



EMERGENCY OPERATIONS PLAN

Last updated: July 2023

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Additional Documents

Team Assignments Chart
Critical Infrastructure Reference Guide
Resources Reference Guide
Railroad Emergency Plan Supplement

City of Hudson Emergency Operations Plan

INTRODUCTION

I. PURPOSE

The purpose of the Hudson Emergency Operations Plan (HEOP) is to predetermine, to the extent possible, actions to be taken by the governmental jurisdiction of the City of Hudson to prevent avoidable disasters, respond quickly and adequately to emergencies and to coordinate response with the Summit County Emergency Operations Plan (SCEOP) in order to protect lives and property within Hudson.

No emergency plan can anticipate every emergency situation. The plan helps determine the types of emergencies that the City is most likely to encounter, and provides basic guidelines to follow should any emergency or crisis situation arise. The HEOP assumes that many individual departments have Standard Operating Procedures for their individual responsibilities in place that would provide details for department procedures and actions during an emergency.

The HEOP should be updated every five years, with the accompanying Resource Directory being updated annually.

II. DISTRIBUTION OF PLAN

The HEOP has been distributed to the following departments and individuals. Hardcopy binders and electronic versions have been distributed. Efforts are underway to provide for additional copies on a City intranet or shared network drive.

Department	Person
Hudson City Schools	Superintendent of Schools
Hudson City Schools	Business Manager
Mayor	Mayor
City Council	Each Council Member
Administration	City Manager
Administration	Assistant City Manager
Administration	Communications Manager
Administration	Human Resources Coordinator
Administration	Clerk of Council
Hudson Cable TV	Station Manager
Communications	Economic Development Manager
Community Development	City Planner
Economic Development	Director
EMS	Fire/EMS Chief
EMS	Asst. Fire Chief EMS
Engineering	City Engineer
Finance	Director
Finance	Assistant Director
Fire	Fire Admin/Marshal
Fire	Assistant Fire Chief
Fire/EMS	Training Coordinator
Golf Course	Manager
Golf Course	Golf Course Pro
Information Services	Director
Information Services	GIS Coordinator
Parks	Assistant Superintendent
Police	Police Chief
Police	Operations Lieutenant
Police	Operations Lieutenant
Public Works	Assistant Director-Utilities
Public Works	Assistant Director - Services
Public Works	Business Operations Manager
Public Works	Assistant Director – Parks, & Cemeteries
PW- Service Division	Superintendent-Services
PW-Service Division	Assistant Superintendent – Streets/SW
Public Works	Assistant Superintendent – Streets/Fleet
PW-Fleet Maintenance	Facilities Specialist
PW-Hudson Public Power	Superintendent
PW-Hudson Public Power	Assistant Superintendent
PW-Public Properties	Facilities Specialist
PW-Public Properties	Arborist
PW-Water Distribution	Asst. Superintendent
PW-Water Resources	Facilities Specialist

City of Hudson Emergency Operations Plan

BASIC PLAN

I. PURPOSE

The purpose of this Emergency Operations Plan (EOP) is to provide a framework to assist responders prepare, respond, and recover from emergencies or disasters. This document is meant to help ensure that the City of Hudson is prepared to handle any possible situation, and to reduce the losses in both terms of human life and property damage. The Hudson EOP outlines the general responsibilities of City departments and divisions in responding to an emergency. The Hudson EOP follows the Emergency Support Function structure as outlined in the U.S. Department of Homeland Security's National Response Framework (NRF), and is compliant with the National Incident Management System (NIMS), which includes the Incident Command System (ICS).

The City of Hudson's EOP is organized into two elements as follows:

- 1) The Base Plan – outlines purpose, scope, organization, and methodology by which the City of Hudson will enable the City departments and divisions to conduct operations during a large scale emergency.
- 2) Annexes – provide a detailed overview of functional and hazard specific roles and responsibilities for a variety of incidents, such as: Floods, Urban/Structural Fires, Aircraft Accidents, Tornado/High Winds, Hazardous Material Incidents, Water Main Breaks, Earthquake, Power Failure, Drought, Transportation Accidents, Terrorism, Winter Storms, etc.

