

BASIC PLAN

I. Introduction

A. Purpose

1. This plan establishes the framework for the development of a comprehensive emergency management program within and for Bradley County and its various political subdivisions. The purpose of the emergency management program is to mitigate the potential effects of the various hazards that might impact the county, to prepare for the implementation of measures which will preserve life and minimize damage, to respond effectively to the needs of the citizens and local jurisdictions during emergencies, and to provide a recovery system to return the county and its communities to a normal status as soon as possible after such emergencies. This plan defines the roles and responsibilities associated with the mitigation, preparedness, response, and recovery efforts directed at natural disasters, technological incidents, enemy attacks, and other major events that might impact Bradley County.

B. Scope

1. This plan addresses all types of emergency functions in Bradley County, except those for which the state or federal governments have primary responsibility. These functions include: the provision of fire/rescue and law enforcement services; emergency and continuing medical services; warning; communications; engineering; hazardous materials containment; evacuation; emergency welfare services; emergency transportation services; and all other functions related to the protection of the civil population as defined by TCA 58-2-102. Additionally, responsibilities associated with the preparedness for, response to, and recovery from disasters, enemy attack, sabotage, hostile actions, rioting, mob violence, power failures, energy emergencies and/or their threatened occurrence are addressed as prescribed by TCA 58-2-101.

2. This plan addresses potential situations that might be brought about as the result of all-natural disasters, terrorist attacks (including the nuclear threat), and all technological incidents exclusive of those associated with nuclear power plants. Detailed plans for each of the nuclear facilities are maintained under separate plans as prescribed through Nuclear Regulatory Commission and FEMA guidance.

3. Specifically, this plan addresses:

a) The interrelationship between the organizations with roles in the emergency management program of Bradley County. These organizations include various departments and divisions of county government, local governments, the state and federal governments, and the private sector.

b) Procedures for establishing a continuous program for reviewing and updating this plan and supporting plans, and the evaluation of their adequacy for their intended purpose(s).

II. Situation and Assumptions

A. Situation

1. Bradley County is situated in the southeast portion of Tennessee. There are two cities in the county. The 2010 census indicated that the Bradley County population was 98,963 (41,285 City of Cleveland, 651 City of Charleston).
2. The Hazard Identification section in the Introduction describes the various hazards to which the state may be subjected. It must also be realized that any event that occurs within Bradley County might potentially affect one of the adjoining counties, and vice versa.

B. Threat

1. The potential for disasters, natural, technological, nuclear, and terrorist in Bradley County has increased markedly over the past few years. Although the forces of nature remain much the same, others, such as the irresponsible and careless actions of people, are a source for man-made disasters. International terrorism, lawlessness, and economic struggles are sources of conventional or possibly a nuclear war. Approximately a dozen countries have or are suspected of having the capability of waging at least a limited nuclear war and, therefore, the possibility of a nuclear attack on the United States is still present.
2. There is no question that disasters will continue to occur. The only reasonable alternative is to be prepared. Our technology and present-day knowledge cannot eliminate these threats. However, the Cleveland-Bradley County Emergency Management Plan is a significant step towards mitigating the threats to the citizens of Bradley County.

C. Planning Assumptions

1. Emergencies and disasters will continue to occur within Bradley County and the citizens of this county, and its political subdivisions will be affected to one degree or another. This includes those identified in the Hazard Analysis as well as those which may become known in the future.
2. The full authority and resources of Bradley County will be used to cope with any situations which occur within this county.
3. In situations that exceed the capabilities of local government, the state and/or federal government will be available upon request.

4.The Cleveland-Bradley County Emergency Management Plan will be used as the basis for emergency management programs in the county.

III. Concept of Operations

A. General

- 1.It is the responsibility of government to undertake emergency management to protect life and property from the effects of disasters. Under the current system, local government has the primary responsibility for preparing for emergencies at the local level. Should the situation escalate to the point where the local government is no longer able to adequately handle the problems posed by such events, the state government may be asked to assist. It is the responsibility of state government to be prepared to deal with those situations which exceed the capabilities of its political subdivisions. Similarly, the state may request assistance from the federal government to meet the requirements imposed by emergencies beyond the state's capabilities. The federal government, therefore, is responsible for developing the capability to assist the State of Tennessee (and others) with problems which it is unable to handle effectively.
- 2.This plan is based on the concept that the emergency functions of the various groups involved in the emergency management process will generally parallel their daily functions. To the extent possible, the same personnel and materiel resources will be employed in both cases.
- 3.Those daily functions which do not contribute directly to the emergency operations may be suspended for the duration of the emergency. The efforts normally required for those functions will be redirected to accomplishing emergency tasks by the agency concerned.
- 4.An integrated emergency management plan is concerned with all hazardous situations which may develop within a state, county, or community. This emergency management plan is more than an operations plan in that it addresses activities that occur before, during, and after a disaster.
- 5.This document does not contain a complete listing of all department or agency resources. However, it is expected that each department or agency will maintain an updated resource listing and provide this information to Cleveland-Bradley County EMA and other agencies as the need arises. A listing of local resources is maintained by Cleveland-Bradley County EMA at the Bradley County EOC, 1555 Guthrie Drive, Cleveland, TN 37311.

B. Phases of Management

- 1.Mitigation - Mitigation activities are those which eliminate or reduce the probability of a disaster occurring or lessen the destructive or damaging effects of those that do. Examples of mitigation activities include the adoption of building codes, zoning and land use management, and public education.

2. Preparedness - Preparedness activities serve to develop the response capabilities that may be needed if an emergency does occur. Planning and training are among the activities conducted in preparation of such events. Other examples include the development of warning and communications systems, the development of evacuation plans, the conducting of exercises, and the development of mutual-aid agreements.
3. Response - Response is the process of providing emergency services during a crisis. These activities help reduce casualties, damage and quick recovery. Response activities include activation of warning systems, implementing plans, activating the EOC, firefighting activities, rescue operations, riot control, etc.
4. Recovery - Recovery is both a short-term and long-term process. Short-term operations seek to restore vital and essential services to a community and provide for the individual needs of the public. Long-term recovery, on the other hand, focuses on restoring the community as a whole to a normal or near-normal state. The recovery period is a perfect opportunity to institute mitigation measures in an attempt to alleviate the effects of disasters that may occur in the future. Examples of recovery activities include the provision of shelter and food, restoration of utilities, restoration of government services, counseling programs, and damage/disaster insurance, loans, and grants, as well as the established Long-Term Recovery Committee that aids citizens with rebuilding damaged or destroyed homes.

C. Execution

1. The central point of coordination for all local emergency operations will be the Bradley County Emergency Operations Center (EOC). This is to ensure harmonious response when an emergency arises that involves more than one agency or political entity.
2. In an emergency there will be two levels of control. The first level of control will be at the scene of the incident. The second level will be at the EOC, where overall coordination will be exercised.
3. In an emergency, the government body having jurisdiction will respond to the scene. The on-scene management will fall under the jurisdiction of the local department best qualified to direct the rescue, recovery, and control operations (i.e., the fire departments or law enforcement). The department's most qualified, typically senior representative at the scene will become the on-scene commander and will be responsible for the overall operation. The specific department that will assume on-scene command in various emergencies is specified in annexes to this and other emergency plans where specific emergency situations are addressed. In the event assistance from the state is requested, the state will provide an on-scene district coordinator whose job is to advise/coordinate/integrate the activities of state responders with Local Incident Command/responders from the local jurisdictions. State personnel will not assume control of a scene unless the event falls within the jurisdiction of a

particular agency as specified by current state or federal law, administrative practice, or policy.

4. In responding to the various emergencies which occur throughout the county, it is essential that the organization be structured to provide maximum flexibility to satisfy functional requirements. The Cleveland-Bradley County BEOP lists the agencies, departments, and organizations which provide resources needed in response to any given disaster or emergency. These plans reflect all agencies which may be tasked to respond to such events; however, in the majority of cases, only a limited number of these organizations may be called upon to assist.

5. It is imperative that all personnel involved in emergency response actions know when and under what circumstances the Cleveland-Bradley County BEOP and the various emergency support functions within the plan are implemented. Guidance concerning the implementation of the plan or portions thereof can be found under the Direction and Control section of the Basic Plan.

IV. IV. Organization and Responsibilities

A. General

1. Most departments within local government have emergency functions. Each department is responsible for developing and maintaining their own internal emergency management procedures. Specific responsibilities are outlined below as well as in the individual ESF annexes that follow. Responsibilities for certain organizations not a part of local government are also included.

B. Organization

Geographically

1. The Cleveland-Bradley County EMA handles the overall responsibility of coordinating the county's preparedness for and response to disasters. Geographically, its authority extends to the entire county. Except for those functions for which the state or federal governments are responsible, Cleveland-Bradley County EMA has responsibility for the coordination of all other emergency functions as defined by state law.

2. For purposes of direction, administration, and response coordination the county is divided into 3 regions: The City of Cleveland, the City of Charleston and the unincorporated areas of Bradley County.

3. The Director of the Cleveland-Bradley County EMA responds, when notified by the 911 Center and when requested by the Incident Commander, to all major incidents that occur within the cities and county to provide coordination and other necessary assistance. The Director has the authority to request assistance from any agency within the county to address the needs of the situation. This arrangement allows the county to address 99% of all emergency situations that affect the county or one of its political subdivisions.

4. When the local director determines that he needs assistance from the state, he contacts the State EOC (SEOC). The SEOC notifies the appropriate regional administrator, who is then responsible for dispatching a district coordinator to the scene to coordinate the state's role with that of the local government. The district coordinator channels all requests for assistance from state agencies through the SEOC.
5. The Cleveland-Bradley County EMA is assisted in the performance of its emergency mission by Emergency Services Coordinators (ESCs). The ESCs are representatives of the various local departments, agencies, and divisions, many volunteer and private sector organizations, as well as some state agencies. Each ESC (and alternate) is required to be on call 24 hours a day, seven days a week to assist in resolving emergencies within the scope of his office. The ESC is empowered to act for and on behalf of his agency or department, including the commitment of personnel and or resources to any situations requiring the attention of that agency. The ESCs are responsible for developing and implementing procedures associated with the various ESFs attached to this plan.

C. Responsibilities

1. Common Responsibilities

- a) All county departments and local governments have common responsibilities, to include the following:
 - (1) Disaster preparedness training;
 - (2) Preparation of internal emergency plans, standard operating procedures, and implementing instructions, including provisions for:
 - (a) Protection of personnel.
 - (b) Alerting and warning of personnel.
 - (c) Transmission of emergency information to appropriate ESC at the EOC.
 - (d) Establishment of lines of succession for key personnel.
 - (e) Maintaining a list of available resources within the agency as well as those of the private sector with which they customarily conduct business.
 - (f) Activation of command structures within the specific agencies themselves to assist with the delivery of the agencies' emergency responsibilities to the citizens of the county.
- b) If not assigned a specific task in this or another emergency plan, support within their respective capabilities for emergency operations.

