison between local, state and federal agencies to coordinate training and wildland and grassland fire prevention, detection, suppression, investigation and mitigation.

The ESF #4 Coordinator is Stillwater County Disaster and Emergency Services (SC DES) as SC DES is also in charge of the County Rural Fire Program and serves as the County Fire Warden.

Policies

Table 4-1. Policies

General	- ESF #4 is activated by SC DES upon advisement of Authority Having Jurisdiction or notification of a potential or actual incident or event that requires a coordinated response and support. - ICS and NIMS principles will be followed for all emergencies or disasters. - Actions initiated under ESF #4 are coordinated and conducted cooperatively with federal, state, and local landowners, agencies and incident management officials and with private entities as required. - Firefighters and resources brought in from other agencies or companies shall check in with the proper authority. Once checked in they are under the control of the IC of this incident according to ICS and NIMS. - Firefighters and resources brought in from other agencies or companies which have their own SOPs will follow the more stringent of SOPs when completing their assignment in Stillwater County. - Payment or reimbursement may be provided through state, federal programs or other sources, as available.
Wildland Fire	- Stillwater County has three standing incident objectives on fires, they are: - Life Safety of Responders and the Public - Incident Stabilization - Protection of Property - Processes and procedures established by the Montana DNRC/Stillwater County Cooperative Agreement (COOP Agreement) constitute the most detailed and accurate document in Stillwater County related to wildfire response and supersedes ESF #4 in case of any conflicting language.
Structure Fire	- Structural fire protection is not present everywhere within Stillwater County. All fires receive a response to keep them from spreading to a wildland fire. - The County's role in an ESF #4 activation is to locate resources requested by the Incident Commander, determine logistics required to mobilize the resource to the fire and support the firefighters with logistical support and needs (food, supplies etc) as requested by the Incident Commander. - When a fire response agency is called to a structure fire that exceeds their capabilities, equipment, personnel, resources or training additional resources may be brought to bear first by requesting mutual aid through (1) existing department mutual aid agreements, then (2) Stillwater county-wide mutual aid agreement, then (3) the County Fire Warden utilizing county-county mutual aid agreements (this constitutes activation of ESF #4) or (4) Montana Mutual Aid

		On structure fires, the requesting fire agency is responsible for any costs when requesting the Fire Warden to locate resources, personnel, equipment or other support materials needed to suppress the fire.

Concept of Operations & Response Structure

General

ESF #4 operates under the direction of SC DES. SC DES will direct staff and support agencies based upon the functional areas described in ESF #4. SC DES will identify and provide a coordinator based on the assistance needed for an ESF #4 incident. When an incident requires assistance from more than one of the ESF #4 functions, SC DES provides the regional point of contact and represents ESF #4 in its dealings with any work at the Emergency Operations Center.

ESF #4 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event and the availability of local resources. When ESF #4 assistance involves only one functional area of ESF #4 the agency in charge of that functional area may provide an individual to fill the coordinator function as the point of contact to represent ESF #4 in its dealings with any Unified Coordination Group. ESF #4 will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions.

Table 4-2. Functional Categories, Actions and Responsibilities

	Functional Area Agency	Actions and Responsibilities
General	SC DES	• SC DES activates ESF #4 and notifies required personnel or individuals of activation. • SC DES, as the ESF #4 Coordinator provides information to the Unified Coordination Group through the chain of command for the duration of the incident. • SC DES coordinates primary and support agencies for planning and operational needs. • SC DES coordinates resolution of conflicting operational demands for fire response resources • All personnel shall follow ICS and NIMS principles while executing their duties associated with ESF #4.
Wildland Fire	SC DES	• Processes and procedures established by the Montana DNRC/ Stillwater County Cooperative Agreement (COOP Agreement) constitute the most detailed and accurate document in Stillwater County related to wildfire response

| Structure Fire | Fire Agency Responsible for the Response Area | Manages and coordinates structure fire resources coming in from out of area (check-in/ staging). Works with SC DES to request logistical support needs for fire resources to maintain operational readiness. Conducts operations within the training and capabilities of present responders. Communicates with the ESF Coordinator to ensure knowledge and needs of fire operations are communicated and addressed during the planning cycle and operational periods. Provides incident and situational reports and assessments to SC DES as needed |

ESF Coordinator	**Support Agencies**
Stillwater County Department of Emergency Services	Columbus City Department Heads Stillwater County Department Heads
Primary Agencies	
City & County Elected Officials	Local Government Agencies, Districts and Other Entities Stillwater-Billings Clinic American Red Cross Montana Disaster and Emergency Services

Introduction

Purpose

Emergency Support Function (ESF) #5 – Emergency Management provides the core management, legal and policy direction for a multi-jurisdictional, county-wide system for collecting, analyzing and sharing information through situation reporting and analyzing efforts of emergencies. Such a system will help with public warning, emergency response, disseminating critical communications, damage analysis and assessment and recovery efforts. ESF #5 provides for on scene incident management or management of the EOC and all appropriate response organizations in support of emergency operations.

Scope

ESF #5 serves as the coordination ESF for all local government entities and jurisdictions within Stillwater County, Montana for incident and emergency management from hazard mitigation and preparedness to response and recovery. During activation ESF #5 identifies resources to alert, activate, assign and deploy for effective response.

ESF #5 activities include functions that are critical to manage, support and facilitate planning and coordination of operations for incidents or events. This includes on scene incident management; staffing the EOC; incident action planning; coordination of operations; logistics management; direction and control; information collection, analysis, and management; facilitation of disaster declarations; resource acquisition and management, facilities management, financial management; and other support as required.

ESF #5 actions are categorized to include six primary functions:

> **Incident Management and Support:** provides on scene incident management, manages and supports incident decision-making, setting objectives and provides a system of emergency management when needed.

> **Resource Acquisition and Tracking:** provides a system for acquiring, assigning, tracking mobilization, deployment, utilization and demobilization of resources.

Planning: supports the development of Incident Action Plans which details the priorities, objectives and results to be achieved by the city-county EOC and the incident.

Incident Documentation: provides for documentation, cost analysis, damage assessments and other coordinating activities.

Declaration Process: facilitates the emergency or disaster declaration process, policy review and consideration of disaster or emergency funding sources.

EOC Management: provides for management of the EOC.

Policies

Table 5-1. Policies

General	- ESF #5 is activated by Stillwater County Department of Emergency Services (SC DES) upon notification of a potential or actual incident or event that requires a coordinated response and support. - ICS and NIMS principles shall be followed for all emergencies or disasters. - ESF#5 provides an overall coordination system implemented to manage operations during a disaster or emergency. - Actions initiated under ESF #5 are coordinated and conducted cooperatively with federal, state and local landowners, agencies and incident management officials and with private entities as required. - Each supporting agency is responsible for managing its respective assets and resources after receiving direction from the primary ESF #5 agency for the incident. - ESF#5 staff may request resources under existing county mutual aid agreements while operating under the direction of the Chief of SC DES and following ICS principles. - Whenever Stillwater County qualifies for state and/or federal human services disaster assistance, individuals, families, and businesses will be referred to applicable state, federal and/or community programs. - When individuals, families, and businesses do not qualify for state or federal assistance, or whenever Stillwater County declares a local emergency which is not followed by a state or federal declaration, assistance will be provided in accordance with existing county policy and programs or by community programs. - Public damage and response costs will be borne by the incurring organization. - Reimbursement may be provided through state, federal programs or other sources, as available. - Mitigation grant applications will be the responsibility of the requesting organization and must be approved by the Board of County Commissioners prior to submission.

Managing and Supporting Incidents	• The ICS and NIMS Principles will be used in any size or type of disaster or emergency to control response personnel, facilities, and equipment.
	• Provide incident management as needed while on the scene of an emergency or disaster.
	• ESF #5 will facilitate a policy and legal group when needed to provide answers to policy, legal and multi-jurisdictional questions when clarification is needed by an incident.
	• Unless otherwise specified, incident objectives shall be (in order)
	   1) Protection of Life Safety
	   2) Incident Stabilization
	   3) Critical Infrastructure Protection
	   4) General Property Protection

Resource Acquisition and Tracking	• The county EOC may establish resource acquisition, assignment, tracking, deployment, utilization and demobilization of resources during resource shortages or as needed to effectively manage the disaster or emergency as a whole. • Resources may not be moved from one incident to another without EOC involvement to ensure accurate resource tracking and personnel accountability. • ESF #5 allocates resources in line with the incident action plan or the best use towards achieving objectives, track use and effectiveness.
Planning	• ESF #5 may require reports from incident commanders in the field in order to establish information for reporting needs. • ESF #5 will develop operational plans, incident action plans (IAP), and supporting documents using standard ICS forms. • Supporting documents or reports may include any information needed by ESF #5 to execute their duties.
Incident Documentation	• The Documentation Unit shall document activities at the EOC. • Incident documentation may include facilitating the collection and summary of information helpful to any area of the disaster or emergency. • SC DES coordinates the collection of damage assessment information for both public losses and uninsured private losses from local jurisdictions and public entities and forward the information to state emergency management for a determination of whether the County will be recommended for federal human services assistance, public assistance, or both. • Incident documentation may include situation reports, declarations, damage assessments, cost estimates, etc.
Declaration Process	• The declaration process follows MCA 10-3 and other applicable laws or processes.

EOC Management	• SC DES provides management and direction of the EOC and facilitate ESF #5. • EOC management includes establishing and maintaining contact and information flow with the incidents, the SECC, local governments, state, federal agencies and private or non-profit organizations.

Concept of Operations

General

SC DES organizes the ESF staff and support agencies based upon the core functional areas described in succeeding paragraphs. ESF #5 organizes and coordinates the capabilities and resources of the local government to facilitate the delivery of services, technical assistance, expertise, and other support for incidents requiring a coordinated response.

ESF #5 provides for management and support to incidents within Stillwater County. This support may include incident management, decision making review and input to clarify any potential issues with laws, regulations, policies or government guidance. Support may also include setting objectives for incidents and providing a system of multi-jurisdictional emergency management when needed, including coordinating with adjacent and all other involved counties or government jurisdictions.

ESF #5 provides a county-wide system for acquiring, assigning, tracking mobilization, deployment, utilization of and demobilization of resources, especially when an incident crosses jurisdictional boundary or when there are multiple incidents occurring at the same time. Resources are allocated based on objectives, needs, and other information that helps determine where the resources would have the greatest impact towards achieving the objective.

ESF #5 provides for planning related to emergency management, which may, or may not include the individual incidents. This includes the development, completion and dissemination of operational plans and supporting documents that detail the priorities, objectives and results to be achieved by the EOC.

ESF #5 provides incident documentation.

ESF #5 facilitates the disaster or emergency declaration process following MCA 10-3 through the EOC and the local government elected officials.

ESF #5 provides for EOC management during an emergency and ensures the readiness of the EOC to respond to a disaster during non-emergency times. This may include maintaining agreements and/or rosters of staff, exercising EOC capabilities, establish SOPs and SOGs for the EOC, develop and maintain mutual aid agreements with services that may be needed and neighboring government agencies, non-profits and third parties, provide or attend training to maintain capabilities and other actions which may ensure the readiness of all aspects of the EOC.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions. Types of support may include being subject matter experts, providing technical assistance, providing resources and expertise as required to support incident objectives.

Table 5-2. Functional Categories and Responsibilities

	ESF Primary Agency	ESF Responsibilities
Incident Management and Support	SC DES	• Supports individual incidents within the county to include setting priorities and objectives for incidents and on scene incident management. • Supports incident decision making through advising incident staff on laws, policies, priorities, objectives and situation assessments. • Provides a system of multi-jurisdictional emergency management based on the needs of the incident(s).
Resource Acquisition and Tracking	SC DES	• Coordinate with incident(s), other ESFs, other counties and local governments, state agencies, state EOC, federal agencies involved and any other entities who may provide resources needed for emergency management. • Ensure cost tracking and resource accountability by tracking resource acquisition, assigning resources to incidents based on incident priorities and objectives, tracking mobilization, deployment, utilization and demobilization of resources. • Participate in planning meetings as requested to complete the ICS-215 and ICS-215a forms.
Planning	SC DES	• Provide planning capabilities first at the EOC and then to the incidents as needed. • Ensure the development, collection, analysis, and dissemination of critical information, operational plans and supporting documents. • Develops or supports the development of an incident action plan (IAP). • Sets overall situational priorities. • Evaluates incident objectives when there are multiple incidents and assigns resources based on overall situational priorities. • Develop initial situational assessment and anticipate the need for recovery planning and actions. • Facilitate planning, briefings and other processes at the EOC. • Collect and track cost information for all incidents and the EOC. • Provide mapping as part of the planning process through GIS staff and available data/metadata. • Collect field information with Field Observers (FOBS) as needed ensuring accurate information.

Incident Documentation	SC DES	• Provide for incident documentation needs at the EOC including cost analysis and damage assessments. • Provide documentation for situational assessments, planning, policies, disaster declaration processes, operational processes, EOC activities and results. • Provide documentation to agencies involved in the response as needed.
Declaration Process	Elected Officials	• Complete declaration process following MCA 10-3 as necessary. • Exercise powers of elected officials during a disaster following MCA 10-3 as needed.
EOC Management	SC DES	• Provide direction and control of EOC operations. • Provide or arrange for staffing of the EOC in support functions through existing personnel of primary or support agencies or acquire staff from additional agencies or groups who may be able to staff functions. • Facilitate information dissemination to the public and media through mass communication methods and through a JIS/ JIC for media releases.

Organization—Response Structure

ESF #5 operates under the direction of SC DES. SC DES will identify and provide a coordinator based on the assistance needed for an incident requiring the activation of ESF #5.

When an incident or incidents require assistance from more than one of the ESF #5 functions, or activation of multiple ESFs from this EOP, SC DES may delegate leading individual functions to ad-hoc emergency employees. Ad-hoc emergency employees provide a regional point of contact that represents ESF # 5 in its dealings with any Unified Command Group. The Chief of SC DES may supervise ad-hoc emergency employees or provide on scene incident command.

Actions and Responsibilities

Table 5-3. Actions and Responsibilities

Functional Category	Actions and Responsibilities
General	• SC DES activates ESF #5 and notifies required personnel or individuals of activation. • Coordinate preparedness, response, recovery and mitigation planning and activities including incident action, current and future operations planning. • All personnel shall follow ICS and NIMS principles while executing their

	duties associated with ESF #5.
Incident Management and Support	• Establish communications with each individual incident. • Notify individuals needed to fill the policy group, legal group and other advisory groups as necessary to support decision making for incident personnel. • Review situational assessment, values and resources at risk. • Provide a system of multi-jurisdictional emergency management as needed to share information and ensure the timely flow of information across jurisdictional boundaries. • Establish overall situational priorities. • Provide on scene incident command.
Resource Acquisition and Tracking	• Coordinate the location and provision of resources with other ESFs to support their primary functions. • Assign available resources to each incident based on identified situational priorities. • Track the status (mobilization, deployment and utilization) of all primary and support resources. • Request/ acquire additional resources from the SECC, DFO, local jurisdictions or other partners as needed. • Facilitate and ensure the demobilization of resources as they are released from the incident.
Planning	• Establish a process for resource ordering with each incident. • Coordinate staffing of the Planning Section at the EOC. • Identify resources, supplies, personnel and types of assistance needed to support emergency operations. • Develop an initial situational assessment and update it each operational period. • Facilitate information exchange, briefings, information displays, and operational planning related to emergency activities. • Provide information as needed to the command structure and EOC staff. • Complete the development of operational plans/ planning following the "Planning P". • Ensure dissemination of plans and information.
Incident Documentation	• Establish and communicate process for documentation of actions and decision making at the EOC to staff. • Work with EOC staff to complete and document accurate cost analysis and damage assessment estimates and provide those to internal and external agencies as needed. • Coordinate activities with other levels of government as necessary to facilitate effective response. • Maintain an information sharing portal such as WebEOC, LEEP, SharePoint etc.… • Ensure compliance with documentation procedures.

Declaration Process	• In coordination with legal staff, elected officials and any other departments needed, prepare declaration documents following MCA 10-3. • Review operational processes and actions to ensure compliance with policy, law and other relevant parameters of government.
EOC Management	• SC DES provides management of the EOC and its staff or assigns a representative to fill that role. • Implement EOC Activation SOPs/ SOGs and adjust as necessary to achieve objectives.

Signatures

We, the undersigned, understand our roles and responsibilities as outline in ESF #5.

