

EMERGENCY SUPPORT FUNCTION #1

TRANSPORTATION



2019

Emergency Support Function (ESF) 1 Transportation

Primary Agency: Santa Rosa County District Schools (Transportation Coordinator)

Support Agencies: Florida Department of Transportation
Lifeguard Ambulance Service
Pensacola Bay Transportation

I. Purpose

The purpose of ESF 1 is to provide, in a coordinated manner, the resources (human, technical, equipment, facility, materials and supplies) of member agencies to support emergency transportation needs during an emergency or disaster in Santa Rosa County. ESF 1 can provide personnel and resources to support prevention, preparedness, protection, response, recovery and mitigation in support of the primary emergency management objectives. The ESF 1 Emergency Coordination Officer (ECO) is appointed by and located in the Santa Rosa County School District, and directs all aspects of emergency management transportation subsequent to requests for additional transportation services by individual agencies and/or County Emergency Response Teams

The priorities for allocation of these assets will be:

- Evacuating persons from immediate peril, and assist with reentry of threatened areas.
- Transporting materials, personnel, and supplies for the support of emergency activities being conducted and as requested by the Santa Rosa County EOC and its member agencies.
- Transporting relief supplies necessary for recovery from the emergency.
- Allocating and/or prioritizing public and private transportation resources for the transportation of people, materials, goods, and services to impacted areas; this includes the modes of highway, rail, air, and water.
- Monitoring the condition of all roadways in and around the County, and restrict access as necessary.

II. Concept of Operations

A. GENERAL

1. ESF1 is organized consistent with State Emergency Operations Center and the requirements of the National Response Plan, the National Incident Management System, and the Incident Command System. This structure and system supports incident assessment, planning, procurement, deployment, coordination and support operations to Santa Rosa County through the Santa Rosa County Emergency Response Team, Area Operations and State Emergency Response Teams to assure a timely and appropriate response to an emergency or situation.
2. In a large event requiring local or State mutual aid assistance, ESF1 will work with its support agency counterparts to seek and procure, plan, coordinate and direct the use of required assets.

3. Throughout the response and recovery periods, ESF1 will evaluate and analyze information requests to move people, materials, equipment and other resources as necessary; develop and update assessments of the transportation service situation and status in the impact area; and undertake contingency planning to meet anticipated demands or needs.
4. Transportation (ESF-1) is under the leadership of the ECO who will coordinate transportation requirements with the various resources available. When activation of the EOC is implemented, this person will staff the Transportation (ESF 1) workstation, identify which support agencies for Transportation (ESF 1) are needed, and take steps to assure that support agencies are activated or on alert as appropriate.
5. Upon activation, the ETC representative will notify which department personnel and Transportation (ESF 1) support agencies that may be called upon to provide emergency support. The ECO will coordinate the utilization of other departments that are support agencies to Transportation (ESF 1) for vehicles, equipment and personnel when the EOC is activated.
6. The team members are Emergency Management volunteers and volunteer firefighters who are radio equipped, skilled in various degrees of first aid, and have received training in handling elderly and individuals with special needs.
7. Communication with buses will be through the dispatch center at the school bus barn, and the office. Drivers will be instructed to pick up passengers at the designated area. See Attachment 1, and at any other location where evacuees are located.
8. Buses will initially be fueled at the school bus barn (6544 Firehouse Road; Milton) in Skyline where fuel is available, from storage:

Diesel	10,000 gallons
Unleaded	5,000 gallons

Along the evacuation routes, fuel is available at:

Holley-Navarre Intermediate School	10,000 gallons diesel
Gulf Breeze Elementary School	2,000 gallons diesel
Pace High School	6,000 gallons diesel

9. Besides the storage of fuel at the schools, there are additional county fuel storage facilities along the evacuation route. There would be no requirement to use private gasoline suppliers, although they are available.
10. Agreement with agencies involved in this ESF and a list of the resources are included as Attachment 2.

