

BAXTER COUNTY, ARKANSAS
SHELTER AND EVACUATION
ANNEX G

Updated 06/11/09

I. PURPOSE

The purpose of this annex is to provide for orderly and expeditious evacuation of all or part of the population of Baxter County including provisions needed for Requirements for Special Needs Groups and to provide for temporary lodging, feeding and protective shelter for citizens in the event of nuclear conflict, or other hazards.

II. SITUATION

A. The Baxter County Hazard Analysis identifies numerous threats that could cause an evacuation of some portion of Baxter County. The most probable of these are tornadoes, flooding, earthquakes, and hazardous material spills.

* A major to great earthquake in the southern portion of the New Madrid Fault could buckle roads and highways, damage or destroy bridges, render railroad tracks useless, eliminate airplane landing strips and thoroughly block water transportation routes. Such conditions would effectively isolate communities within this county from one another as well as isolate this county from the rest of the state for a period of 72 hours to two weeks.

B. Baxter County could be affected by heavy radioactive fallout. This indirect weapons effect would require use of protective shelter for the citizens of Baxter County (see Attachments 2, 4 and 5).

III. ASSUMPTIONS

A. While some disaster events are slow moving, providing ample reaction time, such as major floods, the worst-case assumption is that there will be little or no warning of the need to evacuate.

B. Except in the event of increased readiness preparedness, because of probable or imminent nuclear strikes, assistance from outside the county through mutual aid agreements and from state and federal level emergency oriented agencies is available.

C. Protective actions in the event of severe weather will be short term, spontaneous, and consist of a small sector of the county, minimal governmental action will be required.

D. Actions taken to provide shelter in the event of a nuclear attack are potentially long-term, will involve all county residents, and will require maximum governmental action.

E. Facilities planned for mass care will be available at the time of need. Lodging capacities are based on 40 square feet per individual. Facilities will accommodate Special Needs Groups.

- F. Experience has shown that under localized emergency conditions a high percentage (50% or more) of evacuees will seek shelter with friends or relatives rather than go to established shelters; however, planning is for one hundred percent of evacuees.
- G. Essential public and private services in reception areas will be continued during a mass care situation. Normal activities in some schools and churches may have to be curtailed or discontinued.
- * H. For at least 72 hours after an earthquake adjacent counties will be attempting to meet their own emergency needs and will be unable to provide assistance even if transportation routes are available.
- * I. With the potential for large geographical areas within Arkansas to be severely affected by an earthquake, State, and/or Federal assistance will not be available for a minimum of 72 hours even if transportation routes are available.
- * J. At this time no reliable short-term earthquake warning method has been devised for the central United States seismic area.
- K. It is assumed that sufficient time will be available to warn residents to evacuate. In the case of enemy attack, it is assumed that 72 hours advance warning will allow evacuation of population in identified target areas.
- L. Natural and man caused disaster shelter operations will be activated and managed by the Baxter County.
- M. No crisis relocation of residents from risk counties is scheduled in Baxter County.

IV. CONCEPT OF OPERATIONS

A. Natural Disasters

Preparedness Phase - Shelter and Evacuation officer will continue to function from day-to-day locations and will review plans and procedures to insure a proper and timely response as needed. On receipt of warning, Shelter and Evacuation Officer will take shelter or continue operations as indicated in procedures. Shelter and Evacuation Officer will also be prepared to report to EOC as required.

Impact Phase - Shelter and Evacuation Officer will coordinate with law enforcement personnel to support evacuation if ordered. Centralized locations in the evacuation area will be identified as assembly areas.

These locations will be announced by the Public Information Officer. The Emergency Management Coordinator will work directly with Shelter and Evacuation Officer to make provisions for the use of government or volunteer vehicles to transport elderly infirm or

handicapped persons out of evacuation area. The public will be instructed to notify Emergency Management Coordinator of any special transportation needs. The Emergency Management Coordinator will coordinate with the Administrator of hospitals and nursing homes to determine specific transportation needs. Baxter County school system will be the primary resource for buses to be used in transportation of school children not picked up by their parents, then for evacuees not having their own transport.

Upon request of the Chief Executive, the Shelter and Evacuation Officer will request local Red Cross Chapters to activate temporary shelters and provide shelter managers. Selected facilities will be located far enough from hazard area so that there is no possibility of the threat extending to the mass care facility. A listing of the best available lodging/feeding facilities is contained in Attachment 2. Feeding will be provided to evacuees and workers through mobile units and fixed feeding sites.

Registration of evacuees will be conducted by Red Cross and local government. Records and reports will be maintained. Health inspections for possible contamination in shelters and distribution of preventives against communicable diseases will be coordinated through the Health and Medical Coordinator, if necessary.

Response Phase - The decision to re-enter the evacuated area will be made by the Executive group. Arrangements for advising the public of re-entry will be coordinated with the Public Information Officer. Arrangements should be made for transportation of special needs groups back to their residences. Lodging and feeding operations will be terminated and facilities returned to their original condition. Coordinate with Law Enforcement Officer to provide assistance for traffic control during re-entry.

