

**McCREARY COUNTY, KENTUCKY
EMERGENCY OPERATIONS PLAN**

COMMUNICATIONS

ESF-2

Coordinate and organize communications resources in preparing for, responding to and recovering from emergency/disaster incidents which impact the citizens of McCreary County.

**ESF-2
COMMUNICATIONS**

ESF Coordinator: McCreary County 911 Dispatch Supervisor 606.376.9117

Primary Agency: McCreary County 911 Dispatch 606.376.9117

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Support Agencies: McCreary County Fiscal Court 606.376.2413 or 376.2050
McCreary County Judge Executive and Magistrates 606.376.2413
McCreary County Sheriff's Office 606.376.2322
McCreary County Emergency Management Agency 606.376.3770
McCreary County Road Department 606.376.8796 or 376.5251
McCreary County EMS 606.376.2524 or 376.5063

Whitley City Fire District 606.376.2507
North McCreary Fire District 606.376.8382
Eagle/Sawyer Fire District 606.376.5252
South McCreary Fire District 606.354.2424
West McCreary Fire District

Other Local Agencies

McCreary County Public Schools Board Office 606.376.2591
McCreary Academy 606.376.1477
McCreary Central High School 606.376.5051
McCreary County Middle School 606.376.5051
Pine Knot Career Institute 606.354.2176
Pine Knot Intermediate School 606.354.2511
Pine Knot Primary School 606.354.2161
Whitley City Elementary School 606.376.2690

Lake Cumberland Health Department 606.376.8775
606.376.2412

WHAY Radio 98.3 FM 606.376.2218
McCreary County 911 606.376.9117
Local Utility Companies
Kentucky Utilities Co. 800.981.0600
Business Customer Service 800.383.5582
South Kentucky Rural Electric Cooperative 800.264.5112
For Emergencies Call 606.376.5997
McCreary County Water District 606.376.2540
Citipower LLC 606.376.8373

Local Resources

Access Cable System 606.376.7373

Satellite Radio

State Agencies

Kentucky State Police Post #11 800.222.5555
606.878.6622
Kentucky State Police Headquarters 502.782.1800
Kentucky Division of Emergency Management 800.255.2587

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Federal Agency

National Weather Service
Non-Emergency phone

800.349.9339
606.666.5636

Introduction

The Communications Emergency Support Function (ESF-2):

- Identifies and organizes the resources (human, technical, equipment, facility, materials and/or supplies) available to McCreary County to address and support communications needs in the event of either a natural or man-made disaster or emergency situation;
- Identifies the responsibilities of organizations charged with providing communications in the case of a disaster or emergency situation;
- Is established to assure the provision of communications support to McCreary County and private-sector response before, during and after an incident/event;
- Provides personnel and resources to support prevention, preparedness, protection, response, recovery and mitigation in support of the primary emergency management objectives of communications in emergency and disaster situations.

Communications is defined as the 24 hour County Warning Point and primary Public Safety Answering Point (PSAP) for McCreary County Kentucky as well as supporting communications systems, such as secondary Public Safety Points, amateur radio resources and other communication systems found in various municipal agencies and private sector companies.

McCreary County 911 Dispatch is the primary Public Safety Answering Point providing emergency and non-emergency dispatch services for Fire Protection, Law Enforcement, McCreary County Emergency Medical Services, and McCreary County Emergency Management Agency. McCreary County 911 serves as the secondary PSAP for McCreary County 911 Dispatch. The secondary PSAP provides emergency dispatch services whenever the primary PSAP is incapable of doing so as a result of equipment failure, overload of call volume being received or other situations in which additional resources are required to perform this emergency support function. In a large scale state emergency situation, the McCreary County may have to rely on other supporting resources for communications, such as amateur radio operators and equipment, other municipal agencies, and even private sector resources.

Specific ESF-2/Communications objectives include:

- Ensuring that McCreary County 911 Dispatch is prepared to provide the mission essential communications services required during normal operations;
- Ensuring that McCreary County 911 Dispatch is prepared to respond to emergencies, recover and mitigate their impacts;
- Establishing and maintaining communications between and among the key facilities that are integral to efficient disaster operations.

Mission

The mission of the Communications Emergency Support Function is to coordinate and organize communications resources in preparing for, responding to and recovering from emergency/disaster incidents which impact the citizens of McCreary County.