_____

David Stamey, Chief
Stillwater County Department of Emergency Services

The signatures on the promulgation documents at the beginning of the EOP will suffice as signatures for elected officials in ESF #5.

ESF Coordinator	**Support Agencies**
Stillwater Billings Clinic	Montana VOAD

Primary Agencies

Stillwater County Department of Emergency Services
American Red Cross

Introduction

Purpose

Emergency Support Function (ESF) #6 - Mass Care, Emergency Assistance, Sheltering and Human Services provides a process to access life-sustaining resources, essential services and programs when an emergency or disaster strikes and affects residents in a manner that requires the delivery of these services.

Scope

ESF #6— Mass Care, Emergency Assistance, Sheltering and Human Services is activated during or following disasters or emergencies by Stillwater Billings Clinic (SBC) or limited functional categories may be activated by the Chief of Emergency Services as needed during incidents.

Individuals, government departments, agencies, private stakeholders, companies and outside NGO assistance involved in ESF # 6 will vary greatly depending on the impacts, magnitude and type of incident. The primary functions of ESF #6 are:

Mass Care: Feeding, distribution of emergency supplies, and reunification of children with their parent(s)/legal guardians and adults with their families.

Emergency Assistance: Coordination of voluntary organizations, unsolicited donations and management of unaffiliated volunteers who may work on a variety of needs including: essential community relief services; support to individuals with disabilities and others with access and functional needs in sheltering facilities; support to children in disasters; support to mass evacuations; and support for the rescue, transportation, care, shelter, and essential needs of household pets and service animals. May also include assisting residents with accessing disaster assistance programs that help survivors address unmet disaster-caused needs and/or non-housing losses through loans and grants; also

Sheltering: Any and all (congregate, non-congregate and transitional sheltering) manner of sheltering individuals when housing has been impacted by the emergency or disaster.

Human Services: Includes supplemental nutrition assistance, crisis counseling, disaster case management, disaster unemployment, disaster legal services, and other state and Federal human services programs and benefits to survivors.

Policies

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ESF #6 Policies

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Stillwater Billings Clinic serves as the ESF Coordinator for ESF #6 throughout the disaster or emergency. ESF #6 may be activated by Stillwater Billings Clinic or by Stillwater County DES based on a need to access life-sustaining resources, essential services and programs when an emergency or disaster strikes and affects residents in a manner that requires the delivery of these services.

ESF #6 services are provided to Stillwater County Residents through partnerships with neighboring agencies, NGOs and non-profits. Plans for implementation and delivery of these functions, in most cases are housed with the partner organizations. In this case, ESF #6 references the specific partner organization plan(s) which are maintained and updated by that organization.

ESF #6 concentrates first on addressing threats to life during a disaster or emergency. Support is tailored based on the type, extent, and duration of the incident and on the availability of resources.

Concept of Operations

General

ESF #14 provides the coordination mechanisms for local governments and NGO assessment of long-term recovery needs in the impacted areas.

SC DES organizes the ESF staff and support agencies based upon the core functional areas described in succeeding paragraphs. ESF #14 organizes and provides coordination and technical support for long-term recovery of the local jurisdiction(s).

Identified long-term recovery projects focused on infrastructure and services critical to the community will be managed by the local (county, city, town, NGOs) jurisdiction with assistance from SC DES as needed and agreed to by Stillwater County.

Support agencies will provide assistance under the Incident Command System (ICS) in place to the ESF Coordinator and Primary Agencies in line with their mission, functions and capacity.

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Table 14-1. Functional Categories and Responsibilities

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	ESF Primary Agency	ESF Responsibilities
Coordination	SC DES	• Coordinate needs with state and federal government agencies to enhance long-term recovery efforts on behalf of the local jurisdiction and/or NGOs. • Convene multi-disciplinary recovery expertise to provide strategic guidance and planning for long-term recovery efforts. • Identify and address long-term recovery issues, including those that fall between existing mandates of departments or levels of local government.

		• Avoid duplication of assistance by providing a single point of contact to state and federal government agencies during a disaster or emergency within Stillwater County or the cities/towns within County boundaries. • Coordinate application processes and planning requirements to streamline the assistance processes and identify and coordinate resolution of policy and program issues. • Identify programs and activities across the public, private and non-profit sectors that support long-term recovery and promote coordination between programs. • Identify appropriate programs and agencies to support implementation of comprehensive long-term community planning and identify gaps in available resources. • Identify appropriate programs and agencies to support and facilitate continuity of long-term recovery activities.
Technical Support	YC DES	• Work with all levels of government(s), NGOs and private sector organizations to support long-term recovery planning for impacted communities. • Strategically apply subject matter expertise to help communities recover from disasters.

Organisation—Response Structure

ESF #14 operates under the direction of SC DES. SC DES will identify and provide a coordinator based on the assistance needed for an incident requiring the activation of ESF #14. An appropriate coordinator will be assigned based on the impacts, magnitude and type of incident and subject matter expertise appropriate to the situation.

When an incident or incidents require assistance from more than one of the ESF functions, or activation of multiple ESFs from this EOP, SC DES may delegate leading individual functions to ad-hoc emergency employees. Ad-hoc emergency employees provide a regional point of contact that represents ESF #14 in its dealings with any Unified Command Group or political jurisdiction. The Director of the SC DES may supervise ad-hoc emergency employees.

Actions and Responsibilities

Table 14-2. Actions and Responsibilities

Functional Category	Actions and Responsibilities
General	• If advanced warning is available ESF #14 may provide early identification of projects that can be quickly implemented, especially to reduce impacts to critical facilities. • Collaborates with other activated ESFs in a way that facilitates long-term recovery including assessment of impacts and needs.

Coordination	• Convenes multi-disciplinary teams to develop incident-specific action plans that support community recovery and mitigation activities and avoid the duplication of requests for government assistance. • Facilitates sharing of information among government and non-government entities as needed for long-term recovery. • Coordinates identification of appropriate programs to support implementation of long-term community recovery. • Coordinates with ESFs, governmental departments and agencies and non-governmental bodies as needed to identify long-term recovery needs specific to the needs of the affected populations and incorporate these into recovery and restoration strategies. • Facilitates recovery decision making across ESFs and political jurisdictions.
Technical Support	• May provide technical assistance to local governments (county, city, towns) in their own long-term recovery processes or interactions with State and Federal agencies as a result of a disaster or emergency as requested and available.

Signatures

We, the undersigned, understand our roles and responsibilities as outlined in ESF #6.

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David Stamey
Stillwater County Department of Emergency Services

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Natasha Sailer, Stillwater Billings Clinic

_____

American Red Cross

ESF Coordinator	**Support Agencies**
Stillwater County Department of Emergency Services	Stillwater County IT Department (M&M)
	Stillwater County Facilities Department
	Stillwater County Finance Department
Primary Agencies	City of Columbus IT Department
	City of Columbus Finance Department
	FirstNet Authority
	Montana Sheriff's and Peace Officers Association (MSPOA)
	Montana Department of Natural Resources and Conservation (DNRC)
	Bureau of Land Management (BLM) -Billings Interagency Wildfire Supply Cache
	MT DES

Introduction

Purpose

Emergency Support Function (ESF) #7 – Logistics and Resource Support addresses two critical needs during a disaster/emergency. Without the ability to support responders they can become ineffective or additional victims themselves. Logistics utilizes resources available from the whole community to support the efficient delivery of supplies, equipment, services and facilities. It also facilitates logistical planning, technical assistance and incident response needs that ensure the ability of responders to complete their tasks and meet the needs of disaster survivors.

Scope

ESF #7—Logistics and Resource Support is activated during incidents or potential incidents requiring significant management of supply chain functions in support of a local incident.

Scope includes coordination of resource sourcing; acquisition; delivery of supplies, equipment and services; resource tracking; facility space acquisition; transportation coordination; management and support of information technology (IT); and other administrative services.

Its specific activities within the scope include the following Primary Functions:

> **Supply Chain Management & Planning**: Manage and provide for the integration of whole community supply chain/ logistics that provides the resources (equipment, supplies and services) for incidents requiring resource and/or logistical support.
>
> Support that cannot be provided by a local government, support agency or government partner (Mutual Aid) may be addressed through direct procurement or donations if funding and coordination is available. SC DES works with the appropriate purchasing officer representing the Responsible Party (RP) or government agency to obtain required funding and/or approval.

This purchasing officer representative should be part of the EOC team under the Finance Section working within their agency policies, state and federal law.

Facilitate Communication in the Supply Chain: Facilitate and ensure communication and collaboration among supply chain/ logistics support elements and incident management.

Policies

Table 7-1. Policies

General	- ESF #7 is activated by SC DES upon notification of a potential or actual incident or event that requires a logistics and/or resource support. - ICS and NIMS principles shall be followed for all emergencies or disasters. - Actions initiated under ESF #7 are coordinated and conducted cooperatively with federal, state agencies, incident management officials and with private entities as required. - Purchasing completed will be within the agency policy of Stillwater County, another local government jurisdiction involved in the incident or the RP as well as state and federal laws. - Documentation will be kept as best possible under emergency/disaster circumstances for donations, in-kind work and through partners. Documentation for purchases will follow agency/ organizational policy as well as state and federal laws. - Reimbursement may be provided through state or federal emergency/disaster funds, government programs or other sources, as available.

Concept of Operations

General

SC DES organizes the ESF staff and support agencies based upon the core functional areas described in succeeding paragraphs. ESF #7 organizes and coordinates the capabilities and resources of the local government to complete resource sourcing; acquisition; delivery of supplies, equipment and services; resource tracking; facility space acquisition; transportation coordination; management and support of information technology (IT); and other administrative services.

ESF #7 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the availability of local resources.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions. All personnel shall follow ICS and NIMS principles while executing their duties associated with ESF #7.

Table 7-2. Functional Categories, Actions & Responsibilities

	ESF Primary Agency	ESF Responsibilities
Supply Chain Management & Planning	SC DES	• Coordinates resource sourcing/ acquisition (purchasing); delivery of supplies, equipment and services; resource tracking; facility space acquisition; transportation coordination; management and support of information technology (IT); and other administrative services • Coordinates resolution of conflicting operational demands for Logistics and Resource Support resources • Determines logistical and resource needs of ESF #7 personnel • Determines need, completes and submits cost reimbursement paperwork for purchasing activities as reimbursement is available. (e.g. State/Federal reimbursements on declared incidents)
Communication in the Supply Chain	SC DES	• SC DES, as the ESF #7 Coordinator provides information to the Unified Command Group through the chain of command for the duration of the incident. • Coordinates primary and support agencies for planning and operational needs. • Communicates status of resources coming in from out of area. • Ensures coordination of operational needs during the planning cycle. • Provides incident and situational reports and assessments as required.

Organization—Response Structure

ESF #7 operates under the direction of SC DES. SC DES will identify and provide a coordinator based on the assistance needed for an ESF #7 incident.

When an incident or incidents require assistance from more than one of the ESF #7 functions, or activation of multiple ESFs from this EOP, SC DES may delegate leading individual functions to ad-hoc emergency employees. Ad-hoc emergency employees provide a regional point of contact that represents ESF #7 in its dealings with the Emergency Operations Center or Multiagency Coordinating Groups (MAC Group). The Director of the SC DES may supervise ad-hoc emergency employees.

Signatures

We, the undersigned, understand our roles and responsibilities as outline in ESF #7.

_____

David Stamey, Chief
Stillwater County Disaster and Emergency Services

ESF Coordinator	Support Agencies
Stillwater Billings Clinic	American Red Cross
	Columbus Fire/Rescue/EMS
Primary Agencies	Stillwater Co. Sheriff/Coroner
Stillwater County Department of Emergency	Stillwater Co. Sanitarian
Services	Stillwater Co. Public Health
	MSU Extension/Veterinary Services

Introduction

Purpose

Emergency Support Function (ESF) #8 - Public Health and Medical Services provides a process to implement life-sustaining response programs and locate essential medical resources and support from higher levels of government following a potential or actual public health and/or medical disaster or emergency.

Scope

ESF #8— Public Health and Medical Services is activated during or following a potential or actual public health medical disaster or emergency by Stillwater Billings Clinic as needed during incidents.

Individuals, government departments, agencies, private stakeholders, companies and outside NGO assistance involved in ESF #8 will vary greatly depending on the impacts, magnitude and type of incident.

The primary functions of ESF #8 are:
- Assessment of public health/ medical needs
- Health surveillance
- Medical care personnel
- Health/ medical equipment and supplies
- Patient evacuation
- Patient care
- Safety and security of drugs, biologics, and medical devices
- Blood and blood products
- Public health and medical consultation, technical assistance and support
- Behavioral health care
- Public health and medical information
- Vector control
- Food safety
- Portable water/wastewater and solid waste management and disposal
- Mass fatality management, victim identification and decontamination
- Veterinary medical support

Policies

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ESF #8 Policies

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Stillwater Billings Clinic (SBC) serves as the ESF Coordinator for ESF #8 throughout the disaster or emergency. ESF #8 may be activated during or following a potential or actual public health medical disaster or emergency by SBC as needed during incidents

ESF #8 services are provided to Stillwater County residents through partnerships with neighboring agencies, NGOs and non-profits. Plans for implementation and delivery of these functions, in most cases are housed with the partner organizations. In this case, ESF #8 references the specific partner organization plan(s) which are maintained and updated by that organization.

ESF #8 concentrates first on addressing threats to life during a disaster or emergency. Support is tailored based on the type, extent, and duration of the incident and on the availability of resources.

Concept of Operations

General

ESF #14 provides the coordination mechanisms for local governments and NGO assessment of long-term recovery needs in the impacted areas.

SC DES organizes the ESF staff and support agencies based upon the core functional areas described in succeeding paragraphs. ESF #14 organizes and provides coordination and technical support for long-term recovery of the local jurisdiction(s).

Identified long-term recovery projects focused on infrastructure and services critical to the community will be managed by the local (county, city, town, NGOs) jurisdiction with assistance from SC DES as needed and agreed to by Stillwater County.

Support agencies will provide assistance under the Incident Command System (ICS) in place to the ESF Coordinator and Primary Agencies in line with their mission, functions and capacity.

Table 14-1. Functional Categories and Responsibilities

	ESF Primary Agency	ESF Responsibilities
Coordination	SC DES	• Coordinate needs with state and federal government agencies to enhance long-term recovery efforts on behalf of the local jurisdiction and/or NGOs. • Convene multi-disciplinary recovery expertise to provide strategic guidance and planning for long-term recovery efforts. • Identify and address long-term recovery issues, including those that fall between existing mandates of departments or levels of local government. • Avoid duplication of assistance by providing a single point of contact to state and federal government agencies during a disaster or emergency within Stillwater County or the cities/towns within County boundaries. • Coordinate application processes and planning requirements to streamline the assistance processes and identify and

		coordinate resolution of policy and program issues.
		• Identify programs and activities across the public, private and non-profit sectors that support long-term recovery and promote coordination between programs.
		• Identify appropriate programs and agencies to support implementation of comprehensive long-term community planning and identify gaps in available resources.
		• Identify appropriate programs and agencies to support and facilitate continuity of long-term recovery activities.
Technical Support	SC DES	• Work with all levels of government(s), NGOs and private sector organizations to support long-term recovery planning for impacted communities.
		• Strategically apply subject matter expertise to help communities recover from disasters.

Organisation—Response Structure

ESF #14 operates under the direction of SC DES. SC DES will identify and provide a coordinator based on the assistance needed for an incident requiring the activation of ESF #14. An appropriate coordinator will be assigned based on the impacts, magnitude and type of incident and subject matter expertise appropriate to the situation.

When an incident or incidents require assistance from more than one of the ESF functions, or activation of multiple ESFs from this EOP, SC DES may delegate leading individual functions to ad-hoc emergency employees. Ad-hoc emergency employees provide a regional point of contact that represents ESF #14 in its dealings with any Unified Command Group or political jurisdiction. The Coordinator of the SC DES may supervise ad-hoc emergency employees.

Actions and Responsibilities

Table 14-2. Actions and Responsibilities

Functional Category	Actions and Responsibilities
General	• If advanced warning is available ESF #14 may provide early identification of projects that can be quickly implemented, especially to reduce impacts to critical facilities.
	• Collaborates with other activated ESFs in a way that facilitates long-term recovery including assessment of impacts and needs.

