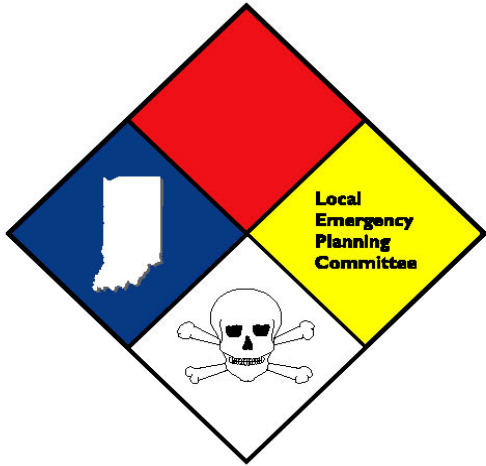


**MIAMI COUNTY LOCAL EMERGENCY
PLANNING COMMITTEE**



*HAZARDOUS MATERIAL
EMERGENCY RESPONSE PLAN*

October 1st, 2005

MIAMI COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

EMERGENCY RESPONSE PLAN

ORDER OF PROMULGATION

This plan has been adopted by the Miami County Local Emergency Planning Committee (LEPC), and approved by the Miami County Commissioners as the "MIAMI COUNTY HAZARDOUS MATERIALS EMERGENCY RESPONSE PLAN."

It has been developed for incidents involving transportation, use, storage, and/or manufacturing of hazardous materials within the jurisdictional boundaries of Miami County, Indiana. It complies with applicable local, state, and federal guidelines and provides policies and procedures which should be followed when planning for and responding to hazardous material incidents in Miami County, Indiana.

MIAMI COUNTY LOCAL EMERGENCY PLANNING COMMITTEE

Approved this ____ day of _____, 2005

Tim Althouse
Chairman

Sue Keller
Vice Chairman

Vern Keller
Secretary

APPROVED:

Adopted this ____ day of _____, 2005, by the Miami County Board of Commissioners.

Miami County Commissioner

Miami County Commissioner

Miami County Commissioner

ATTEST:

Miami County Auditor

MIAMI COUNTY HAZARDOUS MATERIAL EMERGENCY RESPONSE PLAN

TABLE OF CONTENTS

I.	INTRODUCTION.....	Page 5
	A. Emergency Response Notification Summary.....	Page 5
	B. Scope of Hazardous Materials Response.....	Page 5
	C. Purpose.....	Page 6
	D. Situation and Assumptions.....	Page 6
	E. Concept of Operations.....	Page 7
	F. Organization, Responsibilities and Assignment of Tasks.....	Page 8
	G. Relationship to Other Plans.....	Page 12
II.	RESPONSE FUNCTIONS.....	Page 13
	A. Initial Notification of Response Agencies.....	Page 13
	B. Direction and Control.....	Page 14
	C. Communications Amongst Responders.....	Page 15
	D. Response Personnel Safety.....	Page 15
	E. Fire and Rescue.....	Page 17
	F. Law Enforcement.....	Page 19
	G. Emergency Medical Services.....	Page 19
	H. On-Going Incident Assessment.....	Page 19
	I. Warning and Emergency Public Notification.....	Page 20
	J. Public Information.....	Page 20
	K. Personal Protection of Citizens.....	Page 20
	L. Human Services.....	Page 21
	M. Health and Medical Services.....	Page 21
	N. Public Works.....	Page 21
	O. Resource Management.....	Page 22

III. CONTAINMENT AND RESTORATION..... Page 23
 A. Responsibilities..... Page 23
 B. Restoration..... Page 23

IV. DOCUMENTATION AND INVESTIGATIVE FOLLOW-UP..... Page 25
 A. Level I HAZMAT Incident..... Page 25
 B. Level II and III HAZMAT Incident..... Page 25

V. TRAINING AND EXERCISING..... Page 26
 A. Training..... Page 26
 B. Exercises..... Page 27

VI. ANNEX MAINTENANCE..... Page 28

VII. APPENDICES..... (Attached as Tabs to Basic Plan)..... Page 29

HAZARDOUS MATERIAL RESPONSE

I. Introduction

A. Emergency Response Notification Summary

When a hazardous material spill occurs, notification to the Miami County 911 dispatch center or local law enforcement agency (Miami County Sheriff's Department, Peru City Police Department, or Amboy, Bunker Hill, or Converse Town Marshals) may come from several sources:

1. Citizen
2. Fixed Facility
3. County or City department/agency (such as highway or health dept)
4. County or City emergency response agency

The 911 dispatchers receiving this report must give priority to alert the fire department in the appropriate jurisdiction. The dispatcher must then try to obtain as much information as possible from the first source or the first responder. (For Reporting Form, see **Tab 16**)

Identification of the caller (and maintaining contact)
What happened
Where and When
Injuries (if any)
Chemical name of released substance (Placard)
Estimated quantity
Type and condition of containers
Shipping information
First estimate of Incident Level

The 911 dispatcher then alerts law enforcement, EMS, and the Miami County EMA Director (hereinafter interchangeably referred to as the LEPC Community Emergency Coordinator), passing on the above information to all responding units, along with known wind direction and speed. When the Incident Command Post (ICP) is established at the site in accordance with the National Incident Management System (NIMS), the Incident Commander (IC) will determine the Response Level and Resources needed for this event and sets the Response Functions described in this Plan in motion.

(For Resources, see **Tabs 1 & 17**) {6a} {6b} {6c} {6e}

B. Scope of Hazardous Materials Response

Miami County (population 36,000) is continually at risk from a hazardous materials incident. Although the number of fixed sites using hazardous materials locally is moderate, the county is vulnerable to accidents involving these materials. Release of hazardous materials can come from fixed sites but is more likely to occur from transportation incidents on highways, railroads, or waterways in the county.

This Annex is developed to help Miami County officials and first responders prepare and respond to hazardous material incidents. These plans and procedures recognize Miami County emergency response agencies have limited resources to respond to a hazardous materials incident. Initial response will be defensive, focusing on safety of the affected population and of first responders at the scene. Defense actions will be executed until outside response teams with proper equipment and training arrive at the scene of the incident.