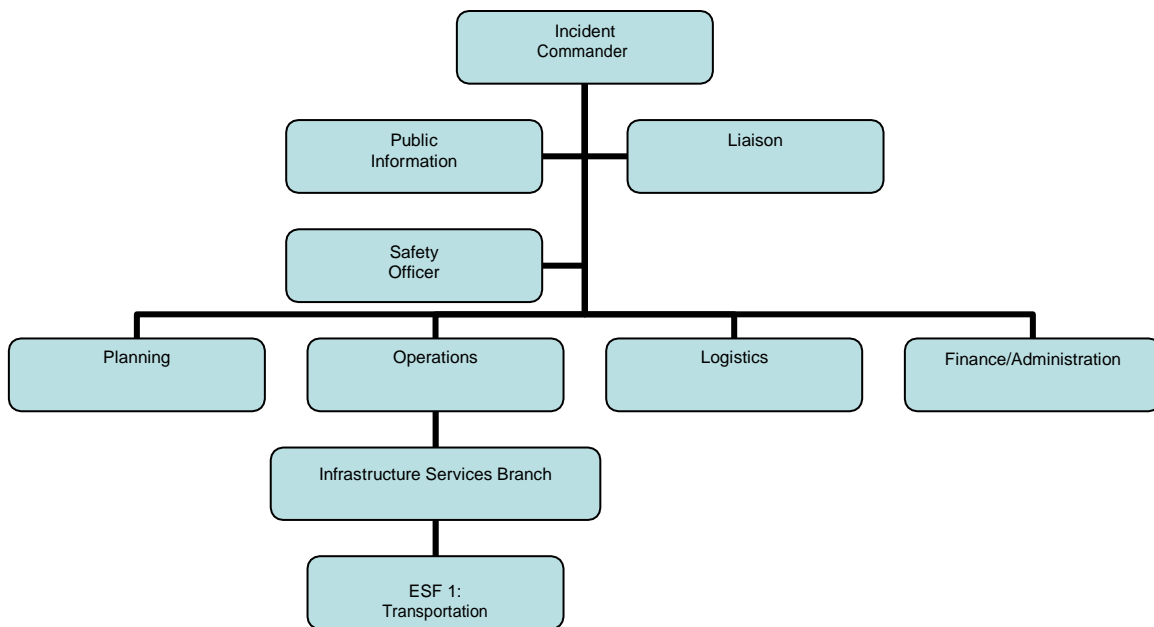


Figure 1 – Incident Command System Structure: ESF 1 – Transportation

B. ORGANIZATION

1. COUNTY

- a. During an emergency or disaster event, the Emergency Operations Center, Operations Section Chief will coordinate the support resources from the support agencies with the Infrastructure Services Branch Director.
- b. During the response phase, ESF1 will evaluate and analyze information regarding transportation services requests. Also, ESF1 will develop and update assessments of the transportation services status in the impacted area and undertake contingency planning to meet anticipated requirements.
- c. Santa Rosa County District Schools will develop and maintain the overall ESF1 Emergency Operations Plan and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Plan, The National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.

- d. Santa Rosa County District Schools shall be represented in ESF 5 (Information and Planning) and support disaster intelligence collection and analysis as relates to the ESF 1 mission.

2. AREA

- a. The Infrastructure Services Branch Director, in consultation with the requesting jurisdiction, may obtain additional transportation service resources via established mutual aid agreements.
- b. The Florida Department of Transportation serves as the lead agency for transportation service coordination and support, and will designate a liaison to the EOC from the Regional Office and/or the Regional Domestic Security Task Force (RDSTF). The liaisons have been trained to carry out ESF 1 missions, and will provide operational support to the EOC and/or field activities.

3. STATE

- a. During an activation of the State Emergency Operations Center, the Department of Transportation is the designated lead agency for State transportation services and will provide a liaison to facilitate requests for transportation service resources to local Emergency Operations Centers.
- b. During an emergency or disaster event, the primary and support agencies of ESF 1 at the State Emergency Operations Center will report to the Infrastructure Services Branch Chief, who reports to the Operations Section Chief under the overall direction of the State Coordination Officer.
- c. The Department of Transportation develops and maintains the overall ESF 1 Emergency Operations Plan and accompanying Appendices, Annexes and Standard Operating Guidelines that govern response actions related to emergencies. However, support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will be in compliance with the National Response Plan, the National Incident Management System, the Incident Command System and the County Comprehensive Emergency Management Plan.
- d. State DOT maintains a Road Ranger contract which provides services on;
 - I-10 to mile marker 33
 - SR87 from US 98 to I-10
 - SR87 from I-10 through Milton to SR89 (point Baker).
 - SR87 from SR89 (Point Baker) North to Florida/Alabama line