Coordination	• Convenes multi-disciplinary teams to develop incident-specific action plans that support community recovery and mitigation activities and avoid the duplication of requests for government assistance. • Facilitates sharing of information among government and non-government entities as needed for long-term recovery. • Coordinates identification of appropriate programs to support implementation of long-term community recovery. • Coordinates with ESFs, governmental departments and agencies and non-governmental bodies as needed to identify long-term recovery needs specific to the needs of the affected populations and incorporate these into recovery and restoration strategies. • Facilitates recovery decision making across ESFs and political jurisdictions.
Technical Support	• May provide technical assistance to local governments (county, city, towns) in their own long-term recovery processes or interactions with State and Federal agencies as a result of a disaster or emergency as requested and available.

Signatures

We, the undersigned, understand our roles and responsibilities as outlined in ESF #6.

_____
David Stamey, Chief
Stillwater County Department of Emergency Services

_____
American Red Cross

_____
Natasha Sailer, SBC

ESF Coordinator

Stillwater County Sheriff's Office

Primary Agencies

Stillwater County Department of Emergency
Services
Columbus Fire/Rescue
Stillwater County SAR

Support Agencies

County Rural Fire Departments
MT DES
Montana DNRC
National Weather Service
Stillwater County GIS

Introduction

Purpose

Emergency Support Function (ESF) #9 – Search and Rescue (SAR) rapidly deploys SAR resources to provide lifesaving rescue operations when there is an actual or anticipated need for SAR operations.

Scope

ESF #9—SAR is activated during incidents or potential incidents requiring a large scale or long duration SAR response. The ESF #9 Coordinator is Stillwater County Sheriff's Office (SCSO) as this agency is legally in charge of traditional SAR operations per MCA. ESF #9 Primary and Support Agencies provide timely and specialized SAR capabilities, support and resources as requested.

SAR operations include answering distress calls, establishing communications, locating distressed or lost personnel, coordination, and execution of rescue operations in rural or urban environments, including air, land, water and USAR extrication and/or evacuation to assist persons and property in potential or actual distress.

SAR Response operations are classified in this plan in two Primary Functions:

Land, Air & Waterborne Search and Rescue: Primary Agency is SCSO. The Sheriff's Office oversees Search and Rescue Operations in this function per MCA.

Structural Collapse (Urban) Search and Rescue (USAR): Primary Agency is Columbus Fire/Rescue (CFR). USAR includes operations for natural and manmade disasters and catastrophic incidents which require structural collapse operations.

Jurisdictions within Stillwater County and, the entire state of Montana, lack qualified USAR Teams. This is an identified capability gap that cannot be filled locally at this time. Until a time that USAR capabilities are developed locally, during a USAR incident, Columbus CFR shall serve in a coordinating capacity with Stillwater County DES (SC DES) to obtain certified USAR resources. In the time following a USAR incident, likely 48-72 hours, operations will be conducted within the training and capabilities of present responders to preserve life and protect property

Policies

Table 9-1. Policies

General	• ESF #9 is activated by SC DES upon notification of a potential or actual incident or event that requires a coordinated response and support. • ICS and NIMS principles shall be followed for all emergencies or disasters. • Actions initiated under ESF #9 are coordinated and conducted cooperatively with federal, state and local landowners, agencies and incident management officials and with private entities as required. • SAR Teams brought in from other agencies shall have operational control over their team members after receiving an assignment to determine if their missions are safe. • Reference NRF-ESF #9 and the Montana Emergency Response Framework (MERF) for additional references and policies on state and federal involvement in SAR operations. • Reimbursement may be provided through state, federal programs or other sources, as available.
Land, Air & Waterborne SAR	• Standing SAR Policies, Procedures and Guidelines of the SCSO shall be in effect during activation of ESF #9.
USAR	• USAR is an identified capability gap in Stillwater County and the State of Montana. • In the time following a USAR incident, likely 48-72 hours, operations will be conducted within the training and capabilities of present responders to preserve life and protect property. • USAR response resources are available through the SECC using the EMAC and/or NRF. • Responding USAR Teams that have been ordered by the incident shall be involved in operational decisions regarding their USAR mission as much as possible to provide USAR expertise.

Concept of Operations

General

SCSO organizes the ESF staff and support agencies based upon the core functional areas described in succeeding paragraphs. ESF #9 organizes and coordinates the capabilities and resources of the local government to facilitate answering distress calls, establishing communications, locating distressed or lost personnel, coordination, and execution of rescue operations in rural or urban environments including land, air, water and USAR extrication and/or evacuation to assist persons and property in potential or actual distress.

ESF #9 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the availability of local SAR resources.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions.

Table 9-2. Functional Categories and Responsibilities

	ESF Primary Agency	ESF Responsibilities
Land, Air & Waterborne SAR	SCSO	• SCSO, as the ESF #9 Coordinator provides information to the Unified Command Group through the chain of command for the duration of the incident. • Coordinates primary and support agencies for planning and operational needs. • Coordinates resolution of conflicting operational demands for SAR response resources • Coordinates with out of area executing SAR operations in the field to determine needs. • Coordinates logistical support for Land, Air and Waterborne SAR resources to maintain operational readiness. • Ensures coordination with USAR operations during the planning cycle and operational periods. • Provides incident and situational reports and assessments as required. • Determines need, completes and submits cost reimbursement paperwork for SAR activities as reimbursement is available. (e.g. State of Montana Search and Rescue Fund)
USAR	SC SAR, Columbus Fire/Rescue	• Manages and coordinates USAR resources coming in from out of area. • Coordinates logistical support for USAR resources to maintain operational readiness. • Communicates with the ESF Coordinator to ensure knowledge and needs of USAR operations during the planning cycle and operational periods.

		• Conducts operations within the training and capabilities of present responders to preserve life and protect property. • Provides incident and situational reports and assessments to the ESF Coordinator as required.

Organization — Response Structure

ESF #9 operates under the direction of SCSO. SCSO will identify and provide a coordinator based on the assistance needed for an ESF #9 incident. When an incident requires assistance from more than one of the ESF #9 functions, SCSO provides the regional point of contact and represents ESF #9 in its dealings with any work at the Emergency Operations Center.

When ESF #9 assistance involves only one functional area of ESF #9 the agency in charge of that functional area may provide an individual to fill the coordinator function as the point of contact to represent ESF #9 in its dealings with any Unified Coordination Group. ESF #9 will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.

Actions and Responsibilities

Table 9-3. Actions and Responsibilities

Functional Category	Actions and Responsibilities
General	• SC DES activates ESF #9 and notifies required personnel or individuals of activation. • SCSO, as the ESF #9 Coordinator provides information to the Unified Coordination Group through the chain of command for the duration of the incident. • SCSO coordinates primary and support agencies for planning and operational needs. • SCSO coordinates resolution of conflicting operational demands for SAR response resources • All personnel shall follow ICS and NIMS principles while executing their duties associated with ESF #9.
Land, Air and Waterborne SAR (SCSAR)	• Coordinates local outside resources executing SAR operations in the field to determine needs. • Coordinates logistical support for Land, Air and Waterborne SAR resources to maintain operational readiness. • Ensures knowledge and needs of USAR operations are communicated and addressed during the planning cycle and operational periods. • Provides incident and situational reports and assessments to the ESF Coordinator as required.

USAR	• Manages and coordinates USAR resources coming in from out of area. • Coordinates logistical support for USAR resources to maintain operational readiness. • Communicates with the ESF Coordinator to ensure knowledge and needs of USAR operations are communicated and addressed during the planning cycle and operational periods. • Conducts operations within the training and capabilities of present responders to preserve life and protect property. • Provides incident and situational reports and assessments to the ESF Coordinator as required.

Signatures

We, the undersigned, understand our roles and responsibilities as outline in ESF #9.

David Stamey, Chief
Stillwater County Department of Emergency Services

Charles (Chip), Sheriff
Stillwater County Sheriff's Office

Ty Williams, Chief Deputy
Stillwater County Sheriff's Office

Rich Cowger, Chief
Columbus Fire/Rescue

ESF Coordinator	**Support Agencies**
Columbus Fire/ Rescue Department	Columbus Police Department
	Stillwater County Sheriff's Office
Primary Agencies	Regional HAZMAT Team
	National Weather Service
Stillwater County Department of	Refinery HAZMAT Teams
Emergency Services	Environmental Protection Agency
	Railroad HAZMAT Team (BNSF)
	County Rural Fire Departments
	Montana Department of Environmental Quality
	Montana Disaster and Emergency Services
	Montana Highway Patrol
	Montana Department of Transportation
	Montana National Guard, 83rd Civil Support Team
	Montana/Wyoming Spill COOP
	Local Pipeline Companies

Introduction

Purpose

Emergency Support Function (ESF) #10 – Oil and Hazardous Materials (HAZMAT) provides initial incident response and extended incident support to an actual or potential discharge and/or uncontrolled release of oil or HAZMAT when activated.

Scope

ESF #10 provides for a coordinated local government effort in response to actual or potential oil and HAZMAT incidents that have the potential to be a threat to public health and safety, or to the environment.

Both federal and state statutes indicate the person responsible for the release (responsible party) is responsible for the cleanup. Local government must implement appropriate notification and response actions in order to save lives and property during a HAZMAT incident, especially during the early stages. Hazardous materials include chemical, biological, and radiological substances, whether accidentally or intentionally released. ESF #10 may also be used under appropriate authorities to respond to actual or threatened releases of other materials that pose a threat to public health or welfare or the environment.

The scope of ESF #10 includes the appropriate actions to prepare for, respond to and recover from a threat to public health, welfare, property or the environment caused by actual or potential oil and HAZMAT incident.

Appropriate general actions implemented by local government resources include but are not limited to: protecting the public by preventing, minimizing or mitigating a release; efforts to detect and assess the source and/or extent of contamination (including sampling and analysis and environmental monitoring);

actions to stabilize the release and prevent the spread of contamination. **Cleanup and remediation is the obligation of the responsible party.**

ESF #10 is activated during incidents or potential incidents requiring operational capabilities by local resources or extended incident support in response to a potential or actual oil or HAZMAT incident. Columbus Fire/Rescue Department (CFR) is designated as the "Local Emergency Response Authority" (LERA) as defined in MCA 10-3-1208 with powers and duties outlined in MCA 10-3-1209 for Stillwater County

The National Oil and Hazardous Substances Pollution Contingency Plan (NCP) requires that oil and hazardous materials releases be reported to the National Response Center (40 CFR 300.125.). The National Response Center (NRC) provides notifications of such reports to the National Operations Center (NOC) to promote situational awareness.

The ESF #10 Coordinator is CFR as this agency is designated as the LERA for all of Stillwater County and has the highest operational capability and knowledge of this subject matter. ESF #10 Primary and Support Agencies provide support and resources as requested, within their training and capabilities.

Policies

Table 10-1. Policies

General	- ESF #10 is activated by any officer with a local fire or law enforcement organization, or by Stillwater County Department of Emergency Services upon notification of a potential or actual incident or event that requires a coordinated response and support. - ICS and NIMS principles shall be followed for all emergencies or disasters. - Actions initiated under ESF #10 are coordinated and conducted cooperatively with federal, state and local agencies, incident management officials and with private entities as required. - During oil and HAZMAT incidents, responders initial actions should focus on: - Safety - Isolation of the area/ denying entry - Notifications - Standing Policies, Procedures and Guidelines of the CFR-HAZMAT shall be in effect for department members. - HAZMAT Teams brought in from outside agencies shall have operational control over their team members after receiving an assignment, under the direction of incident command. - All responders will act within their training and capabilities. - It is the discretion of the CFR-HAZMAT Team where they would like to be located in the ICS organization. - Reimbursement may be provided through state programs, from the responsible party or other sources, as available. - The incident commander (IC) shall declare that the emergency situation associated with an incident has ended when the acute threat to public health and safety or to the environment has been sufficiently

	addressed, per MCA 10-3-1209(3) • Many federal laws govern oil and hazardous material incidents due to their potential impact and targeted use for terrorist activities. These federal laws play an important part in determining the local role on large-scale and/or long duration incidents. Stillwater County will participate in these incidents to ensure consideration of local needs by federal officials as much as possible. Reference Federal ESF #10 for more information.

Concept of Operations

General

ESF #10 provides for a coordinated local government effort in response to actual or potential oil and HAZMAT incidents that have the potential to be a threat to public health and safety or to the environment.

CFR-HAZMAT Team organizes the ESF staff and support agencies based on need to provide safety from an acute onset oil or HAZMAT release until the threat to public health and safety or the environment has been sufficiently addressed. Local governments or resources are focused on acute affects and public safety, they are not responsible for cleanup or mitigation work.

The Incident Command System (ICS) will be utilized for all oil and HAZMAT incidents within Stillwater County. Local On-Scene Coordinators (LOSC), if used, are expected to work under ICS and are considered to be resources for the IC.

Unified Command (UC) may contain representatives from local fire, law enforcement, public health, environmental protection, responsible party or other involved agency.

ESF #10 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the availability of local resources.

Under the ICS, primary and support agencies will provide assistance to the ESF Coordinator in line with their agency mission, functions, training and capabilities.

Public Sector

HAZMAT response in Montana follows a regional model with teams based across the state. Billings Fire Department (BFD) is home to the Eastern Montana Regional HAZMAT Team which covers all of Stillwater County. CFR is designated as the "Local Emergency Response Authority" (LERA) as defined in MCA 10-3-1208 with powers and duties outlined in MCA 10-3-1209 for the City of Columbus and all county areas outside Columbus.

NOTE: All requests for the Regional HAZMAT Team *__MUST__* go through SC DES to ensure the State DES and Governors Office are notified for pay purposes.

Local Fire Districts, Fire Service Areas, Fire Companies and other municipal fire departments provide initial incident assessment within their training and capabilities and serve as the initial IC. The ICs from local fire organizations are responsible to recognize when an incident exceeds their training and capabilities and request the assistance of Eastern Montana Regional HAZMAT Team in a timely

manner. Assistance is available anytime and includes everything from technical consultation over the phone/radio to mobilization of operational HAZMAT Team personnel.

If the BFD-HAZMAT Team responds to the incident, the team may work in Unified Command (UC) and may elect to work as a specialized operation (Branch/Section/Division/Group) established by the IC or as part of UC.

Responses to a release from oil or gas pipeline within Stillwater County require the notification of the responsible party. Contact the appropriate pipeline company as soon as is possible.

The nature and duration of an oil or gas pipeline release may exceed the initial response mission of the Regional HAZMAT Team but may still require involvement from the local jurisdiction. Transfer of command, in this instance, should be completed in a formal and documented process after ensuring early communication per the Planning Section in ESF #5.

Potential long-term roles on a large incidents include serving as part of UC or working as a LOSC. UC roles will be filled by the local fire chief(s) or by the Stillwater County Department of Emergency Services Chief (or their designee).

The LOSC role will be filled by the Stillwater County Disaster and Emergency Services coordinator (or his/her designee) on behalf of Stillwater County. Cities/towns may also appoint a LOSC on behalf of the jurisdiction.

Private Sector

A pipeline emergency creates a dangerous situation for emergency responders. Pipeline operators are required to be part of the team working towards the safe resolution of the incident. Responders' goal is to minimize the level of risk to responders, the community and the environment.

Cleanup and remediation remain the obligation of the responsible party following federal and state statutes or local requirements. Many responsible parties also have technical assistance available through local personnel and/or 24-hour phone numbers. Stillwater County has a medium-density of oil and gas pipelines and operators within its borders, their contact information is below. Some of the companies listed below do NOT have pipelines in Stillwater County.

Yellowstone	Emergency Number
Cenex Pipeline, LLC	1-800-421-4122
ExxonMobil Pipeline Co	1-800-537-5200
Front Range Pipeline, LLC	1-800-421-4122
Montana Dakota Utilities Company	1-800-638-3278
NorthWestern Energy	1-888-467-2669
Phillips Pipe Line Co	1-877-267-2290
Plains Pipeline, L.P.	1-800-708-5071
WBI Energy Transmission	1-888-859-7291

These contact numbers allow for technical assistance to be provided by the responsible pipeline operator. Pipeline operators have staff trained and equipped to assist in response to a pipeline release. Pipeline operators will likely be required to mitigate the hazard and close the incident. These

requirements are vast in their potential work but will most likely require the operator to work with their equipment to close valves, shut down pipelines, conduct cleanup and mitigation activities.

If pipeline damage is suspected or has occurred, it is very important that the pipeline operator shut down or isolate the affected pipeline segment. Actions should be taken to contact the appropriate pipeline company as soon as possible. The 24/7 contact numbers for pipeline operators are above.