Scope

The scope of this ESF includes:

- Assessing communications system damage and determining the required resources to restore communications systems;
- Coordinating with ESF-2/Communications support agencies for assistance in helping communications suppliers obtain information, equipment, specialized labor, fuel and transportation to repair or restore energy systems;
- Coordinating information with local, state, and federal officials and suppliers about available communications supply recovery assistance;
- Providing technical assistance concerning communications systems.

ESF-2/Communications is a functional annex to the McCreary County Emergency Operations Plan (EOP) and, to the extent possible, information contained in other sections of the EOP will not be repeated in this ESF annex. Many of the agencies involved in ESF-2/Communications activities have existing emergency plans and procedures which this ESF Annex is designed to complement and support.

This Emergency Support Function applies to all agencies with assigned communications emergency responsibilities as described in the McCreary County EOP.

Situations and Assumptions

Some of the situations and assumptions involved in ESF-2/Communications planning include, but are not limited to, the following:

- Communications play a critical role in emergency operations, notification and warning;
- Communications networks and facilities exist and operate throughout McCreary County and are capable of supporting emergency operations;
- Local and regional radio and television stations may be off the air due to power loss or other damaging circumstances;
- Telephone systems may become overloaded, delaying or making calls impossible due to increased use;
- All available forms of dissemination of information may be required to provide timely notification and warning to the general public and special needs populations during an incident;
- EAS messages may be issued by the McCreary County Emergency Management Director through the National Weather Service for broadcast on tone alert radios, and radio and television stations;

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- Local agencies will utilize their normal communications systems during an emergency situation;
- Support facilities and equipment will be provided through coordination with the McCreary County Emergency Operations Center;
- In areas experiencing major emergency conditions or disaster effects, serious disruption of normal communications and overloading of communications systems is anticipated;
- County and city government facilities are available for properly discharging governmental functions during an incident;
- The ESF-2 Coordinator will coordinate communications facilities for maintaining effective communications with other agencies of county and city government;
- Some remote communities and/or isolated groups of individuals may require door-to-door notification;
- Some areas of the county may be without communications capabilities due to the impact to the incident and would have to be notified door-to-door, if time permits;
- There will be occasions when there will be no time or mechanism for warning the county's population;
- Public facilities in McCreary County will receive warnings of disaster/emergency situations through activation of the McCreary County Emergency Alert System receivers in all such buildings;
- Special care groups or persons residing in assisted living quarters, such as senior citizens' or nursing homes may require individual warning notification;
- State assistance may be necessary to procure supplemental communications equipment and/or locate available repair technicians following an incident;
- Voice and data communications over the internet may be available for use by the EOC during an incident.

Concept of Operations

The McCreary County Emergency Operations Center (EOC) serves as the central location for interagency coordination and executive decision-making, including all activities associated with ESF-2/Communications during a disaster/emergency event. The ESF-2/Communications Primary Agencies work with the EOC management team to ensure necessary communications tasks are accomplished. The Support and Partnering Agencies provide resources and personnel to assist in accomplishing ESF-2/Communications activities as required by the size and demands of the event. As calls are received requesting services and resources during an emergency/disaster situation, they are routed to the ESF-2/Communications desk to determine appropriate action.

General

ESF-2/Communications is organized consistent with the requirements of the National Response Plan, the National Incident Management System and uses the Incident Command System (composed of Planning, Operations, Logistics and Finance/Administration Sections with their standardized Units, Teams, positions, forms and terminology) to manage its emergency/disaster responsibilities. This structure and system supports incident assessment, planning, procurement, deployment and coordination of communications support operations for McCreary County. Pursuant to the Incident Command System structure, the Planning, Logistics, Finance/Administration and Operations Section Coordinators and staff at the Emergency Operations Center (EOC) assist the EOC Manager in achieving the overall mission. Sections, Units, Teams, staffing levels, etc. are modular and scalable, depending on the type, size, scope and complexity of the emergency or disaster event.

Procedures, protocols and plans for communications disaster response activities provide guidelines for operations at the McCreary County Emergency Operations Center and in the field.

- The Emergency Operations Plan and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines that describe ESF-2- Communications capabilities are based on National Planning Scenarios, Universal Task List and Target Capabilities and are the basis of these guidelines;
- Periodic training and exercises are conducted to enhance effectiveness;
- Communications planning is continuous, beginning well before impact of approaching natural disasters and immediately upon those not forecasted.