B. Man-Caused Peacetime Disasters/Emergencies

Preparedness Phase - Essential personnel including volunteers will be alerted and required material resources (cots, blankets, food, etc.) located and pre-positioned, if necessary. Report to EOC, if required. Shelter and Evacuation Officer will coordinate with law enforcement personnel to support evacuation if ordered. Centralized locations in the evacuation area will be identified as assembly areas. These locations will be announced by the Public Information Officer. The Emergency Management Coordinator will work directly with Shelter and Evacuation Officer to make provisions for the use of government or volunteer vehicles to transport elderly or handicapped persons out of evacuation area. The public will be instructed to notify Emergency Management Coordinator of any special transportation needs. The Emergency Management Coordinator will coordinate with the Administrator of hospitals and nursing homes to determine specific transportation needs. Baxter County school system will be the primary resource for buses to be used in transportation.

Upon request of the Chief Executive, the Shelter and Evacuation Officer will request the local Red Cross chapter to activate temporary shelters and provide shelter managers. Selected facilities will be located far enough from hazard area so that there is no possibility of the threat extending to the mass care facility. A listing of the best available

lodging/ feeding facilities is contained in Attachment 2. Feeding will be provided to evacuees and workers through mobile units and fixed feeding sites. Registration of evacuees will be conducted by Red Cross and local government. Records and reports will be maintained. Health inspections against contamination in shelters and distribution of preventives against communicable diseases will be coordinated through the Health and Medical Coordinator, if necessary.

Recovery Phase - The decision to re-enter the evacuated area will be made by the Executive group. Arrangements for advising the public of re-entry will be coordinated with the Public Information Officer. Arrangements should be made for transportation of special needs groups back to their residences. Lodging and feeding operations will be terminated and facilities returned to their original condition. Coordinate with Law Enforcement Officer to provide assistance for traffic control during re-entry.

C. War Emergency-Enemy Attack

Expansion of activities to carry out the massive sheltering effort upon sudden impact is defined in Attachments 4 and 5.

V. ORGANIZATION AND RESPONSIBILITIES

A. Organization

The organization for Shelter and Evacuation consists of a Shelter and Evacuation Officer appointed by the County Judge. The Shelter and Evacuation Officer shall appoint a deputy and shelter managers as required.

B. Responsibilities

1. The County Shelter and Evacuation Officer will:

- a. Establish and update, as needed, shelter evacuation guidance for all emergency operations.
- b. Establish and maintain transportation policy and resource list.
- c. Coordinate all public transportation resources planned for use in an evacuation, to include designation of assembly areas and means to get people to the assembly areas.
- d. Coordinate with law enforcement officer to assist in establishing vehicle security and parking.
- e. Maintain a current listing of shelter facilities and shelter resources needed.

- * f. Endeavor to have earthquake resistant structures that house shelter and evacuation personnel and emergency vehicles, supplies and equipment and shelterees.
- * g. Be aware of and maintain a list of existing major County earthquake hazards (e.g. hazardous materials storage facilities, levees, dams, riverbanks, etc.) and be prepared to provide assistance in removing or assisting the citizens endangered.
- * h. Become aware of how the earthquake hazards may affect selected shelter and/or mass care facilities. Attempt to use only facilities that would not be affected if possible.
- * i. Assure that all critical equipment and supplies, public, and private, housed in damaged facilities are removed to prevent damage or deterioration due to aftershocks and/or weather exposure.
- j. Recruit and train shelter managers.
- k. Develop plans for a shelter upgrade program.
- l. Coordinate the relocation of personnel, critical supplies, and equipment to the reception area.

2. Deputy shelter and Evacuation Officer will:

Assist the County Shelter and Evacuation Officer in the above duties.

3. Shelter Managers will:

- a. Function as an extension of local government within shelters supervising each shelter's operations until local government can resume direction of the county recovery efforts.
- b. Assign shelter/reception center teams.

VI. ADMINISTRATION

Basic administrative and accountability procedures will be followed as required by local government. Records of expenses incurred for supplies, materials and mass care activity will be maintained and coordinated with Resource and Supply Officer and County Clerk. Reference Annex A for more detail.

ATTACHMENTS:

1. Shelter and Mass Care Narrative
2. Existing Congregate Lodging and Fallout Shelter Facility Inventory
3. Department of Human Services
4. Shelter Operations - Nuclear Attack
5. Shelter Stocking
6. 72 Hour Emergency/Survival Kit
7. In Place Shelter Operations - Nuclear Attack Emergency Response Checklist
- * Earthquake Specific

ATTACHMENT 1

SHELTER AND MASS CARE NARRATIVE

Attachment 2, Existing Congregate Lodging and Fallout Shelter Facility Inventory, is included in this plan to give information about facilities that may be used for congregate care or sheltering.

Each column and how to use the column is detailed below.

The Fac. No. column gives a number assigned by the shelter survey team for identifying facilities, (usually a 5 digit number but beginning with the letter X for existing fallout shelters).