Pipeline Products and Hazard Information (from Montana Liquid and Gas Pipeline Association)

Natural Gas is the predominant product found in gas distribution pipelines, and with few exceptions, is transported via pipelines in gaseous form. Like crude oil, it is a naturally occurring resource formed millions of years ago as a result of heat and pressure acting on a decayed organic material. It is extracted from wells and transported through gathering pipelines to processing facilities. From these facilities it is transported through transmission pipelines to distribution centers for distribution pipeline systems. The main ingredient in natural gas is methane (94%). Natural Gas typically is odorless, colorless and tasteless and nontoxic in its natural state. When transported via transmission pipelines, natural gas typically does not have an odorant added. An odorant (called mercaptan) is normally added when it is delivered to a distribution system. At ambient temperatures, natural gas remains lighter than air. However, it can be compressed under high pressure to make it convenient for use in other applications or liquefied under extremely cold temperatures (-260^{oF}) to facilitate transportation.

Petroleum Gas is a mixture of gaseous hydrocarbons, primarily propane, butane and ethane, which are easily liquefied under pressure and are used for residential or commercial heating and other industrial applications. Propane and butane are often stored and transported under pressure as (LPG) in portable containers for use as fuel for heating and cooking applications. LPG is usually transported through hazardous liquid transmission pipelines and may also be identified as Highly Volatile Liquids (HVLs) or Natural Gas Liquids (NGLs). Vaporized propane and butane may also be found in small distribution systems. LPG is a tasteless, colorless and odorless gas. When transported via transmission pipelines it typically will not have odorant added. Odorant is added when LPG is offloaded to a distribution pipeline system or transport tanks to facilitate leak detection.

Petroleum Liquids is a broad term covering many products, including crude oil, gasoline, diesel fuel, aviation gasoline, jet fuel, fuel oil, kerosene, naphtha, xylene and other refined products. Crude oil is unrefined petroleum that is extracted from beneath the earth's surface through wells. As it comes from the well, crude oil contains a mixture of oil, gas, water and other impurities, such as metallic compounds and sulfur. Refinement of crude oil produced petroleum products that we use every day, such as motor oils and gasoline. Crude oil is normally transported from wells to refineries through gathering pipelines. Refined petroleum products are normally transported in transmission pipelines to rail or truck terminals for distribution to consumers. Odorant is not added to these products because they have a natural odor.

Anhydrous Ammonia is the liquefied form of pure ammonia gas. It is a colorless gas or liquid with an extremely pungent odor. It is normally transported through transmission pipelines located in the Midwest and is used primarily as an agricultural fertilizer or industrial refrigerant.

Carbon Dioxide is a heavy gas that is normally transported in transmission pipelines as a compressed fluid. It is a naturally occurring, colorless, odorless and tasteless gas used in the petroleum industry. Under normal conditions, carbon dioxide is stable, inert and nontoxic.

Ethanol (also called ethyl alcohol) is a colorless liquid that is widely used as an additive to automotive gasoline. It may be transported in buried transmission pipelines.

Hydrogen Gas is commonly produced from the steam reforming of natural gas. It is frequently used near its production site, with the two main used being petrochemical processing and ammonia production. Hydrogen is a flammable gas that is colorless, odorless and lighter than air. It is nontoxic, but can act as a simple asphyxiant.

"Sweet" Crude Oil and Gas Products contain little or no sulfur.

"Sour" Crude Oil and Gas Products contain high concentrations of sulfur and hydrogen sulfide.

Hydrogen Sulfide (H2S) is a toxic, corrosive contaminant found in natural gas and crude oil. It has an odor like the smell of rotten eggs or a burnt match. Exposure to relatively low levels of hydrogen sulfide (500 ppm) can be fatal.

Table 10-2. Hazard Information**

Hazard Information

(1) These products are naturally odorless and only certain pipeline systems may be odorized.

	Natural Gas	Petroleum Gas	Petroleum Liquids	Anhydrous Ammonia	Carbon Dioxide	Ethanol	Hydrogen Gas	Sour Gas (H2S)	Sour Crude Oil (H2S)	Liquids & Natural Gas
INDICATIONS OF A LEAK										
An odor like rotten eggs or a burnt match	(1)	(1)						X	X	(1)
A loud roaring sound like a jet engine	X							X		X
A white vapor cloud that may look like smoke		X		X						
A hissing or whistling noise	X	X		X	X			X	X	X
The pooling of liquid on the ground			X			X			X	X
An odor like petroleum liquids or gasoline		X	X			X			X	X
Fire coming out of or on top of the ground	X	X					X	X		X
Dirt blowing from a hole in the ground	X	X		X	X		X	X		X
A sheen on the surface of water		X	X						X	X
An area of frozen ground in the summer	X	X			X	X	X	X		X
An unusual area of melted snow in the winter	X	X			X		X	X		X
An area of dead vegetation	X	X	X				X	X	X	X
Bubbling in pools of water	X	X			X		X	X		X
An irritating and pungent odor				X				X	X	
HAZARDS OF A RELEASE										
Highly flammable and easily ignited by heat or sparks	X	X	X			X	X	X	X	X
Will displace oxygen and can cause asphyxiation	X	X		X	X		X	X		X
Vapors are heavier than air and will collect in low areas		X	X	X	X	X		X	X	X
Contact with skin may cause burns, injury or frostbite		X	X	X	X	X	X	X		X
Initial odor may be irritating and deaden the sense of smell								X	X	
Toxic and may be fatal if inhaled or absorbed through skin				X				X	X	
Vapors are extremely irritating and corrosive				X				X	X	
Fire may produce irritating and/or toxic gases	X	X	X	X			X	X	X	X
Runoff may cause pollution		X	X			X			X	X
Vapors may form an explosive mixture with air	X	X	X				X	X	X	X
Vapors may cause dizziness or asphyxiation without warning	(1)	(1)			X		X	X	X	(1)
Is lighter than air and can migrate into enclosed spaces	X							X		X
EMERGENCY RESPONSE										
Avoid any action that may create a spark	X	X	X	X			X	X	X	X
Do NOT start vehicles, switch lights or hang up phones	X	X	X	X			X	X	X	X
Evacuate the area on foot in an upwind and/or uphill direction	X	X	X	X	X	X	X	X	X	X
Alert others to evacuate the area and keep people away	X	X	X	X	X	X	X	X	X	X
From a safe location, call 911 to report the emergency	X	X	X	X	X	X	X	X	X	X
Call the pipeline operator and report the event	X	X	X	X	X	X	X	X	X	X
Wait for emergency responders to arrive	X	X	X	X	X	X	X	X	X	X
Do NOT attempt to close any pipeline valves	X	X	X	X	X	X	X	X	X	X
Take shelter inside a building and close all windows				X	X			X	X	

**Table 10-2 Hazard Information provided by Montana Liquid and Gas Pipeline Association (MLGPA). Other manuals or response guides may contain different or more detailed information.

Organizations—Response Structure

ESF #10 operates under the direction of CFR. CFR will identify and provide a coordinator based on the assistance needed for an ESF #10 incident. CFR provides the regional point of contact and represents ESF #10 in its dealings with any work at the Emergency Operations Center (EOC) or Multiagency Coordinating Groups (MAC Group). CFR will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.
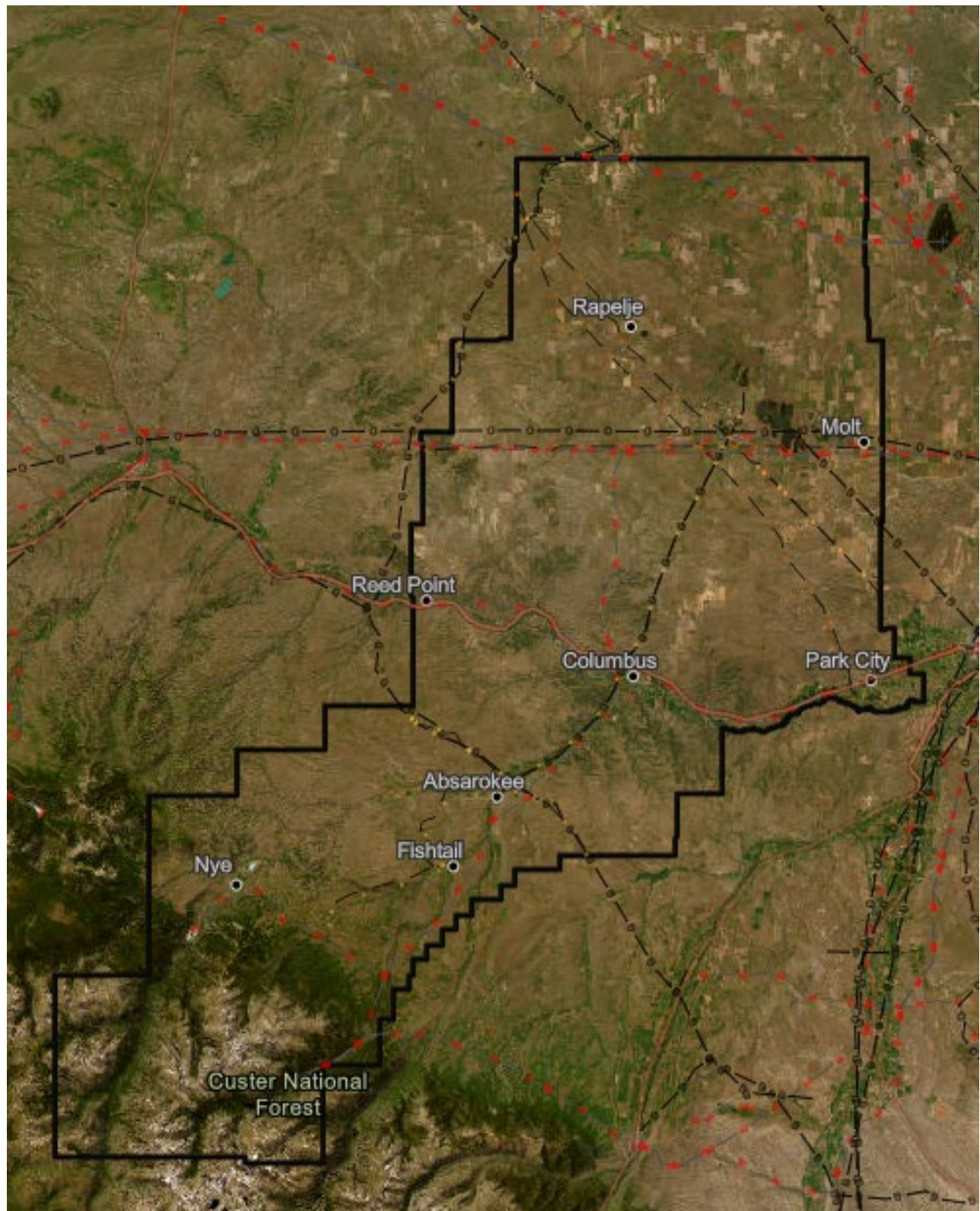
Actions and Responsibilities

Table 10-3. Actions and Responsibilities

Functional Category	Actions and Responsibilities
General	- Any local fire suppression organization or SC DES activates ESF #10 and notifies required personnel or individuals of activation. - CFR, as the ESF #10 Coordinator: - provides information to the EOC or MAC Group through the chain of command for the duration of the incident. - provides technical, coordination, and administrative support and personnel, facilities, and communications for ESF #10. - coordinates primary and support agencies for planning and operational needs. - coordinates resolution of conflicting operational demands for Oil and HAZMAT response resources - Coordinates logistical support for government resources to maintain operational readiness. - Manages and coordinates USAR resources coming in from out of area. - Provides incident and situational reports and assessments as required. - All personnel and private entities shall follow ICS and NIMS principles while executing their duties associated with ESF #10. - Law Enforcement (LE) Agencies investigate potential crimes (terrorism, attacks etc.) if the situation warrants. Stillwater County Sheriff's office notifies federal LE if terrorism or other federal crime is suspected.
Responding Fire Department	- Establish Incident Command/ Unified Command Post - Establish/maintain communication with facility official/ operator - Perform size-up of situation and address incident scope - Prevent extinguishment of primary pipeline fire unless for immediate life safety/rescue needs

	• Conduct fire protection to non-pipeline property and affected structures • Determine hazardous areas (Hot-Warm-Cold Zones) and respective safety measures • Implement initial community protective actions including evacuation/ shelter in-place warning
Law Enforcement	• Interface with Incident Command/ Unified Command Post • Establish perimeter security, crowd control and traffic control away from hazardous areas • Ensure security of pipeline facilities and valve sites • Conduct incident investigation to determine if accidental or criminal • Assist in community protective measures (ie. evacuation, notifications, etc…) • Provide additional support as necessary
Emergency Medical	• Interface with Incident Command/ Unified Command Post • Provide emergency medical care for affected responders and citizens • Develop EMS/ Hospital medical treatment plan for gas/ H2S • Communicate with hospital on treatment and decontamination methods • Provide additional support as necessary
Dispatch Center	• Activate emergency services (fire, law enforcement, EMS, public works and emergency management) based on incident needs, following incident commander instructions or standard protocols • Ensure notification of pipeline officials via emergency contact numbers • Coordinate activation of community warning systems as directed by fire, law enforcement or emergency management • Notify nearby known critical operations and vulnerable populations (schools, hospital, government buildings) as directed by the incident commander • Ensure formal notification of additional reporting authorities as directed
Facility/ Operator	• Notify Dispatch Center (9-1-1 facility) and initiate site safety procedures, including facility/ area evacuation • Interface with Incident Command/ Unified Command Post • Conduct primary facility response and repair actions • Support ongoing off-site emergency operations as necessary • Coordinate incident remediation/ recovery (clean up company, service restoration

Fugure 10.1 General Location of Oil and Gas Pipelines in Stillwater County

Signatures

We, the undersigned, understand our roles and responsibilities as outlined in ESF #10.

_____
David Stamey, Chief
Stillwater County Department of Emergency Services

_____
Rich Cowger, Chief
Columbus Fire/Rescue Department

ESF Coordinator	**Support Agencies**
Stillwater County Extension Office	Montana State Historical Preservation Office
	Montana Department of Agriculture
Primary Agencies	Montana Department of Livestock
	Montana Department of Natural Resources
Stillwater County DES	Columbus Police Department
Stillwater County Sanitarian	Humane Society of the United States
Stillwater County Sheriff's Office	Bureau of Land Management
Stillwater Historic Preservation Board	Local Veterinarians
Stillwater Billings Clinic	Montana Disaster & Emergency Services
	Montana Department of Environmental Quality
	Montana Department of Fish Wildlife and Parks
	Montana Department of Public Health and Human Services
	Montana Volunteer Organizations Active in Disasters

Introduction

Purpose

Emergency Support Function (ESF) #11 – Agriculture and Natural Resources supports local efforts to provide nutrition assistance; control and eradicate, as appropriate, any outbreak of a highly contagious or economically devastating animal/zoonotic (i.e., transmitted between animals and people or animal to animal) disease, or any outbreak of an economically devastating plant pest or disease; ensure the safety and security of the commercial food supply; protect natural and cultural resources and historic properties (NCH) resources; and provide for the safety and well-being of household pets during an emergency response or evacuation situation.

Scope

ESF #11 includes five primary functions:

Providing nutrition assistance: Includes working with local groups and agencies to determine nutrition assistance needs, obtain appropriate food supplies, and arrange for delivery of the supplies. These efforts are coordinated by Stillwater County Disaster and Emergency Service.

Responding to animal and plant diseases and pests: Includes implementing an integrated local response to an outbreak of a highly contagious or economically devastating animal/zoonotic disease, or an outbreak of a harmful or economically significant plant pest or disease and coordinate veterinary and wildlife services in affected areas. ESF #11 ensures, in coordination with ESF #8 – Public Health and Medical Services, that animal/veterinary health and sheltering issues in natural disasters are supported. These efforts are coordinated by MSU—Stillwater County Extension Office.

Ensuring the safety and security of the commercial food supply: Includes the execution of routine food safety inspections and other services to ensure the safety of food products that enter commerce. USDA would continue to manage the inspection and verification of food safety aspects of slaughter and processing plants; The Stillwater County Sanitarian is responsible for routine food safety inspections. Security of a large food supply during ESF #11 emergencies would be completed by the Stillwater County Sheriff's Office. These efforts are coordinated by the MSU Extension Service and sanitarian.

