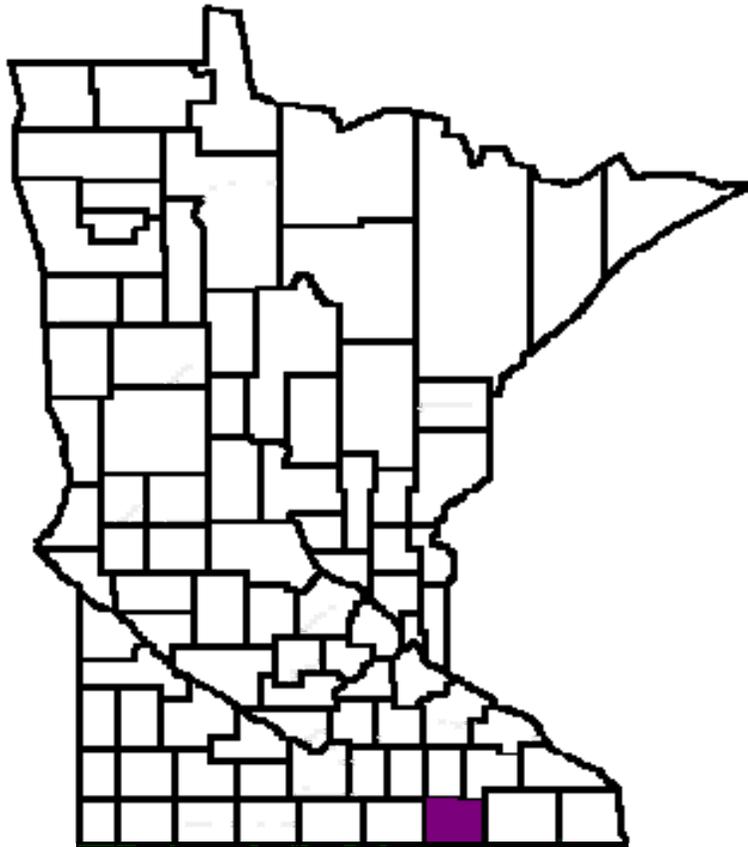


AUSTIN/MOWER COUNTY-WIDE EMERGENCY OPERATION PLAN



MNWALK 2

December 2010

Letter of Agreement

Major emergencies and disaster incidents are unique events that present the community and emergency personnel with extraordinary problems and challenges. Disasters often overwhelm resources and the problems caused by the disaster often cannot be adequately addressed within the routine operations of government. The Mower County Emergency Operations Plan (EOP) is intended to provide a basis for the coordinated management of all disaster incidents within Mower County to minimize the impact to people, property, public services and the economy and restore normalcy as rapidly as possible.

This EOP is an all-discipline, all-hazards plan that establishes a single, comprehensive framework for the management of domestic incidents. It provides structure and mechanisms for the coordination of Federal, State and local resources. It delineates county authorities and responsibilities. This EOP assists in reducing vulnerability to all natural and manmade hazards; and minimizing the damage and assisting in the recovery from any type of incident that occurs. This plan supports the National Response Plan (NRP) and is compliant with the National Incident Management System (NIMS).

All departments are responsible for developing and maintaining current internal plans and procedures for carrying out the assigned emergency functions described in this EOP. The coordination of these plans and procedures with this EOP is an ongoing process through regular training and exercises. All plans, procedures and exercises should be coordinated through the Mower County Emergency Manager.

The County Commissioners, and local governments covered under this plan commit to:

- Supporting NIMS and this EOP concepts, processes, and structures;
- Carrying out their assigned functional responsibilities to ensure effective and efficient incident management, including designating representatives to staff coordinating groups, as required;
- Providing cooperation, resources, and support to the Emergency Management Director for Mower County and incident management leadership in the implementation of this EOP, as appropriate and consistent with their own authorities and responsibilities;
- Modifying existing incident management and emergency response plans to facilitate compliance with this EOP;
- Forming and maintaining incident management partnerships with Federal, State, regional, and local entities, the private sector, and nongovernmental organizations; and
- Developing, exercising, and refining capabilities to ensure sustained operational readiness in support of this EOP.

Local Mower County Municipalities are covered under this plan by signing a memorandum of agreement with the county.

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Austin/Mower County Emergency Operations Plan (Austin/Mower EOP)

The signatures below indicate approval of the Base Plan, Annexes, Appendices, Attachments and the Resource Manual.