Point of contact for this operation is:

Michelle England
Milton Operations Center
6025 Old Bagdad Hwy
Milton FL, 32583
(850) 981-2734

ALERTS/NOTIFICATIONS

1. ESF1 will be activated or placed on standby upon notification by the County Emergency Management Office. The primary and support Transportation representatives or designees will jointly manage the emergency activities of ESF1.
2. The Santa Rosa County School District Assistant Superintendent of Administration will notify the ECO of Transportation to advise him of the potential need. If he/she is not available, the Supervisor of Vehicle Maintenance will be called. He/she will then call in the drivers and necessary support personnel. All drivers will be paid drivers, no volunteer drivers will be allowed, even if they are regular school bus drivers. Buses will be dispatched via radio, as requested by Emergency Management. The Emergency Coordination Officer (ECO) for transportation will notify each support agency when information comes to their attention indicating that an emergency or disaster situation is developing.

C. ACTIONS

Actions carried out by ESF1 are grouped into phases of emergency management: prevention, preparedness, protection, response, recovery and mitigation. Each phase requires specific skills and knowledge to accomplish and requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. ESF1 encompasses a full range of activities from training to the provision of field services. It also functions as a coordinator and, at times, assumes direct operational control of provided services. The following services may be provided:

- Assessment of potential impacts of scenario events and transportation needs.
- Continuous inventory of transportation assets, including transit buses, trolleys, passenger vans, wheelchair equipped buses, and School District buses.
- Transportation of ambulatory and wheelchair bound persons.
- Transportation of resources and ESF1 assets, including buses, vans, equipment and supplies.
- Transportation and evacuation public information and risk communication.
- Transportation management, command and control of assets.
- Transportation activities related to terrorist threats and/or events.
- Evacuation and re-entry support.
- Maintenance of list of essential employees who because of their expertise and nature of assigned responsibilities are "on call" throughout all phases of a major disaster operation.

1. PREPAREDNESS ACTIONS

- a. Actions and activities that develop Transportation response capabilities may include planning, training, orientation sessions, and exercises for ESF1 personnel (i.e., County, State, Regional, and Federal).
- b. Coordinate with ESF 5 (Information and Planning) to identify essential elements of information that should be incorporated into rapid needs assessments for ESF1.
- c. Conduct planning with ESF 1 support agencies, Regional Domestic Security Task forces, and other emergency support functions to refine Transportation operations.

- d. Prepare and maintain emergency operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency. Ensure lead agency personnel are trained in their responsibilities and duties.
- e. Develop and present training courses for ESF1 personnel, provide information on critical facilities to the County Emergency Management and develop protocols for frequently provided services.
- f. Conduct all hazards exercises involving ESF1.
- g. Coordinate with ESF 5 (Emergency Management Division) to incorporate disaster intelligence into ESF1 training, preparedness and planning, including the use of this analysis to scale the mission requirements for ESF1 in a hurricane or other major disaster.
- h. Assess vulnerability of evacuation routes and shelters to storm surge, and develop alternative protective measures in transporting evacuees to safe shelters.
- i. Assign and schedule sufficient personnel to implement ESF1 tasks for an extended period of time.
- j. Maintain a list of ESF1 assets that can be deployed during an emergency. Refer to the NIMS Resource Typing System in organizing and typing these resources.
- k. Manage inventory of wheelchair lift-equipped buses and other pre-designated assets that are essential to meeting the transportation needs of special needs groups.
- l. Develop, test, and maintain an automated or manual listing of emergency contacts, agency transportation resources, and points of contact for assets that can be attained through vendors or other sources.

2. RESPONSE ACTIONS

- a. Coordinate operations at the ESF1 desk in the County Emergency Operations Center and/or at other locations as required.
- b. Establish and maintain a system to support on-scene direction and control and coordination with County EOC, regional task force and State EOC.
- c. Transportation support for RDSTF in the investigation of a terrorist attack.
- d. Preposition response resources when it is apparent that transportation resources will be necessary. Relocate transportation resources when it is apparent that they are endangered by the anticipated impacts of the emergency situation.
- e. Monitor and direct transportation resources and response activities.
- f. Participate in EOC briefings, and sessions to prepare Incident Action Plans and Situation Reports.
- g. Obtain State resources through the State Comprehensive Emergency Management Plan (CEMP); coordinate all resources into the affected areas from designated staging areas.
- h. Coordinate with other County ESFs to obtain resources and to facilitate an effective emergency response among all participating agencies.
- i. Notify drivers of the potential threat and put drivers on stand-by alert status, updating as conditions change.
- j. Evaluate and task the transportation support requests for threatened and/or impacted areas.