Protecting NCH resources: Includes appropriate response actions to preserve, conserve, rehabilitate, recover, and restore NCH resources. This includes providing post event baseline assessments of damages and providing technical assistance and resources for assessing impacts of response and recovery activities to NCH resources. These efforts are coordinated by the Stillwater Historic Preservation Board.

Providing for the safety and well-being of household pets: Stillwater County Disaster and Emergency Services, together with ESF #6 – Mass Care, Emergency Assistance, Housing, and Human Services; ESF #8; ESF #9 – Search and Rescue; and ESF #14 – Long-Term Community Recovery to ensure an integrated response that provides for the safety and well-being of household pets. The ESF #11 effort is coordinated by Stillwater County Disaster and Emergency Services.

Policies

Table 11-1. Policies

General	• ESF #11 is activated by Stillwater County Disaster and Emergency Services upon notification of a potential or actual incident that requires a coordinated response and support to help ensure one or more of the following: The availability and delivery of food products; food safety; appropriate response to an animal or plant disease or pest; the protection of natural and cultural resources and historic properties; and/or the safety and well-being of household pets.
	• Actions initiated under ESF #11 are coordinated and conducted cooperatively with federal, state and local landowners, agencies and incident management officials and with private entities as required.
	• Each supporting agency is responsible for managing its respective assets and resources after receiving direction from the primary ESF #11 agency for the incident.
Nutrition Assistance Policies	• Food Supplies secured and delivered under ESF #11 are suitable either for household distribution or for congregate meal service as appropriate for the incident.
	• Transportation and distribution of food supplies within the affected area are arranged by local and volunteer organizations.
	• ESF #11 officials coordinate with and support agencies responsible for ESF #6 that are involved in mass feeding.
	• ESF #11 officials encourage the use of congregate feeding arrangements as the primary outlet for disaster food supplies.
	• Priority is given to moving critical supplies of food into areas of acute need and then to areas of moderate need.

Animal and Plant Diseases and Pest Policies	• Animal and plant disease and pest responses are conducted in collaboration and cooperation with local, state, federal authorities and private industries to ensure continued human nutrition and animal, plant, and environmental security. • When addressing animal diseases, all animal depopulation activities are conducted as humanely as possible while stopping pathogen spread and limiting the number of animals that must be euthanized. • Disposal methods for infected or potentially infected carcasses and plant host material are chosen for their effectiveness in stopping pathogen spread and for their minimal impact on the environment. • Actions taken during an animal or plant emergency are guided by and coordinated with local, state, federal and emergency preparedness and response official internal policies and procedures. • Livestock sheltering will be conducted during an emergency or disaster first at local facilities with short term availability as available.
Safety and Security of the Commercial Food Supply Policies	• The Food Safety and Inspection Service is activated upon notification of the occurrence of a potential or actual incident that requires a coordinated response • Actions undertaken are guided by and coordinated with local, state and federal agencies involved in the various parts of food safety and inspection.

Protecting NCH Resources Policies	• Stillwater County, with assistance from the County Preservation Office, and the State Historic Preservation Office (SHPO) will develop guidelines to protect, preserve, conserve, rehabilitate, recover, and restore Natural and Cultural Historic Sites. • Stillwater County, through assistance from the County Historic Preservation Board and the State Historic Preservation Office (agencies) will develop and maintain a list of Historic Properties and Cultural Resources located within Stillwater County. This list should include both listed and non-listed properties and cultural resources sent to the National Register of Historic Places. • Stillwater County, through the development of the Hazard Mitigation Plan will determine which assets to prioritize and develop ways to avoid or minimize undesired effects. • Stillwater County should provide support to the County Preservation Office and the State Historic Preservation Office for the protection, preservation, conservation, rehabilitation, recovery, and restoration of Natural and Cultural Historic Sites during and after an incident where ESF #11 is initiated. • The agencies and organizations providing support for each incident should coordinate with appropriate ESFs and other annexes, including the coordinating agency for the Worker Safety and Health Support Annex, to ensure appropriate use of volunteers and their health and safety and to ensure appropriate measures are in place to protect the health and safety of all workers and volunteers. • Each support agency or organization is responsible for managing its respective assets and resources after receiving direction from the primary agency or agencies.
Safety and Well-Being of Household Pets Policies	• Animal evacuation and sheltering should be conducted in conjunction with human evacuation and sheltering. Animals should be sheltered near their owners to the extent possible. Owners should be expected to provide food, water husbandry, and exercise for their pets during the time they are in emergency shelters. • Businesses where animals are integral to operations (e.g. pet shops and veterinary hospitals) should be encouraged to have contingency plans in place for those animals in the event of a disaster or emergency. • Reference ESF #6 in regard to service animals.

Concept of Operations

General

MSU—Stillwater County Extension Office., as the coordinator for ESF #11, organizes the ESF staff and support agencies based upon the five core functional areas described in the succeeding paragraphs. It organizes and coordinates the capabilities and resources of the Local Government to facilitate the delivery of services, technical assistance, expertise, and other support for incidents requiring a coordinated response.

ESF #11 provides for an integrated local response to an outbreak of a highly contagious or economically devastating animal/ zoonotic (i.e., transmitted between animals and people) disease, an outbreak of a highly ineffective exotic plant disease, or an economically devastating plant or animal pest infestation in the United States.

ESF #11 supports the safety and well-being of household pets coordinating an integrated local response to, and during natural disasters and other emergency events resulting in mass displacement of civilian populations. Additionally, ESF #11 provides support to ESF #6 Mass Care, Emergency Assistance, Housing and Human Services in regards to support of service animals.

ESF #11 ensures the execution of routine food safety inspections and other services to ensure the safety of food products that enter commerce. USDA would continue to manage the inspection and verification of food safety aspects of slaughter and processing plants; The Stillwater County Sanitarian is responsible for routine food safety inspections. Security of a large food supply during ESF #11 emergencies would be completed by the Stillwater County Sheriff's Office.

ESF #11 through the primary agency for NCH resources organizes and coordinates the capabilities and resources of the local agencies to facilitate the delivery of services, technical assistance, expertise and other support for the protection preservation, conservation, rehabilitation, recovery, and restoration of NCH resources through all phases of an incident requiring a coordinated response.

ESF #11 supports ESF #6 Mass Care, Emergency Assistance, Housing and Human Services, ESF #8 Public Health and Medical Services, ESF #9 Search and Rescue, and ESF #14 Long Term recovery and Mitigation to ensure an integrated response that provides for the safety and well-being of household pets and service animals during natural disasters and other emergency events resulting in mass displacement of civilian populations.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions. Types of support may include being subject matter experts, providing technical assistance, providing resources and expertise as required to support incident objectives.

Table 11-2. Functional Categories and Responsibilities

	ESF Primary Agency	ESF Responsibilities
Nutrition Assistance	SC DES	• Determine nutritional assistance needs. • Obtain appropriate food supplies. • Arrange for transportation for food supplies.
Animal and Plant Disease and Pest Response	SC EXT	• Implement and integrate local level response to an outbreak of an economically devastating or highly contagious animal/ zoonotic disease, exotic plant disease, or plant pest infestation. • Coordinate veterinary and wildlife services in affected areas. • Coordinate with ESF #8 on animal/ veterinary issues in disease and natural disaster issues. • Locate shelter for displaced livestock as available.
Assurance of the Safety and Security of the Commercial Food Supply	Sanitarian	• Perform inspection and verification of meat, poultry, and egg products in affected areas. • Conduct food-borne disease surveillance. • Coordinate recall and tracing of adulterated products. • Coordinate disposal of contaminated food products. Coordinate inspectors and laboratory services to affected areas.
NCH Resources Protection	SC HPB	• Organizes and coordinates the capabilities and resources of the local government to facilitate the delivery of services, technical assistance, expertise and other support for the protection, preservation, conservation, rehabilitation, recovery and restoration of NCH resources in prevention of, preparedness for, response to, and recovery from an incident requiring a coordinated local response.
Household Pets Response	SC DES	• Coordinating an integrated local response to assure the safety and well-being of household pets. • Supports ESF #6 in regard to service animals

Organization—Response Structure

ESF #11 operates under direction of MSU—Stillwater County Extension Office. MSU—Stillwater County Extension Office will identify and provide a coordinator based on the assistance needed for an ESF #11 incident. When an incident requires assistance from more than one of the ESF #11 functions, MSU—Stillwater County Extension Office provides the regional point of contact and represents ESF #11 in its dealings with the Emergency Operations Center.

When ESF #11 assistance involves only one functional area of ESF #11 the agency in charge of that functional area may provide an individual to fill the coordinator function as the point of contact to

represent ESF #11 in its dealings with any Unified Coordination Group. ESF #11 will have staff on duty at the Emergency Operations Center as needed, for the duration of the emergency response period.

Actions and Responsibilities

Table 11-3. Actions and Responsibilities

Functional Category	Actions and Responsibilities
General	- The ESF #11 Coordinator provides information to the Unified Command Group through the chain of command for the duration of the incident. - The primary agency for the incident assembles an interagency staff to support operations at the Emergency Operations Center.
Nutrition Assistance	- Determines the critical needs of the affected population in terms of numbers of people, their location, and usable food preparation facilities for congregate feeding. - Identifies and locates geographically available food resources, transportation, equipment, storage, and distribution facilities. - Coordinates shipment of food to staging areas within the affected area. - Initiates direct market procurement of critical food supplies that are unavailable from existing inventories. - Establishes logistical links with long-term congregate meal services. - Coordinates with local officials to determine the nutrition needs of the population in the affected areas. - Works with local and voluntary agencies to develop a plan of operation that ensures timely distribution of food in good condition to the proper location, once need has been determined.

Animal and Plant Disease and Pest Response	- Coordinates with APHIS to address the potential for outbreaks in multiple States - Notifies USDA's Office of Inspector General (OIG) if a possible intentional pathogen or pest release is reported to animal or plant health authorities immediately. - Within agency capabilities, provides appropriate services to include inspection, quarantine enforcement, fumigation, disinfection, sanitation, pest extermination, and destruction of animals or articles found to be so infected or contaminated as to be sources of dangerous infection to human beings and takes such other measures as necessary. - Coordinates assignment of veterinary personnel to assist in delivering animal health care to injured or abandoned animals and performing veterinary preventive medicine activities, including the conducting of field investigations and the provision of technical assistance and consultation as required. - Coordinates tasks with other ESFs, Veterinary Medical Assistance Teams (VMATs), existing veterinary emergency response teams, and voluntary animal care organizations to respond. - Supports a multi-ESF response together with ESF #6, ESF #8, ESF #9, and ESF #14 to provide for the safety and well-being of household pets. - Provides technical expertise regarding the safety and well-being of household pets. - Coordinates sheltering of livestock at available facilities during emergencies and disasters. - Coordinates with ESF #6 on mass evacuation and sheltering of household pets. - Coordinates with ESF #8 on medical care for household pets. - Coordinates with ESF #8 on zoonotic disease surveillance activities. - Coordinates with ESF #8 in the case of a natural disaster. - Coordinates transportation for household pets. - Coordinates with ESF #9 on search and rescue operations for household pets. - Coordinates with ESF #14 to ensure continued assistance is provided for household pets during long-term community recovery.

Assurance of the Safety and Security of the Commercial Food Supply	• Assesses the status of inspected meat, poultry, and egg product processing, distribution, import, and retail facilities in the affected area.
	• Evaluates the adequacy of available inspectors, program investigators, and laboratory services relative to the emergency on a geographical basis.
	• Inspects and verifies food safety aspects of distribution and retail sites.
	• Coordinates facilities for laboratory analysis activities to screen meat, poultry, and egg products for chemical, biological, and radiological agents.
	• Suspends operations of meat, poultry, and egg processing plants as appropriate.
	• Engages in surveillance of food safety/security-related illness, injury, and other consumer complaints.
	• Conducts product tracing to determine the source, destination, and disposition of adulterated and/or contaminated products.
	• Assesses whether meat, poultry, and egg product processors, distributors, and importers in the affected area are able to provide safe and secure food. The operations of facilities that cannot produce unadulterated products are suspended, and other facilities continue to undergo regular or enhanced inspection and verification, including laboratory monitoring of food samples.
	• Works with local authorities as well as industry to conduct tracing, recall, and control of adulterated products. This includes proper disposal of contaminated products in order to protect public health and the environment in the affected area.

NCH Resources Protection	• Determines the critical needs and resources available to preserve, conserve, rehabilitate, recover, and restore NCH resources, in consultation with local and private entities. • Coordinates provision of necessary assistance within the affected area. • Provides technical advice, information, and assistance to help prevent or minimize injury to NCH resources. • Provides technical advice, information, and assistance for long-term recovery, restoration, preservation, protection, conservation, stabilization, or rehabilitation of NCH resources. • Utilizes networks of information and expertise on cultural and historic resources. • Utilizes networks of resources represented by the National Archives and Records Administration's partnership with the Council of State Archivists on issues relating to government records and historical documents. • Establishes logistical and communications links with organizations involved in long-term NCH resources protection, preservation, conservation, rehabilitation, recovery, stabilization, and restoration. • Addresses long-term community recovery activities carried out under ESF #14 that involve NCH issues. • Organizes and provides technical advice, information, and other assistance to help prevent or minimize injury to and to restore or stabilize NCH resources. • Provides technical assistance in contracting, contract management, procurement, construction inspection, and NCH resources assessments and restoration (natural resources), preservation, protection, and stabilization. • Provides technical and financial assistance to landowners and communities as appropriate to help assess the restoration needs and requirements for important fish and wildlife habitats and populations.
Household Pets Response	• Conducts situation assessments to determine the critical needs of household pets. • Identifies and manages available resources to support the evacuation and shelter of household pets. • Expedites requests for emergency assistance. • Supplies technical assistance and subject-matter expertise to provide for the safety and well-being of household pets.

Signatures

We, the undersigned, understand our roles and responsibilities as outline in ESF #11.

_____
David Stamey, Chief – Emergency Services
Stillwater County Disaster and Emergency Services

_____
Charles Kem, Sheriff
Stillwater County Sheriff's Office

_____
Agricultural Agent
MSU—Stillwater County Extension Office

_____
Megan Spry, Environmental Health Officer
Stillwater County

_____
Historic Preservation Officer
Stillwater County Historic Preservation Board

ESF Coordinator	**Support Agencies**
Stillwater County Department of Emergency Services	National Weather Service
	Energy Producing Companies and Non-Profits in Stillwater County
Primary Agencies	Electric Providers in Stillwater County
	Commercial Energy Transporting and Distributing Companies Operating in Stillwater Co.
	Department of Homeland Security/ CISA

Introduction

Purpose

Emergency Support Function (ESF) #12 – Energy is intended to facilitate the restoration of damaged or interrupted energy systems to critical infrastructure and government facilities when activated by Disaster and Emergency Services. ESF #12 also ensures appropriate emergency declarations are in place during incidents that effect energy supply to private citizens to assist in restoration of the energy supply.

Scope

ESF #12—Energy is activated during incidents or potential incidents which interrupt energy supply to critical infrastructure, government facilities or private citizens for an extended period of time such that it impacts the safety of the public or capabilities of the infrastructure, facility or government body to complete its duties, mission or service in a way that negatively impacts the population of Stillwater County.

The ESF #12 Coordinator is Stillwater County Department of Emergency Services (SC DES). ESF #12 Primary and Support Agencies provide timely and specialized capabilities, support and resources to SC DES as requested.

Policies

Table 12-1. Policies

General	• ESF #12 is activated by SC DES upon notification of a potential or actual incident or event that requires a coordinated response and support.
	• Actions initiated under ESF #12 are coordinated and conducted cooperatively with federal, state, and local landowners, agencies and incident management officials and with private entities as required.
	• Actions may be taken to help coordinate the restoration of energy systems at non-government critical facilities such as hospitals but the costs associated with the restoration of the energy system are the responsibility of the private facility.
	• Scope may include a response due to a shortage and/or disruption in

		the supply and delivery of energy and fuels that threaten large populations due to an intentional threat or natural incident. • Restoration of normal operations at energy producing facilities is the responsibility of the facility owner(s).

Concept of Operations

General

SC DES organizes and coordinates the capabilities and resources of the local government to facilitate the restoration of damaged or interrupted energy systems to critical infrastructure, government facilities and private individuals.

ESF #12 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the availability of local resources.

Support agencies provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions.