The Name and Address of facility describes locations and names of the facility to be used.

C.C. Spaces designates the number of people the facility can accommodate for congregate care.

Feeding reveals the number of people that can be fed at the facility (see Burners).

Upgrade. Spaces show the number of people that can be protected from fallout after work has been done to increase the protection factor.

2+ Fallout Shelters reveals the number of people that can be protected from nuclear fallout with a protection factor of 40 or greater without the necessity of upgrading.

Soil Requirement gives the number of cubic yards of soil required to upgrade the facility to a protection factor of 40 or greater (see Upgrade Spaces).

The Commode column gives an actual count of commodes in the facility.

The Burners column describes the number of burners available for cooking in each facility. The formula used to determine the number to be fed is 100 per burner.

The Rad. Kits Assigned, Number and Type column designates how many kits of what type assigned to each shelter. All radiological kits in Baxter County will be stored in a central location to be disbursed according to need (see Annex I).

Any of the facilities listed may be used for congregate care for all hazards. The Chief Executive or the Baxter County Coordinator will determine which facility to use based on the location and hazard involved. Consideration should be given to duration of stay, feeding, and sanitation facilities needed. Many times school facilities are used for congregate care. School session should also be considered.

Shelter spaces with facilities for the handicapped should be specifically reserved for handicapped relocatees. The senior citizens center in Mtn. Home will be available plus several public buildings equipped with access ramps. Empty spaces in mobile home parks may be utilized by persons relocating in RV's and campers.

The Emergency Response Checklists for Nuclear Attack, Appendix 1, may be used for any shelter or mass care activity for all hazards. The concept for sheltering and mass care is basically the same. The Shelter and Evacuation Officer will determine measures to be taken in the checklists.

The latest population figure for Baxter County is for Census 2000 and is 38,386. The facilities listed in Attachment 2 do not show sufficient number of spaces for this number of residents. The population of Baxter County may also rely on improvising in-place shelter at home, if time allows.

ATTACHMENT 2

EXISTING CONGREGATE LODGING AND FALLOUT SHELTER FACILITY INVENTORY

BAXTER COUNTY

FAC NO.	CODE	NAME AND ADDRESS OF FACILITY	CC SPACES	FEEDING	UPGRADSPACES	2+ F.O. SHELTERS	SOIL REQ.	COMMODES	BURNERS
X0524	1	Harps Grocery - Hwy 62 E	520	0	2080	0	1441	2	0
X0038	2	Cotter High School	262	2,000	2214	0	1402	12	20
X0039	3	Cotter Elementary	553	2,000	2214	0	1402	18	20
X0540	4	Ozark Oaks Motel	109	0	438	0	489	16	0
X0471	5	Baxter County Court Complex	141	1,000	563	0	291	6	10
X0156	6	Redeemer Lutheran Church	423	1,800	1692	0	1175	4	18
X0255	7	Nelson Wilkes Elementary	855	8,100	3420	0	2090	19	81
X0256	8	Della Ruth Herron Elementary	782	2,900	3128	0	2121	38	29
X0082	9	Carriage Inn Motel	417	0	1536	0	1137	82	0
X0063	10	Redeemer Lutheran	237	1,200	950	0	920	4	12

		Church							
X0025	11	Mtn. Home High School	1183	5,000	4734	0	453	17	50
X0027	12	Mtn. Home High School Voc.	412	2,400	1650	0	1184	6	24

ATTACHMENT 3
DEPARTMENT OF HUMAN SERVICES

A. AUTHORITY AND REFERENCES

1. Public Law 93-288, Disaster Relief Act of 1974, as amended.
2. State of Arkansas Administrative Plan for Section 408, Public Law 93-288, as amended.
3. Arkansas Department of Human Services, Division of Economic and Medical Services Policy and Procedures.
4. Emergency Food Stamp Policy and Procedures.
5. Food Distribution - USDA Donated Foods for Mass Feeding Handbook.
6. Arkansas Code Annotated 12-75-101 et.al.

B. ASSUMPTIONS

To determine specific areas within Baxter County that would be subject to a major disaster situation is virtually impossible. However, an assumption will be made that the entire county is subject to a catastrophe of sizable magnitude whether it be rail, highway, natural or manmade.

Preparedness planning by the Department of Human Services County Administrator will be in concert with policy and as directed by the Coordinator of Emergency Services for the Department of Human Services.

C. MISSION

1. The Economic and Medical Services Division will administer the Individual and Family Grant Program during Presidential Disaster Declarations within the designated counties and/or a Governors Disaster Proclamation.
2. The Economic and Medical Services Division will administer Emergency Food Stamp Assistance in designated boundaries within the disaster area by virtue of a declaration by FNS when requested by the Coordinator of Emergency Services.
3. USDA Foods will be furnished a Disaster Relief Agency for mass feeding when requested by the Disaster Coordinator for the Relief Agency through the Coordinator of Emergency Services for the Department of Human Services.
4. Transportation and Outreach will be coordinated by the Coordinator of Emergency Services and the Division of Aging and Adult Services.