C. Purpose

1. This Hazardous Materials Response will also serve as an Annex to the Miami County Emergency Operations Plan (hereinafter called Miami County EOP) under the guidelines of Title III of the Superfund Amendments and Reauthorization Act of 1986.
2. This plan establishes the policies and procedures under which Miami County will operate in the event of a hazardous materials incident.
3. This plan defines the roles, responsibilities and relationships of government and private organizations in response to a hazardous materials incident.
4. This plan provides assurance of appropriate response to protect the population, property and the environment of Miami County in the event of a hazardous materials incident involving transportation, use, storage, or possessing of hazardous materials.

D. Situations and Assumptions

1. Situation

Miami County contains a total land area of 375.6 square miles with a population of roughly 36,269 people. The County has fourteen (14) townships which are Allen, Butler, Clay, Deer Creek, Erie, Harrison, Jackson, Jefferson, Perry, Peru, Pipe Creek, Richland, Union, and Washington. The highest concentration of residents live in Peru - 12,897; Bunker Hill 1030; Converse 1127; Denver 530; Amboy 351; and Macy 241; the balance of approximately 20,093 is rural. **(Tab 24)**

Miami County has several levels of government ranging from the County Board of Commissioners and the Mayor for the City of Peru, to the Town Councils of Denver, Converse, Mexico, Bunker Hill, and Macy. Additionally, the fourteen townships have Trustees which also contribute to the overall leadership of the County.

Miami County is located in north central Indiana, bounded on the north by Fulton County, on the west by Cass County, on the south by Howard County, and on the east by Wabash and Grant.

Statewide, Miami County ranks 42nd in total population. Miami County has an economy that is based mainly on agriculture and manufacturing. Several factories in the county produce a variety of products ranging from stationary products, gas fired boilers, automotive antivibration products, metal furniture, tool & die, expendable sensors for metals industry, party favors, plastic automatic electrical controls, food processing, marine safety, electric panel boxes flow control valves, travel trailers, cast steel tubing, locomotive engines, and wood bedroom furniture.

- a. Miami County is intersected by US Highways 31 and 24, and State Highways, 16, 18, 19, 124 and 218. Norfolk & Southern railroad extends through Miami County. The Peru Municipal Airport is located on 400W, just northwest of Peru. **(Tab 4)**
- b. Three pipelines run through the county; one carries ammonia, the other two carry miscellaneous petroleum products. **(Tab 4) {1c} {1d}**
- c. In addition to Miami County Government and the Peru city municipalities, there are other numerous governmental authorities and emergency response agencies within the county's boundaries:

- 1) 2 active Ambulance services (Dukes Memorial Hospital & Town of Converse)
- 2) 11 City/Town/Township Fire Departments
- 3) 1 County-run backup Ambulance (EMA)
- 4) 1 County Sheriff's Department
- 5) 4 City/Town Law Enforcement Departments
- 6) 5 municipal water, street and sewer departments
- 7) 3 major dispatch centers (2 law enforcement and 1 fire)
- 8) 1 County Emergency Operations Center (located at EMA facility site)

d. There are a limited number of fixed site facilities reporting hazardous chemical substances. Planning for these facilities will be carried out using a Hazard Analysis. Present levels of inventories reported via Tier II forms by fixed site facilities storing and/or processing hazardous materials pose an overall limited threat to the general population. **(Tabs 6 & 8)** {1a}

e. There is several fixed facilities in the county which use or store extremely hazardous substances (EHS), as listed in **Tab 6**. **For maps showing each facility, see Tab 5.** {1b}

f. Resources in Miami County's emergency agencies (for response to a major HAZMAT incident) are limited. Response to a serious incident (Level II or III) will require outside resources via mutual aid with the private sector and/or state and federal government agencies.

2. Assumptions

a. Proper implementation of this Plan and its supporting procedures will reduce or prevent releases and related exposure to the public, and any environmental damage.

b. The greatest threat of a hazardous material incident in Miami County is posed by accidents along the major transportation routes. Such incidents are more likely to affect segments of the general population in the county. At most risk is the municipality of Peru and the corridors alongside the Norfolk & Southern railroads, as well as the major highways of US#24 and US#31.

c. Some parts of the county are located within flood plains. Flooding in the past may have resulted in some run-off of agriculture chemicals and petroleum products into the county's rivers and streams.

d. Protective actions for the general population may include in-place sheltering and/or evacuation. Traditionally, many of the residents in the risk area will evacuate to private homes or shelters of their own choosing. (For a list of public facilities with a potential greater risk, see **Tab 3**) {1e} {1f} {5b}

E. Concept of Operations

1. General

a. Miami County's emergency response agencies have the capability to make a first response to a hazardous materials release with local response agencies' personnel that are currently trained at the operations level only. This response will be defensive and is to assess the severity of the incident, classify the emergency as shown below, and start the notification chain and/or response chain.

b. Miami County emergency response agencies do not have the resources to neutralize the effects of a serious hazardous substance release and must turn to outside government and private agencies for assistance. Likewise, the county has limited capability to provide logistical support for these outside agencies and to coordinate off-site protective actions. **(NOTE: Grissom ARB Fire Department has personnel trained as Hazmat Technicians, and can respond under their MOU with EMA when appropriate).**

2. Levels of Response

The classification of levels of hazardous material incidents differs from the emergency classifications generally found in most All Hazards Emergency Operations Plans. In a HAZMAT incident, the response is based upon the characteristics of the chemical involved, the size or potential size of the spill, and the threat posed to life, property, and the environment.

Level I – PROBABLE EMERGENCY CONDITIONS

No evacuation other than from the immediate scene. The level of incident does not pose a chemical exposure hazard to first responders from fire services using dermal and respiratory gear. Examples of Level I incidents are: minor releases of fuel from vehicular accidents; small releases of corrosives and illegally discarded chemical containers that are not in danger of releasing substances. The County EOC is not activated.

Level II – LIMITED EMERGENCY SITUATION

An incident involving a greater hazard or larger area that poses a potential threat to life or property and which may require a limited evacuation of the surrounding area. This incident may require outside assistance if it is necessary to stop the release. Examples of this level may be: releases of significant quantities of volatile organics at a fixed facility; or cargo tank release in transportation or storage. The County EOC is partially staffed.

Level III – FULL EMERGENCY SITUATION

An incident/accident involving severe potential exposure for the responders or the general public. Mitigation may require a large scale evacuation or proper sheltering-in-place, and the expertise or resources of private industry and state/federal government agencies. The County EOC is fully staffed and operational.