Table 12-2. Functional Categories and Responsibilities

	ESF Primary Agency	ESF Responsibilities
General	SC DES	• SC DES, as the ESF #12 Coordinator provides information to the EOC or Multiagency Coordinating Groups (MAC Group) through the chain of command for the duration of the incident. • SC DES coordinates with local, state and federal personnel to integrate the response to an ESF #12 incident. • SC DES recommends local emergency declarations and requests state declarations if necessary during energy incidents effecting private citizens and works to allow additional energy resources to restore services. • Coordinates primary and support agencies for planning and operational needs. • Coordinates resolution of conflicting operational demands for energy backup (generator) resources to critical infrastructure and government facilities • Collects intelligence on actual or projected damage to energy systems and provides situational reports and assessments as required. • Assists coordinating critical infrastructure and government facilities in locating energy and fuel for transportation, communications and emergency operations during an incident.

Organization—Response Structure

ESF #12 operates under direction of SC DES. SC DES identifies and provides a coordinator based on the assistance needed for an ESF #12 incident. SC DES provides the regional point of contact and represents ESF #12 in its dealings with any work at the Emergency Operations Center. When an incident requires assistance from more than one of the ESFs functions coordinated by SC DES, the Coordinator of DES may appoint an ad hoc employee or volunteer to coordinate ESF #12.

ESF #12 will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.

Actions and Responsibilities

Table 5-3. Actions and Responsibilities

Functional Category	Actions and Responsibilities
General	- SC DES activates ESF #12 and notifies required personnel or individuals of activation. - SC DES, as the ESF #12 Coordinator provides information to the EOC or MAC Group through the chain of command for the duration of the incident. - SC DES establishes and maintains contact with local, state and federal agencies involved in the ESF #12 response - SC DES recommends local emergency declarations and requests state declarations if necessary during energy incidents effecting private citizens and works to allow additional energy resources to restore services. - SC DES coordinates primary and support agencies for planning and operational needs. - SC DES coordinates resolution of conflicting operational demands for energy backup (generator) resources to critical infrastructure and government facilities - SC DES locates and coordinates delivery of energy and fuel for transportation, communications and emergency operations during an incident to critical infrastructure and government facilities during an incident. - All personnel follow ICS and NIMS principles while executing their duties associated with ESF #12.

Signatures

We, the undersigned, understand our roles and responsibilities as outline in ESF #12.

_____

David Stamey, Chief
Stillwater County Department of Emergency Services

ESF Coordinator	**Support Agencies**
Stillwater County Sheriff's Office	Stillwater County Department of Emergency Services
Primary Agencies	Montana Department of Justice
	Montana Sheriff's and Peace Officers Association (MSPOA)
Columbus Police Department	Billings Regional SWAT Team
	Neighboring local law enforcement agencies

Introduction

Purpose

Emergency Support Function (ESF) #13 – Public Safety and Security provides city and county law enforcement (LE) officers to provide assistance for incidents that require additional measures that ensure the safety of the public or security as the result of an actual or anticipated natural/manmade disaster or an act of terrorism.

Scope

ESF #13— Public Safety and Security is activated during actual or anticipated natural/manmade disaster, active shooter/ hostile event (AHSE), civil unrest, or an act of terrorism that requires additional measures that ensure the safety and security of the public. The ESF #13 Coordinator is Stillwater County Sheriff's Office (SCSO) as the elected Sheriff is the legal law enforcement authority under Montana Code Annotated (MCA).

If the emergency is contained completely within the City of Columbus the Police Department may, at the discretion of the Police Chief and if agreed to by SCSO, substitute as the ESF Coordinator following the policies, actions, and responsibilities in this plan.

This ESF does not supersede or override the policies or mutual aid and assistance agreements of any local, state, or federal jurisdiction, government, or agency. All LE departments and agencies retain all specific responsibilities accorded to them by statute, regulation, policy or custom.

Terrorism & Authority: ESF #13 is a support function aimed at public safety and security. It is separate from the law enforcement mission addressed under the authorities of the Sheriff's Office or Municipal Police Departments in MCA and in supporting law enforcement and investigation SOPs or other related documents kept by the SCSO. ESF #13 does not interfere or conflict with the responsibilities to perform law enforcement under existing SCSO plans.

Individuals from ESF Coordinator or Primary Agencies conducting operations under ESF #13 will still be performing their regular duties and will be entitled to all appropriate privileges and immunities.

ESF #13 activations in response to an act of terrorism or other incident under federal authority will focus on support to the impacted area and the ability to provide public safety and security. ESF #13 will not impede or conflict with federal responsibilities to prevent and investigate any acts under federal authority.

Public Safety and Security operations generally include:

1. Missions that include support to disasters/emergencies to provide for public safety in facilities such as housing shelters, access points, traffic control, crowd control and/or supplemental officers at large gatherings and preplanned events.

2. Missions that include response to and mitigation of an active shooter/ hostile event (ASHE) incident or civil unrest.

3. Missions that include support to disasters/emergencies to provide security at critical local infrastructure and security at locations such as Points of Dispensing (PODs), Incident Command Post (ICP), Emergency Operations Center (EOC), or during the moving of supplies such as medication that require protection.

Traditionally the majority of ESF #13 missions require a sworn LE officer that is armed and trained in the execution of a wide range of activities. However, based on the requirements of the specific mission, ESF #13 may use non-traditional resources such as supporting county departments, Sheriff Office Reserve Deputies, Police Department Reserves, or part time officers, private sector, or NGO to meet the requirements of the mission.

These resources may be in the form of individuals and/or organizations with specific skills or capabilities that are trained, capable and willing to assist ESF #13 as volunteers or contracted support. The specific authorities, skills or capabilities of these individuals or groups must match the requirements of the mission. Safety and security responsibilities performed by private sector and NGOs are generally limited to requirements at specific locations, such as shopping centers, private buildings, critical infrastructure locations, special events and contracted to the local government at buildings. However, overall public safety and security responsibility remains with the local LE agencies.

Policies

Table 13-1. Policies

General	- ESF #13 is activated by SCSO or by SC DES upon notification of a potential or actual incident or event that requires additional measures to ensure the safety and security of the public as the result of an actual or anticipated natural/manmade disaster, ASHE, civil unrest or an act of terrorism. - ICS and NIMS principles shall be followed for all emergencies or disasters. - Actions initiated under ESF #13 are coordinated and conducted cooperatively with federal, state, and local landowners, agencies, and incident management officials and with private entities as required. - Priority is given to missions related to life safety, followed by missions that address security and then missions that address critical infrastructure/property. - Additional resources should first be secured through the MSPOA, mutual aid and assistance agreements, then to the State of Montana SECC who can access other state agencies, the Emergency Management Assistance Compact (EMAC) and/or federal resources

	through the Emergency Federal Law Enforcement Assistance Act. • The ESF #13 Coordinator determines the need for appropriate missions for non-traditional resources, such as tactical medical support, Unmanned Aircraft Systems (UAS), or mission critical communications. • LE Officers or non-traditional resources from outside agencies will utilize their parent agency policies while detailed into an incident.
Public Safety	• Provides security and conducts vulnerability assessments at housing shelters, access points, traffic control, crowd control and/or supplemental officers at areas of large gatherings related to the incident.
Security	• Provides personnel to perform security and conducts vulnerability assessments at locally owned critical infrastructure sites as needed including but not limited to communications sites, water facilities, emergency services sites, food and agriculture sites, transportation systems (roads/bridges) and government buildings/facilities. • Provides security and conducts vulnerability assessments as requested by the Incident Commander/ Unified Command or by the EOC manager at locations such as Points of Dispensing (PODs), Incident Command Post (ICP), Spike Camps, Emergency Operations Center (EOC), or during the moving of supplies such as medication that require protection • Provides site security for visiting emergency responders at housing and work sites.

Concept of Operations

General

SCSO organizes the ESF staff and support agencies based upon the core functional areas described in the preceding paragraphs. ESF #13 organizes and coordinates the capabilities and resources of the local government to ensure the safety of the public or security during a large-scale disaster/emergency.

ESF #13 is scalable to meet the specific needs of each incident, based upon the nature and magnitude of the event, the suddenness of onset, and the availability of local resources.

Support agencies will provide assistance under the Incident Command System in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions.

Table 13-2. Functional Categories, Actions and Responsibilities

	ESF Primary Agency	ESF Responsibilities
General	SCSO	- SCSO, as the ESF #13 Coordinator, provides information to the Unified Command Group through the chain of command for the duration of the incident. - Determines the need for additional LE or non-traditional resources to assist or augment local public safety and security capacity. - Coordinates primary and support agencies for planning and operational needs. - Manages and coordinates ESF #13 resources coming in from outside agencies. - Determines the need for and appropriate missions for non-traditional resources. - Coordinates resolution of conflicting operational demands for resources. - Coordinates logistical support for ESF #13 resources to maintain operational readiness. - Provides incident and situational reports and assessments as required.
Public Safety	SCSO	- Communicates with the ESF Coordinator to ensure knowledge and needs of Public Safety Operations during the planning cycle and operational periods. - Conduct vulnerability assessments at sites identified by the IC/UC or EOC Manager and determine resources needed to provide for public safety at each site - Assign appropriate resources to sites including housing shelters, access points, traffic control, crowd control and/or other points of large gatherings related to the incident. - Establish information sharing with local and other LE agencies participating in the incident through MATIC or other programs such as LEEP.
Security	SCSO	- Communicates with the ESF Coordinator to ensure knowledge and needs of Security Operations during the planning cycle and operational periods. - Coordinate with the facilities staff in ESF #7 to conduct vulnerability assessments at proposed sites (new locations) prior to setting up operations at that location - Provide vulnerability assessments at existing sites. - Provide security at existing sites and new locations during required times up to 24/7 operations. - Participate in planning to ensure security of resources during the arrival, transportation, storage and dispensing of special

		items such as medication or supplies. • Provide security for special items such as medication or supplies during their arrival, transportation, storage and dispensing. • Provide vulnerability assessments and on-site security to locally owned critical infrastructure as needed including but not limited to communications sites, water facilities, emergency services sites, food and agriculture sites, transportation systems (roads/bridges), and government buildings/facilities. • Provide security and conducts vulnerability assessments as requested by Incident Commander/ Unified Command or by the EOC manager at locations such as (PODs), (ICP), Spike Camps, (EOC), or during the moving of supplies such as medication that require protection • Provide site security for visiting emergency responders at housing and work sites.

Organization —Response Structure

ESF #13 operates under the direction of SCSO. SCSO will identify and provide a coordinator based on the assistance needed for an ESF #13 incident. SCSO provides the point of contact and represents ESF #13 in its dealings with any work at the Emergency Operations Center or Multiagency Coordinating Groups (MAC Group).

When ESF #13 assistance involves only one jurisdiction (City/ County) the agency with jurisdiction in that area may provide an individual to fill the ESF coordinator function as the point of contact to represent ESF #13 in its dealings with the Emergency Operations Center or Multiagency Coordinating Groups (MAC Group). This requires agreement between the police department and SCSO as described in this ESF under "Scope".

ESF #13 will have staff on duty at the Joint Field Office (JFO) as needed, for the duration of the emergency response period.

Signatures

We, the undersigned, understand our roles and responsibilities as outlined in ESF #13.

_____
David Stamey, Chief
Stillwater County Department of Emergency Services

_____
Charles Kem, Sheriff
Stillwater County Sheriff's Office

_____
Aaron Euker, Chief
Columbus Police Department

ESF Coordinator	**Support Agencies**
Stillwater County Department of Emergency Services	NGOs Operating within Stillwater County Additional Agencies as Determined by Individual Incident Needs Recovery Consulting Groups
	FEMA
Primary Agencies	MT DES
City of Columbus Government Stillwater County Government	

Introduction

Purpose

Emergency Support Function (ESF) #14 Long Term Recovery provides a mechanism for coordinating local, state and federal support and assistance to the local governments and jurisdictions within and including Stillwater County to enable community recovery from the long-term consequences of disasters and emergencies. ESF #14 accomplishes this by identifying and facilitating the availability of sources of recovery funding and providing technical assistance for community recovery and recovery planning.

Scope

ESF #14—Long Term Recovery is activated during or following disasters or emergencies with a declaration from the city, town or county government to address significant, long term impacts to foster sustainable, whole community recovery focused on infrastructure and services critical to the community.

Individuals, government departments, agencies and outside NGO assistance involved in ESF #`14 will vary greatly depending on the impacts, magnitude and type of incident.

Policies

ESF #14 Policies

Stillwater County Department of Emergency Service (SC DES) serves as the ESF Coordinator for ESF #14 throughout the disaster or emergency. SC DES activates ESF #14 based on potential for long-term fiscal, infrastructure and/or services impacts detrimental to community welfare.

Political jurisdictions or political subdivisions affected by the disaster serve as the Primary Agencies for ESF #14. This includes all departments, agencies and associated government organizations within political jurisdictions or subdivisions.

The Chief of Emergency Services, or his/her designee may act in a support/coordinating manner through the long-term recovery of the whole community. The Coordinator may perform this function with the County, cities or town government entities to assist with the coordination between levels of

government during an emergency or disaster. This is meant to facilitate a smooth interaction between local, county, state and federal government agencies, departments and other associated parts and does not constitute any financial support from Stillwater County other than the time and expertise of the Chief of Emergency Services and personnel from the SC DES.

Support is tailored based on the type, extent, and duration of the incident and long-term recovery period, and on the availability of resources. ESF #14 is not a funding entity but facilitates the identification, coordination, and use of resources to support long-term recovery.

ESF #14 is concentrated on addressing significant, long term impacts to foster sustainable, whole community recovery focused on infrastructure and services critical to the community.

Concept of Operations

General

ESF #14 provides the coordination mechanisms to access support for local governments' and NGO assessment of the long-term recovery needs in the impacted areas and exchange assessment information among departments and agencies at various levels of government.

SC DES organizes the ESF staff and support agencies based upon the core functional areas described in succeeding paragraphs. ESF #14 organizes and provides coordination and technical support for long-term recovery of the local jurisdiction(s).

Identified long-term recovery projects focused on infrastructure and services critical to the community will be managed by the local (county, city, town, NGOs) jurisdiction with assistance from SC DES as needed and agreed to by Stillwater County.

Support agencies will provide assistance under the Incident Command System (ICS) in place to the ESF Coordinator and Primary Agencies in line with their mission, functions and capacity.

Table 14-1. Functional Categories and Responsibilities

	ESF Primary Agency	ESF Responsibilities
Coordination	SC DES	• Coordinate needs with state and federal government agencies to enhance long-term recovery efforts on behalf of the local jurisdiction and/or NGOs. • Convene multi-disciplinary recovery expertise to provide strategic guidance and planning for long-term recovery efforts. • Identify and address long-term recovery issues, including those that fall between existing mandates of departments or levels of local government. • Avoid duplication of assistance by providing a single point of contact to state and federal government agencies during a disaster or emergency within Stillwater County or the cities/towns within County boundaries. • Coordinate application processes and planning requirements to

		streamline the assistance processes and identify and coordinate resolution of policy and program issues. • Identify programs and activities across the public, private and non-profit sectors that support long-term recovery and promote coordination between programs. • Identify appropriate programs and agencies to support implementation of comprehensive long-term community planning and identify gaps in available resources. • Identify appropriate programs and agencies to support and facilitate continuity of long-term recovery activities.
Technical Support	SC DES	• Work with all levels of government(s), NGOs and private sector organizations to support long-term recovery planning for impacted communities. • Strategically apply subject matter expertise to help communities recover from disasters.

Organization—Response Structure

ESF #14 operates under the direction of SC DES. SC DES will identify and provide a coordinator based on the assistance needed for an incident requiring the activation of ESF #14. An appropriate coordinator will be assigned based on the impacts, magnitude and type of incident and subject matter expertise appropriate to the situation.

When an incident or incidents require assistance from more than one of the ESF functions, or activation of multiple ESFs from this EOP, SC DES may delegate leading individual functions to ad-hoc emergency employees. Ad-hoc emergency employees provide a regional point of contact that represents ESF #14 in its dealings with any Unified Command Group or political jurisdiction. The Chief of SC DES may supervise ad-hoc emergency employees.

Actions and Responsibilities

Table 14-2. Actions and Responsibilities

Functional Category	Actions and Responsibilities
General	• If advanced warning is available ESF #14 may provide early identification of projects that can be quickly implemented, especially to reduce impacts to critical facilities. • Collaborates with other activated ESFs in a way that facilitates long-term recovery including assessment of impacts and needs.