- k. Establish communications with appropriate field personnel and ensure that they are ready for timely response.
- l. Coordinate with support agencies to develop, prioritize and implement strategies for the initial response to EOC requests. The Emergency Medical Services Agency will provide transportation for the more critical special needs persons (see ESF 8). These include persons who would not be able to travel by ambulatory means or wheelchair. Transportation for ambulatory and wheelchair persons may be provided by the school district or EMS transport provider.
- m. Utilize pre-determined evacuation routes to the extent possible. These routes are based on the designated general and special need shelters, and are reviewed annually. Updates will be provided by the various EOC agencies as to the conditions of existing routes and any additional routes available by existing and changing conditions.
- n. Relay all emergency traffic regulations to all affected personnel.
- o. Report to the EOC any traffic control signs and signals at locations where they are needed for general navigation through and around the disaster area will be replaced.
- p. The department's resources, in coordination with ESF-3 (Public Works and Engineering) as the equipment and manpower, may be more effectively used performing tasks to clear roads rather than transporting other resources.
- q. Activate the EOC Citizen Information Center, which receives calls for various transportation needs during disasters. Each call shall be recorded and forwarded to the transportation ECO at the EOC for further action.
- r. The Florida Department of Law Enforcement, through ESF 16 (Law Enforcement and Security), will coordinate state law enforcement activities, and provide emergency vehicles to transport or escort emergency personnel and vital supplies.
- s. Medevac Resources provides emergency medical air transportation and may assist in emergency searches conducted in the County; Contact is maintained through a direct connect line between the County and Medevac Resource Dispatch Center.
- t. Santa Rosa Wing – Civil Air Patrol may provide emergency transport of personnel, medical supplies and other life-saving resources if coordinated for through SEOC.
- u. A liaison with information on local resources for emergency transportation needs will be provided by all other support agencies.

3. RECOVERY ACTIONS

- a. Continue to provide support as required until response activities are concluded or until they can be managed and staffed by the primary incident agency or jurisdictions.
- b. Initiate financial reimbursement process for recovery activities when such support is available.
- c. After the initial actions are completed, assist in recovery operations of the EOC. Support agencies will continue to provide necessary emergency transportation, transportation of persons with special needs, transportation of emergency personnel,

and transportation of emergency goods and services.

4. MITIGATION ACTIONS

- a. Coordinate with the Local Mitigation Strategy Group and the Emergency Management Division to identify potential hazards and their impacts, and determine how these impacts may impede the ESF 1 operation.
- b. Provide personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

D. DIRECTION AND CONTROL

1. ESF1 complies with the National Response Plan, and the National Incident Management System (NIMS). The NIMS guides the direction and control system adopted by the Department of Public Safety, which functions as the official disaster prevention, protection, response, preparedness, recovery, and mitigation organization within Santa Rosa County.
2. The ESF 1 system operates at two levels:
 - 1) County Emergency Operations Center; and
 - 2) Field operations.
3. During emergency activations, all management decisions regarding County or regional response are made at the County Emergency Operations Center by the ESF1 coordinator. Under the Incident Command System structure, the Planning, Logistics, Finance/Administration, and Operations Section Coordinators and staff at the County Emergency Operations Center assist the commander in carrying out the overall mission. Sections, Units, Teams, staffing levels, etc. are modular and scalable, depending on the type, size, scope and complexity of the emergency or disaster event.
4. A staffing directory and the ESF1 Emergency Operations Plan, its accompanying Appendices, Annexes and Standard Operating guidelines are maintained by the Santa Rosa County School District with status of the call lists updated at least annually and all other documents at least annually.
5. All School District field personnel are subordinate to the ESF1 at the County Emergency Operations Center.
6. In accordance with a mission assignment from ESF1, and further mission tasking by a local primary agency, each support organization assisting ESF1 assignment will retain administrative control over its own resources and personnel, but will be under the operational control of ESF1. Delegation of mission operational control may be delegated to a Management Support Unit, Multi-Agency Coordination Team or a local entity.