F. Organization, Responsibilities And Assignment Of Tasks

1. Organization and Responsibilities

a. Local Government – The President and members, Miami County Commissioners (as County Chief Executives) have overall responsibility for hazardous materials preparedness for Miami County. **(Tab 15)**

b. Local Emergency Planning Committee – The LEPC was formed in accordance with the Indiana Emergency Response Commission(IERC) guidelines and Community Right-to-Know Act of 1986. The LEPC is responsible for developing and maintaining the Miami County Hazardous Materials Emergency Operations Plan. (A list of LEPC members and By-Laws are listed in **Tab 14**).

c. Emergency Services – The appropriate emergency response agencies respond to a HAZMAT incident as directed by the County Hazardous Materials Emergency Response Plan. Each agency has the responsibility to develop and maintain procedures for their task assignments from this Plan and the responsibility to insure that their department head or designated alternate has the authority to commit their resources.

{6d}

2. Task Assignments for Response and Government Agencies

a. Miami County Elected Officials

(1) Appoint a **Community Emergency Coordinator** to manage the hazardous materials systems, and to advise of significant chemical incidents. For Miami County and all political subdivisions this representative is established as the Miami County Emergency Management Agency Director. (Emergency contact via pager 765-473-0813 or Sheriff's Dispatch 911). {3a}

(a) The Miami County EMA Director, in this capacity, coordinates policy to allow administrators/chiefs with the technical skills and authority to be responsible for incident management in the event of a hazardous materials incident.

(b) He advises responsible county and city officials, administrators/department heads to assist in adequate measures being taken to protect the general public, property and the environment.

(c) The Miami County EMA Director will maintain day to day operations as needed, and assumes the additional duties of the LEPC Community Emergency Coordinator. The Miami County EMA Director shall be a mandatory member of the LEPC.

b. Local Emergency Planning Committee (LEPC)

(1) The LEPC holds scheduled meetings to establish short and long range plans regarding the county's hazardous material emergency response and preparedness program.

(2) Compiles, or causes to be compiled, the annual Hazardous Materials Reports for Miami County based upon the Tier II reporting, and by updating the reports from the fixed facilities.

(3) Develops and maintains this hazardous material response plan (Annex) to the Miami County EOP.

(4) Outlines methods as needed, and schedules training and exercises on hazardous materials in coordination with local government officials, academic institutions/instructors, local emergency response agencies and available private participants.

(5) Serves as the point of contact for the Community Right-to-Know activities.

c. County Attorney

(1) Acts as legal advisor on items related to public health and safety.

(2) Assists in resolution of legal problems that may arise due to Title III implementation or specific chemical release incidents.

(3) Initiates any necessary legal action against responsible parties on behalf of the LEPC.

d. Incident Commander – Fire Chief (or highest ranking fire department officer on the scene) shall designate an IC who:

(1) Takes charge as Incident Commander on-site, and implements the incident command system as trained in, and in accordance with, the National Incident Management System (NIMS).

Directs response operations including:

(a) determine the nature of the hazardous material;

(b) establish site security areas and hazard exclusion zones within the hazardous sector;

(c) based upon estimates of likely harm, activates the response chain as shown in Section II (see Response Functions).

(2) Coordinates with all public and private agencies on-site at the Incident Command Post (ICP). Provides information as necessary for law enforcement, emergency management, medical authorities, and others (as needed) on the hazards and risks posed by the materials spilled.

(3) Develops and maintains the Fire Department's HAZMAT Response procedures for his fire district.

(4) Provide appropriate informational releases to the media concerning the HAZMAT response, or designate the Emergency Management's Public Information Officer to make such periodic releases.

e. Fire and Rescue

(1) Provides fire and rescue services consistent with training (minimum Operations Level) and available protective gear.

(2) Contains the release from a safe distance to keep it from spreading and prevent exposures.

(3) Provides site support for federal, state, or privately dispatched HAZMAT teams (consistent with available protective gear) in the CONTAMINATION CONTROL and SAFE ZONES.

f. Law Enforcement

(1) Provides field operations support to the Incident Command Post consistent with training. (minimum Awareness Level)

(2) Establishes evacuation routes and traffic control for the area affected by the incident.

(3) Implements the order for evacuation, after consultation with the Incident Commander for affected areas.

(4) Maintains security for area businesses and residences.

b. Emergency Medical Services

(1) Provides medical support to the Incident Command Post consistent with training (minimum Operations Level trained) and in accordance with their internal standard operating procedures.

(2) Triage, treats, and transports victims to area medical facilities.

(3) Provides necessary medical surveillance of emergency response personnel in the exclusion perimeters.

(4) Dukes Hospital shall provide an off-site decontamination facility in accordance with their SOPs. {2d}

c. All Emergency Support Services

(1) Each emergency responding agency shall report to the Incident Commander upon arrival on the scene for coordination of activities, and shall stand by at the designated staging areas until needed. The Incident Commander has the authority to direct the overall operations including decon, select mitigation concepts and methods, safety zones, and resolve conflicts IAW their respective agency SOPs. {2c}

(2) The cleanup, removal and disposition of contamination is the responsibility of the manufacturer, carrier, or storage facility who released the materials. Assistance in removal, disposal oversight, and some technical considerations may be obtained through the Indiana Department of Environmental Management (IDEM), 888-233-7745, or the U.S. Environmental Protection Agency, Region 5 (312-353-2318).

(3) It is the responsibility of the Incident Commander to recommend evacuation actions, after coordination with all involved agencies and discussion with the appropriate elected officials (when possible) to ensure every effort is made for proper warning, transportation, shelter and care of all evacuees.

(4) A post-incident analysis report and critique shall be the responsibility of the Incident Commander with input solicited from all involved agencies. Copies of same shall be provided to the Miami County LEPC Community Emergency Coordinator (currently the county's Emergency Management Director) within 30 days of incident stabilization for review, conducting further debriefs, plan modifications and future use in training and exercise programs.

d. Miami County Health Department

(1) Miami County does have an official health department with a staff officer assigned to the position of environmental health officer/county sanitarian; therefore, this staff officer shall respond to any serious HAZMAT incident when requested by the Incident Commander or an Emergency Management Agency official.