5. Crisis Counseling will be coordinated by the Mental Health Services Division, Community Services Coordinator in concert with the DHS Coordinator of Emergency Services.
6. The Department of Human Services will provide support as detailed in the base plan during the following phases:
 - a. Increased Readiness
 - b. Warning and Movement to Shelter
 - c. In Shelter
 - d. Shelter Emergence

D. ORGANIZATION AND RESPONSIBILITIES

1. Organization

The County Department of Human Services Office will be under the direction and control of the Department of Human Services, Division of Program Operations and the Economic and Medical Services Division.

The County Department of Human Services Office will assign liaison personnel for coordinating disaster assistance with American Red Cross, Salvation Army, Mennonite's Disaster Service, and VOAD.

2. Responsibilities

- a. The Department of Human Services County Administrator will submit to the Coordinator of Emergency Services for the Department of Human Services a damage assessment of casualties, property damage, employment needs and temporary housing needs after a major disaster has occurred within his/her county.
- b. Individual and Family Grant Program - The Individual and Family Grant Program authorized under the Disaster Relief Act of 1974 is a federal/state program to meet disaster related necessary expenses or serious needs of individuals or families adversely affected by a major natural disaster. Assistance may be granted to those individuals or families whose necessary expense or serious need is not met by other provisions of the Act or by other means such as private insurance.

The Act sets the maximum grant assistance to any individual or family at \$13,900 for any one major disaster. The dollar amount is changed annually to reflect the Consumer Price Index for all urban Consumers published by the Department of labor.

The Economic and Medical Services Division, Department of Human Services, has the programmatic responsibility for administering the Individual and Family Grant Program. Following a Disaster Proclamation by the Governor and a major disaster declaration by the President, the Individual and Family Grant Program can be made available to disaster victims within the affected county of the state.

The Federal and State Coordinating Officer with assistance from the Coordinator of Emergency Services, Department of Human Services, will establish Disaster Assistance Centers. The Coordinator of Emergency Services will designate locations where applications may continue to be accepted for a period not to exceed 90 days from the date of the declaration.

The Coordinator of Emergency Services, representing the Department of Human Services, is responsible for coordinating and managing Individual and Family Grant activities at the county level.

- c. After a major disaster, the County Department of Human Services Administrator will assess the situation in an effort to determine the need for Emergency Food Stamp Assistance. If the initial indications are that the issuance of food coupons under the emergency procedure would best serve the family food needs of the disaster victims, the Department of Human Services will immediately notify the Food Nutrition Services regional office by telephone or other expeditious manner.

A report to substantiate the notification to Food Nutrition Services will be prepared by the County Department of Human Services Administrator within whose County the disaster occurred. His/her findings will be submitted to the Coordinator of Emergency Services for the Department of Human Services for preparation and submission to Food Nutrition Services regional office. Anticipation of, or actual presidential declaration of an area as a "major disaster area" under PL 93-288 will not be the deciding factor in determining the need for Emergency Food Stamp Assistance. If a major disaster is declared by the President and approval is given by the Food Nutrition Services, the Department of Human Services will provide a staff within the Disaster Assistance Center for receiving food stamp applications.

- d. The Department of Human Services will provide Crisis Counseling and Outreach to disaster victims. These services will be requested through the Division Liaison for the respective Division responsible for the service, by the Coordinator of Emergency Services.

E. CONTROL AND COMMUNICATIONS

1. Control

Management and coordination of department disaster activities within Baxter County will be under the direction and control of the County Administrator, the Economic and Medical Services Supervisor for the county and the Coordinator of Emergency Service for the Department.

2. Communication

- a. The Arkansas Department of Emergency Management's radio network will be utilized.
- b. The Coordinator of Emergency Services can communicate with the state and county emergency service organizations utilizing a. above.
- c. The Department of Human Services County Administrator will utilize telephone communications when possible for reporting purposes or other communications capabilities made available by the county.

F. IMPLEMENTATION

This annex for the Department of Human Services superseded all previous plans and procedures.

ATTACHMENT 4

SHELTER OPERATIONS - NUCLEAR ATTACK

I. PURPOSE

To establish procedures for the protection of the population of Baxter County from the effects of a nuclear attack by:

- A. Providing for the human needs and protection of resident population.
- B. Informing the population of proper self-protection actions.
- C. Releasing the population from shelter when the effect of nuclear attack no longer constitutes a significant hazard.

II. SITUATION

A. Weapons Effect Hazard

- 1. Baxter County is not perceived to be a target area in the event of nuclear attack.
- 2. In Arkansas there are nine (9) high risk areas consisting of parts of fifteen (15) counties. The state has specifically identified these areas and designated lower risk host counties to receive and care for relocated populations from risk areas. Baxter County has not been designated a as host county.