E. RESPONSIBILITIES

1. PRIMARY AGENCY – SANTA ROSA COUNTY SCHOOL DISTRICT

- a. Provide leadership in directing, coordinating and integrating overall County efforts to provide Transportation evacuation assistance to affected areas and populations.
- b. Staff and operate a National Incident Management System compliant command and control structure (i.e., Incident Command System) to assure that services and staff are provided to areas of need.

- c. Coordinate and direct the activation and deployment of support agencies under ESF1 in carrying out specified missions to evacuate personnel from vulnerable areas.
- d. In coordination with ESF5, evaluate the emergency situation, make strategic decisions, and identify resource needs and secure resources required for field operations.
- e. Coordinate supplemental assistance in identifying and meeting the Transportation needs of disaster victims.
- f. Assume the lead in the organization, assignment and staffing at the facilities at which ESF1 is required to be located.
- g. Coordinate the use of transportation resources to support the emergency response, including the movement of evacuees in need to designated shelters.
- h. Maintain a current inventory of transportation assets from participating agencies, including their location and condition.
- i. Preposition transportation resources as needed.

2. SUPPORT AGENCIES

(NOTE: Each Support Agency should review its own roles and responsibilities and revise in conjunction with ESF 1)

Florida Department of Transportation

Responsible for lifting tolls on Garcon Point Bridge to facilitate evacuation, and clearing State roads post storm.

Local EMS provider Ambulance

Responsible for the transport of injured personnel. Also, able to assist with the evacuation of retirement/nursing homes.

Pensacola Bay Transportation

Responsible for any non-emergency calls for transportation

F. FINANCIAL MANAGEMENT

1. ESF1 is responsible for managing financial matters related to resources that are procured and used during an event. During a response, each agency/department is responsible for recording and tracking its own expenditures and seeking reimbursement from the appropriate resource after the event. If a federally declared disaster exists, then a reimbursement formula is established by the Federal Emergency Management Agency that may be as much as 100 percent, but usually does not exceed 75 percent.
2. Expenditures by support entities will be documented by those entities and submitted directly to the Finance/Administration Section or a designated Finance Service officer as soon as possible.

Attachment 1 to Emergency Support Function 1 (Transportation) to the Santa Rosa County
Comprehensive Emergency Management Plan

MAIN PICKUP CENTERS

Holley-Navarre Primary School,	1955 Lowe Rd., Navarre, 32566	ph# 936-6000
Gulf Breeze Elementary,	549 Gulf Breeze Pkwy., Gulf Breeze 32561	ph# 934-5185
Gulf Breeze Middle,	649 Gulf Breeze Pkwy., Gulf Breeze 32561	ph# 934-5185
Gulf Breeze High School,	675 Gulf Breeze Pkwy., Gulf Breeze 32561	ph# 934-5185
Midway VFD - Sta. 1	1322 College Parkway, Gulf Breeze 32563	ph# 932-4771
Floridatown Park	1 Florida Town Road	
Pace VFD - Sta. 1	4541 Majors St., Pace 32571	
Pea Ridge - Santa Villa Entrance	4775 School Lane, Pace 32571	ph# 995-3680
Avalon-Mulat - North Station	5408 Mulat Rd., Milton 32583	ph# 994-4445
Dickerson City -Avalon-Mulat - South	Station 909 Clearview St., Milton 32583	no phone
East Milton VFD Sta. 1	5081 Ward Basin Rd., Milton 32572	

School minibuses/vans will be used as shuttles to pick up evacuees without vehicles and transport to main pickup points. The Santa Rosa County School Board will promulgate the pickup schedule.

Attachment 2 to Emergency Support Function 1 (Transportation) to the Santa Rosa County
Comprehensive Emergency Management Plan

RESOURCE LISTING

Listed below are resources in Santa Rosa County that may be utilized in an emergency situation. The following resources include, but are not limited to, personnel, special equipment, vehicles and/or supplies owned and operated by employees of Santa Rosa or cities therein.