A large event requiring regional, state and/or interstate mutual aid assistance will require ESF-2/Communications implementation. ESF-2/Communications will coordinate with support agency counterparts to seek and procure, plan, coordinate and direct the use of any required communications assets.

When an event requires a specific type or response mode, communications technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills relevant to the type of event. The individual will advise and/or direct operations within the context of the Incident Command System structure.

As illustrated in Figure 2-1: *ESF-2/Communications Concept of Operation*, ESF-2 will give priority to five fundamental, interrelated functions:

- Use technology and human intelligence to collect, analyze and disseminate information on direct and indirect disaster impacts,
- Assess the capabilities of local government, the business community and volunteer agencies to effectively respond to the disaster;
- Assess and prioritize the immediate needs of impacted communities, neighborhoods and areas of the county;
- Incorporate the analyses into Incident Action Plans that establish operational objectives and identify resource requirements to accomplish these objectives;
- Utilize an Incident Action Matrix to establish priorities, assign tasks to agencies, and track progress in meeting objectives.

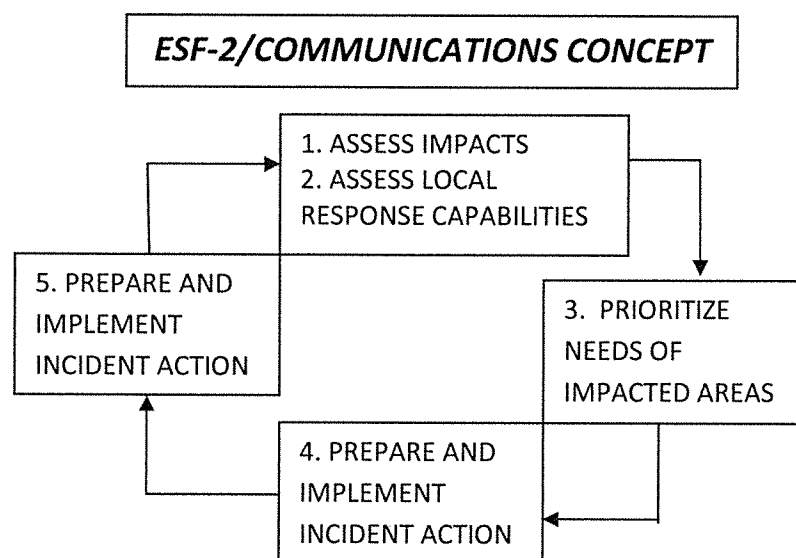


Figure 2-1: ESF-2/Communications Concept of Operations

Each communications organization which enters into a mutual aid agreement will furnish a copy of the agreement to the McCreary County Emergency Management Agency.

The McCreary County Emergency Management Agency will maintain up-to-date information of communications services in McCreary County including:

- Names of responsible officials (reviewed/updated quarterly),
- ESF-2/Communications staffing directory (reviewed/updated quarterly),
- ESF-2/Communications notification lists (reviewed/updated quarterly),
- Major communications equipment identified in Resource Typing and readiness status (reviewed/updated annually).

The ESF-2/Communications Emergency Operations Plan plus accompanying Appendices, Annexes and Standard Operating guidelines are maintained by the McCreary County Emergency Management Agency and are reviewed and updated by the McCreary County Emergency Management Agency at least annually. Support agencies may develop and maintain their own similar documents for internal

use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents must be compliant with the National Response Plan, National Incident Management System, Incident Command System and the Emergency Operations Plan (EOP).

Communications organizations are responsible for training and continuing education of their personnel.

The McCreary County Emergency Operations Center uses WebEOC (crisis management software) to supplement disaster management planning and actions. Specifically, all of the applicable Emergency Support Functions, agency based emergency operations centers, and other facilities or functions as appropriate are able to communicate their needs and status through WebEOC. This allows all of the information to be integrated for the specific event and to assess what actions, resources and needs exist.

Notifications

McCreary County 911 Dispatch is the county's 24 hour Warning Point.

When the county or an area of the county has been threatened or impacted by an emergency or disaster event, McCreary County 911 Dispatch will notify the McCreary County Emergency Management Agency Director who in turn will notify the State Emergency Operations Center Duty Officer. The state Emergency Operations Center notifies applicable state agencies including the Regional Response Manager of KyEM Region 10.