B. Populations to be Protected

1. Residents:

The Census 2000 census population estimate for Baxter County is 41,307. Distribution of the population is:

a.	Briarcliff	240
b.	Cotter	921
c.	Gassville	1,706
d.	Lakeview	763
e.	Mountain Home	12,215
f.	Norfork	484
g.	Salesville	437

C. Shelter Resources

The latest survey to identify protective shelter facilities was completed in 1989. While the survey provides the primary source of shelter information, a follow-up survey of the individual facilities should be conducted periodically with a State Engineering Officer in conjunction with local officials. A complete listing of all existing and upgradeable shelter facilities is maintained by the Baxter County Emergency Management Coordinator.

1. Existing Public Shelter:

The shelter survey lists twenty-one (21) buildings with a total of 10,150 spaces. By protection category there are:

- | | | |
|----|-----------------------------|--------------|
| a. | Category 0-1 (PF 0-39) | 6,602 Spaces |
| b. | Category 2-3 (PF 40 to 100) | 1,923 Spaces |
| c. | Category 4+ (PF 100+) | 1,625 Spaces |

2. Upgradeable Public Shelters are:

Structures identified by State or Federal Facility Survey Engineers, which can be structurally modified by addition of mass to increase radiological fallout Protection Factor (PF) to acceptable levels. Facility surveys identify the amount of soil needed to provide the required PF and the geographical location of the soil in relation to the structure being upgraded. Addition of mass to structures may require bracing to support the added weight.

a. In-place Mode (no crisis relocation):

- 1) There is an insufficient number of existing Category 2+ and better shelter spaces in the county to shelter all of the county residents. An upgrade program for all allocated Category 1 and lower space is mandatory.
- 2) Living space for protection from fallout is based on at least 10 square feet per individual.
- 3) After all appropriate upgradeable facilities have been used, expedient fallout shelters will be utilized.
- 4) When Increased Readiness is implemented, the Shelter and Evacuation Officer will alert his Shelter System Officer to commence activation of pre-designated shelters. EPI material will be published to inform the public of location of shelters . Shelter

managers will commence stocking of shelters and feeding centers, as required.

- 5) Population in the remainder of Baxter County will take shelter in Baxter County, using designated shelters as listed in attachment 2 of this annex.

III. ASSUMPTIONS

- A. An attack on the United States would most likely be preceded by a period of increasing international tension, which would provide sufficient time for protective actions, including the temporary relocation of residents from target or risk areas to areas of lower risk.
- B. A nuclear attack could occur with little or no warning which requiring all citizens to take shelter "in-place."
- C. A maximum of 72 hours will be allowed to upgrade shelter for the risk population upon notification of increased readiness. The order to implement increased readiness will come through governmental channels from the President of the United States.
- D. Baxter County has demonstrated capability to host a considerable number of transients for short periods of time, resources, facilities, and services may be taxed to the limit of capability in providing for disaster victims over a prolonged period of time. Conservation of resources, to include rationing, may well become necessary.
- E. Increased readiness will halt all but the most critical commercial and industrial activities in the county, but the national economic system will continue to operate to the maximum extent possible. Some government controls and restriction will be imposed to insure provision of essential supplies and services to all citizens. The federal government will provide relief assistance to help offset the expense of increased readiness.
- F. The increased readiness will end if negotiations succeed in averting the danger of a nuclear exchange. However, the crisis may escalate to a nuclear attack. Both contingencies require advance preparation.
- G. Return to normal operations from a state of increased readiness, following crisis resolution, will occur only at the direction of the governor, generally at the request of the President of the United States.

IV. CONCEPT OF OPERATIONS

Shelter activity and preparedness actions are carried out during four clearly defined time phases. Of these four phases, one, the Response Phase, consists of two activity periods; Increased Readiness and Attack Warning. The Increased Readiness period is basically an acceleration of actions not accomplished during the Normal Readiness Phase and specific actions required in

preparation for the reception of relocatees. The Emergency Action Checklist in this attachment defines specific tasks and actions essential to each phase of operation and should be thoroughly reviewed and understood by the emergency staff and supporting personnel prior to the implementation of the plan.

A. Operational Periods

1. Normal Readiness Phase

Routine day-to-day operations of state and local government. This situation implies that disaster plans have been prepared and tested, resources identified, and personnel trained to meet any foreseeable contingency.

2. Increased Readiness Phase

This phase begins when Baxter County officials are advised by the Arkansas Department of Emergency Management or federal officials to implement increased readiness activities. Some specific activities are:

- a. Initiate fallout shelter stocking (see Attachment 5, Shelter Stocking).
- b. Initiate fallout shelter marking.
- c. Recruit shelter managers.
- d. Accelerate shelter manager training.
- e. Assign shelter managers as training is completed.
- f. Make preparations for shelter upgrading.
- g. Initiate shelter upgrade program upon implementation of increased readiness.

3. Attack Warning Phase

This phase begins when an attack warning is received or detonations are either observed or confirmation is received that detonations have occurred. Actions taken in this phase will be dependent upon the cause factor initiating the phase.