Plan Approved by:

Tim Gabrielson Date
Chairman, Mower County
Board of Commissioners

Plan Approved by:

Wayne O. Madson Date
Austin/Mower County Emergency Management Director

MNWALK 4**DISTRIBUTION LIST OF PLAN BOOKS**

Electronic Copy	Name	Date
Original	Mower County Emergency Management Director	
1	Mower County Emergency Operations Center	
2	Mower County Commissioners Chair	
3	Mower County Sheriff	
4	Mower County Coordinator	
5	City of Adams	
6	City of Austin	
7	City of Brownsdale	
8	City of Dexter	
9	City of Grand meadow	
10	City of Elkton	
11	City of Leroy	
12	City of Lyle	
13	City of Mapleview	
14	City of Racine	
15	City of Rose Creek	
16	City of Sargeant	
17	City of Taopi	
18	City of Waltham	
19	Adams Township	
20	Austin Township	
21	Bennington Township	
22	Clayton Township	
23	Dexter Township	
24	Frankford Township	
25	Grand Meadow Township	
26	Lansing Township	
27	Leroy Township	
28	Lodi Township	
29	Lyle Township	
30	Marshall Township	
31	Nevada Township	
32	Pleasant Valley Township	
33	Racine Township	
34	Red Rock Township	
35	Sargeant Township	
36	Udolpho Township	
37	Waltham Township	
38	Windom Township	
39	Red Cross	

PROLOGUE FOR THE
AUSTIN/MOWER COUNTY EMERGENCY
OPERATIONS PLANS

AUSTIN/MOWER COUNTY EMERGENCY OPERATIONS PLAN

STATEMENT OF POLICY

This Plan has been prepared for your use in the event of a disaster within your jurisdiction or when called upon outside of your jurisdiction consistent with the Emergency Management laws and other legal requirements.

It should be clearly understood that this Plan is a guide that should be used; however, it does not relieve you of your responsibilities of using common sense and good judgment in its interpretation and implementation. Because this plan has been designed to cover many types of disasters and emergency action, you may find yourself in the position where you may have to adjust, modify or make a decision that does not conform to the Plan and this is within your authority. However, once you make such a decision or take appropriate action, you are required to make a complete written report to your department head explaining the circumstances and the reasons for the variance from this Plan.

FORWARD

The primary purpose of this plan is to provide a guide for emergency operations. It is intended to assist key city and county officials and emergency organizations to carry out their responsibilities for the protection of life and property under a wide range of emergency conditions.

Although an organization may have the foresight to plan for anticipated situations, such planning is of little worth if the planning is not reduced to written form. Personnel familiar with unwritten "plans" may be unavailable at the very time it becomes necessary to implement them. A written plan will furnish as documentary record which can be referred to as needed. This documentary record will serve to refresh the knowledge of key individuals and can be used to inform persons who become replacements.

TRANSFER OF OFFICE

THIS DOCUMENT SHALL REMAIN THE PROPERTY OF:

Upon termination of office by reason of resignation, election, suspension, or dismissal, the holder of this document shall transfer it to his successor or to the Austin/Mower County Emergency Management Coordinator.

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SUPPORTING DOCUMENTS

- County Resource Manual
- Congregate Care Resource Guide
- Emergency Public Information (EPI) Supplement
- The City of Austin Cameo Program (located in the Austin Fire Department)

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I. REASON FOR PLAN

Natural, technological, manmade and terrorism incidents potentially can affect Austin/Mower County. In addition, to tornadoes, floods and blizzards; major disasters such as train wrecks, plane crashes, explosions, hazardous materials releases, pipeline leaks, and national security emergencies pose a potential threat to public health and safety. An emergency plan is needed to ensure the protection of the public from the effects of these hazards. The primary location of maps showing areas at risk are located in the dispatch center. Hazards that have a probability of involving Austin/Mower County would be prioritized in the following order:

1. Flooding
2. Blizzards/Ice storms
3. Tornadoes/high winds
4. Foreign Animal Disease
5. Hazardous Material Releases
6. Explosions
7. Pipeline incidents
8. Train wrecks
9. Plane crash
10. National Security Incident(s)