(a)The county environmental health officer/sanitation officer shall act as a liaison for Emergency Management officials with appropriate state and federal officials when an incident poses a threat to community health. He can be reached via cellular phone at 765-469-0283.

e. State and Federal Support

Planning, training, and on-site assistance are available through state and federal agencies. These are the Indiana Department of Homeland Security, Indiana Department of Environmental Management, Department of Fire and Building Services, Public Safety Training Institute, Federal Emergency Management Agency, the US Environmental Protection Agency, and the National Response Center.

f. Private Sector Responsibilities

(1) Fixed Facilities {2a} {3b}

(a) Designate Facility Emergency Coordinators responsible for assisting in the preparation of this plan and the preparation of comparable on-site contingency plans. These plans will include specific responsibilities, notification, emergency response procedures and available resources. **(Tabs 6 & 8)**

(b) Notify Miami County 911 Dispatch Center of a HAZMAT incident. Provide the dispatcher with all appropriate information to complete the Chemical Emergency Notification Report. Provide safe routes of entry into the site for emergency response personnel.

(c) Provide technical support as requested, in the development of off-site risk assessments, evacuation probabilities, and contingency planning. For any inside/outside release detection mechanisms currently used by fixed facilities, see **Tabs 6 & 8**. If other detection mechanisms are established or utilized later, they must advise the Local Emergency Planning Committee. {5a}

(d) Provide continual technical support to the Incident Commander during the duration of the incident.

(e) Provide personnel, technical expertise, equipment support, and participate in chemical hazard exercises and training activities.

(f) Notify appropriate officials/agencies of a chemical release incident as directed by Federal and State regulation.

(2) Pipeline Operators

(a) Responsible for a plan that outlines the general actions and establishes policies to be followed in the event of a chemical release incident, and make copies available to the Miami County Local Emergency Planning Committee. Advise the county's 911 dispatch center of any known release from its pipelines, in order to complete the Chemical Emergency Notification Report. **(Tab 16)**

(b) Provides personnel and technical expertise, equipment support, and participate in chemical hazard exercises and other training activities.

(3) Rail and Highway Carriers

(a) Notify the county's 911 dispatch center of a HAZMAT incident. Provide the dispatcher with all appropriate information to complete the Chemical Emergency Notification Report.

(b) Develop a chemical incident response plan, and make copies available to the Miami County Local Emergency Planning Committee.

(c) Maintain a response capability in the event of a hazardous material incident involving their rolling stock.

(d) Provide prompt and proper identification of all hazardous materials carried.

(e) Provide personnel, technical expertise, and equipment support in any HAZMAT incidents; and also participate in chemical hazard exercises and training activities.

(f) Provide a list of major hazardous materials shipped over the rail systems through the county, and periodically update this list on an annual basis.

G. Relationships to Other Plans

1. The Miami County Emergency Operations Plan is the underlying document for the protection of health, safety and property of the public in Miami County from all natural and man-made disasters.

2. The Hazardous Materials Response Plan (Annex) to the Emergency Operations Plan provides procedures to protect the public from the transportation, storage, fixed site and transfer point hazardous material incidents.

3. Each fixed facility having extremely hazardous substances is required to develop an on-site contingency plan that specifies notification procedures, response activities and coordination procedures with outside agencies, and make copies available to the Miami County Local Emergency Planning Committee.

4. Miami County's emergency response agencies (fire, law enforcement, ambulance and medical) have entered into various mutual aid agreements that increase the county's overall response capability.

5. The State of Indiana has developed the Hazardous Materials Substance Emergency Response Plan which outlines their responsibilities of the appropriate state agencies in responding to hazardous material substance emergencies that exceed Miami County's capability.

6. The National Response Plan provides for a coordinated Federal response to a large-scale hazardous materials incident. This plan is activated by request from the Incident Commander to the Emergency Operations Center for a fixed facility incident, or through the shipper in case of a transportation-related emergency.

II. Response Functions

A. Initial Notification of Response Organizations

1. When a hazardous substance spill occurs, notification of the Miami County 911 dispatch center may come from several sources: {4a}

a. Citizens

b. Fixed Facilities

c. County (or city/town) agencies having knowledge.

d. County (or city/town) emergency response agency. The 911 dispatch center receiving this first report must give priority to alert the fire department in the appropriate jurisdiction to respond. The dispatcher must then try to obtain as much additional information as possible from the first source giving the alarm, or from the first responder near the scene.

1) Identification of the caller (and maintain contact).

2) What happened

3) Where and When

4) Injuries (if any)

5) Chemical name or identity (Placard)

6) Estimated quantity

7) Type (and condition) of containers

8) Shipping information

9) First "estimate" of Incident Level

The 911 Dispatcher then alerts the appropriate Fire District, Law Enforcement, Emergency Medical Services and the Emergency Management Director (as LEPC Community Emergency Coordinator) and passes on all the above information (with wind direction and speed) to all responding units.

{2b}

2. Depending upon the classification of the incident, many emergency functions may be necessary for the appropriate response. Notifications will be made in accordance with procedures found in the Miami County Emergency Operations Plan. If a determination is made that a release exceeds the reportable quantity the spiller must notify the Indiana Department of Environmental Management (TX 888-233-7745, or 317-233-7745).

3. Public warnings will be issued in accordance with procedures set forth in Annex C on the Miami County Emergency Operations Plan. See page 20 (Section I) for further information.

Priorities for initiating response actions will be based upon these public protection options:

a. **EVACUATION:** Evacuation can be completely effective if accomplished safely prior to the arrival of the toxic cloud. (See Annex F to Miami County's Emergency Operations Plan).

- b. SHELTERING IN PLACE: In some cases, advising people to stay indoors and attempting to reduce air flow into a structure may be the most effective protective action (See Annex F to Miami County's Emergency Operations Plan, and **Tab 11** for more Evacuation/SIP information).
- c. INGESTION ADVISORY: Drinking water and food crops may be contaminated by a chemical release. The public must be warned of a threat to food and water supplies.
- d. SEWAGE AND RUN-OFF: A hazardous chemical release may contaminate sewage systems or area streams and lakes. Such contamination could create a public health threat and serious environmental problems.

B. Direction And Control

1. Incident Command System

Responders to a hazardous materials emergency Level II or III (see I.E.2) in Miami County will operate the Incident Command System (ICS) in accordance with the National Incident Management System (NIMS). To affect the fastest response, Miami County has been divided into eleven (11) response zones to correspond with the eleven fire jurisdictions serving Miami County as listed below:

- a. Peru City Fire Department
- b. Amboy Volunteer Fire Department
- c. Converse Volunteer Fire Department
- d. Denver Volunteer Fire Department
- e. Galveston Volunteer Fire Department
- f. Grissom ARB Fire Department
- g. Henry Twp. Volunteer Fire Department
- h. Macy/Allen Twp. Volunteer Fire Department
- i. Mexico Volunteer Fire Department
- j. New Waverly Volunteer Fire Department
- k. Pipe Creek Twp. Volunteer Fire Department
- l. Roann Volunteer Fire Department (Wabash County responding department)

In the event of a hazardous materials incident, the Fire Chief of the primary responding fire department, or his designee, will be the Incident Commander. In his absence the Incident Commander will be assumed by the highest ranking fire department officer present. Incident Commanders must be qualified at the standard ICS level.