SANTA ROSA COUNTY

<u>SRC Sheriff's Office</u> 5755 East Milton Rd Milton, FL 32570 (850) 983-1100	Personnel: Officer	190
	Reserve	8
	Vehicles: (Patrol Division)	266

<u>SRC School Board</u> 6544 Firehouse Drive Milton, FL 32570 (850) 983-5120 Cell (850) 777-7721	Personnel: Management	5
	Drivers	25
	Vehicles: Bus	250 (55 seating capacity)
	Minibus	41
	Trucks & Vans	74

<u>SRC Public Works Department</u> 6075 Old Bagdad Highway Milton, FL 32583 (850)626-0191	Personnel:	125
	Vehicles: Pickup Trucks	33
	Dump Truck	43
	Graders	14
	Front-end Loaders	13
	Crane	1
	Bulldozers	4
	Ditching Machines	6
	Backhoes	8
	Lowboys	3

Special Equipment: Electric Generators	4
Chain Saws	30

GULF BREEZE

<u>Gulf Breeze Police Department</u> 313 Fairpoint Drive Gulf Breeze, FL 32561 (850) 934-5121	Personnel: Sworn	27
	(18 full-time/6 part-time)	
	Auxiliary	3
Vehicles: patrol cars	23	
Deuce and a half	1	

Gulf Breeze Public Works Department 1070 Shoreline Drive Gulf Breeze, FL 32561 (904) 932-3544	Personnel:	14
	Vehicles: Tractor Back-hoes	2
	Trenchers	3
	3/4 Ton Serv.Trk	10
	Tractors w/ Front-end Bucket	1
	2 ½ Ton Dump Truck	1
	One Ton 4-wheel Flatbed	1

Special Equipment:		
40kw Portable Generator		1
4" Vacuum Assist Pump		1
100kw Portable Generator		1
8" Vacuum Assist Pump		1
Chain Saws		6
Low Boy		1
Chipper		1

MILTON

<u>Milton Police Department</u> 5154 Alabama St Milton, FL 32570 (904)623-3828	Personnel:	Sworn	19
		Reserve	5
	Vehicles:		19

<u>Milton Public Works Department</u> 601 Alabama Street Milton, FL 32570	Personnel:		50
	Vehicles:	Pickup Truck	
		Tractor Back-hoes	
		Back-hoe Trenchers	
		Bulldozers	
		Tractors	
		Dump Trucks	
		Street Sweepers	
		Bucket Truck	
		Van	
		Front-end Loader	
		Bush- hog	
		Chipper	
		2 ½ Ton Truck	
		1 Ton Truck	
	Garbage Truck		
	Fork Lift		
	Sedans		
Special Equipment:	Air Compressor		

<u>Milton Fire Department</u> 5321 Bruner Street Milton, FL 32570 (850) 983-5430	Personnel:	Paid	17
		Volunteer	0
	Vehicles:	Pumpers	3
		Rescues	1
		SUV	1
		Pickup	1
		Boats	2

MISCELLANEOUS AGENCIES

<u>Lifeguard Air Ambulance Service</u> 2470 Airport Boulevard Pensacola, FL 32504	Personnel:	Paramedics	23
		(1 full-time / 22 part-time)	
		Nurses	15 (part-time)
	Vehicles:	Airplanes	2
		Van	1 (non emergency)

Lifeguard Ambulance Services Personnel: Paramedics 33
 (22 full-time / 11 part-time)
 EMTs 30
 (18 full-time / 12 part-time)
 Vehicles: ALS 11
 BLS 0
 Support Vehicles (ALS) 2

** Additional vehicles and support staff available

**SANTA ROSA COUNTY
 VOLUNTEER FIRE DEPARTMENTS**

<u>NAME (Dist.)</u>	<u>TRUCKS</u>	<u>VOLUNTEERS</u>	<u>FIRE DISTRICT RESCUE SQUAD</u>	
Allentown (11)	4	28	YES	YES
Avalon-Mulat (12)	5	28	YES	YES
Bagdad (13)	5	15	YES	YES
Berrydale (14)	4	31	YES	YES
East Milton (15)	7	29	YES	YES
Gulf Breeze (33)	4	34	YES	YES
Harold (16)	3	10	YES	YES
Holley-Navarre (17)			YES	YES
Jay, County (27)	4	25	YES	YES
Navarre Beach (18)			YES	YES
Midway (20)	7	35	YES	YES
Milton (23)	4	12	NO	YES
Munson (19)	4	24	YES	YES
Pace (21)	6	35	YES	YES
Skyline (22)	7	25	YES	YES
Whiting Field (24)	5			