Flooding in the City of Austin due to the Dobbins, Turtle Creek and the Cedar River Watershed, which join in the City of Austin, are felt to be the greatest threat to the residence of Mower County and the City of Austin due to the frequency of occurrence. In addition, we have experienced numerous tornado warnings and touchdowns resulting in property damage as well as the transportation routes carrying hazardous material on Interstate 90 and the CP Rail System/Soo Line, which involves both the City of Austin and the County of Mower. In addition, the HAZMAT Transportation Study to determine other hazardous material problems and is on file in the EOC. Four pipelines are located in Mower County. The Alliance and Dome pipelines run across the southwest corner. The AMOCO Pipeline is in the northeast corner and Northern Natural Gas along the north boundary and from there into the City of Austin. These pipelines carry petroleum products, propane, heating oil and natural gas.

Secondary maps are located at the Highway Department, County Engineer, 1105 8th Avenue NE, Austin, MN 55912 and/or the City Engineer, 500 4th Avenue NE, Austin, MN 55912. If after duty hours, contact the Law Enforcement Center for recall procedures, (507) 437 9400.

II. PURPOSE OF PLAN

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

1. Maximize the protection of life and property.

MNWALK 98

2. To ensure the continuity of government, each political entity and agency shall take appropriate action to protect essential records. Each department head shall establish essential records within his department and shall take appropriate action to ensure continuity of government by duplication and storage off site of these records. The off-site storage location should be at such a location to protect the back-up record system. At the present time, nearly all the city of Austin's and Mower County's essential records have been protected and there is a standing technology committee to ensure continuous compliance with this policy.
3. Provide support to all areas and political subdivisions in the county, which require assistance.

- B. Format and Summary. The Austin/Mower County County-Wide Emergency Operations Plan has three primary parts: an all-hazard basic plan with 16 supporting annexes, a series of standard operating procedures (SOPs), and a resource manual. The basic plan focuses primarily on the assignment of emergency responsibilities and on general operations policies. It is directed at those officials who have overall direction and control responsibilities - the City Council, the County Board of Commissioners and the County Emergency Management Coordinator. The annexes elaborate on the responsibility assignments made in the basic plan. They are of primary value to agency and department heads. The resource manual is an inventory of materials, equipment, supplies, and organizations that could be needed in the event of a major emergency/disaster. It contains information that may be helpful to a variety of government officials.

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III. LEGAL BASIS AND REFERENCES

MOWER COUNTY operates under the following laws, statutes, ordinances, executive orders, regulations, proclamations for planning and conducting all hazard emergency operations.

- The Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended by Public Law - Amendment to Public Law 93-288 <http://www.fema.gov>
- Public Law 99-499 - Superfund Amendment and Reauthorization Act (SARA) of 1986, <http://www.access.gpo.gov>
- Emergency Planning Community Right-to-Know Act (EPCRA) <http://www.access.gpo.gov>
- Public Law 920 - Federal Civil Defense Act of 1950 <http://www.access.gpo.gov>
- Code of Federal Regulations, Title 44 http://www.access.gpo.gov/nara/cfr/waisidx_06/44cfrv1_06.html

- Minnesota Statutes, Chapter 12, as amended (Civil Defense Act)
<http://www.revisor.leg.state.mn.us/data/revisor/statutes/2004/12/>
- Minnesota Statutes, Section 299K.01 (Emergency Planning & Community Right to Know Act) <http://www.revisor.leg.state.mn.us/stats/299K/03.html>
- Minnesota Statutes, Section 299J, as amended (The Minnesota Pipeline Safety Act)
<http://www.revisor.leg.state.mn.us/stats/299J/13.html>
- Minnesota Statutes, Section 103F, (Emergency Flood Protection Measures)
<http://www.revisor.leg.state.mn.us/stats/103F/>
- Minnesota Statutes, Chapter 390, as amended (Coroner Law)
<http://www.revisor.leg.state.mn.us/data/revisor/statutes/2004/390/>
- Minnesota Division of Emergency Management (DEM) Directors Handbook
http://www.hsem.state.mn.us/Hsem_Subcategory_Home.asp?scatid=67&catid=4
- Disaster Management Handbook
http://www.hsem.state.mn.us/Hsem_Subcategory_Home.asp?scatid=77&catid=4

IV. ORGANIZATION

Existing government is the basis for emergency operations. That is, government agencies will perform emergency activities related to those they perform on a day-to-day basis. County organization and interrelationships are shown on Chart A of this basic plan.