First responders from the above agencies should become qualified at the Operations level. The maximum level of personal protection available to these responders is: structural fire fighting protective clothing in combination with positive pressure self contained breathing apparatus (SCBA). This protection is limited to a range of chemicals listed in the DOT manual. Consequently, response from Miami County agencies will be defensive only and will not compromise the safety of the responders. (see Section E - Fire and Rescue). All fire departments should make a concentrated effort to have personnel trained at the Operations level.

When an incident is classified as a Level II or Level III magnitude HAZMAT emergency (beyond local

response control), the Incident Commander must immediately request appropriate assistance from the State or Federal level. (see Section II.E - Fire and Rescue).

In preparation for logistical support of outside assistance and consequence management, the Incident Commander must contact the Emergency Management Agency Director, who will activate the Emergency Operations Center as necessary.

2. Direction and Control Procedures.

a. The Direction and Control function is the combined capability of the Incident Command Post (ICP) and the Emergency Operations Center (EOC) in a larger scale chemical emergency Level II or Level III situation. The command structure linking the ICP and the EOC is the Incident Command System (ICS). The Incident Commander will maintain control of the scene and coordinate all actions related to the incident and assign specific responsibilities to the ICP and EOC, as necessary.

b. Incident Command Post. The purpose of the ICP is to provide (on-site) a unified command of all participating agencies to ensure coordinated operations, simplification of communications, performance of logistical tasks, and assist the Incident Commander with the overall management of the incident activities.

c. Emergency Operations Center. The Miami County EOC, which is isolated by distance from the pressures of ongoing mitigation efforts at the scene, has extensive administrative and technical capabilities and can be the focal point for coordination of Resource requirements in support of both on-site and off-site activities.

Typically for On-Site Support: Coordination of local resources with HAZMAT teams in transit to the emergency. Transmittal and follow-up of requests for mutual aid or public works assistance. Maintain records to track incoming resources and optimize use of available communications.

Typically for Off-Site Support: Coordination of evacuations, sheltering, public health issues and social services assistance. Assist in maintaining financial records of event.

The Miami County EOC is the preferred site for collection, evaluation, display and dissemination of information to develop current status, to aid in executive decision making, to track costs, and to provide documentation of investigative follow-up. The Miami County EOC is located in a building adjacent to the Miami County Emergency Management Agency Office, 78 McKinstry Street, Peru. For a large hazardous chemical release the Miami County EMA has mutual aid agreements with neighboring counties and near-by Grissom Air Reserve Base to provide a mobile command post and other support resources.

The Miami County Emergency Management Director is in charge of EOC operations, and will maintain close coordination with the Incident Commander. The Incident Commander, at his discretion, may assign ICS personnel to the EOC for liaison or functional assignments and ease of ICS operations.

C. Communications Amongst Responders

During emergency operations, all departments will use their existing equipment and procedures to communicate with their respective field units. The primary communications frequency for the Fire Chief IC will be 154.310 MHz, with the county sheriff frequency of 151.445 MHz as secondary.

D. Response Personnel Safety

1. To reduce risks to first responders in the event of a hazardous materials incident, health and safety standard operating procedures must be developed by each fire department to include:

- a. Medical surveillance in the Safe Zone
- b. Establishment of Exclusion Zone
- c. Personnel Protective Equipment

2. **MEDICAL SURVEILLANCE:** An EMT (or Paramedic) from Dukes Memorial Hospital Ambulance Service or Miami County EMA Ambulance Service should be charged with the responsibility for surveillance of the first response team for any indicators of the effects of toxic exposure.

3. **EXCLUSION ZONES:** Exclusion Zones are the safety perimeters established around a hazardous materials release. They are defined as follows:

a. **HOT ZONE** – The area of maximum hazard. All personnel entering the hot zone must wear prescribed levels of protective equipment. A single entry and exit checkpoint must be established at the perimeter of the hot zone to regulate and account for the flow of personnel and equipment into and out of the zone.

b. **CONTAMINATION CONTROL ZONE** – Surrounds the hot zone and also is a restricted area. The level of personal protective equipment required is less stringent than that of the hot zone. The decontamination unit (if needed) is located here, as well as the Safety Officer and immediate support and security personnel.

c. **SAFE ZONE** – The unrestricted area beyond the outer perimeter of the contamination control zone. The command post, the HAZMAT response team and support agencies are located in this area.

Exclusion zones should be set up for any HAZMAT incident. For a Level I incident this can be accomplished at a minimum with a Hot Zone and an informal Command Post. The DOT guidebook lists many chemicals where SCBA and structural protective clothing provide some protection to permit control of a small release. Release of chemicals where the DOT guidebook shows that the above protective equipment is not effective must be treated as a Level II incident.

Level II and Level III incidents require establishment of the three tier exclusion zones (HOT, CONTAMINATION CONTROL and SAFE). The actual size of the each perimeter must be determined by the nature of the materials involved, atmospheric conditions, and magnitude of the incident.

4. PERSONAL PROTECTIVE EQUIPMENT

Personal Protective Equipment (PPE) available to Miami County emergency first responders consists of structural firefighters' protective clothing together with positive pressure self-contained breathing apparatus (SBCA). This combination provides only limited protection for a number of chemicals shown in the DOT guidebook. Additional/higher level PPE may be available from the local EMA office.

Members of outside HAZMAT teams dispatched to enter exclusion zones of a serious incident occurring in Miami County will have LEVEL A or LEVEL B personal protective equipment at their disposal because maximum respiratory protection is required when entering environments containing unknown substances - or known substances in unknown quantities.

LEVEL A protection will be worn when the highest level of respiratory, skin, eye and mucous membrane protection is needed.

LEVEL B protection will be selected when the highest level of respiratory protection is needed, but with a lower level of skin and eye protection. LEVEL B protection is the minimum level recommended on initial site entries until the hazards have been further identified.