II. SITUATION AND ASSUMPTIONS

A. Situation

According to the 2021 Census, the City of Hudson has a population of 22,983, encompasses 25.6 square miles and has a Council-Manager form of government.

B. Assumptions

1. Emergencies or disasters could, individually or in combination, cause emergency conditions in the City of Hudson and surrounding areas. Emergencies can vary in scope and intensity, from a small local incident with minimal damage to a state-wide disaster with extensive devastation and loss of life.
2. The Failure Mode and Effects Analysis (FMEA) (*Refer to RD-1—Failure Mode and Effects Analysis*) prioritizes predictable disasters by likelihood and effect.
3. The City of Hudson is subject to events that could potentially result in a large-scale disaster. These events include: floods, urban/structural fires, tornadoes, hazardous materials incidents, earthquakes, transportation accidents, droughts, power failures, severe winter and summer storms, civil disorder, heat waves, terrorism, and public health emergencies. Contributing factors such as seasonal

weather patterns, special events and time of day have an impact on the likelihood and severity of each hazard.

4. While many potential hazards (e.g., hurricanes, floods and other severe weather) would typically be preceded by a period of increased alertness, giving public officials time to take preventive, precautionary or protective measures to reduce loss of life and minimize damages to public and private property, emergency and disaster incidents can occur at any time, without warning. For example, multiple vehicles crashes, hazardous materials incidents, structural collapses, radiological emergencies, war emergencies, and homeland security (terrorist) threats may not be preceded by advanced notice. Therefore, City of Hudson officials and agencies must maintain the capability to rapidly respond to a potential, developing or actual disaster/emergency and timely execute emergency management protocols in order to effectively manage a disaster or emergency.

III. CONCEPT OF OPERATIONS

- A. The legal basis for this plan is Hudson's codified ordinances and the Charter of the City of Hudson.
- B. The primary purpose of this plan is to protect lives and prevent the loss of property from all hazards.
- C. Emergency management activities can be divided into the following categories: mitigation, preparedness, response and recovery.
 1. **Mitigation** is action taken outside the disaster period to eliminate or reduce the degree of long-term risk to human life and property from any type of hazards. Examples of mitigation efforts include building codes, disaster insurance, public education, land-use management, risk-area mapping, ordinances and codes and preventive maintenance of infrastructure.
 2. **Preparedness** is action taken in advance of a disaster that facilitates the implementation of a coordinated response. Examples of preparedness are: continuity of government, alerting system, Emergency Operations Center (EOC) planning, hazard identification, exercises.
 3. **Response** is action taken immediately before, during, or directly after a disaster occurs to save lives, minimize damage to property, and enhance the effectiveness of recovery. Examples of response efforts are emergency medical assistance, law enforcement response, fire and rescue response, sheltering, evacuation, protective action announcements and EOC activation.
 4. **Recovery** is short-term activity to return vital systems to minimum operating standards; and long-term activity designed to return the community to safe and normal levels of activity. Examples of recovery include damage assessment, debris clearance, decontamination, counseling, temporary housing and reconstruction.
- D. The Hudson EOP is also based on the premise that improvisation is a necessary and a desirable component of response. While preparedness provides clarity (about

what may be needed, what should be done and how it will be done) and efficiency, improvisation provides flexibility in the face of changing conditions.

- E. The HUDSON EOP will be revisited and revised at a minimum of every five years and after each significant disaster as directed by the City Manager. The HUDSON EOP will be regularly tested by exercise at a frequency to be determined by the City Manager.