There are four phases of emergency management (Mitigation, Preparedness, Response and Recovery). The EOP addresses the response phase of emergency management. The Mower County Plan parallels the Minnesota Emergency Operations Plan and the Federal Response Plan in describing how emergencies are planned for and managed and how resources will be coordinated. The EOP is consistent with the accepted standards and principles of the National Incident Management System (NIMS). NIMS is a nationally accepted emergency management system for addressing all types of hazards and for integrating multiple agencies, jurisdictions and disciplines into a coordinated response and relief effort. Mower County has adopted the NIMS by resolution #42-05 and will use this system for emergencies.



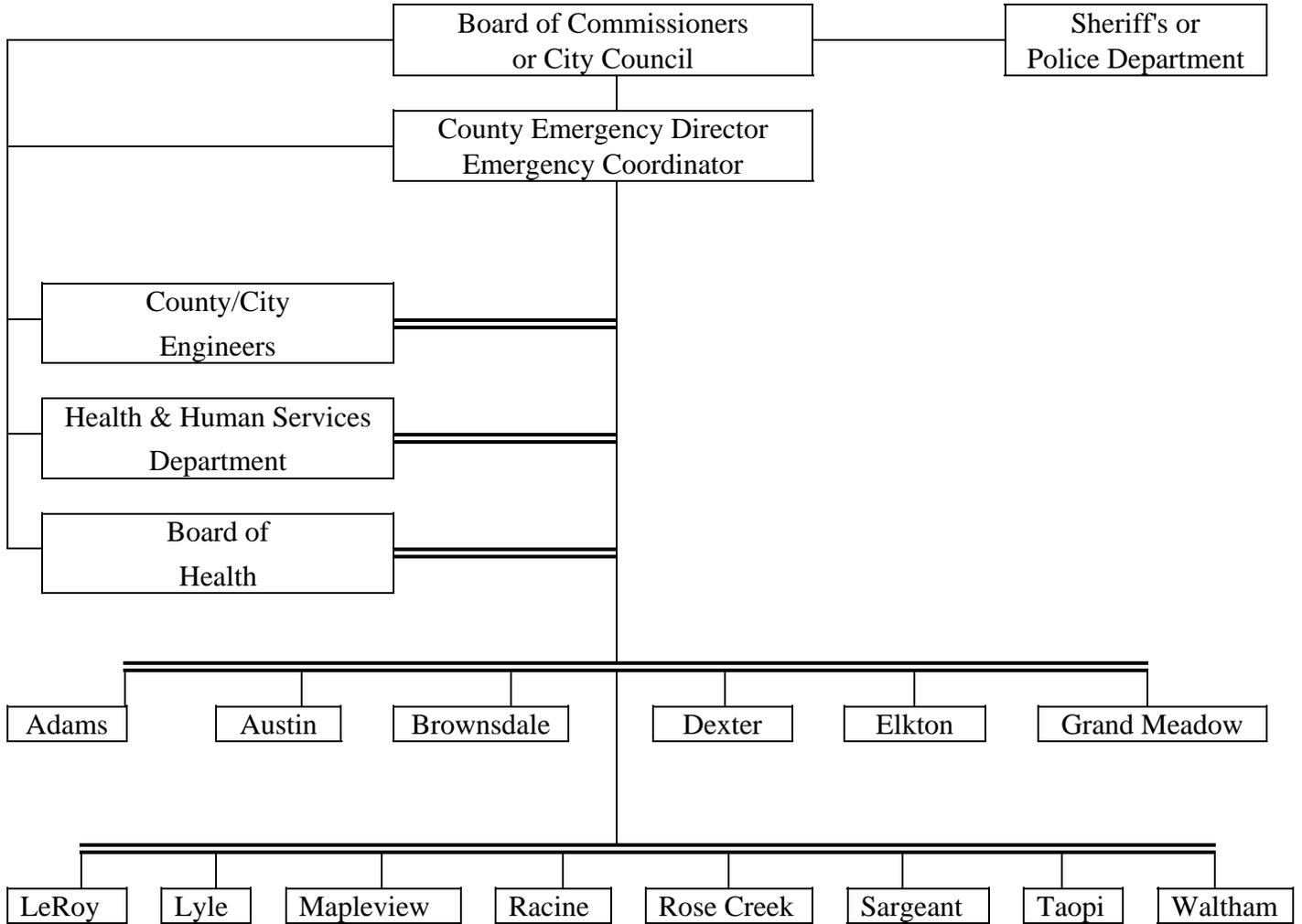
Major emergencies and disaster incidents are unique events that present the community and emergency personnel with extraordinary problems and challenges. Disasters often overwhelm resources and the problems caused by the disaster often cannot be adequately addressed within the routine operations of government. When Mower County or one of its jurisdictions or organizations becomes overwhelmed during an incident or crisis, the EOP will be used to manage the incident. Since disasters differ in many ways and it is impossible to plan for every contingency, highly detailed operational procedures are avoided in the emergency operations plan in favor of a streamlined all hazards preparedness approach.