2. Specific Local Agency Responsibilities

- a) Cleveland-Bradley County EMA
 - (1) EOC operations.
 - (2) Coordinate all phases of emergency management.
 - (3) Emergency management planning.
 - (4) Provide timely warning to appropriate government officials of information predicting natural or man-made phenomena and attack that could threaten life and/or property.
 - (5) Provide overall direction and coordination of emergency communications.
 - (6) Maintain a state of readiness.
 - (7) Radiological protection monitoring support.
 - (8) Compilation of damage survey reports to determine eligibility for state and/or federal disaster assistance and to support project applications for public assistance under PL 93-288, as amended.
 - (9) Manage ESF 3.1, ESF 5.1, ESF 5.3, ESF 5.4, ESF 7.1, 7.3, ESF 8.3, ESF 9, ESF 10.1, ESF10.2, ESF 11, ESF 14.1, ESF 14.2 ESF 15.1, and ESF 16.
 - (10) Coordination of shelter/evacuation/movement operations.
 - (11) Coordinate general supply and resource management.
 - (12) Develop overall emergency preparedness training objectives to meet national standards and provide guidance and assistance to other local agencies, municipal governments, and citizens.
 - (13) Provide guidance and assistance to affected local governments in disaster response.
 - (14) Coordinate disaster response and recovery actions of local agencies as detailed in this plan.
 - (15) Provide overall coordination of faith based, quasi-public and private disaster assistance groups.
 - (16) Maintain liaison with state and federal agencies.
 - (17) Inform individuals, local officials, and businesses of authorized disaster assistance and procedures for obtaining

such assistance.

(18) Manage logistics operations during emergency operations.

(19) Manage the use of volunteers during emergencies/disasters.

b) Bradley County Mayor/ Cleveland City Manager / Charleston Mayor & City Managers

(1) Head the Direction and Control group in the EOC during emergencies.

c) District Attorney General

(1) Provide prosecution of persons charged with crimes during emergencies and disasters.

(2) Assist with investigation of consumer fraud following a disaster/emergency.

d) Bradley County Board of Education / Cleveland City School Board

(1) Provide school buses for use in evacuations.

(2) Provide school facilities for use as shelters.

(3) Conduct damage assessment of school facilities following a disaster.

e) Bradley County Mayor's Office / Cleveland City Clerk

(1) Maintain financial records associated with disaster response.

(2) Arrange for payment of vendors during emergency operations.

(3) Procure items/resources needed for emergency operations.

(4) Provide unassigned, non-emergency personnel to support emergency operations when necessary.

f) Appointed Attorney's for Bradley County / Cleveland / Charleston

(1) Provide legal and technical advice to Bradley County / Municipal Mayors during emergency operations.

- g) Building Inspector for Bradley County & City of Cleveland
 - (1) Conduct building inspections following disasters.
 - (2) Conduct damage assessment of county/city owned buildings, property and real estate following a disaster.
 - (3) Provide assistance with development and mitigation issues following disasters.
- h) Bradley County Planner
 - (1) Provide assistance with development issues following disasters.
- i) Bradley County Sheriff
 - (1) Provide law enforcement within jurisdiction.
 - (2) Operate the county jail.
- j) Cleveland / Charleston Police Department
 - (1) Provide law enforcement within jurisdiction.
- k) Bradley County 911 Communication Center
 - (1) Coordinate the use of emergency communications systems in the county.
- l) Fire Departments for Bradley County & City of Cleveland
 - (1) Perform fire service operations in jurisdiction.
 - (2) Provide first responders, hazardous materials response, and other operations within scope of capabilities.
- m) Hazardous Materials Team for Bradley County & City of Cleveland
 - (1) Perform hazardous materials response, containment, and mitigation activities.
 - (2) Provide mutual aid to adjoining counties.
- n) Bradley County Emergency Medical Service (EMS)
 - (1) Provide Emergency Medical Services to the incorporated areas of Bradley County, and those municipalities, which have entered into a contract for ambulance service
- o) Jurisdictional Fire Rescue Service
 - (1) Provide technical rescue services within jurisdiction.
 - (2) Coordinate Search and Rescue activities.

- p) Bradley County Health Department
 - (1) Provide for the containment and prevention of a communicable disease or other public health threat. (Quarantine, Epidemiology)
 - (2) Perform public health functions following a disaster.
 - (3) Provide assistance to local responders with respect to health hazards associated with emergencies/disasters.
 - (4) Assist with shelter operations.
- q) Bradley County Coroner
 - (1) Arrange for removal of deceased victims following a disaster.
 - (2) Arrange for the identification of the deceased.
- r) Bradley County Local Emergency Planning Committee (LEPC)
 - (1) Maintain records as required by the appropriate federal laws (i.e., SARA).
- s) Cleveland Utilities / Volunteer Electric Cooperative
 - (1) Conduct damage assessment of utility systems following a disaster.
 - (2) Restore electrical power to critical facilities following a disaster.
- t) Cleveland Natural Gas Company
 - (1) Conduct damage assessment of utility systems following a disaster.
 - (2) Restore natural gas supply to critical facilities following a disaster.
- u) Parks & Recreation for Bradley County & City of Cleveland
 - (1) Provide assistance in local damage assistance operations.
 - (2) Coordinate local emergency operations in local parks.
 - (3) Provide support for debris removal operations.
- v) Bradley County Highway, Cleveland & Charleston Public Works Dept.
 - (1) Conduct damage assessment and perform restoration

of county roads and bridges following a disaster.

(2) Provide debris removal services following a disaster.

(3) Provide assistance with building demolition activities.

(4) Provide containment support to hazardous materials operations.

(5) Provide logistical assistance to emergency operations.

w) Bradley County Sanitation Board

(1) Operate sanitary landfill and provide technical support for debris removal operations following a disaster.

x) Cleveland / Hiwassee / Ocoee / Savannah / Eastside Utilities

(1) Conduct damage assessment and restoration of potable water systems following a disaster.

(2) Conduct damage assessment and restoration of sanitary wastewater system following a disaster (Cleveland Utilities).

(3) Be prepared to provide potable water during disasters.

y) Bradley County Property Assessor's Office

(1) Provide records for use in damage assessment activities following a disaster to determine actual loss cost analysis.

(2) Conduct damage assessment of county-owned buildings, property, and real estate following a disaster.

z) State Agencies

(1) Tennessee Department of Human Services

(a) Assist with operation of temporary emergency shelters.

(b) Perform needs assessment activities for individual families.

(2) Tennessee Department of Transportation

(a) Maintain state highways and bridges following a disaster.

(b) Assist local public works crews with traffic control, and other activities as required.

- (3) Tennessee Division of Forestry (Department of Agriculture)
 - (a) Perform wild land/brush fire control activities as per agreement with local fire departments and assist with tree removal on roadways.
- (4) Tennessee Highway Patrol (Department of Safety)
 - (a) Perform law enforcement functions on state highways/ property.
 - (b) Provide assistance to local law enforcement agencies when required.
- (5) Tennessee Department of Corrections
 - (a) Coordinate planning for escapee's recapture with local law enforcement agencies
- (6) Tennessee Emergency Management Agency
 - (a) Assist the Local EMA
- (7) Tennessee Department of Intellectual & Developmental Disabilities, and Department of Mental Health and Substance Abuse Services
 - (a) Assist with any and all needs of the citizens of the county as requested to assist.
- (8) Tennessee Department of Homeland Security
 - (a) Share the responsibilities of counter terrorism in Tennessee by providing information and intelligence to local homeland security offices and law enforcement officials.
- (9) Tennessee Department of Children's Services
 - (a) Coordinate planning for escapee's recapture with local law enforcement agencies

aa) Federal Agencies

- (1) Department of Homeland Security
 - (a) Share the responsibilities to counter terrorism in the United States by providing information and intelligence to state and local homeland security offices and law enforcement officials.

- (2) National Oceanic and Atmospheric Administration (NOAA) – Morristown Office, TN.
 - (a) Provide weather warning support to the county.
 - (b) Make NOAA Weather Radio System available to EMA for use in warning residents of impending dangers. Use i-paws to assist with public warnings and notifications.

- (3) Tennessee Valley Authority
 - (a) Coordinate planning for dam failures with EMA.
 - (b) Coordinate planning for nuclear plant incidents with EMA.
 - (c) Assist with planning for power outage recovery with local utilities.

- (4) U. S. Department of Energy (DOE)
 - (a) Coordinate planning for incidents involving incidents at nuclear facilities.

- (5) US Army Corps of Engineers
 - (a) Coordinate planning for Locks and Dam failures with TEMA and the Cleveland - Bradley County EMA and assist with mitigation issues.

- bb) Private and Quasi-Governmental Agencies
 - (1) American Red Cross
 - (a) Assist with operation of temporary emergency shelters during disasters under EMA authority.
 - (b) Provide assistance to disaster victims as required by situation.

 - (2) Cleveland-Bradley County Chamber of Commerce
 - (a) Provide assistance to EMA in arranging for local business/commercial establishments to participate in disaster planning/response activities.

 - (3) Salvation Army
 - (a) Provide assistance to local response organizations, such as providing food and drinks to

responders and victims at the scene of an incident/disaster.

(b) Provide assistance to disaster victims as required by situation.

(c) Provide assistance to ARC and DHS in shelter and mass care operations as directed by EMA.

(d) Collect monetary donations for use during the disaster assisting the victims.

(4) Auxiliary Communications System (ACS)

(a) Provide communications support to local emergency operations.

(5) AKC Volunteers

(a) Provide support at shelters using CAMET trailer to set up shelter for companion animals.

3. Assignment of Responsibilities by ESF

a) ESF 1 - Transportation

(1) Lead Agency - Jurisdictional Road Department

(2) Support Agencies - Bradley County Road Department

(3) Cleveland & Charleston Public Works Departments

(4) Bradley County Sheriff's Department

(5) Cleveland & Charleston Police Departments

(6) TDOT

(7) Vehicle Allocation (Handled under ESF 7 - Resource Management).

b) ESF 2 - Communications

(1) Lead Agency - Cleveland-Bradley County EMA

(2) Support Agencies - Cleveland-Bradley County Communications Center

(3) Auxiliary Communications Service

(4) Warning (Left in ESF 5 – Information and Planning)

- c) ESF 3 - Infrastructure
 - (1) SUBFUNCTION 3.1 - Building Inspection and Condemnation
 - (a) Lead Agency – Jurisdictional Road Dept./Public Works/TDOT
 - (b) Support Agencies – Bradley County & Cleveland offices of Building Inspections
 - (c) Bradley County Schools
 - (d) Bradley County Road & Municipal Public Works Departments
 - (e) Bradley County Property Assessor’s Office
 - (f) Bradley County GIS Department
 - (2) SUBFUNCTION 3.2 - Route Clearance & Bridge Inspection
 - (a) Lead Agency - Bradley County Highway Department/
 - (b) Cleveland / Charleston Public Works Departments/ Tennessee Department of Transportation
 - (c)
 - (d) Support Agencies - Bradley Co. Sheriff/Cleveland & Charleston Police Dept.
 - (e) Bradley County & Cleveland Fire Dept.
 - (3) SUBFUNCTION 3.3 - Debris Removal
 - (a) Lead Agency - Cleveland-Bradley County EMA
 - (b) Support Agencies – Bradley County Highway Department
 - (c) Cleveland / Charleston Public Works Departments
 - (d) Jurisdictional Fire Rescue Agencies
 - (e) Tennessee Department of Transportation
 - (f) Bradley County Sanitation Board
 - (4) SUBFUNCTION 3.4 - Water and Wastewater Systems
 - (a) Lead Agency - Jurisdictional Utility Districts
 - (b) Support Agencies - Cleveland Utilities
 - (c) Public & private Water Companies
 - (d) TDEC

- d) ESF 4 - Firefighting
 - (1) Lead Agency - Jurisdictional Fire Department
 - (2) Support Agencies - Bradley County & Cleveland Fire Depts.
 - (3) Cleveland-Bradley County EMA
 - (4) TN Department of Agriculture - Division of Forestry

- e) ESF 5 - Information & Planning
 - (1) SUBFUNCTION 5.1 - Disaster Intelligence
 - (a) Lead Agency - Bradley County EMA
 - (b) Support Agencies - All Local Agencies with Emergency Responsibilities or Support Responsibilities