ESF-2/Communications will be activated or placed on standby upon notification by the McCreary County Emergency Management Agency. Upon instructions to activate this Emergency Support Function, the ESF-2 Coordinator and Support Agencies will implement their procedures to notify and mobilize all personnel, facilities and physical resources potentially needed, based on the emergency circumstance.

Direction and Control

McCreary County 911 Dispatch is the lead agency for ESF-2 and will manage the emergency activities of ESF-2/Communications. Communications operates from the McCreary County Emergency Operations Center (EOC) on a 24 hour/7 days a week schedule to help maintain the flow of communications services.

The McCreary County Emergency Management Agency functions as the official disaster organization for preparedness, mitigation, response and recovery within McCreary County and serves as the focal point for ESF-2/Communications activities. It is responsible for ensuring that all appropriate program departments, support agencies, other Emergency Support Functions and private voluntary agencies have knowledge about the system and ESF-2/Communications expectations.

The ESF-2/Communications system operates at two levels – the Emergency Operations Center and field operations.

All management decisions regarding county and/or regional communications resource allocations are made at the Emergency Operations Center by the ESF-2/Communications Coordinator during emergency activations. In accordance with a mission assignment from ESF-2 and further mission tasking by a local primary agency, each support organization assisting in an ESF-2 assignment will retain administrative control over its own resources and personnel but will be under the operational control of ESF-2/Communications.

Organization

Response to an emergency/disaster event in McCreary County is progressive as demonstrated in Figure 2- 2: *Progressive Requests for Emergency/Disaster Resources*. The initial response to an emergency/disaster situation is met by the use of the communications resources available at the local level. McCreary County Fiscal Court activate available resources. When the communications needs for resources and/or services exceed the capability of what is available in the jurisdictions within McCreary County, established mutual aid agreements with surrounding counties to provide communications, such resources are utilized. When needed communications resources cannot be located through mutual aid agreements, the McCreary County Emergency Operations Center requests resources through the state Emergency Operations Center. The state Emergency Operations Center locates resources through intra- and inter-state mutual aid agreements and federal assets.

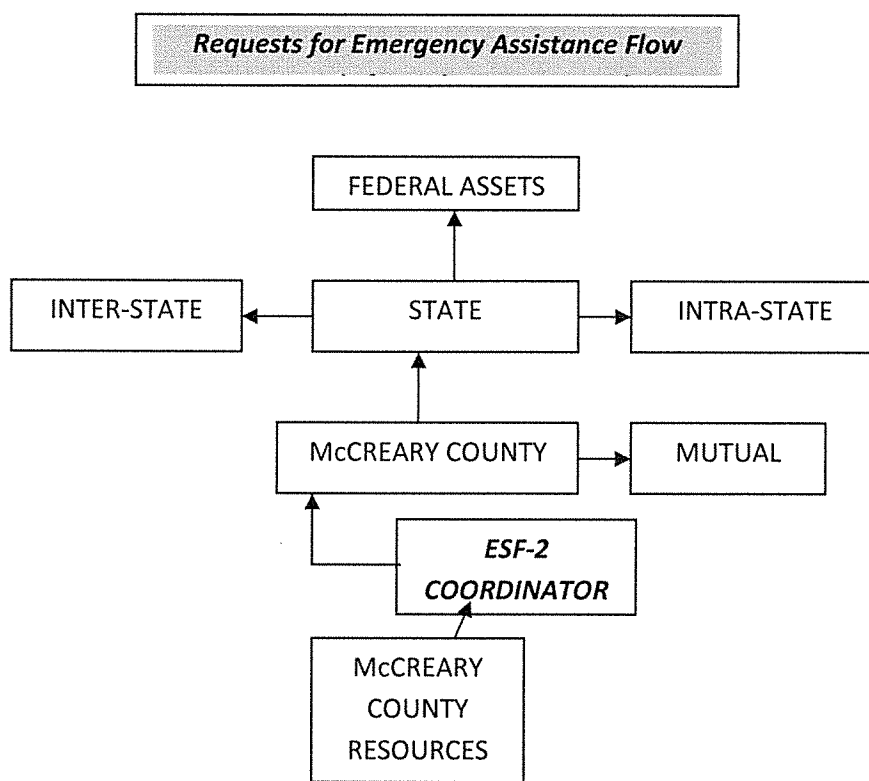


Figure 2-2: Progressive Requests for Emergency/Disaster Resources

County

McCreary County Emergency Management will initiate ESF-2/Communications notification and will request assistance from the primary and support agencies to help staff the ESF-2/Communications position in the McCreary County Emergency Operations Center.