E. Fire And Rescue

1. When the 911 dispatcher has notified the fire department in the appropriate jurisdiction of an incident involving the release of hazardous materials, the officer in charge of the first unit at the scene shall implement the command structure of the Incident Command System in accordance with NIMS.

2. During the initial phase of the incident, the Incident Commander shall:

Determine the level of the incident and initiate response activities commensurate with the severity of the incident. Resolution of a Level II or Level III incident in Miami County will always require outside assistance by State and/or Federal or Private agencies, and the Indiana Department of Homeland Security (800-669-7362) should be notified for assistance by an Emergency Management Agency representative. The rules for notification are summarized as follows:

(a) TRANSPORTATION INCIDENTS – It is the shippers responsibility to initiate emergency response once notified. The Incident Commander can locate an emergency response telephone number listed in the shipping papers. If paperwork is not available or accessible call CHEMTREC (800-424-9300) with as much information as can be obtained (i.e., placard number, labels on container, how to contact the ICP, etc.). CHEMTREC will track down and notify the shipper or the manufacturer of the emergency in progress. At this point responsibility for further action passes to the shipper or manufacturer who will initiate on-scene assistance, up to notifying the NATIONAL RESPONSE CENTER (800-424-8802). In the interim the shipper or CHEMTREC can provide guidance to the IC for mitigation at the scene utilizing local response capabilities to the level trained.

(b) FIXED SITE FACILITY INCIDENTS – Chemical incidents occurring within a fixed site facility are the responsibility of the facility's emergency response organization. If control is transferred or if the incident poses a threat outside of the facility the jurisdictional fire department is in charge and proceeds using ICS. The Incident Commander directs facility personnel to remove any chemicals that may increase or catalyze the fire, cause an explosion, create toxic gas releases or cause environmental damage. For outside assistance when needed, the Incident Commander notifies the NATIONAL RESPONSE CENTER directly (800-424-8802). (Note: CHEMTREC is only for transportation related incidents). The NRC will initiate response through the Federal On Scene Coordinator (OSC) assigned to Indiana. The OSC determines the federal course of action together with agency support that might be required from the state.

(c) FEDERAL ON SCENE COORDINATOR – The OSC, when on scene, acts as a consultant to the Incident Commander. The OSC, however, is in control of and directs all federal and state agencies on the scene that are committed as part of the National Response Plan.

The local Facility Coordinator must call the Emergency Dispatch Centers (dial 911) for any reportable hazardous material release. {4b}

The following table reviews incident levels and the appropriate response to be initiated by the 911 Dispatcher, **Incident Commander** and/or Community Emergency Coordinator: {4c}

RESPONSE CLASSIFICATION:

I. INITIAL RESPONSE - MINOR SPILL	Active Standby Notify	Fire Department & Law Enforcement. Emergency Medical Svcs; advise EMA Director for LEPC. If required: IDEM (by spiller); Shipper; or CHEMTREC (Transportation); or NRC (fixed site).
II. LIMITED EMERGENCY CONDITIONS	Active Standby Notify	Fire Department & Law Enforcement; Emergency Medical Svcs; partial EOC; EMA Director for LEPC. Mutual Aid; Public Works; County Environmental Sanitarian; Red Cross; and other Human Services agencies. IDEM (by spiller); Shipper; or CHEMTRAC (Transportation); or NRC (Fixed Site).
III. FULL EMERGENCY CONDITIONS	Active	All Level II and III Mutual Aid agencies; IDEM; US EPA; EMA Director for LEPC; Indiana Department of Homeland Security for large scale outside support; and local agencies (for evacuation and shelter, etc.) as needed under the EOP.

NOTE: A typical HAZMAT team is comprised of:

Entry Team	2 members	Operational Area: HOT Zone
Safety Backup Team	2	DECON Zone
Safety Officer	1	DECON Zone
HAZMAT Officer	1	DECON Zone
Decontamination Team	2	DECON Zone
Equipment Removal Team	2	DECON Zone

F. Law Enforcement

1. Law Enforcement (Awareness Level minimum recommended) is handled by the Miami County Sheriffs Department or by the city/town police departments within the boundaries of their jurisdictions. Mutual aid agreements must be in force between all law enforcement agencies and outside support.
2. On Scene Control: Establish scene perimeters, access control points, and traffic control points, and direct traffic for evacuees if evacuation routes have been established and activated. Miami County EMA may also be able to assist with traffic and crowd control when requested.
3. Evacuation: The order to evacuate large populated areas should come from the Chief Executive Officer or his designee. When there are time constraints, limited evacuation can be ordered by the Incident Commander. The law enforcement agency designated by the IC is in charge and will direct the evacuation effort and all traffic flow out of the immediate area. The EOC will be advised of the potential need to evacuate as soon as possible so the Miami County Red Cross and/or Salvation Army can be alerted of the potential evacuation and sheltering needs. Red Cross will track any evacuees with their established protocol.
(For evacuation information, see **Tab 11**) {7a}
4. Points to consider in traffic flow and evacuations: {7b}
 - a. Isolate the affected area and permit entry only to the appropriate response personnel.
 - b. Notify residents in the affected area as soon as possible.
 - c. Assist residents in relocation, and provide direction out of the area and to open shelters.
 - d. Establish primary and/or secondary evacuation routes(see maps of facilities, **Tabs 5 & 7**) based upon prevailing wind, plume area, and most direct route for safe evacuation of affected areas. For maps of shelter and emergency response facilities, see **Tab 2**. {7c} {7d} {7e}
 - e. Provide security for evacuated areas and reroute traffic around the affected area.
 - f. Coordinate all search efforts for missing or unaccounted persons.
 - g. Assist in return of residents upon "all clear" signal.

G. Emergency Medical Services

1. Operations Level recommended. Assigns priorities of medical treatment on the basis of urgency and for transporting casualties from the incident site to appropriate medical facilities. Only members of the HAZMAT team under the direction of the Safety Officer can remove victims from the HOT ZONE and supervise on-scene decontamination procedures.
2. Provides a liaison between various medical personnel and the Incident Commander. Notify area hospital(s) what chemicals are involved, and what decontamination and exposure situations will be expected to occur for proper handling and care of victims throughout the triage-treatment-transport process.
3. Provides medical assistance advisory role to the Incident Commander on signs and symptoms of chemicals involved. Monitor decontamination (from Safe Zone) to ensure victims are properly decontaminated prior to accepting victims, and maintain secondary decontamination facilities at the hospital.