 - (2) SUBFUNCTION 5.2 - Public Information
 - (a) Lead Agency - Cleveland-Bradley County EMA
 - (b) Support Agencies – Mayor Bradley County / Cleveland / Charleston
 - (c) Local Media
 - (d) Official Social Media

 - (3) SUBFUNCTION 5.3 - Damage Assessment
 - (a) Lead Agency - Cleveland-Bradley EMA Damage Assessment Team
 - (b) Support Agencies - Bradley County Highway Department
 - (c) Public Works Departments Cleveland / Charleston
 - (d) Bradley County Property Assessor's Office
 - (e) Bradley County Engineering Office
 - (f) Cleveland Engineering Office
 - (g) Cleveland -Bradley County GIS Department
 - (h) Volunteer Electric
 - (i) Cleveland Utilities
 - (j) Chattanooga Gas Company
 - (k) Hiawasse / Savannah / Ocoee / Eastside Utilities
 - (l) Schools Bradley County & Cleveland City
 - (m) TEMA

- (4) SUBFUNCTION 5.4 - Warnings
 - (a) Lead Agency - Cleveland-Bradley County EMA
 - (b) Support Agencies - Cleveland-Bradley County 9-1-1 Communication Center
 - (c) Bradley County Health Department
 - (d) National Weather Service
 - (e) Local Media
 - (f) TEMA

ESF 6 - Human Services

- (5) SUBFUNCTION 6.1 - Shelter and Mass Care Operations
 - (a) Lead Agency - Cleveland-Bradley County EMA
 - (b) Support Agencies - Tennessee Department of Human Services
 - (c) American Red Cross
 - (d) Salvation Army
 - (e) Jurisdictional Law Enforcement
 - (f) Bradley County Health Department
 - (g) Schools Bradley County / Cleveland City
 - (h) CAMET Response Team
 - (i) Auxiliary Communications Service
- (6) SUBFUNCTION 6.2 - Disaster Victim Services
 - (a) Lead Agency - Cleveland-Bradley County EMA
 - (b) Support Agencies - American Red Cross/Salvation Army
 - (c) U. S. Postal Service
 - (d) Tennessee Dept. of Human Services
 - (e) Jurisdictional Law Enforcement

f) ESF 7 - Resource Support

- (1) SUBFUNCTION 7.1 - Logistics
 - (a) Lead Agency - Cleveland-Bradley County EMA
 - (b) Support Agencies - Bradley County Road Dept.
 - (c) Jurisdictional Public Works Departments
 - (d) Jurisdictional Mayor / City Manager

(2) SUBFUNCTION 7.2 - Resource Services Management

- (a) Lead Agency - Bradley County EMA
- (b) Support Agencies - Jurisdictional Mayor / City Manager
- (c) Cleveland/Bradley Chamber of Commerce

(3) SUBFUNCTION 7.3 - Staging Areas

- (a) Lead Agency - Cleveland-Bradley County EMA
- (b) Support Agencies - Jurisdictional Fire Dept.
- (c) Jurisdictional Law Enforcement
- (d) Bradley County Road Department
- (e) Jurisdictional Public Works Department

g) ESF 8 - Health & Medical Services

(1) SUBFUNCTION 8.1 - Emergency Medical Services

- (a) Lead Agency - Bradley County Emergency Medical Services
- (b) Support Agencies - Cleveland-Bradley County EMA
- (c) Jurisdictional Fire Dept.
- (d) Jurisdictional Law Enforcement
- (e) Bradley County Medical Examiner
- (f) American Red Cross
- (g) Salvation Army
- (h) Bradley County Health Dept.
- (i) Blood Assurance
- (j) Tennova Medical Center
- (k) Regional EMS Communication Center

(2) SUBFUNCTION 8.2 – Public Health

- (a) Lead Agency - Bradley County Health Department
- (b) Support Agencies – Tennova Medical Center
- (c) Cleveland-Bradley County EMA
- (d) Jurisdictional Public Works Dept.
- (e) Cleveland Utilities
- (f) Ocoee Utilities
- (g) Bradley County Sanitation Board
- (h) American Red Cross/Salvation Army

- (3) SUBFUNCTION 8.3 - Crisis Intervention Support
 - (a) Lead Agency - Cleveland-Bradley County EMA
 - (b) Support Agencies - All Local Emergency Response Agencies

- h) ESF 9 - Search & Rescue
 - (1) Lead Agency – Jurisdictional Fire Rescue Service/Jurisdictional Law Enforcement
 - (2) Support Agencies - Jurisdictional Fire Dept.
 - (3) Cleveland-Bradley County EMA
 - (4) Bradley County Emergency Medical Service
 - (5) Jurisdictional Law Enforcement
 - (6) Bradley County Road Dept.
 - (7) Jurisdictional Public Works Dept.
 - (8) Civil Air Patrol

- i) ESF 10 - Environmental Response
 - (1) SUBFUNCTION 10.1 - Hazardous Materials
 - (a) Lead Agency - Jurisdictional Fire Dept.
 - (b) Support Agencies - Cleveland-Bradley County EMA
 - (c) Jurisdictional Public Works Dept. TDOT (State Routes Only)
 - (d) Jurisdictional Fire Dept.
 - (e) Jurisdictional Law Enforcement
 - (f) Bradley County EMS
 - (g) Bradley Co. Local Emergency Planning Committee

- (2) SUBFUNCTION 10.2 – Radiological Materials
 - (a) Lead Agency - Cleveland-Bradley County EMA
 - (b) Support Agencies –State Radiological Health
 - (c) Bradley County Health Department
 - (d) Jurisdictional Law Enforcement
 - (e) Jurisdictional Fire Dept.
 - (f) Bradley County Road Dept.
 - (g) Jurisdictional Public Works Dept.
 - (h) Bradley County Agricultural Extension Service

- (3) SUBFUNCTION 10.3 – Air Quality
 - (a) Lead Agency - Bradley County EMA
 - (b) Support Agencies - Jurisdictional Fire Dept.
 - (c) Bradley County Health Dept.
 - (d) TDEC

- (4) SUBFUNCTION 10.4 – Water Quality
 - (a) Lead Agency – Jurisdictional Utility Company
 - (b) Support Agencies – Cleveland-Bradley County EMA
 - (c) Cleveland/Bradley County Storm Water
 - (d) Non-Jurisdictional Utilities

- j) ESF 11 - Food
 - (1) Lead Agency - Cleveland-Bradley County EMA
 - (2) Support Agencies - Jurisdictional Mayor
 - (3) Cleveland City / Bradley County Schools
 - (4) American Red Cross
 - (5) Salvation Army

- k) ESF 12 - Energy
 - (1) Lead Agency - Jurisdictional Utilities
 - (2) Support Agencies - Cleveland-Bradley County EMA

- l) ESF 13 - Law Enforcement
 - (1) SUBFUNCTION 13.1 - Traffic Control
 - (a) Lead Agency - Jurisdictional Law Enforcement

- (b) Support Agencies – Non-Jurisdictional Law Enforcement.
 - (c) Cleveland-Bradley County EMA
 - (d) Bradley County Road Dept.
 - (e) Jurisdictional Public Works Dept.
 - (f) TDOT
 - (g) Tennessee Highway Patrol
- (2) SUBFUNCTION 13.2 - Security/Crime Control
- (a) Lead Agency - Jurisdictional Law Enforcement Agency
 - (b) Support Agencies – Cleveland-Bradley County EMA
 - (c) Attorney General’s Office
 - (d) Tennessee Highway Patrol
 - (e) Tennessee Department of Corrections
- (3) SUBFUNCTION 13.3 - Prisons/Institutions
- (a) Lead Agency - Bradley County Sheriff’s Department/Bradley County Juvenile Dept. (Juvenile Detention Center)
 - (b) Support Agencies – Cleveland & Charleston Police Department
 - (c) Cleveland-Bradley County EMA
 - (d) Tennessee Highway Patrol
 - (e) Tennessee Department of Youth Development
- (4) SUBFUNCTION 13.4 - Evacuation/Movement
- (a) Lead Agency - Jurisdictional Law Enforcement Agency
 - (b) Support Agencies - Cleveland-Bradley County EMA
 - (c) Jurisdictional Mayor
 - (d) Jurisdictional Fire Dept.
 - (e) Bradley County EMS
 - (f) Bradley County Building Inspector
 - (g) Bradley County & Cleveland City Schools

- m) ESF 14 - Donations/Volunteer Services
 - (1) SUBFUNCTION 14.1 - Donations
 - (a) Lead Agency - Cleveland-Bradley County EMA
 - (b) Support Agencies – Salvation Army
 - (c) Jurisdictional Law Enforcement
 - (d) Bradley County LTRO
 - (2) SUBFUNCTION 14.2 - Volunteers
 - (a) Lead Agency – Cleveland-Bradley EMA
 - (b) Support Agencies - Jurisdictional Mayor
 - (c) Salvation Army & Other Volunteer Support Groups

- n) ESF 15 - Recovery
 - (1) SUBFUNCTION 15.1 - Assistance Programs
 - (a) Lead Agency - Cleveland-Bradley County EMA
 - (b) Support Agencies – Jurisdictional Mayor
 - (c) Jurisdictional City Manager
 - (d) Salvation Army
 - (e) State & Federal Assistance Programs
 - (2) SUBFUNCTION 15.2 - Recovery and Reconstruction
 - (a) Lead Agency – Jurisdictional Mayor/City Manager
 - (b) Support Agencies – Cleveland-Bradley County EMA
 - (c) LTRO

- o) ESF 16 – Animal Services
 - (1) SUBFUNCTION 16.1 –Animal Housing & Care Services
 - (a) Lead Agencies - Cleveland-Bradley County EMA
 - (b) Support Agencies - Bradley County Agricultural Extension Service
 - (c) Bradley County Veterinarian Association
 - (d) Jurisdictional Mayors & City Managers
 - (e) USDA
 - (f) Service Animal Care Team
 - (g) Cleveland Animal Control

(2) SUBFUNCTION 16.2 –Companion Animal Management

- (a) Lead Agencies - Cleveland-Bradley County
EMA Support Agencies - Bradley County Agricultural Extension Service
- (b) Bradley County Veterinarian Association
- (c) Jurisdictional Mayors & City Managers
- (d) Service Animal Care Team
- (e) Cleveland Animal Control

(3) SUBFUNCTION 16.3 –Commercial Animal Management

- (a) Lead Agencies - Cleveland-Bradley County
EMA
- (b) Bradley County Agricultural Extension Service
- (c) Office of the Tennessee State Veterinarian
- (d) Office of the Veterinarian in Charge
- (e) Support Agencies - Cleveland Animal Control
- (f) TEMA

(4) SUBFUNCTION 16.4 – Animal Disease Emergency Management

- (a) Lead Agency - Cleveland-Bradley County EMA
- (b) Bradley County Agricultural Extension Service
- (c) Office of the Tennessee State Veterinarian
- (d) Office of the Veterinarian in Charge
- (e) Support Agencies -
- (f) Cleveland Animal Control
- (g) Jurisdictional Road & Public Works Dept.
- (h) Jurisdictional Law Enforcement Agencies
- (i) Tennessee Emergency Management Agency (TEMA)

V. Direction and Control

A. **Bradley County / Cleveland / Charleston Mayor** - Direction and control of the emergencies that affect the citizens of Bradley County will be exercised by the Bradley County Mayor and/or mayors of the affected cities through the EMA Director. The personnel, facilities, and equipment for decision-making and the initiation of appropriate response activities are located in the EOC.

B. **EMA Director** - The EMA Director, who has the responsibility for

coordinating the entire emergency management program within Bradley County, is appointed by the Bradley County Mayor and confirmed by the County Commission. The Director makes all routine decisions and advises the officials on courses of action available for major decisions. During emergency operations, the Director is responsible for the proper functioning of the EOC. The Director also acts as a liaison with other local, state, and federal emergency management agencies.