F. Activation of Hudson Department Operations Center (HDOC):

- 1. All operating divisions have the ability to request activation of the HDOC based on current and foreseeable needs during an event. The City Manager or his/her designated successor is responsible for the decision to activate the HUDSON EOP. The HUDSON EOP will be established and staffed as defined in Annex A, Direction and Control.
- 2. The City Manager, or his/her designee, in conjunction with the Mayor or his/her designee may exercise all necessary local emergency authority for response by issuing an Emergency Proclamation. (*Refer to RD -2—Guides for Requesting State Disaster Assistance*)
- 3. If all available local resources are committed, including mutual aid, and assistance is still required, County assistance may be obtained by following the Guide for Requesting Assistance (*Refer to RD -3—Municipal Government Organization Chart*).
- 4. Requests for State and Federal assistance will be made through the Summit County Emergency Management Agency.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. General

- 1. City Agreements/Mutual Aid Agreements:
 - a) The City of Hudson has established an Emergency Operations Plan and has entered into an Emergency Management Agreement with Summit County.
 - b) The City has entered into a number of Mutual Aid agreements in the areas of Police, Fire, EMS and HPP. Contact each department for its list of cities and/or companies with which Mutual Aid agreements have been established.

V. DIRECTION AND CONTROL

A. General

The City Manager, in coordination with the Mayor, is responsible for policy making and approval of emergency response within Hudson.

The City Manager is responsible for the policymaking and coordination of outside emergency response and activities, should County, State or Federal assistance be

necessary.

Command and control of a threat or incident is a critical function that demands a unified framework. Different emergency response organizations may manage command and control activities somewhat differently depending on the organization's history, the complexity of the crisis, and their capabilities and resources. Management of response actions must, therefore, reflect an inherent flexibility in order to effectively address the entire spectrum of capabilities and resources across the county. The resulting challenge is to integrate the different types of management systems and approaches utilized by all levels of government into a comprehensive and unified response to meet the unique needs and requirements of each incident. The City of Hudson has adopted and will operate under the Emergency Management system and utilized a unified command for operational issues.

VI. CONTINUITY OF GOVERNMENT

- A. The City of Hudson Emergency Operations Plan (HUDSON EOP) is responsible for: (1) pre-designating line of succession; (2) pre-delegating authorities for the successors to key personnel; (3) making provisions for the preservation of records; (4) developing guides for the relocation of essential departments; and (5) developing guides to deploy essential personnel, equipment, and supplies.

City of Hudson

FAILURE MODE AND EFFECTS ANALYSIS

Failure Modes and Effects Analysis - City of Hudson Worst-Case Scenarios

Event or Hazard	Probability	Life Risk	Prop. Risk	Infra. Risk	Result
Severe Thunderstorm	3x	2x	3x	3=	54
Severe Windstorm	3x	2x	3x	3=	54
Tornado	2x	3x	3x	3=	54
Earthquake	2x	2x	3x	3=	36
Fire (Conflagration)	2x	2x	3x	3=	36
Flood or Flash flood	1x	3x	3x	3=	27
Nuclear Attack	1x	3x	3x	3=	27
Radiological Emergency	1x	3x	3x	3=	27
Haz-Mat Incident	2x	3x	2x	2=	24
Radio Outage(Police,Fire EMS)	3x	2x	2x	2=	24
Explosion	2x	3x	3x	1=	18
Fire (Multi-Family)	2x	3x	3x	1=	18
Fire (Single Residence)	2x	3x	3x	1=	18
Landslide or Cave-In	1x	2x	3x	3=	18
Blizzard/Winter Storm	3x	2x	1x	2=	12
Chain Reaction Vehicle Crash	2x	2x	3x	1=	12
Structural Collapse	1x	2x	3x	2=	12
Water Pollution/Poisoning	1x	3x	1x	3=	9
Civil Disturbance	1x	2x	2x	2=	8
Subversive Activities	1x	2x	2x	2=	8
Airplane Crash	1x	3x	2x	1=	6
Power Failure	3x	1x	1x	2=	6
Public Highway Blockage	3x	1x	1x	2=	6
Drought	2x	1x	1x	2=	4
Multiple Victim Disaster (Medical)	2x	2x	1x	1=	4
Telephone Outage	1x	2x	2x	1=	4
Train Derailment	1x	2x	2x	1=	4
Wildfire	1x	2x	2x	1=	4
Natural Gas Transmission Emergency	1x	2x	1x	1=	2
Hurricane	1x	1x	1x	1=	1
Petroleum Transmission Emergency	1x	1x	1x	1=	1