The plan is intended to provide a basis for the coordinated management of all disaster incidents so that the impact to people, property, public services and the economy are minimized and normal community conditions can be restored as rapidly as possible. All agencies and departments are responsible for developing and maintaining current internal plans and procedures for carrying out the assigned emergency functions described in the EOP. The coordination of these plans and procedures with the EOP is an ongoing process through regular training and exercises

AUSTIN/MOWER COUNTY ORGANIZATION AND INTERRELATIONSHIPS¹
 BASED UPON JURISDICTION

MNWALK 8

Chart A



Coordinate



V. SITUATION FOR PLAN

Tornadoes, floods, blizzards, and other natural disasters can affect Mower County. Additionally, man-made disasters such as hazardous material releases, pipeline leaks, major civil disturbances and, acts of terrorism pose potential threat to public health and safety in the area.

Hazards can occur simultaneously or consecutively, such as a tornado with flooding or an influenza epidemic followed by a riot. The County can also suffer from hazards occurring elsewhere due to their effect on the supply of goods and services, inducing critical shortages of such essentials as electricity, petroleum products, natural gas and food.

VI. DEFINATION IN PLAN

The term “emergency” as used in this plan means a set of circumstances which demand immediate action to protect life, preserve public safety, or protect property and the environment. “Disaster” means a situation which creates an immediate and serious impairment to the health and safety of any person, or a situation which has resulted in or is likely to result in catastrophic loss to property, and for which traditional sources of relief and assistance within the affected area are unable to repair or prevent the injury or loss. A state of “emergency” or “disaster” can be proclaimed by the chief elected official.

VII. SCOPE OF THE PLAN

This is an all-hazard plan based on an analysis of hazards and risks summarized. The plan can be used in isolated incidents or for emergencies that affect an entire municipality or larger. The flexibility of the plan allows it to be used in a field operation setting without the activation of the Emergency Operations Center (EOC) or in conjunction with the EOC. Disaster management activities that are addressed in separate Standard Operating Procedures (SOPs) will be consistent with this plan.

VIII. DIRECTION AND CONTROL

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

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

Direction and control of Mower County's response to a major disaster will be carried out at the Austin/Mower County Emergency Operating Center (EOC).

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

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- C. Mutual Aid/Letters of Agreement – Mower County has mutual aid agreements, letters of agreement with the South East Counties Region 1, first responders, law enforcement, ambulance, fire and other mutual aid agreements as needed to respond to a disaster.

(For additional EOC information such as staffing, communications, incident command system (ICS), etc., refer to the Direction and Control Annex.

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IX. EMERGENCY RESPONSIBILITY ASSIGNMENTS

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

EMERGENCY RESPONSIBILITY ASSIGNMENTS – AUSTIN / MOWER COUNTY

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CHART B

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

FUNCTION	RESPONSIBLE AGENCIES	JURISDICTIONAL LIMITS		REMARKS
		INSIDE CITIES	OUTSIDE CITIES	
1. Warning and Notification	Sheriff and Law Enforcement	S	P	Common Organization
	Center Dispatch	S	S	
	HAM Operators	S	S	
2. Direction and Control	LEC/EOC	S	S	Common Organization
	Sheriff's Dept.	S	P	
	Police Dept.	P	S	
	Police Auxiliary	S	S	
3. Emergency Public Information	Police Dept.	P	S	Chairman of the County Board may take Command after written notice to the Sheriff.
	Sheriff	S	P	
	Emergency Broadcast Network	S	S	
4. Search and Rescue	Police Dept.	P	S	In fires & hazardous materials spills requiring life support equipment, volunteer fire depts. Would be primary.
	Sheriff's Dept.	S	P	
	Fire Dept.	S	S	
	Police Auxiliary	S	S	
5. Health/Medical	Health and Medical Services	P	P	Coordinated by LEC Dispatchers & E.M. Coordinator
	LEC/EOC Dispatcher	S	S	
6. Evacuation, Traffic Control and Security	Mower Cty. Sheriff	S	P	Coordinated by LEC/EOC
	Fire Dept.	S	S	
	Police	P	S	
	County Engineer		S	
	E.M. Coordinator	S	S	
	MN Highway Patrol	S	S	