C. Emergency Services Coordinators (ESCs)

1. During emergency situations, certain agencies will be required to relocate their center of control to the EOC. During large-scale emergencies, the EOC will become the local command post for the duration of the crisis.
2. All ESCs will coordinate their activities in the EOC under the supervision of the EMA Director.
3. Agencies with emergency responsibilities may activate their own office and staffing systems to carry out objectives necessary to fulfill their obligations. ESCs provide the liaison between the EOC and the field units of their respective offices. A diagram of emergency response and reporting channels is attached to the Concept of Operations statement.
4. Specific persons and agencies are responsible for fulfilling their obligations as presented in the Basic Plan and its functional annexes. Each agency will be responsible for having its own standard operating procedures or plans to be followed during emergency response operations.

D. EOC Location - The EOC is located at 1555 Guthrie Drive, Cleveland, TN. At the discretion of the EMA Director, and with the concurrence of the Bradley County Mayor, direction and control may be exercised at an alternate EOC site.

E. Line of Succession - In the absence of the EMA Director, direction and control authority is vested in the EMA Operations Chief or the Director's designee. One of the aforementioned individuals should be available at all times. However, should they both be out of service at the same time, a memorandum will be issued designating the individual with acting authority.

F. Heads of Local Departments

1. This plan requires that the heads of all local departments and agencies with emergency preparedness responsibilities designate primary and alternate Emergency Services Coordinators (ESCs). ESCs have the authority and responsibility to respond to incidents occurring within the county that require the assistance and/or resources of their respective agencies. ESCs are responsible for ensuring their agencies' emergency functions are carried out in accordance with this plan and other guidance from Cleveland-Bradley County EMA.

2. Heads of local departments will remain responsible for the personnel and resources under their respective jurisdictions.
3. Lines of succession to the department heads are as specified in their respective SOPs.

G. **State and Federal Responders** - Upon the arrival of state and/or federal officials whose assistance has been requested, they will report to the EOC for a situation briefing and strategy session with the Executive Group, followed by deployment as may be agreed upon.

H. **Alert/Increased Readiness Periods** - The threat of a disaster or attack may develop at any time. In cases where the onset of such events is preceded by a warning (i.e., severe weather), it is the responsibility of local agencies to implement precautionary measures to mitigate the anticipated effects of the disaster. In many cases, such events are not preceded by any type of warning (i.e., earthquake). The ability to react immediately must therefore be present at all levels of government. There are five distinct levels of local activation for emergencies:

1. Ready Mode

- a) This is normal, day-to-day EOC inactive status, ready for immediate activation

2. Notification/Standby

- a) This level is activated when a credible threat of attack or terrorist activity is received. This threat can be verbal, written or developed from intelligence sources.
- b) This level is also activated when there is a likelihood of an emergency developing (i.e., the issuance of severe weather watches, etc.).
- c) EMA field personnel and other agencies may be notified of developing situations, etc. Emergency public information may be distributed as warranted by the situation.

3. Partial Activation - This level is assumed as the situation deteriorates further (i.e., with the issuance of tornado warnings or notification of impending emergency). During this phase EMA staff notifications are made, appropriate state and local government/agency notifications are made, public information is broadcast as appropriate, and the EMA Director may elect to implement the local BEOP if required.

4. Full Activation

a) This level is reached when the emergency has been initiated (i.e., the actual occurrence). EMA staff reports to the EOC to commence local emergency operations, appropriate ESCs are tasked to respond to the EOC, and EMA field personnel are deployed to assist local governments (i.e., full emergency operations in effect). Limited state assistance may be required at this point.

5. Mass Casualty Activation

a) This level is assumed for catastrophic disasters (i.e., earthquake) and includes a total local and state emergency organization response. Large-scale federal assistance may be required.

b) Specific actions for individual organizations and/or departments for each of these periods is provided in their respective SOPs and implementing procedures.

I. **Legislative Liaison Officer (LLO)** - During significant emergencies/disasters, the EMA Director may appoint one or more individuals to act as Legislative Liaison Officers. The primary function of the LLO(s) is to keep the jurisdiction's state and local legislative officials advised as to the status of the event in their respective districts.

VI. Continuity of Government

A. Emergencies or disasters are rarely of sufficient magnitude to necessitate significant adjustments in the governmental structure. In most cases, continuity of operations can be provided simply by relocating to a structurally sound facility. The relocation of government and movement of key officials to other locations will be dictated by the size and type of threat or disaster being confronted.

B. Succession of local government officials will follow lines of succession as prescribed in the state constitution, state law, and local ordinances.

C. Operating locations - The Bradley County Mayor and his staff may relocate to the EOC during major emergencies. Local government offices will continue to occupy current facilities unless an event renders them unusable. Each agency is responsible for maintaining plans for relocation of critical operations in such cases. Relocation of the EOC staff is described in Appendix B, Emergency Operations Centers.

D. Preservation of Records - To provide normal government operations following a disaster, vital records must be protected. Each local agency is responsible for developing procedures to ensure the preservation of essential records. Examples of essential records include:

1. Records required for protecting the rights and interests of individuals. These include vital statistics, land and tax records, license registers, articles of incorporation, etc.

2. Records required for conducting emergency operations. Examples include utility system maps, locations of emergency supplies and equipment, emergency operating plans and procedures, lines of succession, personnel lists, etc.
3. Records required for re-establishing normal governmental functions and protecting the rights and interests of government such as constitutions and charters, statutes and ordinances, court records, official proceedings, and financial records.

VII. Administration and Logistics

A. **Emergency Authority** - Authorities for this plan are contained in section I, INTRODUCTION.

B. **Agreements and Understandings** - Should local government resources prove to be inadequate during an emergency, they will request assistance from other local jurisdictions, higher levels of government, and other agencies in accordance with existing or emergency negotiated mutual-aid agreements and understandings and state law. All agreements and understandings will be entered into by duly authorized officials and will be formalized in writing when possible.

Similarly, when the resources of the State of Tennessee are inadequate, assistance from the federal government will be requested. Additionally, Tennessee is a signatory to the Southern Regional Emergency Management Compact.

C. **Administration**

1. Administration of emergencies will use WEBEOC, existing forms, reports, and analytical processes used in the EOC. All records subject to controversy over actions taken will be retained until the statute of limitations expires.
2. Local agencies occupying the EOC will be responsible for the maintenance of their own records. Supply of vouchers, receipts, and other administrative forms peculiar to their operations are the responsibility of that particular agency as well. WEBEOC and its various boards is the standard used in the EOC (i.e., message and activity logs and forms) and are provided by Cleveland-Bradley County EMA.
3. Reimbursement for expenditures will follow established local administrative procedures.

D. **Plan Development and Maintenance**

1. Cleveland-Bradley County EMA will:
 - a) Develop and maintain the Cleveland-Bradley County BEOP.
 - b) Ensure the local plan is current by having amendments and errata prepared, coordinated, and issued as necessary.

- c) Annually review the local plan to ensure that it reflects current policy and state of the art with respect to emergency management planning principles.
- d) Maintain stocks of the local plan and amendments along with distribution lists to assure all plan recipients are properly serviced.
- e) Review, approve, or disapprove requests for material to be included in the local plan.
- f) Ensure annexes, appendices, tables, and figures prepared for inclusion in the local plan adhere to established guidelines.
- g) Prescribe format, review procedures, and submission dates for all local emergency management and supporting plans.
- h) Task local agencies to prepare supporting annexes and documentation for the local plan in accordance with their responsibilities or technical expertise.

2. Local Agencies

- a) Bradley County, in its emergency management effort, operates under a concept of total commitment of its personnel and resources to contain a disaster/emergency if required. Moreover, those agencies in local government that have emergency-oriented missions or support roles are required to provide an emergency response capability 24 hours a day, 365 days a year. Each of these agencies will:
 - (1) Prepare plans and directives in support of the local BEOP and provide Cleveland-Bradley County EMA with one copy of each for reference.
 - (2) Annually review published directives and their respective portions of the local BEOP to assure that commitments can be filled, and resources provided. Each agency must provide Cleveland-Bradley County EMA with a copy of any recommended revisions or a signed statement indicating the directive/plan as written remains current and supports the local BEOP on or before October 1 each year.

3. Local Governments will:

- a) Prepare plans and directives in support of this Cleveland-Bradley County EMA Plan as it pertains to their area of jurisdiction.
- b) Submit one copy of all supporting plans/documents to EMA for review and approval.

E. Plan Implementation

- 1. This plan (or its components) can be implemented in several ways:

- a) By direction of the Bradley County Mayor or the Cleveland-Bradley County EMA Director.
- b) As a result of the occurrence of a disaster or an emergency.
- c) By requests for assistance from local governments when emergencies exceed their capabilities and/or resources.
- d) As a response to a terrorist incident or the credible threat of a terrorist incident.
- e) Specific functional annexes may be activated by the department responsible for the particular function(s) associated with that annex.

F. Primary and Support Responsibilities

1. Support - Primary and support responsibilities for various emergency functions have been assigned to departments and agencies of local government, and to key organizations in the state government or private sector. Each department, agency, or organization is either a lead agency in an ESF or a supporting agency in an ESF. These assignments of responsibility are delineated based on a set of common functions associated with all types (or many types) of emergencies and/or responses required for those emergencies. Assignments of functional responsibility are not the same as authorizing EOC staffing requirements. EOC staffing and augmentation will be as prescribed by the EMA Director.

While most of the agencies having primary responsibilities are included as part of the EOC staff for direction and control of their areas of responsibility and assured access to communications, they are not all inclusive. There are other supporting agencies in operating locations outside the EOC that will be fully operational during emergencies, and still other agencies that will not be functional until the recovery phase begins. Only, those agencies essential to preserve the continuity of government during an emergency, or those necessary to deal effectively with the given set of circumstances of any emergency will staff and augment the EOC. Selectivity is essential due to space limitations.

2. Responsibility

- a) This plan is binding on all local government agencies authorized or directed to conduct emergency management activities.
- b) The EMA Director's authority under this plan is extensive. As the local disaster coordinator, he/ she coordinates the activities of all local organizations as they relate to emergency management. Each local agency that has an emergency-oriented mission will:
 - (1) Assign personnel as directed to augment EOC operations when implemented.
 - (2) Maintain and operate a 24-hour response capability in

the department or agency headquarters when this plan is implemented in addition to any staff operating from the EOC.

(3) Participate in exercises when scheduled by the EMA Director.

(4) Prepare plans and supporting documents which set forth policies and provisions for carrying out the agency's emergency responsibilities.

(5) Conduct training essential to implementation of assigned functions.

(6) Conduct an annual review to update the supporting documentation and operating procedures and advise the EMA Director of modifications required.

c) In addition to the functional planning documents that should ensure coordination, implementation, and emergency response, each department or agency of local government having a primary or support role will prepare and maintain standard operating procedures (SOPs) describing how functions will be accomplished. Subordinate divisions of these agencies will also furnish copies of their SOPs to their parent department for inclusion in the department's supporting plan.

d) All other departments or agencies not assigned a primary or support function will carry out duties or services specified by the EMA Director or ordered by the Bradley County Mayor.

e) Although technically not a part of a "local" response, several state and federal agencies are delegated responsibilities within this plan. All responsibilities and tasks associated with these state or federal organizations are in accord with existing state and/or federal legislation or practice authorizing agencies to provide these services to local governments on a daily basis regardless of whether or not a major disaster declaration exists, or are a part of their normal course of activities.

G. **Logistics**

1. Local Agencies - Support services for local agency vehicles will be provided by the Bradley County Highway Department. Logistics for other vehicles will be provided as directed by the EMA Director.