In the Incident Command Structure, ESF-2/Communications is located in the Logistics Section as shown in Figure 2-3: *Incident Command System Structure: ESF-2/Communications*.

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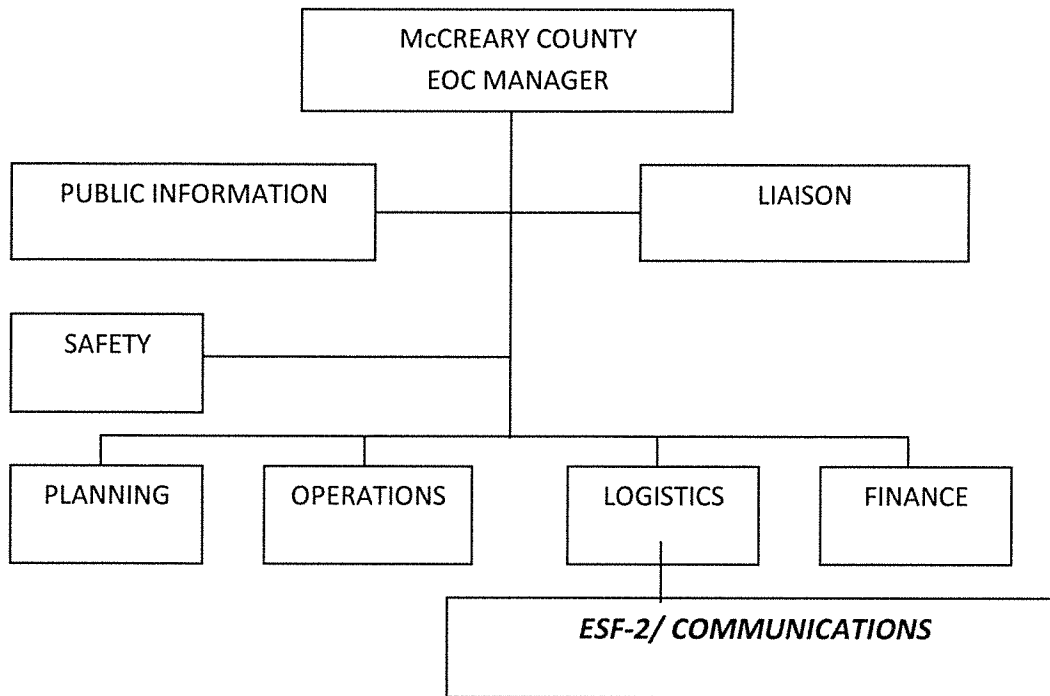


Figure 2-3: Incident Command System Structure/ESF-2-Communications

During an activation of the EOC, support agency staff is integrated with the communications staff to provide support that will allow for an appropriate, coordinated and timely response.

Throughout the response and recovery periods, ESF-2/Communications:

- Collects, analyzes, and disseminates tactical information on the nature, scope and potential impacts of an incident or major disaster related to communications;
- Evaluates and analyzes information regarding communications requests;
- Develops and updates assessments of current and anticipated future communications needs and resource requirements,
- Implements contingency planning to meet anticipated communications demands or needs;
- Incorporates this analysis into Incident Action Plans; and
- Uses this intelligence to support the Logistics, Operations and other ESFs in their impact assessment and response missions.

ESF-2/Communications operations are guided by the following assumptions:

- The nature and scope of the emergency dictate actions required;
- McCreary County agencies and other agencies (both public and private) will use their normal communications systems during an emergency. Support facilities and equipment will be provided through coordination with the McCreary County Emergency Operations Center/Emergency Support Function 2;

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- McCreary County 911 Dispatch is tasked with maintaining adequate spare parts, resources and plans to ensure operational continuity during a disaster or emergency;
- McCreary County 911 Dispatch is tasked with maintaining adequate staffing during an emergency with employees recalled as needed and scheduled appropriately.
- Lead and support agencies will coordinate their activities through their respective agency representative for the applicable emergency support function.