Coordination	• Convenes multi-disciplinary teams to develop incident-specific action plans that support community recovery and mitigation activities and avoid the duplication of requests for government assistance. • Facilitates sharing of information among government and non-government entities as needed for long-term recovery. • Coordinates identification of appropriate programs to support implementation of long-term community recovery. • Coordinates with ESFs, governmental departments and agencies and non-governmental bodies as needed to identify long-term recovery needs specific to the needs of the affected populations and incorporate these into recovery and restoration strategies. • Facilitates recovery decision making across ESFs and political jurisdictions.
Technical Support	• May provide technical assistance to local governments (county, city, towns) in their own long-term recovery processes or interactions with State and Federal agencies as a result of a disaster or emergency as requested and available.

Signatures

We, the undersigned, understand our roles and responsibilities as outline in ESF #14.

_____

David Stamey, Chief
Stillwater County Department of Emergency Services

The signatures on the promulgation documents at the beginning of the EOP will suffice as signatures from the local political jurisdictions.

ESF Coordinator	**Support Agencies**
Stillwater County Department of Emergency Services (SC DES)	All local and county agencies/ departments that are impacted or have Public Affairs capabilities
	All stakeholders that are impacted and have Public Affairs capabilities
Primary Agencies	Montana Disaster and Emergency Services (DES)
	Montana Department of Natural Resources and
City of Columbus Government	Conservation (DNRC)
Stillwater County Government	

Introduction

Purpose

Emergency Support Function (ESF) #15 External Affairs provides a clear, concise and accurate manner on actions taken by local and state governments and actions to be taken by the public. Every effort will be made to ensure timely distribution of accurate information to the public and to counter rumor and inaccurate information with facts as they are known. Message priority will be based around incident, the Emergency Operation Center objectives and the Incident Action Plan. Likewise, all appropriate local, state, and federal entities requiring accurate information will be provided through ESF #15 regarding the status of response and recovery activities associated with the scope and needs of their office, department, or agency mission.

Scope

The Stillwater County Department of Emergency Services (SC DES), working in cooperation with all government jurisdictions involved in the disaster is responsible for ESF #15—External Affairs while response and recovery operations are ongoing. During prevention, preparedness and mitigation, individual government agencies are responsible for their own external affairs and information dissemination. ESF #15 may be activated by SC DES at the request of a local jurisdiction to help manage external affairs on a local incident even if all other areas under the incident command structure are small enough to be handled by the local jurisdiction.

ESF #15 provides Stillwater County and the local (city and town) jurisdictions within County boundaries with a single point to collect and disseminate information working with all jurisdictions involved from within Stillwater County. All departments of County and local jurisdictions involved will provide information to and assist with this function during a disaster or emergency.

Before, during and after a disaster or emergency, the public will be apprised of information through reports to the news media, internet, social media outlets or other means such as reverse-911, the Integrated Public Alert & Warning System (IPAWS), Stillwater County Alerting System, and/or other means as they are available, appropriate and functional to disseminate information in a timely manner.

SC DES serves as the ESF Coordinator and will ensure that ESF #15's critical function, to provide the public with essential information and documentation by written, verbal, photographic or other means is accomplished. Each individual jurisdiction involved in the response or recovery efforts is responsible to ensure their jurisdiction is represented and is participating as necessary in all activities as they relate to ESF #15 during response and recovery efforts.

Jurisdictions that do not have a representative participating in ESF #15 efforts will not duplicate efforts individually as this has the potential to create confusion regarding information, unity of effort or the coordinated manner in which a disaster or emergency is coordinated when reaching a level of this complexity.

Policies

ESF #15 Policies

Stillwater County Department of Emergency Service serves as the ESF Coordinator for ESF #15 throughout the response and recovery efforts of a disaster or emergency or as requested. ESF may coordinate and release incident information on behalf of the incident management team if requested.

Political jurisdictions or political subdivisions affected by the disaster serve as the Primary Agencies for ESF #15. This includes all departments, agencies and associated government organizations within political jurisdictions or subdivisions.

During prevention, preparedness and mitigation individual government agencies are generally responsible for their own external affairs and information dissemination. If needed and requested, a coordinated activation of ESF #15 may occur during these stages.

All departments of County and local jurisdictions involved will provide information to and assist with this function during a disaster or emergency.

Each individual jurisdiction involved in the response or recovery efforts is responsible to ensure their jurisdiction is represented and is participating as necessary in all activities as they relate to ESF #15 during response and recovery efforts.

Stillwater County has identified the following as Lead PIO for an incident:

- Stillwater County Board of County Commissioners (BOCC)
- Stillwater County Chief of Emergency Services
- Stillwater County Sheriff's Office

Under this plan, individuals are recommended to have the following training to act as the "Lead PIO":

Core Training Recommended
ICS-100: Introduction to Incident Command System (ICS)
ICS-200: ICS for Single Resources and Initial Action Incidents
G0289 or IS-029: Public Information Officer Awareness Training*
G0290 or E/L 952 or S-203: Basic Public Information Officer*
G0291: Joint Information System/ Joint Information Center Planning for Tribal, State and Local PIOs*
E388: Advanced Public Information Officer*

*or applicable and comparable training and/or real-world experience

Supplemental Training Recommended
IS-42: Social Media in Emergency Management
IS-250.a: Emergency Support Function #15: External Affairs
IS-247.a or IS-248 or IS-251: IPAWS and Public Warning Systems
ICS-300: Intermediate ICS for Expanding Incidents
ICS-400: Advanced Incident Command System
IS-700: National Incident Management System (NIMS): An Introduction
IS-702.a: NIMS Public Information Systems
IS-800: National Response Framework (NRF): An Introduction

Jurisdictions that do not have a representative participating in ESF #15 efforts will not duplicate efforts individually.

Support is tailored based on the type, extent, and duration of the incident, long-term recovery period, and on the availability of resources.

Concept of Operations

General

ESF #15 provides the coordination mechanisms to provide the public with essential information and documentation by written, verbal, photographic, digital, or other means which is accomplished through a single source known as the Joint Information Center (JIC).

SC DES organizes ESF #15 and will have a single point of contact with the Lead PIO. This Lead PIO organizes staff, meetings, coordination, information exchange with incidents and other ESFs as needed with the representatives from all other agencies participating in the JIC.

ESF #15 is scalable to meet the specific needs of each incident, based on the type, extent, and duration of the incident.

Support agencies will provide assistance under the Incident Command System (ICS) in place to the ESF Coordinator and Primary Agencies in line with their agency mission and functions.

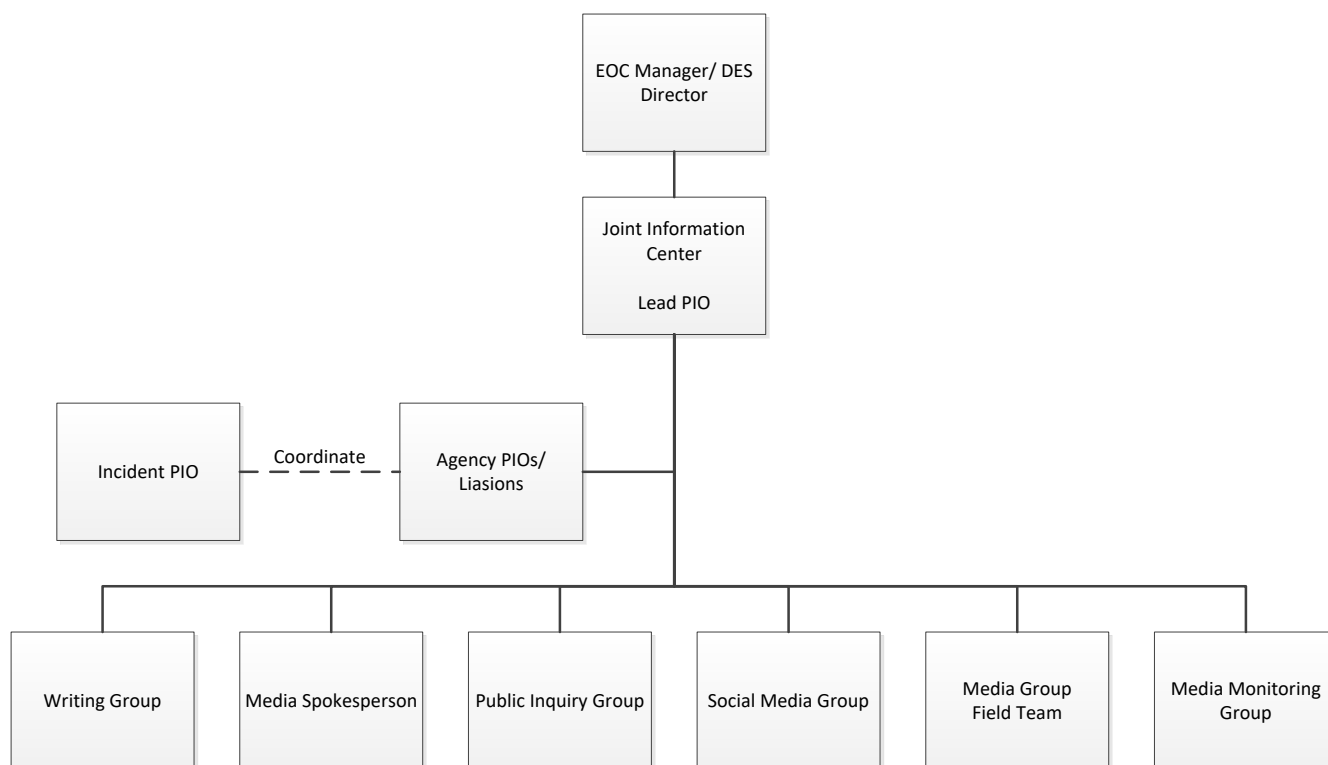**Table 14-1. Functional Categories, Actions and Responsibilities**

	ESF Actions and Responsibilities
Lead PIO	• See above for identified Lead PIOs • Provide command and control to groups operating within the JIC as described below • Access existing or develop an appropriate Joint Information System (JIS) with involved agencies • Identify and solicit appropriate spokesperson(s) based on the type of incident

Agency PIO Liaision	• Coordinate with Incident PIO and PIO liaisons from impacted agencies/ departments/ non-government agencies to ensure a common, consistent message throughout all public information releases
Writing Group	• Develop accurate and timely public information releases • Coordinate with spokesperson(s), public inquiry group, social media group, media monitoring group, incident and agency PIOs to address questions that have come into each of those areas • Attend operational briefing, planning meeting or acquire information from other sources as available
Media Spokesperson	• Engage with traditional media outlets including television, radio, digital and print media as the spokesperson for the JIC. • Advise additional individuals (technical experts, elected officials etc.) speaking at public meetings or with media outlets regarding the verified and accurate information available at that time • Utilize information and messages crafted by the Writing Group • Organize, attend and speak at public meetings as needed
Public Inquiry Group	• Field inquiries from public sources and answer questions with information that has been cleared for release through the JIC and proper channels • Gather information regarding the incident and pass to appropriate groups • Pass inaccurate information and rumors to the Lead PIO so accurate information may be disseminated at subsequent media interactions and press releases
Social Media Group	• Monitor commonly used social media platforms for information relating to the incident • Gather information regarding the incident from social media platforms as available and pass to appropriate groups • Pass inaccurate information and rumors to the Lead PIO so accurate information may be disseminated at subsequent media interactions and press releases • Engage in discussion and information dissemination on social media platforms on behalf of the EOC to answer questions and refute inaccurate information utilizing only information that has been cleared for release through the JIC and proper channels
Media Group Field Team	• Provide needed material to the other groups in the JIC such as photographs, videos and other media materials • Travel to the incident or other sites as is deemed safe, requested, coordinated and approved by incident command

Media Monitoring Group	• Monitor traditional media platforms including print, and broadcast outlets for information relating to the incident • Engage print and broadcast media outlets on behalf of the EOC to answer questions and refute inaccurate information utilizing only information that has been cleared for release through the JIC and proper channels

Organization—Response Structure

ESF #15 operates under the direction of SC DES. SC DES will identify a coordinator known as the "Lead PIO" based on the assistance needed for an incident requiring the activation of ESF #15. The Lead PIO position will be taken from the agencies involved based on the incident type and individual experience acting in the PIO function.

Signatures

We, the undersigned, understand our roles and responsibilities as outlined in ESF #15.

_____

David Stamey, Chief
Stillwater County Department of Emergency Services

The signatures on the promulgation documents at the beginning of the EOP will suffice as signatures from the local political jurisdictions.

STILLWATER COUNTY
Hazardous Materials Annex
Table of Contents

Introduction:

Primary Agency: Fire Services

Support Agencies:
- Absarokee Fire Department (FD)
- Columbus FD
- Molt FD
- Nye FD
- Park City FD
- Rapelje FD
- Montana Regional Haz-Mat Teams
- Stillwater County Disaster and Emergency Services
- Law Enforcement Agencies
- City/County 911 Dispatch Center
- Public Works Agencies
- Public Health Agencies/CISM Team(s)
- National Weather Service
- Montana National Guard

Purpose
The purpose of this annex is to supplement the Stillwater County EOP by establishing policy and procedures specific to Hazardous Material/ Transportation accidents.

It is not intended to define Standard Operating Procedures (SOP) for any particular agency, but to provide a framework for operations in the event of mutual aid between agencies.

This annex will provide an organizational framework to effectively utilize all available firefighting apparatus and personnel within Stillwater County, control the dispatching of such equipment and manpower to locations where needed, and provide for effective operations at the scene during an emergency/disaster.

Two major types of transportation accidents will be considered in this annex, *rail* and *air*. Motor vehicle accidents, which occur on roadways within the county, would not normally constitute a major emergency under this plan unless hazardous materials or mass casualties/fatalities complicated the incident.
(*Please also see ESF 6 mass care*)

Scope:

This annex addresses all activities including detection, containment, and clean-up of Hazardous Material and or Transportation Incidents occurring separately or coincidentally. The scope of this section will not attempt to address details regarding mutual aid and regional fire mobilization responsibilities and procedures that are contained in other documents.

Policies and Legal Authorities

Local Emergency Response Authority: MCA 10-3-1208

Powers and Duties: MCA 10-3-1209

National Response Center: 40 CFR 300.125

Stillwater County Emergency Operations Plan

Situation & Assumptions

A. Situation

Hazardous materials are transported in ever-increasing volume; by road, rail, and air.

They are also stored in very large quantities in almost every community and rural area. These materials/substances can be, among other things, explosive, corrosive, radioactive, poisonous, or at the least - a pollutant.

Mining, Agriculture and other Industry within the county rely on Hazardous type materials.

Stillwater County has one major rail company operating within its limits: BNSF is used for cargo shipment and delivery for industry.

The County is located in a corridor known for heavy interstate and rail traffic that traverse it from east to west.

The Columbus Municipal Airport conducts flights in and out of the county involving cargo, and private flights.

 Military and DNRC flights, especially helicopters, also transit the county on a regular basis.

This Contingency Plan will provide procedures, information, and assignments of responsibility applicable to an incident involving hazardous materials and or transportation incidents.

B. Assumptions

Hazard type materials exist at high levels in the County due to the Agriculture and Mining and other industrial activities within the area.

In the event of an earthquake, or other significant event, large, hazardous material spills could be common.

In a disaster, some specialized response resources may become scarce or damaged. State and other resources may be called upon.

Efficient and effective mutual aid among the various local, county, state, and federal agencies requires the use of the Incident Command System (ICS), with compatible equipment and communication.

1. Aircraft accidents, particularly commercial flights, are especially susceptible to having mass casualties and fatalities.
2. Rail accidents are often HazMat incidents.
3. Demand for resources may be critical. Support from mutual aid is likely needed.
4. Based on the location of the accident, mass casualty and/or evacuation procedures may be required.

Below is a partial list of facilities that may contain hazardous materials
1. All fuel stations in the county
2. All ranches/farms that use chemicals for their operations
3. Montana Silversmiths
4. Propane vendors
5. Sibanye Stillwater mine and BMR
6. Rail cars and trucks transporting hazardous materials
7. Farm Supply Stores
8. Hardware Stores

Limitations

As in all major disasters we are limited by the capabilities and available resources at the time and a thorough information exchange between responders and the facility or transporter. Response is dependent upon limits of training, capabilities and qualifications. This plan only works if it "lives" and the "players" are firmly aware of what is in it.