H. On-Going Incident Assessment

1. During the active period of a continuing major release, resources dispatched by the Indiana Department

of Homeland Security, IDEM, or the HAZMAT Technician Response Team, are responsible to monitor on-site quantity, concentration, and movement of spilled material. Based upon their recommendations, the Incident Commander must initiate immediate actions in terms of response personnel's safety and citizen protection/safety.

2. Decisions dealing with citizen protection/safety on a large scale – particularly those dealing with contamination of food and water supplies as well as structures and soil – must rely on input from specialized technical resources from the local/state/federal government when dispatched by the EOC.

I. Warning And Emergency Notification

Procedures to warn the public of any highly probable and/or immediate danger are found in Annex C of the Miami County Emergency Operations Plan (EOP). (For sample alert, see **Tab 13**) {4e}

J. Public Information

Procedures to provide the public with accurate information of the progress of a HAZMAT incident are found in Annex D of the Miami County EOP. The Miami County Emergency Management Agency has a Public Information Officer on pager alert (765-472-9695) for any hazardous materials incident. Any status reports of the incident, evacuation and/or shelter-in-place information shall be disseminated by radio, TV, police and fire scanners, and any other means generally utilized for informing the public. (**Tab 10**) {4d} {4f}

K. Personal Protection Of Citizens

1. In-Place Sheltering

a. When the progression of a HAZMAT incident indicates that segments of the population need to be isolated from a plume, in-place sheltering is the first consideration for protective action.

b. In-Place Sheltering is viable when:

(1) The nature and concentration of the chemical in the plume is not life threatening. It may, however, be quite noxious.

(2) The size of the release and given atmospheric conditions indicate a rapid dispersal.

(3) When a toxic plume approaches an area so rapidly that timely evacuation cannot be safely carried out.

c. In-Place Sheltering gets people out of the open into buildings with doors and windows closed. In older buildings that have relatively high air leakage rates, it is advisable to shut down air circulation systems (heating systems, air conditioning systems - particularly window-mounted units). In modern energy efficient buildings, air conditioning systems tend to build up positive pressure inside which counteracts air leakage inside, but only if the fresh air supply is shut off. (See also **Tab 11**) {7f}

d. Technical input to support a decision ordering In-Place Sheltering is available from the CAMEO Program or the Table of Initial Isolation given in the DOT guidebook.

2. Evacuation Procedures

a. The hazardous materials incident of sufficient magnitude to trigger an evacuation will most likely come from a transportation related incident. For that reason Miami County is not divided into pre-assigned Risk Zones other than the area fire department jurisdictions previously mentioned. The area at risk must be determined from the actual site of the accident, taking into account the toxicity and magnitude of the

release and atmospheric conditions. Recommendations from the DOT guidebook are invaluable for general guidelines. (For application to local Tier II fixed facilities, see **Tabs 5 & 7**). {1g}

b. Evacuation procedures are also found in Annex F of the Miami County Emergency Operations Plan.

3. **Other Public Protection Strategies**

a. **RELOCATION:** Some hazardous materials incidents may contaminate the soil or water of an area and pose a chronic threat to people living there. It may be necessary for people to move out of the area for a substantial period of time until the area is decontaminated or until natural weathering or decay reduces the hazard.

b. **WATER SUPPLY PROTECTION:** Surface and ground water supplies can be contaminated by a hazardous chemical release. Local public health officials must provide a quick identification of a threat of the drinking water supply and notification to the public. Officials should also notify the public of any alternate sources of drinking water and procedures for obtaining same.

c. **SEWAGE SYSTEM PROTECTION:** A hazardous chemical entering the sewage system can cause serious and long-term damage to a treatment plant. It may be necessary to divert sewage, creating another public health threat and subsequent environmental problems.

L. Human Services

1. The various aspects of human services are coordinated by the Emergency Management Agency. Services on a small scale can be provided by local volunteer organizations like Red Cross, Salvation Army, and Division of Family Services, to name a few. Large scale support requirements must be met through the EOC's activation of state and federal agencies.

2. Annex K of the Miami County EOP covers some general procedures for human services agencies.

M. Health And Medical Services

1. A number of the functions associated with the County Health Department may be performed by the County Environmental Officer/Sanitation Officer (see Section I-F-2-h).

2. The County Sanitation Officer shall respond to an incident at the request of the Incident Commander or a member of the EOC staff (if activated).

3. The County Health Department's role (as in 1. and 2. above):

a. To assist in assessment of an evolving hazard and to initiate contact with appropriate state agencies.

b. To test or provide for testing of water, air, soil, or food as applicable.

c. Provide liaison with state and federal agencies dealing with hazardous materials containment.

d. To provide advice and assistance with appropriate cleanup procedures.

e. To work with EMA in overseeing Public Works and private contractor agencies as they implement procedures for disposal of hazardous materials as directed by EMA and/or IDEM.

N. Public Works

1. In the event of a hazardous materials incident, the Miami County Highway Department (765-473-7125) or the appropriate street department will assist the Incident Commander or the EOC staff as needed.

The Public Works services can extend to all or some of the following activities:

- a. Debris removal.
- b. Construction of earthen dikes to contain spills, or reroute them around critical areas such as water supplies and sewer inlets.
- c. Road and bridge repairs.
- d. Emergency assistance in maintaining service for critical facilities.
- e. Barricade installation and rerouting of traffic.
- f. Evacuation assistance.

2. Annex L of the Miami County Emergency Operations Plan covers additional procedures for the deployment of Public Works personnel.

O. Resource Management

Mitigation procedures for problems caused by a HAZMAT incident may require additional resources from the public and private sectors. Annex P of the Miami County EOP covers these procedures in general.

III. Containment and Restoration

A. Resources

1. The responsibility for selecting and implementing the appropriate countermeasures is assigned to the Incident Commander in coordination with the EOC staff (when activated), and appropriate technical assistance advisor.
2. The spiller is responsible by law for the costs of all cleanup and countermeasures. The Incident Commander together with appropriate state and federal resources is responsible for determining these measures, and monitoring the subsequent cleanup and disposal of any contaminated materials. Federal and/or state resources have companies on contract to respond to hazardous materials incidents if the responsible parties are unknown, or are unwilling or unable to respond correctly and promptly.
3. The Incident Commander should monitor the response activity to ensure that appropriate containment and control techniques are being initiated. Containment methods may include:
 - a. Dikes
 - b. Berm and drains
 - c. Trenches
 - d. Booms
 - e. Stream diversion
 - f. Patching and plugging techniques of containers
 - g. Portable catch basins
 - h. Overpack drums or other containment instruments
 - i. Reorientation of the container
4. The spiller will secure private contractors for proper clean-up, and is responsible for advising the Incident Commander of any problems in these efforts.
5. Treatment of spilled hazardous substances can be either physical, chemical, or biological in nature.