The Director of McCreary County Emergency Management Agency will establish priorities for restoration, if required, of public safety communications resources.

ESF-2 through Communications and Information Technology representatives will support the establishment of communications between key facilities that have an integral role in emergency response and recovery under the National Incident Management System.

The following are various facilities that must communicate effectively in a disaster and emergency event:

- McCreary County Emergency Operations Center (EOC) and local government agencies;
- McCreary County EOC and State EOC;
- McCreary County EOC and other operational local and regional EOCs;
- Emergency Support Functions and Incident Command System field operations;
- McCreary County EOC and area hospitals;
- McCreary EOC and shelters and feeding sites;
- McCreary EOC and distribution sites, staging areas, and disaster resource centers.

The general communications systems linkages required for effective communications abilities include:

- Telephone-
 - Land-line;
 - Cellular;
 - Satellite.
- Public safety radio to include, but not limited to-
 - McCreary County Sheriff frequencies;
 - McCreary County Emergency Medical Services frequencies;
 - McCreary County Fire Services frequencies
- Amateur radio support; and
- Facsimile support.

The priorities for allocation of emergency communication resources by Communications are:

- Lifesaving – an organization essential to survival, health and safety of the population;
- Essential industry/commerce/transportation – organizations that are required to needed to maintain operations and economic stability;
- Others as determined.

Region

When local resources are overwhelmed or depleted, additional communications resources are obtained through established mutual aid agreements McCreary County has with counties in the region. The logistics Chief, in consultation with the requesting jurisdiction, contacts the agencies with whom mutual agreements are in effect to determine if the requested resources are available.

Additionally, either the KyEM Region 10 Response Manager or the state Emergency Operations Center can be contacted to determine the appropriate state agency serving as the lead agency for communications coordination/support at the state level. That agency can designate a liaison to the McCreary County EOC to assist Emergency Support Function 2 and to the extent capable provide coordinators, assessors and operational personnel in support of the EOC or field activities.

On activation of an EOC in more than one county, the lead agency for communications coordination/support at the state level may support the coordination of the event response with regional resources or request additional resources through the State Emergency Operations Center.

State

During an emergency or disaster event, ESF-2/comparable primary and support agencies at the State Emergency Operations Center report and function under the overall direction of the Kentucky Division of Emergency Management Director.

During the response phase, ESF-2/Communications evaluates and analyzes information regarding communications requests. ESF-2/Communications also develops and updates assessments of the communications situation/status in the impact area and initiate contingency planning to meet anticipated demands and needs.

The Kentucky Division of Emergency Management develops and maintains the overall State Emergency Operations Plan and accompanying Appendices and Standard Operating Guidelines that govern response actions related to emergencies. Support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will comply with the National Response Plan, the National Incident Management System and the Incident Command System.

Actions

Actions initiated by ESF-2/Communications are grouped into the phases of emergency management: preparation, mitigation, response and recovery. Each phase requires specific skills and knowledge to accomplish. Each phase requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. ESF-2 encompasses a full range of activities from training to the provision of field services. It also coordinates and may assume direct operational control of the following provided services:

- Assessment of potential impacts of scenario events and communications needs;
- Input into development of Incident Action Plans;

- Provision of communications personnel;
- Provision of communications equipment and supplies;
- Analysis of loss of functionality of communications system;
- Determination of available communications assets;
- Accumulation of damage information from assessment teams;
- Coordination of communications support;
- Prioritization of deployment of resources based on response needs;
- Communications management, command and control of assets;
- Communications activities related to terrorist threats and/or event.

Preparedness Actions

Actions and activities that develop communications response capabilities may include planning, training, orientation sessions and exercises for ESF-2 personnel and other emergency support functions that will respond with ESF-2. This involves the active participation of local inter-agency preparedness organizations, which collaborate in such activities on a regular basis. Local agencies will jointly address planning issues on an on-going basis to identify response zones, potential staging areas, potential medical facilities and the maintenance and future development of specialized teams.