2. Local Resources - ESCs responding to a disaster will apply resources available to them as directed by the EMA Director through the authority of the Bradley County Mayor.

3. Cleveland-Bradley County EMA - The EMA Director, the Operations Chief or the Director's designee in charge of a disaster response will procure and coordinate the application of personnel, materials, equipment, and supplies including those immediately available within the local EMA.

APPENDIX A BASIC PLAN RESPONSIBILITIES AND ASSIGNMENTS MATRIX

ESF	Mayors	EMA	Schools	Bldg Insp.	Coroner	911	BCSO CPD	EMS	BCFR CFD	Road Dept.	Public Works	ARC	Health Dept.	Human Svc's	Hospital	ACS	TEMA	LEPC	CAP
1			S				S			P/S	P/S								
2.1		P				S										S			
2.2		P				S										S			
3.1		P	S							S	S								
3.2							S	S	S	P/S	P/S								
3.3										P/S	P/S								
3.4													S						
4		S							P/S										
5.1		P	S	S		S	S	S	S	S	S	S	S		S	S	S	S	S
5.2	S	P																	
5.3		P	S	S						S	S	S					S		
6.1		P	S									S	S	S		S			
6.2		P										S	S	S		S	S		
7.1	S	P								S	S								
7.2	P	S																	
7.3		P					S		S	S	S								
8.1		S			S		S	P	S			S			S				
8.2		S								S	S	S	P		S				
8.3		P																	
9		S					S	S	P/S	S	S								S
10.1		S					S	S	P/S	S	S		S				S	S	
10.2		P					S		S	S	S		S						S
11	S	P	S									S							
12		S																	
13.1		S					P/S			S	S								
13.2		S					P/S												
13.3		S					P/S												
13.4	S	S	S	S			P/S	S	S			S							
14.1	S	P					S			S	S	S							
14.2	S	S										P							
15.1	S	P	S							S	S	S							
15.2	P	S																	
16.1	S	S					S			S	S		S						
16.2		S					S			S	S	S						S	
ANX 1	S	P/S	S			S	P/S	S	S	S	S	S	S	S		S	S		

APPENDIX A (CONT'D)
BASIC PLAN
RESPONSIBILITIES AND ASSIGNMENTS MATRIX

ESF	Water	Electric	Gas	Engr. / Planning	GIS	Property Assessor	Chamb. Comm.	Attorney	Local Media	Animal Control	USDA	Forest	Ag. Ext Service	TWRA	DART	TDOT	THP	TBI	NWS	USPS	
1																					
2.1																					
2.2									S												
3.1				S	S	S															
3.2																S					
3.3																S					
3.4	P																				
4												S									
5.1				S	S			S	S						S	S	S		S		
5.2									S										S		
5.3	S	S	S	S	S	S	S										S				
6.1																					
6.2																					S
7.1																					
7.2							S														
7.3																					
8.1																					
8.2	S	S	S																		
8.3																					
9																					
10.1	S			S	S											S					
10.2													S								
11																					
12		P/S	P/S																		
13.1																S	S				
13.2								S									S				
13.3																	S				
13.4																					
14.1																					
14.2																					
15.1	S	S	S	S																	
15.2																					
16.1										S			P								
16.2										S			P								
ANX 1																					

APPENDIX B BASIC PLAN

EMERGENCY OPERATIONS CENTER

I. INTRODUCTION

A. **Purpose** - The purpose of the Emergency Operations Center (EOC) is to provide a central location through which all local emergency management activities and functions can be coordinated. This includes routine activities as well as those associated with emergency response and recovery activities.

B. **Scope** - The entire Emergency Management Plan for the county is coordinated from the EOC.

II. POLICIES

A. To ensure maximum control and coordination of local resources during emergencies, it is essential to have a central location from which command and control decisions can be made. The EOC serves this purpose by bringing together the local EMA staff, as well as the Emergency Services Coordinators and support personnel from all local and agencies tasked with emergency responsibilities. Additionally, National Guard, private sector, state and federal relief agencies may also operate from the EOC during significant disasters.

III. SITUATION AND ASSUMPTIONS

A. Situation

1. Several disasters occur each year that require the commitment of numerous local resources from any one or more local, state, or private sector relief agencies. It would be impossible to coordinate the efforts of all of these organizations if there were no centralized location for representatives of these organizations to meet, discuss, and coordinate their respective emergency responsibilities.

2. There are a wide variety of local, regional, state, national, and international disaster and emergency management activities that must be coordinated across the county to the extent that they affect the citizens and political jurisdictions of the county. The EOC provides a central point of coordination for all emergency management activities that affect the various political entities and citizens of this county.

B. Planning Assumptions

1. Disasters will continue to occur that require combining the application of local, state, and private sector resources.
2. The coordination of these resources is essential to mounting an effective response to disasters in the county.

IV. CONCEPT OF OPERATIONS

A. General

1. The EOC is the central location of emergency management activities within the county. It not only consists of the location from which the Bradley County Mayor and local agency representatives operate during emergencies, it is also the headquarters office of the EMA Director and the EMA staff.

2. Primary and Alternate Emergency Operations Centers

a) Primary EOC

(1) The primary EOC is located at 1555 Guthrie Drive, Cleveland, TN.

(2) The facility has 3,500 square feet of floor space and is equipped with emergency power generators with a 30-day supply of fuel, water supply, sanitary facilities, ventilation, kitchen, and a wide array of communications equipment. The facility has a radiological protection factor of 100.

b) Alternate EOC

(1) The alternate EOC is located at the Cleveland Police Dept. 155 1st Street NW, Cleveland, TN.

(2) Transfer of responsibility from the primary to alternate EOC is accomplished by using EMA personnel to relocate equipment and supplies to the alternate site. As soon as communications checks are accomplished, the actual shift of control will be at the direction of the EMA Director. The EMA Operations Chief or the Director's designee will notify TEMA, as well as other affected agencies and governments.

c) Primary EOC Organizational and Functional Structure

(1) The EOC is composed of four major sections. These sections are described in the ESF Concept of Operations section of this plan. An EOC diagram is provided in

Appendix D.

- (a) Contains an enclosed entrance, reception area and office space. This section is located in the building front.
 - (b) Contains the operations room with work areas and telephones. This section is located in the middle of the building.
 - (c) Contains the communications area, housing the communications console with direct access to all required responder frequencies, the State EOC and computerized weather data.
 - (d) Contains the kitchen & restrooms. This section is located in the back of the EOC.
- (2) EOC Operations
- (a) Following the occurrence of an emergency or disaster, the EOC will receive notification through one or more sources. These include radio, telephone, E-911, NOAA radio, DNAWAS, etc. The event is logged by date and time.
 - (b) The EMA Director and other key personnel are notified of the situation and report to the EOC. The EMA Director will brief the Bradley County Mayor and other department heads as appropriate.
 - (c) The EOC (or the county's primary warning point) relays pertinent data to affected agencies such as adjacent county's emergency management offices, fire, police, sheriff, and EMS units.
 - (d) If the situation warrants, local agency ESCs having responsibilities associated with the particular disaster are notified and asked to report to the EOC or to the scene of the emergency as required.
 - (e) From this point on, the EOC monitors the progress of the emergency and evaluates efforts to contain the situation. Resource requirements that cannot be met at the local level are channeled to the State Regional EOC and the appropriate ESCs for disposition as provided by ESF/individual agency SOPs. This continues until the situation is resolved.
 - (f) If the situation warrants, the EMA Director will request assistance from a neighboring county or the Tennessee Emergency Management Agency. In either case, the respective organizations provide

liaison officers to the EOC for coordination of operations.

(g) News releases and emergency public information are prepared and disseminated from the EOC through the Public Information Officers (PIOs).

(h) The EMA Operations Chief or the Director's designee ensures continuity of operations and sustainable manpower capability around the clock for the duration of the emergency.

(i) This operation continues until the emergency condition terminates, at which time various EOC staff members conduct follow-up activities such as after-action reports, response evaluation, debriefings, preparation of reports and logs, etc.

B. Organization and Responsibilities

1.EMA Director - The Director of Cleveland-Bradley County EMA is the executive head of the agency and is responsible for coordinating all emergency management activities throughout the county. These activities include:

a) Advise elected officials, departments, and agencies of local government and other non-governmental relief agencies with respect to the magnitude and effects of the emergencies that affect Bradley County.

b) Orient and train the emergency staff, and periodically conduct exercises.

c) Coordinate local emergency operations with TEMA and local emergency management offices in the counties that border Bradley County.

d) Develop and maintain local emergency staffing capabilities.

e) Develop and maintain appropriate emergency public information, communications and warning capabilities.

f) Develop and maintain the Bradley County Emergency Management Plan, mutual aid agreements, memoranda of understanding, etc., and periodically test and exercise these mechanisms.

2.Operations Chief - The Operations Chief or the Director's designee serves as the successor to the Director in all matters with which the Director has responsibility.

3.Emergency Services Coordinators (ESCs) - The ESCs represent local, state, private, and quasi-governmental agencies with emergency responsibilities during major disasters. The roles and responsibilities of the ESCs are provided in Appendix A of this section.

4.Public Information - The Cleveland-Bradley County EMA Director or the Bradley County Mayor will designate an individual to act as the Public Information Officer.

5.EMA Organization - The Cleveland-Bradley County EMA organizational chart is provided as Appendix C of this section.