7. Fire Protection	LEC Dispatch	P	P	
	Volunteer Fire Departments	P	S	
	Austin Fire Dept.	P	S	
	Sheriff's Dept.	S	S	
8. Damage Assessment	City/County Assessor	P	P	Coordinated EOC
	Emergency Manag. Coordinator	S	S	
	Red Cross	S	S	
9. Congregate Care	Red Cross	P	P	Coordinated by LEC and EMC
	Salvation Army	S	S	
	Social Services	S	S	
10. Debris Clearance	Engineer Depts.	P	P	Coordinated by LEC & Emergency Management Coordinator
11. Utilities Restoration	Austin Utilities	P	S	Coordinated by EOC
	Freeborn/Mower Coop Power Assn.	S	P	
12. Radiological/Hazardous Materials Protection	Trained local Fire Dept.	P	S	Coordinated by LEC & Emergency
	Police Auxiliary	S	S	
	Duty Officer for Hazardous Material Team	S	S	Management Coordinator

X. OPERATIONS POLICIES

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

XI. STATE AND FEDERAL SUPPORT

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- A. **GENERAL.** The Austin/Mower County Emergency Management Coordinator will be responsible for assisting the county in obtaining any state or federal government resources that may be needed as a result of a disaster. In carrying out this responsibility, the coordinator will contact the Minnesota HSEM regional program coordinator for his/her county. The regional coordinator can provide technical information and assistance, if requested.
- B. **EMERGENCY ASSISTANCE.** In the event of a major emergency/disaster which exceeds the resources and capabilities of county government, and which requires immediate state and/or federal assistance, the state duty officer may be contacted. The State Duty Officer telephone numbers are: 1-800-422-0798 (outside the Minneapolis/St. Paul metro area), and 649-5451 (within the Minneapolis/St. Paul metro area). The State Duty Office is now manned full time around the clock and is fixed with the responsibility of furnishing assistance when needed based upon the scenario of the incident. In all disasters and hazardous material incidents, the State Duty Officer should be notified immediately upon gaining adequate information from the location of the incident. The Duty Officer then will relay the information to the appropriate state agencies.

C. NATIONAL GUARD. When a natural disaster or other major emergency is beyond the capability of local government, support from the National Guard may be available. Only the governor, as commander-in-chief of the Minnesota National Guard, has the authority to activate the Guard. The purpose of activation is to ensure the preservation of life and property and to support civil law enforcement authorities.

1. Operational Policies

- a. National Guard assistance will complement, and not be a substitute for, county and/or city participation in emergency operations.
- b. If made available, National Guard personnel remain under the military command at all times, but will support and assist county and/or city forces in the accomplishment of a specific task or tasks.

2. Request Procedure

In the case of the county (and all cities that are not of the first class), the sheriff is the only local government official authorized to submit the request for National Guard assistance. Such requests are to be submitted to the State Duty Officer.

D. US CORP OF ENGINEERS EMERGENCY ACTIVATION. State and local governments are responsible for flood emergency preparedness, including training personnel and stockpiling flood fight supplies. The role of the Corps of Engineers is to supplement the efforts of the States and local governments.

1. What the Corps can do:

- Participate in flood emergency seminars or exercises when requested by State and local officials.
- Maintain supplies of flood fighting materials, including sandbags, pumps and other materials, to supplement State and local supplies during a flood emergency.
- Inspect flood control works constructed or repaired by the Corps and advise local officials of required maintenance.
- Inspect non-Federal flood control works, when requested.

2. Advance Measures Prior to Predicted Flooding

Advance measures consist of any actions taken by the Corps prior to flooding or a flood fight to protect against loss of life and damage to improved property. An immediate threat of flooding must be present before advance measures can be considered. The threat must be of a nature that, if action is not taken immediately, damages will be incurred.