Initiatives also include:

- Conducting training and exercises for communications;
- Planning with ESF-2 support agencies and other emergency support functions to refine communications operations;
- Preparing and maintaining emergency operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency;
- Ensuring lead agency personnel are trained in their responsibilities and duties;
- Developing and presenting training courses for ESF-2 personnel;
- Providing information on critical facilities to McCreary County Emergency Management Agency and develop protocols for frequently provided services;
- Conducting All Hazards exercises involving ESF-2;
- Coordinating with ESF 5-Emergency Management to incorporate disaster intelligence into ESF-2 training, preparedness and planning including the use of this intelligence to scale the mission requirements for ESF-2 in a major disaster;
- Assessing the vulnerability of communications equipment and systems to the effects of severe weather, flooding and other natural, technological and man-made hazards;

- Assessing worst-case scenario damage to the communications system with emphasis on scenarios that will cause the loss of system functionality;
- Identifying mission essential functions including 911 call processing, emergency dispatch services, and 24-hour Warning Point;
- Identifying alternative facilities and systems that will serve as backup for communications and dispatch services if a major event prevents Kentucky State Police- Post 12 or Post 5 or secondary PSAPs from assuming or maintaining its mission essential functions;
- Training personnel in the Incident Command System and procedures for pre-staging communications assets for rapid deployment as required.

Response Actions

Response actions/initiatives include:

- Coordinating operations at the ESF-2 position in the McCreary County EOC and/or at other locations as required;
- Coordinating needs and response actions with each communications agency;
- Establishing and maintaining a system to support on-scene direction/control and coordination with McCreary County's EOC, State EOC, or other coordination entities as appropriate;
- Establishing mutual aid procedures for interoperable communications and other communication resources;
- Coordinating resource management and logistical support;
- Implementing Disaster Assessment Teams to determine post-event effect on emergency services, functional group resources and the ability to perform continuity of operations for essential functions;
- Monitoring and directing communication resources and response activities to include pre-positioning for response/relocation due to the potential impact(s) of the emergency situation;
- Participating in EOC briefings to report on communications, development of Incident Action Plans and Situation Reports, and meetings concerning communications needs;
- Coordinating with support agencies, as needed, to support emergency activities;
- Obtaining other resources through the Statewide Emergency Management Mutual Aid and Assistance Agreement;
- Coordinating all resources into the affected areas from designated staging areas Coordinate with other jurisdictions' ESFs or like function to obtain resources and facilitate an effective emergency response among all participating agencies.

Recovery Actions

Recovery actions/initiatives include:

- Assessing initial damage assessment of personnel, equipment and supplies of the PSAP;

- Maintaining documentation of all reported damage by the PSAP;
- Continuing to provide support as required until response activities are concluded or until they can be managed and staffed by McCreary County 911 Dispatch;
- Accumulating damage information obtained from assessment teams, the telecommunications industry, and other local government and state agencies;
- Contacting other Emergency Support Functions to determine their communications requirements;
- Assessing the need for, and obtain telecommunications industry support as required;
- Preparing and processing reports using established procedures, focusing specific attention to the production of after-action reports;
- Coordinating communications support to all governmental, quasi-governmental and volunteer agencies as required.

Mitigation Actions

Mitigation actions/initiatives include:

- Maintaining and improving communications infrastructure;
- Providing personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

Responsibilities

All tasked agencies will:

- Develop applicable standard operating procedures, guidelines and/or checklists which clearly define the role of this emergency support function in the overall functioning of the McCreary County EOC and detail the accomplishment of their assigned functions;
- Train staff in the standard operating procedures, guidelines and/or checklists that outline the courses of action to be taken during a pending or actual disaster or emergency situation;
- Participate in drills to exercise these procedures and actions on a regular basis;
- Participate in honest appraisals of the performance of the communications role and actions after each drill, exercise and actual activation of the McCreary County EOC;
- Participate in a continuous quality improvement process that uses the findings of the performance appraisals and the lessons learned to continuously refine the role and actions of this emergency support function in the overall functioning of the McCreary County EOC and incorporate these into clearly written procedures which are shared with all staff and involved agencies;
- Deploy a representative to the EOC to assist with communications activities;
- Provide on-going status reports as requested by the Communications Coordinator;
- Document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster-related work from daily work in the event that State and Federal reimbursement becomes available;
- Maintain up-to-date rosters for notifying personnel and 24-hour EOC staffing capabilities, and provide this information to the McCreary County Emergency Management Agency;
- Perform other emergency responsibilities as assigned.

