

ANNEX E EVACUATION

I. PURPOSE.

This annex was developed to provide orderly and coordinated evacuation procedures for evacuation within Oklahoma County for predictable hazard prone areas as well as those situations which cannot be anticipated. Additionally, this annex strives to identify, and organize supporting transportation services for necessary evacuations.

II. SITUATION AND ASSUMPTIONS.

See Section II, Basic Plan.

III. CONCEPT OF OPERATIONS.

A. General.

1. When local conditions warrant evacuation, the Emergency Management Director, after conferring with the Policy Group and Coordination Group, will begin, along with the Sheriffs Dispatch Center and local jurisdiction law enforcement and fire personnel to begin warning all residents within the endangered area and the need to evacuate.

2. If a dam breach is imminent or occurring at any of the numerous dams in or affecting Oklahoma County, the Dam Tenders will notify the nearest Public Safety Answering Point (911 PSAP) by the quickest means available. The dispatcher will notify the Sheriff's office who in turn will notify all police departments and fire departments in the affected areas so that appropriate actions may be taken to protect lives and property.

B. Considerations.

1. There are several factors which must be considered when planning for evacuation. First among these are the characteristics of the hazard itself; magnitude, intensity and duration. These factors determine the number of people to be evacuated and the available time. Another consideration is the availability of evacuation routes, their capacity, and vulnerability to the hazard.

2. If communities within Oklahoma County, or adjacent counties are unaffected by the threat, it is possible that other communities in the county may be used as a reception area to provide food and lodging to those evacuated.

IV. TASK ORGANIZATION AND RESPONSIBILITIES.

A. Organization. See Annex A.

B. Task Assignments.

1. Coordination Group.

a. After coordinating with the Policy Group, the County Floodplain Administrators, the National Weather Service Hydrologist and the EM Director, to determine which areas of the county need to be evacuated, the Emergency Manager and Sheriff's Office will notify the jurisdictions in and out of the County to be affected. The National Weather Service will activate the EAS system to notify the area.

b. The EM Director will advise the Red Cross Disaster Services Coordinator of the need for shelters and coordinated use of pre-designated shelters.

c. The Policy Group will issue an evacuation order for the affected areas in conjunction with the local jurisdictions officials.

d. Make press release to the media of the evacuation, area to be evacuated, and shelter(s) to be activated.

e. Coordinate evacuation with other jurisdictions as required.

f. Establish a JIC (Joint Information Center) if needed.

g. Assist in transportation and other resources required to aid evacuation.

2. Transportation Coordinator.

a. Responsible for identifying and assigning emergency transportation to the requesting organizations, or emergency services coordinators, and dispatching these vehicles to work sites or staging areas to provide the emergency transportation as requested. School and metropolitan bus systems will usually provide acceptable transportation of emergency uses.

b. Responsible for establishing pickup points in the area and advising the Emergency Management Director, Sheriff's department, and the PIO of those locations.

- d. Assist the Emergency Management Director in planning the scheduled evacuation of hospitals and nursing homes in the event of hazards or other threats to these institutions. Most area hospitals and nursing homes have evacuation plans in place which may need to be activated.
- e. Arrange maintenance service and fuel to all equipment used to support emergency operations.
- f. Keep records of equipment use, man-hours, and associated costs. Provide this data to the Resource Coordinator during and after the disaster.

3. Resources Coordinator.

- a. Assist the Resources Coordinator in the development and maintenance of a current vehicle inventory within the Oklahoma County Resource Management Manual.
- b. Maintain an updated inventory of public and private vehicles for use by the Transportation Coordinator or other EOC staff to meet emergency needs.
- c. Coordinate vehicle availability for emergency use with government departments and develop other sources of transportation which could be made available from the following agencies/sources:
 - (1) United States Post Office.
 - (2) Church buses.
 - (3) Oklahoma National Guard.
 - (4) School districts.
 - (5) Business and commercial sources.
- d. Recruit qualified volunteers to drive and load vehicles when the organization providing the equipment is unable to furnish operators.

4. City/County/State/Federal Departments & Agencies.

Provide, as requested by the Resources Coordinator, and as available, the type and number of vehicles needed to meet emergency requirements. Equipment committed to disaster/emergency response as part of the department's responsibility will not be subject to redirection unless the EM Director directs them to be diverted to higher priority use.

V. DIRECTION AND CONTROL.

A. Flooding, Fire or Other Threat.

The chief elected official, and emergency officials in the affected jurisdiction is the overall authority for evacuation efforts. All activities will be coordinated in the activated EOC or the incident site command post. Oklahoma County Emergency Management, Sheriffs Department and other resources will assist the local jurisdiction in any way possible.

B. Hazardous Materials or Transportation Accidents.

When such an event occurs which may require major evacuation, the Emergency Management Director will be notified and the EOC opened to ensure necessary services can be activated. Due to the specialized nature of hazardous materials response, a contingency plan has been developed and included in Annex Q.

VI. CONTINUITY OF GOVERNMENT.

See Section VI, Basic Plan.

VII. ADMINISTRATION AND LOGISTICS.

See Section VII, Basic Plan.

VIII. PLAN DEVELOPMENT AND MAINTENANCE.

Responsibility for updating and revising this Annex rests with the County EM Director and the Transportation Coordinator in coordination with the Resources Coordinator.

IX. AUTHORITIES AND REFERENCES.

A. See Section IX, Basic Plan.

B. Federal Insurance Administration (FIA), FIA-2, Questions and Answers on the Flood Insurance Program.

C. FIA-13, Flood Emergency and Residential Repair Handbook.

D. References:

1. A Guide for Emergency Highway Traffic Regulation, FHWA-SA-88-023, US Department of Transportation, Federal Highway Administration, Office of Traffic Operations.

2. State of Oklahoma, Department of Highways, Emergency Highway Traffic Regulation Plan.

3. Glossary of Terms and Abbreviations, Transportation Preparedness Planning, DOT P 1945.1C; US Department of Transportation, Research and Special Programs Administration, Office of Emergency Transportation, Washington, DC 20590.

4. Department of Transportation, Crisis Action Plan, Order 1900.7D; US Department of Transportation, Office of the Secretary of Transportation.

5. US Department of Transportation, Region VI, Plan for Civil Transportation in a Defense Emergency, DOT RETCO VI Order 1900.1C.

6. CPG 2-15 Transportation Planning Guidelines for the Evacuation of Large Populations.