EVACUATION

I. PURPOSE

This Annex provides for a coordinated evacuation of the population of Summit County in the event of natural, technological, or civil hazards.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. All populated areas within Summit County are in close proximity to hazardous materials, production/storage facilities or routes for transporting the material. The residents in these areas may have to be evacuated in the event of a hazardous materials incident. Maps and evacuation routes of these locations are part of the Summit County Local Emergency Planning Committee's Hazardous Materials Plan.

   Locations of hazardous material incidents on highways or rail lines cannot be predicted; therefore, evacuation routes for these incidents cannot be predetermined.

2. There are flood plains in Summit County that affect populated areas. In addition, there are dams in Summit County that could flood populated areas downstream if they fail (refer to Tab 2 – Summit County Dams). Maps of evacuation routes are located in Tab 1 – Summit County Roads to this Annex.

3. Areas where evacuees can obtain fuel, water, medical aid, vehicle maintenance, information, and comfort facilities may be announced in accordance with Annex D – Emergency Public Information.

4. The Ohio Revised Code Chapter 737 authorizes township and municipal police and fire departments and the Summit County Sheriff the power to protect the lives and property of the citizens in their jurisdictions. Therefore, the Sheriff and the chiefs of these organizations are empowered to determine the need to order evacuations during emergencies.
In Summit County, when time allows, all evacuation orders will be coordinated with the elected officials of the affected jurisdiction before they are released to the public. An evacuation could be necessary for a wide range of incidents and hazards, not all of which are listed in this document.

The Chief Executive of the county or of a municipality (County Executive and/or Mayor) has the authority to evacuate persons from an area under their jurisdiction in order to minimize the effects of a hazard.

B. Assumptions

1. Residents may spontaneously evacuate a threatened jurisdiction before an evacuation order is given if there is advance warning.

2. An unknown percentage of Summit County residents may elect to ignore orders to evacuate. Additionally, residents may not choose to evacuate if directed to leave their animal(s) behind.

3. The evacuation of Summit County residents to an adjacent county will be done in coordination with the Emergency Management Agency (EMA) of the hosting county.

4. According to the Highway Capacity Manual, the following capacities for an ideal evacuation movement are:

   a) 1,700 vehicles per hour per lane in two-lane undivided rural roads.
   b) 2,100 vehicles per hour per lane in multi-lane rural highways with two or more lanes in each direction.
   c) 2,300 vehicles per hour per lane in multi-lane divided freeways or expressways with limited access.

5. Emergency public information will be released to evacuees telling them the routes to take to shelters (refer to Annex D – Emergency Public Information).

6. Evacuees without vehicles may be transported by school buses and/or other means of coordinated transportation. Assembly points where evacuees may board buses will be announced by radio, social media and/or bullhorns in the affected areas.

7. Refer to Annex K - Shelter and Mass Care for further information regarding the protection of the population from the effects of hazards through identification of shelters.
III. CONCEPT OF OPERATIONS

The Summit County Emergency Management Agency is responsible for initiating the activities listed under mitigation and preparedness.

A. Mitigation

1. Identify areas that may require evacuations.

2. Discourage development, particularly residential, in flood plains and other hazardous areas.

3. Develop emergency public information messages for areas where functional needs populations and the evacuation routes can be pre-determined.

4. Assist individuals in police, fire, sheriff's office and elected officials in municipal and county governments to develop Standard Operating Guidelines (SOGs) detailing their assigned responsibilities in the event of an emergency evacuation to include development of prisoner evacuation SOGs.

5. Include guides for evacuation assistance in mutual-aid agreements.

B. Preparedness

1. In cooperation with Summit County and municipal school superintendents, develop listing and location of school buses and a 24-hour contact information. This information is kept in the Summit County Resource Manual maintained by the Summit County Emergency Management Agency (SCEMA).

2. Maintain current contact with Metro Regional Transit Authority.

3. Identify access and functional needs population groups who may require special assistance during evacuation. Advise fire and rescue forces to maintain files of the access and functional needs groups in their jurisdictions. Residents are encouraged to participate in the Preparedness Pal Program.

4. Summit County may use a tagging system utilizing yellow barrier tape, a painted “X” across the door and/or other current marking methods.

C. Response

The Summit County Sheriff, police, and fire chiefs of affected jurisdictions are responsible for response phase activities and recovery. Local agency Standard
Operating Guidelines (SOGs) will dictate when to recommend evacuation and/or sheltering-in-place.

1. Evaluate the need for an evacuation and/or shelter-in-place, order and coordinate with the appropriate officials in the affected jurisdiction if time is sufficient.