B. Restoration

1. Miami County Emergency Management Agency, in conjunction with state and federal agencies, will participate in overseeing restoration efforts through its Consequence Management directives.
2. Treatment of contaminated soils and sediments is the responsibility of the spiller.
3. When feasible, contaminated soil and sediments may be treated on site. Technologies available include:
 - a. Incineration
 - b. Wet air oxidation
 - c. Solidification

- d. Encapsulation
- e. Solution mining (soil washing or soil flushing)
- f. Neutralization/detoxification
- g. Microbiological degradation

4. Off-site transportation or storage, treatment, destruction, or disposition off site must be provided by the spiller in cases where local, state or federal guidelines determines such actions.

IV. Documentation and Investigative Follow-Up

A. Level I HAZMAT Incident

1. In case of a Level I HAZMAT incident, the spiller must submit to the LEPC a brief description of the incident and response rendered. Where the spill exceeded the reporting requirements the Incident Commander must ascertain that the spiller has notified the appropriate state and federal agencies as required.
2. The LEPC Community Emergency Coordinator, or his designee, will maintain a log of all HAZMAT incidents reported to the Miami County LEPC on a calendar year basis.

B. Level II And Level III HAZMAT Incidents

1. The LEPC executive staff is responsible for insuring a report is prepared and provided to the LEPC if the spill is regulated and over a reportable quantity. The report should summarize the entire incident, including:
 - a. Cause of incident
 - b. Damage assessment
 - c. Agencies involved
 - d. Actual cost of response activities (if known)
 - e. Incident critique
 - f. Conclusions
2. To assist with the completion of this report, the 911 agency handling the hazardous materials incident dispatching and the Incident Commander are responsible for documenting the communications between the ICP, the 911 dispatcher, and all response agencies involved. This documentation must include location, material and quantity released, owner or operator involved, source of spill, health or physical hazards generated, and response activities. For incidents occurring in a fixed facility, the owner or operator is required to submit a follow-up report similar to the above to the local LEPC, as well as the appropriate state and federal agencies.
3. The Miami County Sheriff and Miami County Attorney shall assist the LEPC as needed in preparing the investigative report in order to facilitate any cost recovery.

V. Training and Exercises

A. Training

Training will be based upon the duties and functions to be performed by each responder of an emergency response organization. The skill and knowledge levels required for all new responders, those hired after the effective date of this standard annex, shall be conveyed to them through training before they are permitted to take part in actual emergency operations of a hazmat incident. Responders who participate in a chemical emergency shall be given training in accordance with the following:

1. FIRST RESPONDER – AWARENESS LEVEL

Responders at the awareness level are individuals who are likely to witness or discover a hazardous substance release and who have been trained to initiate an emergency response sequence by notifying the proper authorities of the release. They would take no further actions beyond notifying one of the Miami County 911 dispatch centers of the release. First responders at the awareness level shall have sufficient training or had sufficient experience to objectively demonstrate competency in the following areas:

- a. An understanding of what hazardous materials are, and the risks associated with them.
- b. An understanding of the potential outcomes of an emergency where hazardous materials are present.
- c. The ability to identify the hazardous materials, if possible.
- d. An understanding of the role of the awareness level first responder in the department's emergency response plan and the U.S. Department of Transportation Emergency Response Guidebook.
- e. The ability to recognize the need for additional resources.

2. FIRST RESPONDER – OPERATIONS LEVEL

First responders at the operations level are individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. They are trained to respond in a defensive fashion without actually trying to stop the release. Their function is to contain the release from a safe distance, keep it from spreading, and prevent exposures. First responders at the operations level shall have received at least eight (8) hours of training or had sufficient experience to objectively demonstrate competency in the following areas in addition to those listed for the awareness level, and the responder's department shall so certify:

- a. Knowledge of the basic hazard and risk assessment techniques.
- b. Know how to select and use proper protective equipment provided to the first responder-operations level.
- c. An understanding of the basic hazardous material terms.
- d. Know how to perform basic control, containment and/or confinement operations within the capabilities of the resources and personal protective equipment available with their department.
- e. Know how to implement basic decontamination procedures.

f. An understanding of the relevant standard operating procedures.

3. INCIDENT COMMANDER – ICS SYSTEM

Incident Commanders, who will assume control of the incident scene beyond the first responder-awareness level, shall receive at least twenty-four (24) hours of training equal to the first responder-operations level, and in addition have competency in the following areas, and the responder's department shall so certify:

- a. Know and be able to implement the department's ICS system in accordance with NIMS.
- b. Know and be able to implement the department's standard operating procedures for these incidents.
- b. Know and understand the hazards and the risks associated with responders working in chemical protective clothing.
- d. Know and understand the importance of decontamination procedures.

4. REFRESHER TRAINING

Those responders who are trained in accordance with 29-CFR1910.120 shall receive annual refresher training of sufficient content and duration to maintain their competency, and if a statement of competency is made, the appropriate department shall maintain a record of the methodology used to demonstrate the competency. For current training levels and/or certifications attained by personnel from each response agency, see **Tab 17**. For a calendar of LEPC-sponsored and miscellaneous area training, see **Tab 9**.

{8a} {8b} {8c}

B. EXERCISES

1. The Miami County LEPC Community Emergency Coordinator, in his capacity as Miami County Emergency Management Agency Director, is responsible for designing, scheduling and evaluating exercises and drills. At least one annual HAZMAT exercise (tabletop, functional or full-scale) shall be conducted in accordance with Indiana Emergency Response Commission's (IERC) annual guidelines. For LEPC and other county agencies' exercise schedule, see **Tab 9**.

{9a} {9b}

2. Each exercise shall be followed by a critique to review the effectiveness of this annex and its support systems. This annex shall be revised on the basis of these exercise critiques. (For assistance developing appropriate critique forms, see Hazardous Materials Exercise Evaluation Forms in **Tab 12**).

{9c}

VI. Annex Maintenance

The Miami County LEPC, with the support of the county's Chief Executives and the Emergency Management Agency Director, is responsible for the review and update of this HAZMAT Emergency Response Plan.