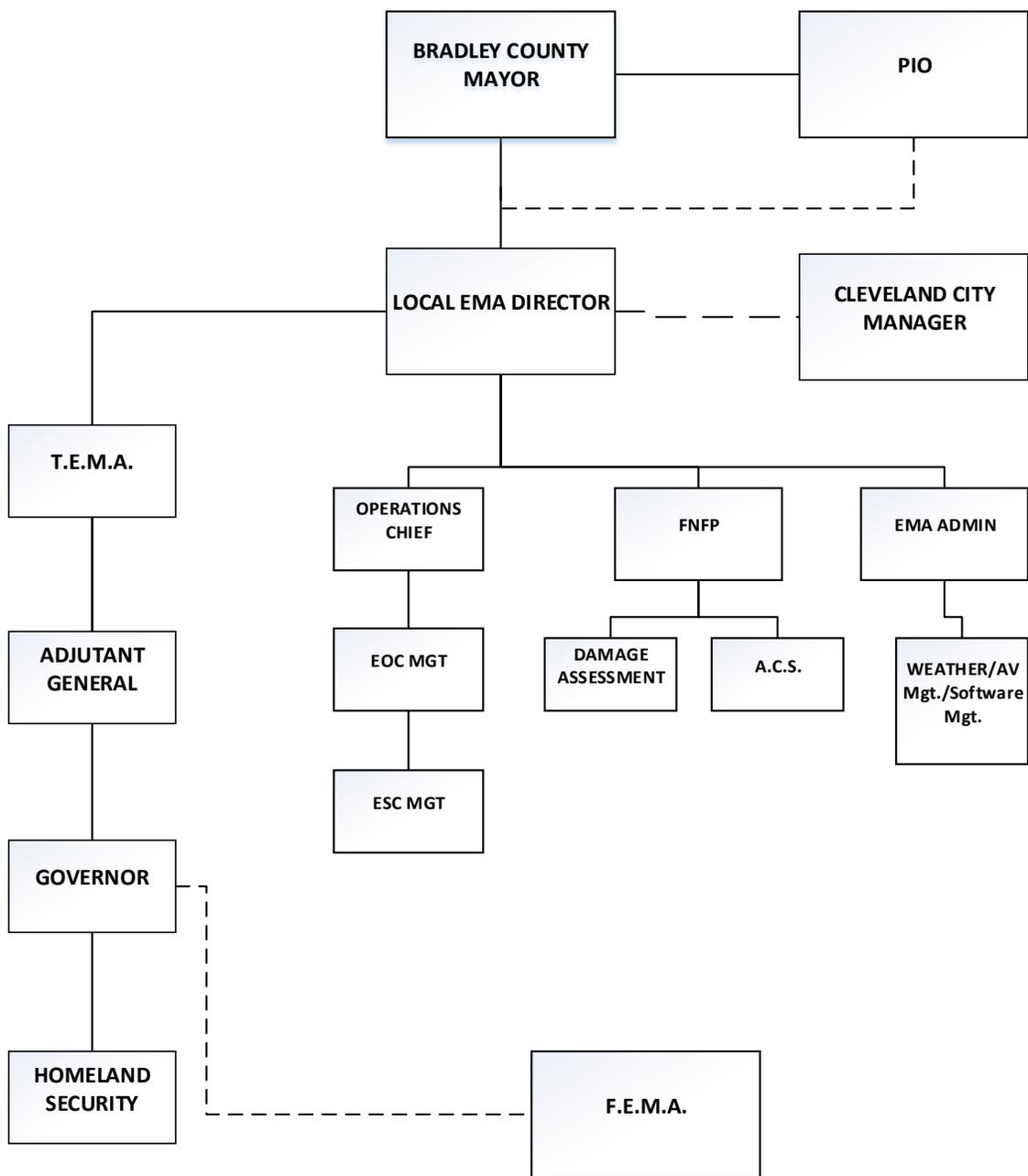
6.Support Requirements

- a) Reports and Records
 - (1) Messages
 - (a) All messages will be handled by using WEBEOC.
 - (2) Event Logs
 - (a) A record of major events during EOC operations will be compiled by a member of the operations support staff.
 - (3) Daily Operations Log
 - (a) A log of all incoming messages is maintained by the operations section in WEBEOC.
 - (4) Security Log
 - (a) A record of all persons entering and leaving the EOC is maintained.
 - (b) During major emergency operations, a record of all persons entering the EOC will be maintained by security personnel at the entrance.
- b) Security
 - (1) All EMA staff and ESCs are provided with ID Cards, which authorizes an entrance into the EOC during routine operations.
 - (2) During emergency operations, the Bradley County Sheriff's Office stations an officer at the entrance to log in all personnel entering the facility.

APPENDIX C BASIC PLAN

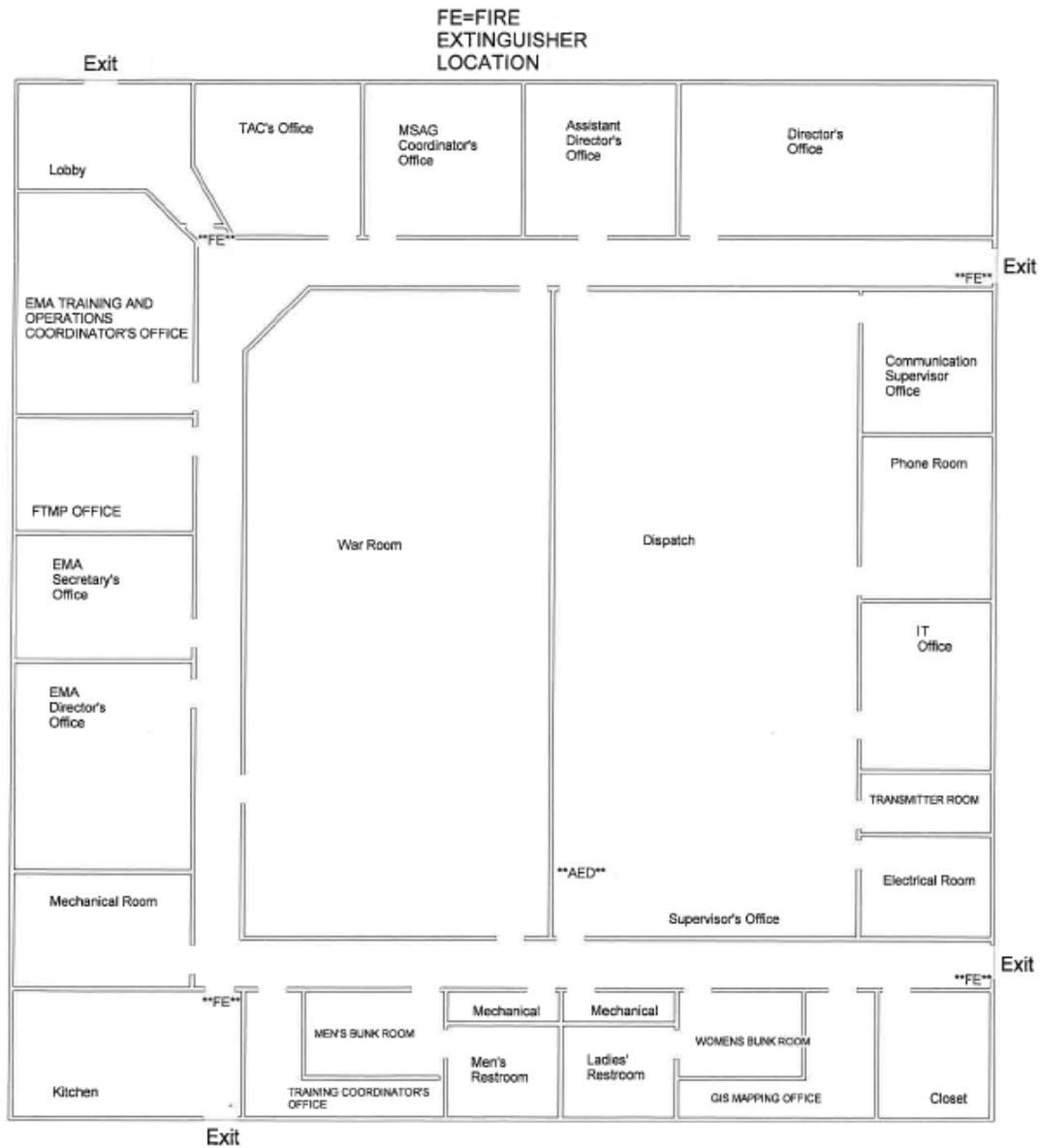
EMERGENCY MANAGEMENT AGENCY ORGANIZATIONAL CHART

CLEVELAND/BRADLEY COUNTY EMERGENCY MANAGEMENT AGENCY



APPENDIX D BASIC PLAN

EMERGENCY OPERATIONS CENTER DIAGRAM



APPENDIX E
BASIC PLAN
EOC AND ALTERNATE EOC LOCATION

PRIMARY EOC
1555 Guthrie Drive
Cleveland, TN. 37311

ALTERNATE EOC
Cleveland Police Dept.
155 1st Street NW
Cleveland, TN. 37311

APPENDIX F BASIC PLAN

EMERGENCY SERVICES COORDINATOR (ESC) PROGRAM

- I. **Purpose** - The Emergency Services Coordinator (ESC) program is designed to provide the EMA Director with an immediate source of expertise from any and all agencies of local government to cope with man-made and natural disasters/emergencies, including attack. In addition to representation, each department, bureau, or other agency of local government is required to provide Cleveland-Bradley County EMA with any and all personnel, equipment, facilities, materials, or other assets during any period of disaster, emergency, or threat to include the recovery period.

- II. **Scope** - The ESC program encompasses all agencies, departments, divisions, and bureaus within local government; in particular, those agencies that, by the very function they perform have an inherent emergency mission. Agencies listed in Appendix G of this section are required to provide ESCs to Cleveland-Bradley County EMA in accordance with the criteria in section III below. Other agencies and departments may participate at their discretion. Functions associated with the ESC program include not only positive control, emergency response, the availability of personnel and assets, research, plan development, communications tests, and exercises

- III. **Program Elements**
 - A. The department heads and agency executives are required to ensure that their respective departments and other agencies under their jurisdiction promptly and fully execute their respective functions in accordance with this plan. To fulfill this responsibility each department and agency of local government as determined by the EMA Director (listed in Appendix G) will:
 1. Provide a primary and alternate ESC to represent their department or agency.
 2. Ensure ESCs so appointed are empowered with the full authority to coordinate and direct all emergency response functions and services of the department head.
 3. Provide the EMA Director with the names, the office they represent, home addresses, office, cell, and residence phone numbers of both the primary and alternate ESCs.
 4. Assure that the ESC on call has a vehicle equipped with a radio, capable of communicating with the EOC, available for his sole use at all times including weekends and holidays and after normal working hours. Notification is 30 minutes or less for expected response time to the EOC.

5. Prepare a directive that establishes the ESC program for their respective department that details restrictions on the limited use of assigned government vehicles, scheduled periods of 24-hour on-call duty, days off, compensatory time, and provisions for notifying the EOC Operations Officer of schedules and changes thereto.
6. Ensure the full authority of the ESCs to act in behalf of the appointing authority is specified, as appropriate, in the agency directive.
7. Assure that plans are developed to ensure continuation of necessary agency functions, and suitable space is provided for personnel, equipment, and records essential for operations during times of emergency and/ or disaster. Those agencies scheduled to move to the EOC during major emergencies will also address the movement of personnel, equipment, and records.

IV. Concept of Operations

- A. The EOC, is capable of accommodating the full complement of ESCs and providing them with workspace, telephone capabilities, and access to radio communications.
- B. Whenever a disaster or emergency threatens or occurs, the EMA Director will determine if any ESCs are to be called in to provide assistance. The EMA Director will assess the situation, bearing in mind that the use and employment of ESCs and their resources must be compatible with the primary responsibility of the agency concerned, and coordinate which, if any, ESCs are called.
- C. The EMA Operations Chief or the Director's designee will notify ESCs of their recall as coordinated by the EMA Director.
 1. Depending on available information about the emergency, ESCs will be instructed to report to the EOC for briefing by the EMA Director or instructed to report to the scene and be briefed over the telephone or radio in route.
 2. ESCs, once committed, will remain committed through the recovery phase unless relieved by the EMA Director, or they are relieved by their appointing authority.
- D. Emergency functions to be performed by various agencies of local government will be specified in writing.

V. Implementation

- A. The EMA Director is responsible for implementing the ESC program.
- B. The EMA Director is responsible for:
 1. Coordinating this appendix with affected and interested agencies
 2. Establishing logs or call sheets to record ESC name, address, and telephone numbers, including rosters to confirm who is on-call.

3. Conducting no-notice exercises or calls to ensure that the system is working.
Failure to call back within 30 minutes is unsatisfactory.
4. Maintain the ESC program in a current, ready-to-use status.

APPENDIX G BASIC PLAN

LIST OF AGENCIES REQUIRING EMERGENCY SERVICES COORDINATORS

Bradley County Mayor
Bradley County EMS
Bradley County Fire Rescue & Hazmat Department
Bradley County Health Department
Bradley County Highway Department
Bradley County Schools
Bradley County Sheriff's Office
Cleveland-Bradley County EMA
Cleveland-Bradley County 9-1-1 Communications Center
Cleveland City Manager
Cleveland City Schools
Cleveland Fire Rescue & Hazmat Department
Cleveland Mayor's Office
Cleveland Police Department
Cleveland Public Works Department
Cleveland Utilities (Electric/Water-wastewater)
Charleston City Manager
Charleston Police Department
Tennessee Department of Human Services (Bradley County Office)
American Red Cross (Cleveland Chapter)
Salvation Army
Tennova Medical Center
Volunteer Electric
[Other Local Power, Gas, Water, Wastewater, and Telephone Utilities \(Upon request of EMA Director\)](#)
Other ESC representatives may be needed as requested by the EMA Director or Bradley County Mayor as the situation dictates i.e. Agriculture, building inspections, Attorney's, Property Assessor, etc....