2. Notify hospitals, nursing homes, home health agencies, behavioral health agencies, schools, day care centers, retirement communities, and other access and functional needs facilities to activate emergency plans/SOGs and assist them as needed.

3. Notify law enforcement organizations in affected areas to activate emergency SOGs and evacuate prisoners.

4. Systematically notify residents in affected area to assure notification regarding evacuation and/or sheltering-in-place (refer to Annex D – Emergency Public Information).

5. Provide traffic control for evacuating population.

6. Provide crowd control at the site.


8. Maintain liaison with Emergency Operation Center (EOC) representatives by radio from the Incident Command Post at the scene.

9. Coordinate with Emergency Medical Services (EMS) for medical, transportation, and related support for the disabled, homebound and elderly during the evacuation emergency.

10. Notify school superintendents, bus company officials and additional transportation points of contact of additional vehicle needs and routes.

11. Incident Commander (IC) will coordinate with the EOC and open needed shelters.

12. Provide security for evacuated area when possible or practical.

13. Designate and maintain staging areas outside the hazard area for continual resource and personnel support.
14. Evaluate the need for sheltering evacuees with service animals and household pets. Coordinate with providers to respond, register, track and care for the animals and to re-unite them with their owners if separated during evacuation. A list of providers is kept in the Summit County Resource Manual maintained by SCEMA.

D. Recovery

Recovery is the work required to return vital life-support systems to operating standards (short-term) and to return society to normal or improved levels (long-term). As with response, primary responsibility for recovery activities lies with the Summit County Sheriff, police, fire chiefs, and SCEMA. Examples of recovery activities related to evacuation services include:

1. Monitor area in cooperation with other response organizations and review findings in order to determine when the environment is safe. Ensure that any hazardous material plume has sufficiently dissipated.

2. Coordinate with the chief elected officials of the affected jurisdiction to remove the evacuation and/or sheltering-in-place order and return residents to their homes.

3. Designate return routes and provide appropriate public information to evacuees (refer to Annex D – Emergency Public Information).

4. Provide barriers to keep sightseers away from area.


6. Maintain listing of expended resources and man-hours.

7. Provide information to evacuees returning to their homes about health concerns and actions they should take when returning home.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Evacuation Policy

1. Local governments have the ultimate responsibility for sheltering evacuated citizens. In accordance with Incident Command System (ICS), the IC coordinates with the chief elected officials of affected jurisdiction before an evacuation order is given and assigns an Evacuation Coordinator to serve in the EOC.
2. The Evacuation Coordinator or designee will be responsible for obtaining and documenting the resources needed for response and will brief the MAC Group.

3. Law Enforcement will provide movement control and tracking for the evacuation and support fire departments in notification efforts.

4. Critical workers are responsible for moving essential resources from the area to be evacuated and relocating those essential resources to safe sites outside the evacuated area.

5. If individuals refuse to comply with evacuation orders, their contact information shall be forwarded to the Evacuation Coordinator.

B. Transportation Policy

1. A Transportation Coordinator will be designated by Metro Regional Transit Authority and will coordinate the use of all public transportation.

   The Metro Regional Transit Authority does not provide service to the entire county; therefore, each community, not serviced by the Metro Transit Authority, will be responsible for assigning a Transportation Coordinator to assume these duties.

2. The Transportation Coordinator updates a listing of transportation resources on a yearly basis.

3. The Transportation Coordinator works with the administrators of EMS squads, ambulance services, van services, and other companies that have vehicles, which can be used to transport the functional needs populations.

4. Buses may pick up passengers who do not own automobiles at announced assembly points.

5. Often evacuees will evacuate in their own vehicles. The American Red Cross, in cooperation with local authorities at the shelter sites, will designate parking areas. Vehicle security will be provided by law enforcement officers or designated volunteer forces.

   The county recognizes there could be individuals with limited or no transportation and will make every effort to utilize available resources to provide sufficient and timely transportation.
C. Activated Evacuation Coordinator with support of EOC Staff

1. Coordinate with IC for evacuation support.
2. Coordinate with localities to identify and list critical industries and workers.
3. Coordinate relocation into other jurisdictions with executive officers and shelter officials.
4. Assure appropriate public information is prepared and released (refer to Annex D – Emergency Public Information).
5. Document contact information for individuals refusing to comply with evacuation orders.