Primary Agency: McCreary County 911 Dispatch

Duties include:

- Providing and maintaining communications during an emergency;
- Providing the Logistics Section updates on the potential impacts of damage to communications systems, resource shortfalls, and potential impacts on accomplishing the ESF-2 mission;
- Coordinating distribution of amateur radio resources;
- Evaluating the emergency, making strategic decisions, identifying resource needs and securing resources required for field operations;
- Maintaining an inventory of personnel, equipment, and vendors that will be used in the restoration of services.

Support Agencies:

Support agencies will provide assistance to the Emergency Support Function by:

- Performing the above-outlined tasks as requested by the ESF Coordinator;
- Services, staff, equipment, and supplies that complement the entire emergency response effort
- Reporting current resources capabilities on a regular basis.

Specific Agency Duties

LCDHD - Health District:

Provide the ESF 2 Coordinator with guidance and direction in the event that the Strategic National Stockpile Plan has been implemented and communications assets are required.

- Manage and coordinate access to the Kentucky Health Alert Network (HAN).
 - The Kentucky Health Alert Network (HAN) is the primary communication and collaboration tool for public health in Kentucky. HAN is a secure, Internet-based system that provides the ability to instantly be in contact and work together with other government and non-government personnel playing a role in public health. HAN provides simple tools for alerting, sharing and reviewing documentation and retrieving contact information. The system is administered at the state level as well as at the local level by Health Department Public Health Preparedness Planners.

Road Department / Public Works:

- Assist with clearing roads and debris to gain access to communications equipment and or assist emergency responders and utility companies with clearing road and debris.
- Assist with backup generator fueling and repairs on systems within their jurisdiction

Law Enforcement Agencies:

- Provide security to critical Communications infrastructure
- Utilize vehicle PA systems to broadcast emergency notifications to public or door to door notifications

Fire Departments:

- Utilize vehicle PA systems to broadcast emergency notifications to public or door to door notifications

Local Utility Companies:

- Utilize vehicle PA systems to broadcast emergency notifications to public or door to door notifications

- Utilize vehicle PA systems to broadcast emergency notifications to public or door to door notifications

Administration and Support

Support

Requests for emergency communications assistance will be resolved at the lowest level direction and control facility with appropriate response resources capabilities. Unresolved assistance requests will normally flow upward from cities to the county and/or field deployed command posts to responsible representatives in the State Emergency Operations Center, and as required to other states or the federal government for assistance support.

Agreements and Understandings

All agreements and understandings entered into for the purchase, lease, or otherwise use of equipment and services, will be in accordance with the provision of laws and procedures.

Status Reports

The primary agency will maintain status of all outstanding assistance requests and unresolved ESF-2/Communications related issues. This information will be summarized into periodic status reports and submitted in accordance with applicable operating procedures.

Expenditures and Recordkeeping

Each ESF-2/Communications agency is responsible for establishing administrative controls necessary to manage the expenditure of funds and to provide reasonable accountability and justification for federal reimbursement in accordance with the established guidelines. The first source of funds for expenditures by agencies in response to emergency, imminent disaster, or recovery from a catastrophic incident, is to be from funds associated with each local agency.


ESF-2/Communications is responsible for managing financial matters specific to ESF-2 activity and related to resources procured/used during an event and forwarding that information to the Finance/Administration Section. However, each local government/agency/department must also track and record its own expenditures to ensure accuracy with any submissions for potential reimbursement. Information will be provided post-event as to application procedures for reimbursement.

The Finance/Administration Section will coordinate with the Logistics Section to ensure that procurements and staff hours are properly documented and processed for potential reimbursement. It will also be responsible for follow-up on all financial issues through coordination with McCreary County Government and other local governments' fiscal and personnel management officials, Kentucky Division of Emergency Management fiscal agents, Federal Emergency Management Agency fiscal agents and directly with vendors as necessary.

Expenditures by other departments for activity not directly related to ESF-2/Communications will be documented by those entities and submitted directly to the Finance/Administration Section as soon as possible.

Critiques

Following the conclusion of any significant emergency, incident or exercise, the primary agency representative will facilitate a critique of the group activities during the emergency/incident/exercise with the ESF-2/Communications agencies, identifying the successes and identifying areas that can be strengthened and enhanced for efficiency in a continuous quality improvement process.



Statement of Concurrence
ESF 2 / COMMUNICATIONS

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF.

PRIMARY AGENCY: McCreary County E911 Dispatch

Jimmy Barnett Jimmy Barnett 5-5-2015
(Signature) (Printed Name) (Date)