APPENDIX H BASIC PLAN

TRAINING AND EDUCATION

I. Introduction

A. **Purpose** - The purpose of this appendix is to establish a mechanism for the provision of emergency preparedness and operations training and local emergency management staff members, emergency services personnel, and to provide education to the citizens of Bradley County regarding fundamental survival techniques that can be applied before and during a disaster.

B. **Scope** - This appendix concerns the provision of generalized emergency management training and exercises to local emergency services personnel, as well as the provision of training and/or education to members of the general public through any of a number of means. Training that is geared towards a specific function (i.e., radiological monitoring, hazardous materials, etc.) is described as a part of the particular ESF that is responsible for carrying out the functions associated with a particular type of support.

II. Situation and Assumptions

A. Situation

- 1.The potential will always exist for emergencies and disasters to affect Bradley County, its political subdivisions, and its citizens. It is therefore prudent to develop and implement a comprehensive training and education program to assist local emergency response personnel in carrying out their respective emergency functions when necessary. Additionally, it is prudent to implement a program geared towards educating members of the general public as to how to protect themselves prior to, during, and following any emergency or disaster that might affect them.
- 2.The problems created by an emergency or disaster may be compounded by a lack of training on the part of emergency response personnel, and many citizens might be injured or killed as a result of a lack of education regarding appropriate actions to take when faced with an emergency situation.
- 3.Successful implementation of this plan, supporting plans, and supporting procedures depends on trained and knowledgeable personnel who are capable of executing their assigned tasks during any emergency situation. To achieve this level of competency requires continuous training.

B. Planning Assumptions

- 1.Effective training programs scheduled and implemented on a regular and recurring basis which encompass the areas of specialized skill requirements will generate skills necessary to implement effective operations.

2. The provision of educational materials to members of the general public will result in citizens being more prepared to handle emergency situations they might encounter and will result in fewer casualties when an emergency occurs.

III. Policies

A. The primary responsibility for training of local emergency personnel and citizens rests with local government, specifically the local EMA Director. The state, through TEMA, will provide active assistance in the presentation of special seminars, formal training courses, aid and advice in the development of local exercises, and the supply of training aids and materials to support local training requirements.

IV. Concept of Operations

A. Training

1. The initial phase of training consists of qualifying the local emergency service staff in disaster operations within the county. This training will be evaluated at the local level to assure acceptable performance capability. TEMA provides a large number of courses geared towards the development of an effective emergency management program at the local level.
2. Follow-up and refresher training are available on a periodic basis to support skills learned during the initial training received by local emergency services personnel.
3. Specific training programs have been and can be developed to support specific threats that affect certain local communities.
4. The federal government, through FEMA, provides specialized training courses and courses geared towards teaching those who deliver courses at the state and local level. These may be accessed through TEMA's Training and Education Office.

B. Exercises

1. The Tennessee Emergency Management Agency conducts several exercises each year to support response requirements to the Nuclear Power Plants, the earthquake threat, the threat of severe weather, and a wide variety of other situations. These exercises occur at the discretion of the TEMA Director and may include any or all of the state and local emergency response organizations, as well as certain portions of the private sector (including the media). Additionally, periodic regional exercises are held at the discretion of the Regional Directors.
2. Local exercises are held at the discretion of the local EMA Director, either to support a local emergency response capability or in conjunction with an ongoing state or regional exercise. TEMA provides developmental and evaluative assistance to local governments during exercises when requested.

C. Public Education

1. Each year Cleveland-Bradley County EMA sponsors several seminars and educational opportunities for the benefit of the general population. These include the sponsoring of Tennessee Severe Weather Awareness Week, held annually in early March, as well as the distribution of educational materials concerning specific threats when warranted.
2. The administrative staff of Cleveland-Bradley County EMA is available to deliver talks or seminars concerning emergency preparedness to civic groups, schools, and similar organizations upon request.
3. Additionally, EMA's PIO maintains an extensive collection of public education literature available to members of the general public.

D. Organization and Responsibilities

1. The Assistant State Director for Training and Education (ASDTE) of TEMA is responsible for developing and maintaining the state's training and education programs concerning emergency preparedness. The ASDTE will periodically publish a schedule of courses to be offered at various sites around the state. This information will be distributed to local directors and others with an interest in required training.
2. Local emergency services groups may receive specific training if desired by submitting a request through the local emergency management director. The local director will submit the request to the ASDTE and will coordinate the delivery time and location to insure maximum participation.
3. TEMA will coordinate the delivery of general public information activities with agencies such as the National Weather Service, the U. S. Geological Survey, FEMA, etc., on a state-wide basis. Local directors may undertake educational activities directed at local citizens when deemed necessary.
4. Requests for state training aids, assistance, and input should be made to the local director to be forwarded to TEMA if necessary.

APPENDIX I BASIC PLAN

SUMMARY OF THE TENNESSEE CIVIL DEFENSE ACT (TCA 58-2-101, et. seq.)

Tennessee's civil defense history began with the passage of the Tennessee Civil Defense Act of 1951. Beginning in 1955, and on several occasions since, this law has been recodified until, at present, it exists as Chapter 2, Title 58, of the Tennessee Code Annotated. This legislation is generally modeled after the Federal Civil Defense Act of 1950 (PL 81-920). The state act created the Tennessee Office of Civil Defense (which in 1981 was renamed the Tennessee Emergency Management Agency) within the state Military Department, under the Tennessee Adjutant General (TAG). The TAG has overall responsibility and authority for disaster preparedness and planning (Executive Order # 4, February 13, 1987).

Chapter 2, Title 58, of the Tennessee Code Annotated prescribes the responsibilities associated with disaster preparedness and emergency response in the State of Tennessee. When translated into policy and implemented, this becomes the mission of the Tennessee Emergency Management Agency and the local Emergency Management organizations across the state. It provides for the following:

1. Creates the Tennessee Emergency Management Agency and directs the creation of local Emergency Management organizations in the political subdivisions of the state.
2. Confers upon the Governor and the chief executive officers of the governing bodies of the political subdivisions the emergency powers provided in this chapter.
3. Provides for the rendering of mutual aid among political subdivisions of the state and those of surrounding states, and for the cooperation with the federal government in carrying out civil defense functions.
4. Requires the development and implementation of state and local Emergency Management plans.
5. Requires the most effective use be made of resources and facilities when dealing with a disaster, riot, mob violence, etc., by having all civil defense functions of the state coordinated with comparable functions of the federal government, other states and localities, and private agencies of every type.
6. Authorizes the performance of duties and functions of civil defense necessary to cope with all types of natural disasters, riots, mob violence, etc., which might occur affecting the life, health, safety, welfare, and property of citizens of the state of Tennessee.
7. Directs and empowers the Governor to create a Tennessee Emergency Management Agency, under the Adjutant General, and empowers the

Governor to appoint a Director and such Deputy Directors as deemed necessary.

8. Establishes the duties of the Director, subject to the direction of the Governor, acting through the Adjutant General (TAG), as being solely responsible for coordinating the activities of all organizations for civil defense within the state, and maintaining liaison with and cooperating with civil defense agencies, organizations of other states, and with the federal government.
9. Specifies that the general direction of TEMA shall be exercised by the Governor. In the event of disaster, energy emergency, riot, etc., beyond local control, the Governor is empowered to assume direct control over all or any part of civil defense functions within the state.
10. Authorizes the Governor to cooperate with the federal government, other states, and private agencies on all matters pertaining to civil defense of the state or nation.
11. Gives the Governor the power to make, amend, and rescind the orders, rules, and regulations necessary to carry out policies of cooperation and coordination; to prepare comprehensive plans and programs for civil defense in Tennessee; to integrate such plans and programs with the civil defense plans of the federal government and other states; and to cooperate in the preparation of plans and programs for civil defense by political subdivisions within the state.
12. Gives the Governor the administrative authority to procure supplies, institute training, and provide public information programs to prepare in advance of an actual disaster, energy emergency, riot, etc., including partial or full mobilization of civil defense reserve units to insure adequately trained and equipped forces of civil defense personnel.
13. Authorizes the Governor to delegate to state or local directors of civil defense any administrative authority vested in him by this chapter, and to provide for the sub-delegation of any such authority, except that any plans for dealing with an energy emergency shall be prepared by the Energy Division of the Department of Economic and Community Development.
14. Authorizes the Governor to cooperate with the President and heads of the armed forces, the Federal Emergency Management Agency (or its successors), and other appropriate federal officers and agencies, and with the officers and agencies of other states in matters pertaining to civil defense of the state or nation.
15. Authorizes the creation and establishment of mobile reserve units by the Governor as may be necessary to support civil defense organizations of the state.
16. Makes an employee of the state, by virtue of his employment, subject to assignment to a mobile reserve unit on a permanent or temporary basis to meet the particular need of any given emergency.

17. The Governor may declare that a state of emergency exists as a result of actual enemy attack against the United States, or an impending emergency, disaster, energy emergency, sabotage, riot, mob violence or other hostile actions, and thereafter the Governor shall have and may exercise for such period as the state of emergency continues emergency powers granted by state law, except that seizure, taking, condemnation, or allocation of energy resources must be in accordance with plans prepared by the Energy Division of the Department of Economic and Community Development.
18. Requires every civil defense organization established under this chapter, and the officers and personnel thereof, to execute and enforce the orders, rules, and regulations made by the Governor.
19. Provides criminal sanctions for any individual or entity violating rules or regulations promulgated by the Governor during a state of emergency. Each organization shall be headed by a director who is appointed by the chief executive or governing body of the political subdivision and who shall have direct responsibility for the overall management of the local program.
20. Provides that each political subdivision, confronted with disasters as described herein shall have emergency powers to enter into contracts and incur obligations necessary to combat such disasters without regard to time-consuming procedures and formalities as prescribed by law (excepting mandatory constitutional requirements). Each political subdivision shall have the same duties, powers, and functions as those vested in the Governor.
21. Enables local civil defense directors to enter into reciprocal mutual aid agreements with public and private entities of the state of Tennessee and surrounding states.
22. Authorizes local appropriations for civil defense expenses.
23. Directs that the Governor, local directors, and the chief executive officers/governing bodies of the political subdivisions use the services, equipment, facilities, and personnel of existing departments, offices, and agencies of the state and political subdivision to the maximum extent practicable, and directs the officers of such organizations to extend maximum cooperation to the Governor or local directors throughout the state upon request.
24. Enables the acceptance from the federal government, through the state or otherwise, of supplies, equipment, personnel, financial assistance, etc. by the Governor or political subdivision.
25. Directs that all persons, compensated or otherwise, connected with the Emergency Management program take and subscribe to an oath of loyalty.
26. Assures the right of any person to receive benefits to which he would otherwise be entitled under this chapter, or under the Workmen's Compensation Law, or under any pension law, or the right of any such person to receive any benefits or compensation under any act of Congress shall not be affected.

27. Makes illegal the use of any civil defense organization for political purposes.
28. Assures immunity from liability while engaged in civil defense activities for the agencies and persons working for/with those agencies.
29. Protects any person owning or controlling real estate or other premises, who voluntarily and without compensation grants a license or privilege or otherwise permits the use of such real estate for civil defense purposes shall not be liable for any personal injury or other damage occurring upon such real estate, precluding that created by willful misconduct. No person, agency, partnership, or corporation operating under the direction of the Governor or the head of emergency government services in any county, town, or municipality shall be liable for the death of or injury to any person or any damage to any property caused by his or her actions, except where a Trier of fact finds that the person acted intentionally or with gross negligence.
30. Authorizes multiple county organizations for civil defense and provides for such organizations to have identical functions, powers, duties, and responsibilities as those formed as single-county entities.
31. Authorizes the state to make grants to local organizations for civil defense purposes and sets forth standards for those grants.
32. Authorizes and establishes the Tennessee Severe Weather Information System, a statewide severe weather radio network.