Concept of Operations

A. Direction & Control General**:**

- See ESF 13, Public safety and security

♦*HAZARDOUS MATERIAL* is a substance or material which has been determined to be capable of passing an unreasonable risk to health, safety, and property. These substances or materials can be classified in one or more of the following classes:

1.	Explosives	5.	Corrosive
2.	Flammable	6.	Compressed Gas
3.	Combustible	7.	Poison
4.	Oxidizer	8.	Radioactive Materials

These categories of designated hazardous materials are addressed in the Department of Transportation Emergency Response Guidebook (DOT P 5800.3) located at the EOC and selected emergency response facilities (Sheriff's Office, Fire Stations.)

♦ The Incident Command System will be implemented at all incidents.

♦ Incident Command:

Rail Accident
The **Fire** agency having jurisdiction shall assume command if the event involves a fire and/or casualties. Unified Command, involving railroad representatives, is recommended for any other Rail accident requiring local response.

♦ The Incident Commander will establish an Incident Command Post (ICP) as soon as possible and ensure that the location of the ICP and identity of the IC is disseminated to all responders.

♦ The IC will adapt the management structure to reflect the need and complexity of the incident. In accordance with other annexes, this may include, but is not limited to activating the EOC, establishing unified command, and requesting mutual aid support from neighboring jurisdictions.

♦ The ICS has been adopted and is used by many first responders and local jurisdictions in the State of Montana to manage incidents and events. The purpose of ICS is to establish command and control with a system recognized by all responders, using the same organization and nomenclature.

♦ The ranking member of the first arriving response unit assumes command until relieved. An Incident Command Post (ICP) is established as the focal point for all emergency operations. Upon determination of fire protection responsibility and the need for additional resources, management responsibility may pass from local to state or federal agencies.

♦ In a disaster, several ICS units may be established to manage the significant areas of need. The IC will adapt the management structure to reflect the need and complexity of the incident. A unified Command may be established.

♦ The IC may also take other management steps such as requesting activation of the EOC, and requesting incident activities coordination agency representatives within the EOC.

♦ The EOC may provide support to the Incident Commanders in such areas as evacuation, communications, transportation, shelter, and any other resources required.

♦ A situation map will be maintained by the EOC Planning Section to illustrate the affected areas and any other pertinent information such as anticipated fire activity and possible evacuation routes.

♦ Fire agencies may request activation of the Local Incident Support Team or a State or Federal Incident Management Team (IMT) to assist with managing the incident.

♦ Fire agencies may request activation of other local agency resources, such as Search and Rescue units, or law enforcement. These resources may be made available if not otherwise occupied.

♦ All non-traditional resource requests should be made to the County EOC. These may include one of the State's Regional Haz-Mat Teams, and/or Montana National Guard.

♦ Law Enforcement may provide traffic control, scene security, and assist in the movement of people and animals in the case of evacuation.

Air Accident
If the Incident occurs at Columbus Municipal Airport, the Airport Emergency Plan will be implemented. Under this plan, Columbus Fire Department assumes the Command function.

If the incident occurs off of Airport property, the **Fire** agency having jurisdiction shall assume command if the event involves a fire and/or casualties. Unified Command is recommended.

B. Authorities and Limitations
♦ The Incident Commander (IC) has authority to coordinate the use of resources and personnel at the scene of the emergency.

♦ The Commissioners and the Mayor of an incorporated city (Columbus) have the authority to declare a State of Emergency within their jurisdiction and the responsibility to request a state or federal declaration if appropriate.
♦ Commissioners have the authority to enter into mutual aid agreements between their jurisdictions and other jurisdictions.

♦ Law Enforcement has the authority to secure the crash site to maintain the integrity of the accident in an attempt to discover the cause (*after fire suppression and victim rescue operations are complete*).

♦ The FAA has the authority and responsibility to investigate all accidents involving aircraft.

♦ The NTSB has the authority and responsibility to investigate accidents involving all aircraft as well as selected rail accidents. It is NTSB policy to be on the scene of a major accident as soon as possible. In minor aircraft accidents, the FAA may respond to the scene instead of the NTSB.

♦ The Department of Defense has the authority to investigate any accident involving military aircraft.

♦ The County Coroner's Office is the lead agency for the collection, storage, and disposition of all human remains and their personal effects. The Coroner has the authority to control removal of any fatalities from the crash site. The Coroner will work closely with the respective investigation agency.

C. Communication

♦ An important component of activity prior to, during, and following any transportation/industrial accident is coordinating the communication flow of information with local, state and federal agencies that maybe involved as well as the media.

♦ Notification of the occurrence of a transportation incident will come through the 911 Dispatch Center or observance by field personnel.

♦ If appropriate, the Chief of Emergency Services or his/her deputy will activate Everbridge, iPAWS or the EAS by contacting the **NWS 1-800-240-4596)** to initiate a public broadcast message. Radio stations KEMC and KCTR and TV stations KTVQ and KULR will copy the message and interrupt regular programming for the broadcast.

♦ The official using Everbridge, iPAWS and EAS will identify himself/herself and state the purpose of the message. Officials with access to the Chief of Emergency Services, county commissioners, city manager, sheriff, and police and fire chiefs. Messages will be coordinated with the commissioners and released through the Chief of Emergency Services or his designee (e.g. PIO).

D. Public Information

♦ See ESF 15, External Affairs

♦ The EOC will be responsible for all emergency public education and information.

♦ Once appointed, the Public Information Officer (PIO) will be responsible for public coordination and dissemination during the emergency and will clear all press releases through the Incident Commander and Chief of Emergency Services. All approved press releases will be logged and a copy saved for the disaster records.

♦ During the event, the PIO, in conjunction with the IC, will continue to provide pertinent information over radio and TV. The public will be reminded to remain calm, stay tuned for more information, and to follow the instructions of emergency management personnel.

♦ The PIO may also participate in a Joint Information Center (JIC), staffed by PIOs from various agencies, to address the media with a single, coordinated voice.

♦ Special care should be taken to provide up-to-date information to friends and family of victims. Consideration should be given to keeping all such people in a central location where they can be protected from the press, and where information can be provided as it becomes available.

♦ The American Red Cross will be an invaluable asset in dealing with families affected by any significant transportation incident.

E. Considerations and Implementation Responsibilities

Every type of disaster has issues that are unique to that type of situation. This section is designed to point out the disaster specific issues or areas of consideration and what agency, private or governmental, is responsible to resolve that issue.

CHEMTREC (The Chemical Transportation Emergency Center) is a public service of the Chemical Manufacturers Association. It provides immediate advice for those at the scene of an emergency and will contact the shipper of the hazardous material involved for more detailed assistance and appropriate follow-up. Chemtrec operates around the clock to receive toll-free calls from any point in the United States. **1-800-424-9300.**

NORTHRIDGE TOX CENTER is a service located in the Health Center in Northridge, California. It is a 24-hour service which has a team of experts available to answer questions related to the effects of hazardous materials. They have medical personnel to provide advice on medical treatment of hazardous material problems. **1-800-227-6476**

♦ **Agency Cooperation**

The unique nature of transportation accidents provides for a different type of cooperation than most local agencies are used to experiencing. Federal agencies will most likely take the lead role relatively early on after the incident is reported. These agencies have the expertise to conduct these types of specialized investigations that is likely not available within the county.

1)   It is vital that the Incident Commander contact the NTSB prior to removing deceased victims, or moving aircraft wreckage. Call:

♦ **NTSB Safety Office 425-227-2000 (24 hr.)**

2)   For railroad accidents, the IC should contact the railroad's emergency response center as well as the NTSB prior to removing any victims or wreckage:

♦ **MRL (406) 523-1463 (24 hr.)**

♦ **Confidentiality**

The nature of transportation accidents makes the issue of confidentiality a significant issue. Special care must be taken to allow the airline or agency affected by the accident to confirm casualties and to notify the next of kin via prescribed methodology. If the aircraft either originated from or was destined for the county, extreme pressure from local media will occur. There are legal and ethical issues that must be considered.

♦ **Debris Removal and Scene Security:**

County personnel should not attempt removal of accident-related debris from the accident area except as necessary to facilitate rescue without clear direction from the appropriate authority. Accident investigation is highly dependent upon the preservation of the accident scene, which should be maintained in as close to impact condition as possible. Removal of debris will ordinarily be accomplished by, or under the direction of, investigative agencies such as the TSA, NTSB, or FBI. Scene security is of extreme importance, and shall take place under the direction of the Police or Sheriff's Department.

When responding to and securing the scene of a transportation accident, the following steps should be considered:

If bodies must be removed prior to the arrival of investigators, attempt to identify the victim, and mark the position in which the body was found. The location and position of bodies may be valuable clues to the cause of the accident. Assign a photographer to document the accident scene, and the location of bodies prior to their removal.

Mark cuts or tears in metal or other materials made in order to rescue victims to differentiate them from those that were the result of the accident.

Protect the scene from "souvenir" hunters. This may require lighting the scene at night to ensure a secure perimeter.

♦ **Evacuations:** *Chief Elected Officials*
Upon the establishment of the EOC, the Commission or their designee has the responsibility to order appropriate citizen evacuations utilizing local law enforcement or other emergency responders as deemed appropriate. Prior to the establishment of the EOC, the Incident Commander has the responsibility to recommend evacuations if the situation is imminently critical. *(see ESF 10)*

♦ **Mental Health:** *American Red Cross, Yellowstone County CISM*
Due to the often-gruesome nature of transportation incident, mental health issues become a major consideration. When an aircraft goes down, stress issues arise at both the point of origin as well as the destination of the aircraft. Organizations such as the ARC are well equipped to provide trained mental health teams to assist at all appropriate sites.

♦ **Search and Rescue:** *Sheriff's Department*
If the accident occurs in a rural part of the county, the most logical use of S & R is to help locate and secure the crash site. Care must be taken to protect the integrity of the site so as not to hamper the investigation into the cause of the accident. Another advantage of early activation of S & R would be to determine if there are survivors to expedite proper medical attention.

♦ **Shelter and Family Referral Services: *American Red Cross***
If temporary lodging is needed due to a transportation accident, the ARC will activate, publish information concerning shelters, and manage shelter operations. It is critical that all efforts to shelter and feed citizens are a coordinated effort between the Red Cross and all other agencies. The EOC is the logical broker for this communication. Call:

❑ **Stillwater County District ARC 1-800-272-6668 (24 hrs.)**

The Salvation Army may also be requested to provide shelters and mass feeding. Army operations will be coordinated through the EOC and Red Cross to prevent duplication of effort. Call: **1-800-272-6668.**
(see ESF 6 Mass Care)

Key Contact Numbers for Transportation Accidents:

Agency	Primary #	Secondary #
BNSF Peter Killman – Regional Haz Mat	800.832.5452 758.214.3248	
ARC American Red Cross, Stillwater District	(1-800-272-6668 (24 hrs.)	
BLM Bureau of Land Management	(406) 896-5013	
BOR Bureau of Reclamation	(406) 247-7600	
CHEMTREC	**(800) 424-9300 /** *(202) 463-1596 fax*	
CISM - Yellowstone County	406-256-2776/ cell 406-208-0506	
Environmental Health, Stillwater County	(406) 322-8055	
EPA Environmental Protection Agency	(800) 227-8914	
Federal Bureau of Investigation --EOC --FBI Billings Field Office	(202) 323-3300 (406) 254-8121 / *(406) 254-8100 fax*	
		(303) 312-6312
FHA Federal Highway Administration Montana Headquarters	(406) 444-6400	
Woltermann Memorial Airport	(406) 322-5313 / (406) 322-5974	
BIDC Billings Interagency Dispatch Center	(406) 896-2900 (24 hrs.)	
KCTR	(406) 248-5655	
KEMC	(406) 657-2987	
KTVQ-2	(406) 252-5611	
KULR-8	(406) 656-8000	
MTDEQ MT Dept. of Environmental Quality	(406) 444-0379	
MT DES Duty Officer	**(406) 324-4777 (24 hr.)**	
MTDNRC Dept. of Natural Resources	(406) 247-4400	
MTDOT MT Dept. of Transportation	(406) 657-0217	
NTSB National Transportation Safety Board	**1-844-373-9922**	
NWS Billings National Weather Service	(406) 652-0851 / (800) 240-4596	
Regional HazMat Teams (contact DES)	(406) 324-4777	
Salvation Army	(406) 245-4659	

COUNTY ASSIGNMENT OF RESPONSIBILITIES:

INCIDENT COMMAND:
The jurisdictional Fire Chief is responsible for Incident Management. (Unified Command is recommended)

SHERIFF'S DISPATCH:

1. Utilize Hazardous Material Incident Report Form to gather appropriate information.
2. Notify Incident Manager, Sheriff, DES Coordinator, and appropriate Chief Elected Official.
3. Alert hospital of possible victims and, if known, type of contamination they may have.
4. Dispatch ambulance as appropriate.
5. If there is a train wreck, notify the Montana Rail Link Safety Officer, in Laurel, Montana at 628-8012.
6. Keep in contact with the Incident Manager.

INCIDENT MANAGER (Jurisdiction Fire Chief):
Actions en route to the Scene:
   a. Insure law enforcement response for traffic and crowd control.
   b. Have dispatch check weather forecast for area.
   c. Determine geography at scene.
   d. Respond from upwind of an incident.

Actions on Arrival at the Scene:
   a. Risk lives only to save lives.
   b. Determine if hazardous materials are present:
      1. Check rail car or vehicle for placards.
      2. Check for Bill of Lading, if it is a truck. If it is a train, check Waybill or Consist
   c. Determine immediate health/safety hazards.
   d. Restrict access and evacuate if necessary.
   e. Establish a Command Post.
   f. Determine strategy and tactics.
   g. Request assistance as necessary.
   h. Follow Contamination Control and Decontamination procedures.
   i. Supervise/control/coordinate product recovery.
   j. If the chemicals are not identified and the hazards unknown,
       fight fire as though chemicals are toxic, and likely to have explosive actions.
   k. Inform Emergency Medical Services of contamination hazards.

EMERGENCY SERVICES:

1. Contact industry, state and federal authorities to ascertain extent of hazard.
2. Gather all information available on transportation firm involved in incident.
3. Encourage responding agencies to keep track of fiscal considerations.
4. Keep Chief Elected Officials informed.
5. Be prepared to help coordinate an evacuation.
6. Request industry, state or federal aid as needed.
7. Open EOC, if requested.

SHERIFF'S OFFICE:

1. Provide traffic control and incident site security.
2. Implement evacuation procedures through DES and the Chief Elected Officials as necessary.
3. Have a representative at the Field Command Post.
4. Provide assistance to the Incident Manager as requested.

EMERGENCY MEDICAL SERVICES:

1. **Hospital:**
   a. Implement the Hospital Emergency Operations Plan.
   b. Prepare for casualties.
   c. Prepare for decontamination procedures as needed.
2. **Ambulance:**
   a. Responsible for triage, treatment, and transportation.
   b. Coordinate with Incident Manager, provide assistance as requested.

PUBLIC INFORMATION OFFICER:

1. Coordinate news media.
2. Coordinate with Chief Executives, Incident Manager and DES Coordinator on news releases and information to the public.
3. Make periodic broadcasts or announcements to the public and press keeping them informed and advised of hazards and conditions and emergency information.

PUBLIC WORKS/ROAD AND BRIDGE:

1. Be prepared to shut down or isolate public utilities and services if threatened with contamination. Assist the Incident Manager as requested.

RADIOLOGICAL INCIDENTS:

Follow the same procedures for hazardous material spills with these added considerations:

1.   Isolate the incident area. Rescue the injured and initiate any needed emergency treatment. DETAIN all concerned, unless seriously injured. Cordon off area until a radiological team can be brought in with radiological instruments. This is a highly technical field, and this work must be performed by competent professionals. No material or equipment should be removed from the scene without being surveyed by the monitoring team for contamination.

2.   Fires should be fought (following hazardous material precautions), with the minimum dispersal of water or material runoff.

3.   No food should be consumed in the incident area.

4.   The radiological team will come under the control of the Incident Manager. The team will assume control of the technical operations to test for radiological contamination and initiate decontamination procedures.

5.   Depending on the magnitude of the incident, activate the Emergency Operations Center.

6.   When victims of the incident involving radioactive materials are taken to the hospital for treatment, be sure the hospital personnel understand that special precautions must be followed because of contamination.

7.   Do not clear the scene or assume the incident is closed until radiological operations experts have given their clearance.

Revised May 2025