D. Summit County Emergency Management Agency

1. Notify and brief state and federal officials as required.
2. Develop in-depth evacuation plans and SOGs in cooperation with response organizations

E. Law Enforcement

1. Provide movement control for evacuation.
2. Coordinate law enforcement activities with the EOC.
3. Provide security in evacuated areas as needed.
4. Support fire departments in providing notification to evacuees.
5. Establish perimeter and crowd control.
6. Assist in public information.
7. Assist and track unaccompanied minors so they can be reunited with their guardians.

F. Summit County School Superintendent or Designee

1. Provide buses for evacuation, as requested by the EOC/IC.
2. Assist law enforcement with identifying and locating guardians of unaccompanied minors.
G. Local Municipalities

1. At the time of the emergency, local municipalities may activate their continuity of operations plan (COOP) to develop plans for the relocation of essential documents and resources.

H. Fire and Rescue Services

1. Provide notification to evacuees and/or sheltering-in-place individuals (refer to Annex D – Emergency Public Information).
2. Provide liaison to EOC for coordination of material/personnel support.

I. Military Support (MUST be requested in accordance with the Basic Plan - Tab 2 – Guides for Requesting State Disaster Assistance)

1. Provide evacuation support as requested by chief elected official of the jurisdiction through EOC.
2. Coordinate use of shelter facilities on military properties.
3. Provide logistics support for evacuation operations when possible.
4. Assist law enforcement in providing security for evacuated area.

V. DIRECTION AND CONTROL

A. The IC is responsible for direction and control of the evacuation at the scene.

B. The IC shall coordinate with the chief elected officials of the affected jurisdiction before an evacuation order is issued, if time permits.

C. The Evacuation Coordinator in the EOC shall coordinate with the IC for briefings to officials.

D. The Transportation Coordinator directs the use of vehicles and coordinates requests for additional transportation resources with the Evacuation Coordinator in the EOC.

VI. CONTINUITY OF GOVERNMENT

The following succession of authority designates positions to ensure continuous leadership, authority, and responsibility in emergency positions:

A. Evacuation Coordinator

1. An official appointed by IC to operate in the EOC.
B. County Transportation Coordinator

Representative from Metro Regional Transit Authority


VII. ADMINISTRATION AND LOGISTICS

A. Administration

Critical industries and businesses will be identified before or at the time of an incident.

B. Logistics

1. Transportation for essential workers.
   a. Transportation for essential workers to and from the risk area(s) may be provided by their respective organizations. Should additional transportation be required, requests will be made through the Transportation Coordinator in the activated EOC.

2. Impediments to Evacuation.
   a. Potential impediments to evacuation such as physical barriers, time, and lack of transportation resources may be addressed in hazard specific appendices and organizational SOGs.
   b. Overcoming unforeseen impediments is the responsibility of the IC in cooperation with officials of the affected jurisdiction(s) if the EOC is not activated.
   c. When the EOC is activated, the IC may request assistance in resolving the difficulties through the Evacuation Coordinator.

3. Vehicles having mechanical problems during an evacuation may be moved to the side of the road and law enforcement organizations providing movement control on the routes may coordinate transportation for stranded evacuees.
VIII. PLAN DEVELOPMENT AND MAINTENANCE

A. The SCEMA is responsible for coordinating with the appropriate municipal, county, and state-level organizations in order to make necessary changes and revisions to this Annex. SCEMA is responsible for publishing and distributing revisions to this Annex.

B. The SCEMA may forward plan revisions to all organizations having responsibilities for emergency evacuation activities.

C. Each organization having responsibilities for emergency evacuation may update this Annex and organizational SOGs based upon experience in emergencies, deficiencies identified through drills and exercises, changes in organizational structure, guides, and state and federal requirements.

D. Law enforcement, fire officials, EMS personnel and any other emergency response workers who may be involved in an evacuation should submit any new/updated information, when changes occur, to the SCEMA for incorporation into this Annex.

E. All emergency response forces who may participate in an evacuation effort are responsible for developing and maintaining departmental SOGs, mutual-aid agreements, personnel rosters, (including 24-hour emergency notification telephone numbers) and equipment inventories for their own use.

IX. AUTHORITIES AND REFERENCES

A. Authorities


B. References

Ohio Revised Code: Chapter 733.03 – General powers of mayors in cities - merge of certain departments
Chapter 733.23 - Executive power in villages
Chapter 737.11 – General duties of police and fire departments
Chapter 311.07 - General powers and duties of the sheriff

Ohio Department of Natural Resources Dam Locator: https://gis.ohiodnr.gov/MapViewer/?config=ohiodams access on 9/12/2016
X. ADDENDUMS

Tab 1 – Summit County Roads
Tab 2 – Ohio Dam Locator
Ohio Dam Locator