- a. Move the resident population into shelter.
- b. Conduct expedient shelter stocking for shelters not previously stocked until completion or arrival of fallout.
- c. Move emergency workers into shelter when fallout arrives.

- d. Maintain in-shelter posture until officially terminated by state or federal officials or until lowered radiation levels as determined by local monitoring would indicate that it is safe to emerge.

4. Post Attack Recovery Phase

This period begins when information is received from state or federal officials that the Attack Period is terminated. Prior to final termination of the Attack Period, residual radiation levels may be such as to permit shelterees to leave shelter for controlled periods to perform critical tasks. Actions to be taken during the Post Attack Period are:

- a. Make shelter emergence decisions based on radiation levels.
- b. General cleanup of shelter facilities.
- c. Return of remaining shelter stocks and supplies to designated receiving point.

B. Protective Sheltering Policy

1. To the extent possible, protective sheltering in public shelter for the residents of Baxter County will be in facilities with Category 2 or better protection. Where it has been necessary to allocate residents to Category 1 or Category 0 Shelter, a shelter upgrading program is mandatory. Shelter allocation will be made using 10 square feet of space per shelter inhabitant.
2. Movement to shelter will begin immediately upon an announcement to the public of either:
 - a. Receipt of an attack warning through the established warning network, or
 - b. Confirmation that nuclear detonations have occurred.
3. Residents who will use their home basements for shelter should use the time between the initial warning and the arrival of fallout to improve their shelter protective capability. Residents who will use public shelter should move to shelter and use the intervening time to improve the shelter protection capability, as possible. Local radiological monitoring personnel will advise the Baxter County Emergency Management Coordinator and the Chief Executive of the arrival of fallout. The Emergency Management Coordinator will warn the residents of fallout arrival by the most expeditious means and direct residents to take shelter.

4. Once residents have taken shelter subsequent movement to other shelter should not be attempted, except for a situation which would make a shelter totally untenable or result in a condition that would constitute a greater hazard to the shelterees than would movement to another shelter. The decision of both the need and the advisability to move would jointly rest with the Shelter Manager and the Shelter Monitor. Except for extreme emergency, a decision to move would have to be coordinated with the Shelter and Evacuation Officer and the Radiological Defense Officer in the EOC.
5. This Shelter Operations Plan for Baxter County provides for the allocation of population to shelter without regard to race, sex, color, or national origin.

C. School Children

Children in school should be picked up by parents for sheltering as a family unit, if time and circumstances permit. Children not picked up will be moved to the closest public shelter.

V. ORGANIZATION AND RESPONSIBILITIES

- A. The shelter organization in Baxter County will consist of the Shelter and Evacuation Officer supported by the local Emergency Management Coordinator. The Baxter County Emergency Management Coordinator may elect to establish a functional staff to assist with the various tasks which need to be accomplished. A suggested functional organization and some basic tasks are:
 1. Emergency Management Coordinator
 - a. Coordinate overall shelter operations.
 - b. Advise the Executive Staff on shelter matters.
 2. Shelter Systems Officer
 - a. Maintain current fallout shelter listings.
 - b. Manage overall shelter operations.
 - c. Designate Fallout Shelter Managers.
 - d. Coordinate shelter upgrading program with the Engineering Officer.

e. Implement and coordinate the shelter stocking and marking programs (see Attachment 5, Shelter Stocking).

f. Serve as an advisor to the Executive Staff on shelter matters.

3. Shelter Training Officer

a. Recruit potential Fallout Shelter Managers.

b. Institute an accelerated Fallout Shelter Manager Training Program.

4. Shelter Stocking Supervisor

a. Coordinate resident (public) shelter and assignment to fallout shelters.

b. Conduct shelter marking program.

c. Monitor the upgrading program and recommend priorities.

d. Serve as assistant to the Shelter Systems Officer.

B. Actions which must be taken by other government functions are contained in other Annexes to this plan. Functions which have a direct involvement with sheltering activity are:

1. Direction and Control (Annex A)

The Executive Group will make all final decisions on matters pertaining to protective sheltering. The Baxter County Emergency Management Coordinator will provide overall coordination.

2. Communications and Warning (Annex B)

The Communications and Warning Officer will be responsible for establishing and maintaining adequate communications with all agencies and governments involved. His responsibilities include establishing communications between the EOC and shelters, maintaining communications with the Arkansas Department of Emergency Management, and providing situation reports. He is also responsible for sounding the attack warning.

3. Emergency Public Information (Annex C)

The Public Information Officer (PIO) is responsible for keeping the public advised as to the emergency situation. The PIO plays an important role through coordination with the news media in advising the public of proper actions to take. All public information activity will be coordinated through the Emergency Operating Center.

4. Fire and Rescue (Annex E)

The Fire and Rescue Officer is responsible for fire control and rescue activities in emergency shelters.

5. Health and Medical (Annex H)

The Health and Medical Coordinator coordinates emergency medical care and treatment for the ill and injured and coordinates assignment of available medical personnel and equipment. The County Health Officer safeguards public health, minimizes incidence of communicable disease, and coordinates burial, both during and after the shelter phase.