APPENDIX J BASIC PLAN

BRADLEY COUNTY RESOLUTION ESTABLISHING BRADLEY COUNTY EMERGENCY MANAGEMENT AGENCY

A RESOLUTION AMENDING PRIOR RESOLUTION ESTABLISHING BRADLEY COUNTY CIVIL DEFENSE COUNCIL TO CREATE BRADLEY COUNTY EMERGENCY MANAGEMENT AGENCY INSTEAD, AND TO SET OUT THE POWERS AND DUTIES OF SAID AGENCY.

BE IT RESOLVED BY THE COUNTY LEGISLATIVE BODY OF BRADLEY COUNTY TENNESSEE:

That certain Resolution heretofore adopted by the Quarterly Court of Bradley County, the predecessor body to the County Legislative Body of Bradley County entitled "A Resolution Creating Bradley County Civil Defense Council: Prescribing the Authority of the Director: Creating the Operational Civil Defense Organization; Prescribing the Oath of Civil Defense Workers: Prohibiting Unauthorized Warnings or All-Clear Signals: Limitation of Municipal and Private Liabilities of the County, Its Employees, or Others Growing out of Acts or Omissions in Connection Herewith: Emergency Status Of Civil Defense Vehicles: Budgetary Provisions: Suspension of Conflicting Municipal Ordinances: Orders, Rules and Regulations: Provision that this Resolution shall not be Construed to Conflict with State or Federal Statutes or Military Order: And to Provide the Violation shall be a Misdemeanor", be amended so that such Resolution shall read as follows:

SECTION 1. BRADLEY COUNTY EMERGENCY MANAGEMENT AGENCY CREATED. THERE IS HEREBY CREATED THE BRADLEY COUNTY EMERGENCY MANAGEMENT AGENCY, WHICH SHALL CONSIST OF THE FOLLOWING:

- (a) The County Mayor who shall serve as the chairman of the Agency.
- (b) The County Executive, with the approval of the County Legislative Body shall appoint a Director of Emergency Management of Bradley County, who shall be charged with the preparation of the Emergency Management Plan for Bradley County, together with such duties as the Chairman of the Agency may prescribe. The Director shall serve as the Vice-Chairman of the Bradley County Emergency Management Agency.
- (c) Such number of representatives from civil business, industry, labor, and veterans, professional or other groups may be recommended by the Director of the Bradley County Emergency Agency and appointed by the Chairman of the Agency with the approval of the County Legislative Body of Bradley County.

- (d) The Director may nominate for approval by the County Legislative Body of Bradley County an Executive Secretary who shall devote substantially all his/her time to Emergency Management matters, shall be paid a salary to be fixed by the Director of Emergency Management and hold office at his will and pleasure and such other employees as the Chairman may deem necessary.

SECTION 2. POWERS AND DUTIES OF THE BRADLEY COUNTY CIVIL DEFENSE COUNCIL:

The Bradley County Emergency Management Agency is specifically authorized to cooperate and act jointly with, adopt and perform similar duties for municipalities within the jurisdiction and adopt joint the name of Cleveland Bradley County Emergency Management Agency and to receive contributions from the municipalities within its jurisdiction towards its budget. The powers and duties of the Bradley County Emergency Management Director shall include the recommendation for adoption by the County Legislative Body of Bradley County of any and all mutual aid plans and agreements which are deemed essential for the implementation of such Emergency Management Plan. The duties of such Emergency Management Agency shall also include a continuing study of the need for amendments and improvements in the Emergency Management plan adopted by the County Legislative Body of Bradley County. The Bradley County Emergency Management Agency shall meet upon the call of the Chairman or Vice-Chairman.

SECTION 3. OFFICE OF DIRECTOR OF EMERGENCY MANAGEMENT AND AUTHORITY OF DIRECTOR

The office of the Director of Emergency Management is hereby created. The Director of Emergency Management shall have the authority to request the declaration of the existence of an emergency by the County Legislative Body or by higher authority. In the event it is deemed necessary to declare the existence of an emergency without delay, the Director may, if the County Legislative Body of Bradley County is not in session, do so, but such action shall be subject to the confirmation of the County Legislative Body of Bradley County at its next meeting.

The duties and responsibilities of the Director of Emergency Management shall include the following:

- (1) The control and direction of the actual or training efforts of the Emergency Management organization of Bradley County.
- (2) The determination of all questions of authority and responsibility that may arise within the Emergency Management organization of Bradley County.

- (3) The maintenance of necessary liaison with other municipal, area, state, regional, Federal or other Emergency Management organization.
- (4) The marshaling, after the declaration of an emergency, as provided for above, of all necessary personnel, equipment, or supplies from any department of Bradley County, to aid in carrying out the Emergency Management Plan.
- (5) The issuance of reasonable rules and regulations which are necessary for the protection of life and property in Bradley County, including but not limited to rules and regulations applicable to air raids.
- (6) The issuance of all necessary proclamations as to the existence of an emergency and the immediate operational effectiveness of the Emergency Management Plan.
- (7) The supervision of the drafting and execution of mutual aid agreements entered into by Bradley County.
- (8) The supervision of and the final authorization for the procurement of all necessary supplies and equipment, including the acceptance of private contributions.
- (9) The authorizing of agreements, after approval of the County Attorney, for the use of private property for fallout shelters.

SECTION 4. OPERATIONAL EMERGENCY MANAGEMENT ORGANIZATION CREATED.

The Operational Emergency Management Agency organization of Bradley County shall consist of the officers and employees of Bradley County, as well as all volunteer municipal defense workers. The functions and duties of this organization shall be distributed among such divisions, service and special staff as the County Legislative Body shall prescribe by resolution. Any such resolution shall set forth the form of organization, establish and designate divisions and services, assign functions, duties and powers, and designate officers and employees to carry out the provisions of this resolution. In so far as possible, the form of organization, titles and terminology shall conform to the recommendations of the Federal Government and the recommendations of the Emergency Management Agency of the State of Tennessee.

SECTION 5. OATH REQUIRED OF EMERGENCY MANAGEMENT PERSONNEL

Each person serving as a member of the Bradley County Emergency Management Agency, or an officer, employee, or volunteer in the capacity in the Bradley County Emergency Management Agency Organization created by resolution pursuant to the authority contained herein conferred shall prior to assuming their duties or duty, be required to take an oath which shall be substantially as follows:

“I, _____, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of Tennessee, against all enemies, foreign and domestic: that I will bear true faith and allegiance to the same: that I take this obligation freely, without any mental reservation or purpose of evasion: and that I will well and faithfully discharge the duties upon which I am about to enter. And I do further swear (or affirm) that I do not advocate, nor am I a member of an affiliate of any political party or organization, group or combination of persons that advocate the overthrow of the Government of the United States, of this state by force or violence: and that during such time as I am a member of the Emergency Management Agency of Bradley County, I will not advocate nor become a member of an affiliate or any organization, group or combination of persons or of any political party that advocates the overthrow of the Government of the United States or of this State by force of violence.”

SECTION 6. UNAUTHORIZED WARNING OR ALL-CLEAR SIGNALS PROHIBITED.

Any unauthorized person, who shall operate a siren or other device so as to stimulate an air raid, or termination of the air raid, shall be deemed guilty of a violation of the Resolution and shall be subject to the penalties imposed by this Resolution.

SECTION 7. NO GOVERNMENTAL OR PRIVATE LIABILITY

Any resolution is an exercise by the County Legislative Body of its governmental functions for the protection of the public peace, health, and safety and neither Bradley County, the agents and representatives of said County, or any individual receiver, firm, partnership, corporation, association or trustee, or any of the agents thereof, in good faith carry out, complying with or attempting to comply with, any order, rule, or regulation promulgated pursuant to the provisions of this resolution shall be liable for any damage sustained to person or property as the result of said activity. Any person owning or controlling real estate or other premises for the purpose of sheltering persons during an actual, impending or practice enemy attack, shall together with his successors in interest, if any, not be civilly liable for the death of, or injury to, any person on or about such real estate or premises under such license, privilege or other permission or for loss of, or damage to, the property of such person.

SECTION 8. EMERGENCY STATUS OF EMERGENCY MANAGEMENT AGENCY.

Emergency Management Agency vehicles, by their very nature, are considered emergency vehicles and should be granted right of way over other vehicles or traffic, upon sounding of proper warning signals or lights. Government license plates and/or Emergency Management insignia will identify all such vehicles.

SECTION 9. EXPENSES OF EMERGENCY MANAGEMENT AGENCY.

No person shall have the right to expend any public funds of the County in carrying out any Emergency Management activities authorized by the resolution without prior approval by the County Legislative Body, nor shall any person have the right to bind the County Legislative Body by contract or agreement or otherwise without prior and specific approval by the County Legislative Body. The Emergency Management Director shall have control of and is responsible for the disbursement of such monies as may be provided annually by appropriation of the County Legislative Body of Bradley County for the operation of the Emergency Management Organization. The Emergency Management Director is hereby authorized to accept Federal contributions when available and if further authorized to accept contributions to the Emergency Management Agency Organization from individuals and organizations.

AND FURTHER RESOLVED that all resolutions or parts of resolutions in conflict with this resolution are hereby repealed.

SECTION 10. CONFLICTING RESOLUTIONS, ORDERS, RULES, AND REGULATIONS SUSPENDED.

At all times when the orders, rules and regulations made and promulgate pursuant to this resolution shall be in effect, they shall supersede all existing resolutions, orders, rules and regulations insofar as the latter may be inconsistent herewith.

SECTION 11. NO CONFLICT WITH STATES OR FEDERAL STATUTES.

This resolution shall not be constructed so as to conflict with any State or Federal or any military or Navy Order, rule or regulation.

SECTION 12. VIOLATIONS.

This shall be unlawful for any person willfully to obstruct, hinder, or delay any member of the Emergency Management Agency organization in the enforcement of any rule or regulations issued pursuant to this resolution, or into do any act forbidden by any rule or regulation pursuant to the authority contained in this resolution. It shall likewise be unlawful for any person to wear, carry or Management Agency organization of Bradley County unless authority to do so has been granted to such person by proper officials. Convictions for violations of the provision of this Resolution shall be punishable as provided by law.

SECTION 13. SEPARABILITY

If any portion of this Resolution shall, for any reason, be declared invalid, such invalidity shall not affect the remaining provisions hereof.

SECTION 14. EFFECTIVE DATE.

The immediate passage of this Resolution is deemed essential to the public health, safety and welfare, and it shall take immediate effect.

There being no further business to come before the Commission, the Commission adjourned.

D. Gary Davis County Mayor

Donna Alley Simpson
County Clerk

January 6, 1986

**APPENDIX K
BASIC PLAN**

**AGREEMENTS AND MEMORANDA OF UNDERSTANDING
BETWEEN ATHENS, BENTON, CALHOUN, CLEVELAND, ENGLEWOOD,
ETOWAH, NIOTA, BRADLEY COUNTY, MCMINN COUNTY, MEIGS, COUNTY,
MONROE COUNTY AND POLK COUNTY.**

On File at the Cleveland-Bradley County EMA Office

**APPENDIX L
BASIC PLAN**

JOINT MUTUAL AID AGREEMENT

**Under the Inter-local Cooperation Act Between the EMS Organizations with the
Counties of Bledsoe, Bradley, Grundy, Hamilton, McMinn, Marion, Meigs, Polk,
Rhea, and Sequatchie**

On File at the Cleveland-Bradley County EMA Office