3. Criteria for Corps of Engineers Assistance:

- There must be a reliable prediction of flooding based on existing conditions.
- Requested work must be technically feasible and economically justified.
- There must be sufficient time before the flood to complete the work.
- Maximum efforts by local interests and State resources must be expended before Corps assistance can be provided.

4. What the Corps can do:

- Strengthen Federal and non-Federal flood control works.
- Construct temporary levees to protect life and improved property (removal of the temporary levees is a local responsibility).
- Restore the original design capacity of Federal projects by channel clearing and dredging.
- Relieve the threat of flooding from possible dam failures by dewatering the impoundment, controlled breaching or strengthening of the structure.

E. EMERGENCY OPERATIONS. In time of flood, the Corps of Engineers will undertake emergency operations to supplement local efforts in the following general categories: disaster assistance, disaster fighting, and disaster recovery or rehabilitation. Emergency measures are of a temporary nature, designed to meet the imminent threat of flood and to preserve existing protective works.

1. Criteria for Corps of Engineers Assistance

Corps policy requires local interests to furnish the following items of cooperation and assurances prior to undertaking a work: (a) provide without cost to the United States all lands, easements, and rights-of-way necessary; (b) hold and save the United States free from damages due to the authorized work, exclusive of damages due to the negligence of the United States or its contractor; and (c) operate and maintain the emergency work constructed by the Corps.

2. What the Corps can do:

- Assist in rescue operations.
- Furnish technical advice and assistance.
- Furnish flood fighting materials, such as sandbags, polyethylene sheeting, lumber, pumps, or rock to stabilize eroding levees. Government supplies are furnished only if local resources are or will be exhausted.
- Remove logs, ice, or other debris that is blocking stream flow and causing or likely to cause flooding to improved property or to endanger life.

F. ADDITIONAL EMERGENCY OPERATIONS. The Corps of Engineers can also provide:

- Repair and rehabilitation of flood control works damaged or threatened by flood.
- Emergency drinking water to areas that have contaminated drinking water or are suffering from drought.

G. HOW TO OBTAIN HELP. Contact your local officials. They will contact the proper person at the State level, and if required, the State will contact the Corps of Engineers.

Local officials should call the Duty Officer - 1-800-422-0798.

USE OF THE NATIONAL GUARD DURING EMERGENCIES

1. WHEN CAN THE NATIONAL GUARD RESPOND TO EMERGENCIES?
 - a. There is a threat to life, welfare or property.
 - b. When all the local, state, commercial, and government resources are exhausted beyond their capacity to respond.

2. WHO MAY REQUEST NATIONAL GUARD ASSISTANCE?
 - a. County Sheriff
 - b. Mayor of a city of the first class

3. WHO DOES THE SHERIFF CALL TO REQUEST THE NATIONAL GUARD?

Duty Officer, Division of Emergency Management
24 hours: 1-800-422-0798 Greater Minnesota
1-612-649-5451 Metro Area

4. WHO APPROVES THE USE OF THE NATIONAL GUARD?

The Governor, in consultation with the Adjutant General

5. IN WHAT WAYS MAY THE NATIONAL GUARD RENDER ASSISTANCE?
 - a. Search and Rescue
 - b. Evacuation
 - c. Traffic Control
 - d. Fire Protection
 - e. Utilities Restoration
 - f. Radiological/Hazardous Materials Protection
 - g. Security
 - h. Debris Clearance
 - i. Civil Disturbance Response
 - j. Other missions in support of civil authorities to maintain health, safety, and welfare of personnel and property.

XII. PLAN DEVELOPMENT/MAINTENANCE, TRAINING, AND EXERCISES

MNWALK 4 MNWALK 21

With regard to this plan, the Mower county emergency management director will serve as the planning coordinator. As such, the director will have overall authority and responsibility for both the development and maintenance of this plan. Responsibility for the coordination of the development and revision of the basic plan, annexes, appendices, and implementing instructions is vital to maintaining an effective and viable program. This section, therefore:

1. Describes the planning process.
2. Identifies the planning participants.
3. Assigns planning responsibilities.
4. Describes the revision cycle (i.e., training, exercising, review of lessons learned, and revision).

This plan will be reviewed and updated as changes are required. As a minimum the EMD will conduct an informal review at least annually commencing one year from its effective date. The EMD will promulgate a schedule that ensures formal review of the basic plan, annexes, appendices and resource manual by the EM Mower County and EMAG as listed below. The review schedule should also incorporate Minnesota HSEM requirements. In establishing the evaluation schedule and procedures, Mower County EMD will consult with the MN HSEM Region 1 Coordinator and other appropriate agencies.