6. Law Enforcement (Annex D)

The Baxter County Sheriff and the law enforcement officials of local communities are responsible for all law enforcement, traffic control and security functions within their respective jurisdictions. Their shelter operations responsibilities include assisting the population in movement to shelter and protecting vital property and resources.

7. Engineering (Annex F)

The Baxter County Engineering Officer is responsible for maintenance and restoration of utilities and services and street and highway clearance and repair. The Baxter County Engineering Officer will have the primary responsibility to support a shelter upgrading program.

8. Radiological Protection (Annex I)

The Radiological Protection Officer will be responsible for shelter monitoring, reporting, and recommending shelter emergence and the distribution of exposure inhibiting or mitigating drugs or other preventives.

9. Resource and Supply (Annex K)

The Resource and Supply Officer will be responsible for the control and allocation of supplies and material required for the general care and welfare of

persons housed in mass care facilities and for equipment required to support a shelter upgrade program.

VI. ADMINISTRATION AND LOGISTICS

A. Administration

Accurate records will be maintained covering the acquisition and use of food items and all other materials used in supporting the fallout shelter operations. These records will be the primary source of information to substantiate reimbursement to local retailers and for requests for cost sharing made to state and federal governments.

B. Logistics

An ongoing inventory of supplies needed for a protective shelter period will be maintained to assure equitable distribution of supplies and to support any resupply action during an increased tension period from wholesale sources normally supplying business in Baxter County. Federal distribution of commodity stockpiles will not occur until the post attack period.

C. Training

1. Shelter Manager and Shelter Monitor training during peacetime will be conducted from time to time to insure trained personnel will be available if a shelter environment situation should develop. In addition, personnel trained as Shelter Monitors would be available to provide a radiation detection capability in the event of a peacetime disaster or accident in which radioactive material was involved (see Annex I) .
2. After increased readiness implementation, expedient Shelter Manager and Monitor training will be conducted to insure a sufficient number of managers and monitors are available for all shelters.

ATTACHMENT 5

SHELTER STOCKING

I. PURPOSE

The purpose of the attachment is to establish procedures and define responsibilities for the stocking of public fallout shelters in Baxter County and to insure that a sufficient amount of supplies necessary for survival are or will be available to those public fallout shelters used in the event the Shelter Operations Plan is implemented.

II. ASSUMPTIONS

Some basic assumptions which will affect planning for shelter stocking are:

- A. Both individuals and families will bring with them as much food and water as they can.
- B. Individuals and families choosing to remain in their own basements or expedient shelters will provide their own supplies.
- C. Individuals and families will provide their own special foods and medicines.
- D. Re-supply, if any, of public shelters will be from local resources and will be accomplished only after radiation levels have subsided sufficiently to permit activity outside the shelters.
- E. Shelter feeding will be extremely austere and intended for survival only.

III. RESPONSIBILITIES

- A. It will be the responsibility of the Shelter Stocking Supervisor, if assigned, working with executives of each town in Baxter County where there is public shelter, to implement actions to stock public shelters. If a Stocking Supervisor is not assigned the Shelter and Evacuation Officer will be responsible.
- B. Local supply resources will be utilized to the fullest extent possible.
- C. The Baxter County Department of Emergency Management will support the stocking plan to the greatest extent possible

IV. OPERATIONS

A. Peacetime Stocking Procedures

The federally supported shelter stocking program which provided food items, medical kits, sanitation kits, radiological monitoring kits, water drums, and liners to qualified

public shelters is no longer in effect. In the event the federal government should reinstitute shelter stocking activity in the future, Baxter County will participate to the fullest extent possible.

B. Increased Readiness Stocking Procedures

1. Upon declaration of an increased readiness period or the receipt of an attack warning, the Executive Staff will direct the Emergency Management Coordinator or Shelter and Evacuation Officer to initiate the shelter stocking program.
2. **Food:** Based on the information contained in CPG 2-8 and CPG 2-21, food items will be obtained and placed in the shelters to last the occupants for a 14-day period.
3. **Water:** Baxter County is not considered to be at risk from direct weapons effects as a result of a nuclear attack. Indirectly, Baxter County could be affected by a nuclear weapon related event in a remote location, depending on weather patterns at that time.. This would make pumping of potable water entirely dependent on emergency power sources. In turn, fuel for emergency power units may well be limited to supplies on hand. It is considered prudent, therefore, to consider stocking shelters with potable water to the extent possible within the time available. In order to provide the minimum amount of water necessary for persons taking shelter for a fourteen (14) day shelter period, 4 gallons of water per shelter space must be available.
 - a. Hospital patients and elderly persons frequently need more liquids than "normal." Consideration will be given to doubling the amount of water needed for the local nursing homes.
 - b. Particular emphasis will be placed on stocking those shelters that do not have the capability to pump their own water. Sufficient water may be obtained and stored in each shelter as necessary to augment existing standing water supplies (hot water tanks, etc.).
4. The Shelter Stocking Supervisor will assist in the distribution of centrally stored shelter materials such as Shelter Manager Packets, Shelter Signs, and Radiological Monitoring Kits.

C. Expedient stocking will be necessary if an attack occurs with little or no warning. Baxter County could expect to have a minimal amount of time to stock shelters prior to attack. Although a longer interval would be adequate time to get at least some supplies into shelters, there may not be enough time to fully stock all shelters. Under expedient stocking, the degree of shelter stocking will depend on shelterees bringing as much food and water with them as they can when they come to shelter. Announcements to the public to take shelter will stress the urgent need to bring food and water with them.

D. General Procedures

1. A food purchase guide and checklist for stocking food in public shelters is shown in CPG 2-8. Facilities allocated for public shelter which will need to be stocked are shown in Attachment 2 to Annex G.
2. To obtain supplies from commercial sources for shelter stocking, it will probably be necessary that some form of agreement and/or receipt be accomplished between local government and the retailers involved.

E. Reporting

1. Shelter Stocking Phase

- a. It will be the responsibility of the Shelter and Evacuation Officer, if assigned, to keep the Emergency Services Coordinator advised of the status and progress of public shelter stocking. This will enable the Emergency Management Coordinator to coordinate with other services, if necessary, to further assist, or speed up the shelter stocking activity.
- b. It is imperative that any lack of supplies or the insufficient supply for any public shelter be promptly reported so that the appropriate remedial action can be taken.
- c. The methods of communication will be the most expeditious means appropriate at any given time. Of primary importance, is that reports be prompt and accurate.

2. Shelter Occupancy Phase

Each Shelter Manager or his designated alternate will:

- a. Provide the basic management guidance for control of the shelterees and their activities.
- b. Provide guidance and control for the distribution of food items and water using management practices that will insure equitable sharing among the shelterees for the planned fourteen-day stay.
- c. Continue to report supply status to the Emergency Operations Center so that re-supply can be made if needed or so that excess supplies may be utilized elsewhere.
- d. Coordinate space, as required, in shelters for housing institutionalized or special needs groups, to include ramps for wheelchairs and special foods.

- e. Keep a daily log of shelter activities for future reference.

F. Administration, Fiscal, and Logistics

1. Administration

Accurate records will need to be maintained covering the acquisition and use of food items and all other materials used in supporting the fallout shelter operations. These records will be the primary source of information to substantiate reimbursement to local retailers and for requests for cost sharing made to state and federal governments.

2. Logistics

An ongoing inventory of supplies needed for a protective shelter period will be maintained to assure equitable distribution of supplies and to support any re-supply action from outside sources. Federal planning includes a re-supply action during an increased tension period from wholesale sources normally supplying businesses in Baxter County. Federal distribution of commodity stockpiles will not occur until a Post Attack Period.

3. Fiscal Responsibility

It is expected that federal, state, and local governments will share fiscal responsibility and that federal and state reimbursement will be made to local governments for qualified expenditures which are made after the declaration of increased readiness and movement to shelter by the public is directed and/or the receipt of an attack warning. It is imperative, therefore, that each local government maintains complete and accurate records of any and all expenditures that are in direct support of Shelter Operations.

ATTACHMENT 6

72-HOUR EMERGENCY/SURVIVAL KIT

This 72-hour kit should meet the needs of your family in either a home or a community shelter situation. Use ready-to-eat foods your family will eat and hobbies and entertainment your family likes to do. Include individual medication as required by your family members. Some families may need a large container such as a 32- gallon garbage can to hold all items. Other families may be able to use back packs or other smaller containers. Whatever is used should be portable.

A class ABC fire extinguisher is recommended for each home.

HAVE IMMEDIATELY AVAILABLE

Battery powered radio
Flashlight and batteries

EMERGENCY NEEDS

Instruction manuals on
 emergency preparedness
Water storage facilities
 (plus provide 5 pints per
 day per person)
Sleeping bags & blankets
First aid kit

SANITATION KIT

Plastic bucket with
 Tightly fitted lid
Plastic bags & ties
Toilet Paper
Disinfectant
Improvised toilet seat
Feminine hygienic needs
Paper towels
Soap
Paper cups & plates
Plastic utensils
Can opener
Utility knife

STRESS REDUCTION

Children:
 Coloring book
 Crayons
 Toys
Adults:
 Books

FOOD (Ready to eat)

Canned meats & soups
Canned fruits & juices
Peanut butter
Powdered or canned milk
Baby food for infants
Dried fruit
Crackers
Dehydrated meat & vegetables
*Caution: Drink plenty of
water with dried foods

STRESS FOODS

Sugar cookies
Sweetened dry cereal
Candy

STANDARD FIRST AID KIT

First aid manual
Aromatic spirits of ammonia
Scissors
Table salt
Baking soda
Eye drops
Adhesive or paper tape
Bandages
Splints
Safety pins
Heavy cord
Alcohol
Antiseptic soap
Petroleum jelly
Aspirin

INDIVIDUAL MEDICAL NEEDS