Basic Plan	Every two years
Annexes	Every two years
Appendices	Every two years
Resource Manual	Every year
Hazard Analysis	Every four years
Maps	Every four years

The Emergency Operations Plan will be revised whenever:

1. Lessons Learned from emergency can be addressed in the plan.
2. Review, exercises, and/or drills reveal deficiencies or shortfalls.
3. Local government structure changes.
4. Community situations/hazards change.
5. Federal/State requirements change.

The Basic Plan will be maintained by the EM. For the Annexes, changes will be incorporated by the Department Head responsible for that annex. The updated portion will be forwarded to the EM who will have the changes reviewed by the EM Mower County and as appropriate the EMAG. The EM will then forward the plan with any appropriate recommendations to the BoCC for adoption.

MNWALK 11

The EMC will serve as planning coordinator, with overall authority and responsibility for the development and maintenance of the training and exercise of this plan. The EMC will develop, implement a general training program for EM county staff and track training in the HSEM Training Website. The approved trainings will meet state and federal requirements including NIMS.

Mower County Emergency Management has a committee that meets bimonthly to discuss training opportunities; the committee consist of sheriff's department, fire department, health and human services, public works, City of Austin police department, local utilities, Mayo Health System- Austin, American Red Cross and EM Staff. The committee is committed to maintaining a heightened awareness of the contents of this plan and enhances their preparedness to conduct disaster management activities through training.

The Following Agencies have identified training dates and contact information:

(See Annex M, Page 4, Section 2-E)

Training Documents for Austin/Mower County are maintained by the respected departments. Mower County EM is not responsible for implementation, record keeping or tracking of EMS, Law Enforcement (City and County), Public Works, Fire or other emergency response agencies.

MNWALK 12

Exercises

The EMD/EMC along with the Emergency Management Committee will develop an exercise plan to assess the effectiveness of this plan (see Resource Manual for Exercise Schedule). Using HSEEP the EMC will list upcoming events/trainings within Mower County. Each quarter EMD will participate and/or host an event using the SMART objective and will comply with state and federal requirements. The exercise schedule could consist of one of the following types: seminars, workshops, tabletop, games, drills, functional and full scale exercise. When granted, this exercise credit will satisfy the four year EMPG requirement.

Distribution

MNWALK 4

This plan will be distributed to all county government departments and agencies which have emergency assignments in the event of a major disaster in Mower County. A plan distribution list will be maintained by the Mower County Emergency Management Coordinator. Plans will be distributed electronically, on the Mower County Website with secure access and the county intranet.

Definitions

Subdivision 1. "Emergency Management" means the preparation for and the carrying out of all emergency functions, other than functions for which military forces are primarily

responsible, to prevent, minimize and repair injury and damage resulting from disasters caused by fire, flood, tornado and other acts of nature, or from sabotage, hostile action, or from industrial hazardous material mishaps. These functions include, without limitation, fire-fighting services, police services, emergency medical services, engineering, warning services, communications, radiological, and chemical, evacuation, congregate care, emergency transportation, existing or properly assigned functions of plant protection, temporary restoration of public utility services and other functions related to civil protection, together with all other activities necessary or incidental for carrying out of the foregoing functions. Emergency Management includes those activities sometimes referred to as “Civil Defense” functions.

Subdivision 2. “Disaster” means a situation which creates an immediate and serious impairment to the health and safety of any person, or a situation which has resulted in or is likely to result in catastrophic loss to property, and for which traditional sources of relief and assistance within the affected area are unable to repair or prevent the injury or loss.

Subdivision 3. The term “emergency” means a set of circumstances which demand immediate action to protect life, preserve public safety, health and essential services, or protect property and the environment.

Subdivision 4. “Emergency Management Forces” are the total personnel resources engaged in county/city/township-level emergency management functions in accordance with the provisions of this resolution or any rule or order there under. This includes personnel from departments, authorized volunteers, and private organizations and agencies.

Subdivision 5. “Emergency Management Organization” means the staff element responsible for coordinating Mower County planning and preparation for disaster response. This organization provides County liaison and coordination with federal, state and local jurisdictions relative to disaster preparedness activities and assures implementation of federal and state program requirements.