RD-1 (continued)

FMEA Scoring Table

Probability	3 2 1	Common event in community Occurs commonly elsewhere Rare event for our community
Risk to life or serious injury	3 2 1	Immediate risk of life or serious injury Significant probability of injury Injuries possible but not likely
Risk to property (real and private)	3 2 1	Immediate risk of damage to property Significant probability of serious damage Damage possible but unlikely, or other minor damage
Risk to infrastructure or economic impact	3 2 1	Immediately disruptive to services affecting broad community activities Temporary widespread disruption or longer term small area disruption Minimum disruption both in duration and scope

City of Hudson

LOCAL EMERGENCY PROCLAMATION

AUTHORITY

Whereas, the City of Hudson, Ohio has been or is immediately threatened by natural/human-caused/technological hazard and/or nuclear or conventional attack, and;

(Give date, time, situation assessment and duration of hazard) and;

Now, therefore, the Mayor of Hudson declares that a state of emergency exists in the county and that hereby invoke and declare those portions of the Ohio Revised Code which are applicable to the conditions and have caused the issuance of this proclamation, to be in full force and effect in the City for the exercise of all necessary emergency authority for protection of the lives and property of the people of Hudson and the restoration of local government with a minimum of interruption.

Reference is hereby made to all appropriate laws, statutes, ordinances and resolutions, and particularly to Section 5915 of the Ohio Revised Code.

All public offices and employees of the City of Hudson are hereby directed to exercise the utmost diligence in the discharge of duties required of them for the duration of the emergency and in execution of emergency laws, regulations, and directives—state and local.

All citizens are called upon and directed to comply with necessary emergency measures, to cooperate with public officials and disaster services forces in executing emergency operation plans, and to obey and comply with the lawful directions of properly identified officers.

All operating forces will direct their communications and requests for assistance and operations directly to the Hudson Department Operations Center.

In witness, whereof, we have hereunto set our hand this ____ day of _____, ____ A.D.

Mayor, City of Hudson

City Manager, City of Hudson

City of Hudson

GUIDES FOR REQUESTING STATE DISASTER ASSISTANCE

WHEN AN EMERGENCY OCCURS IN SUMMIT COUNTY, A MUNICIPALITY, OR TOWNSHIP THAT REQUIRES ADDITIONAL RESOURCES FROM WITHIN OR OUTSIDE OF THE COUNTY.....

TELEPHONE SUMMIT COUNTY
EMERGENCY MANAGEMENT

175 SOUTH MAIN STREET
AKRON 44308

DAY (330) 643-2558
NIGHT (330) 643-2181

AND, PROVIDE THE FOLLOWING INFORMATION:

1. AREA AFFECTED
2. NATURE OF ASSISTANCE
3. TYPE OF EMERGENCY
4. PERSON AUTHORIZING REQUEST

IF STATE ASSISTANCE IS REQUIRED, COORDINATE YOUR REQUEST THROUGH SUMMIT COUNTY EMERGENCY MANAGEMENT AGENCY, THEN PREPARE ADDITIONAL INFORMATION:

1. SPECIFIC TYPE OF ASSISTANCE NEEDED
2. ESTIMATE OF NUMBER OF PERSONS AFFECTED
3. ESTIMATE OF DAMAGE TO PUBLIC AND PRIVATE PROPERTY
4. ACTIONS TAKEN BY LOCAL GOVERNMENT

City of Hudson Emergency Operations Plan

ANNEX A—HDOC DIRECTION AND

CONTROL

I. PURPOSE

This annex addresses the facility, personnel, guides, and support requirements for activating the Hudson Department Operations Center (HDOC) and for directing and controlling the conduct of emergency operations from that center, or from an alternate facility during emergencies.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The City of Hudson Department Operations Center (HDOC) is located in the Hudson Police Station at 36 S. Oviatt St., Hudson, and serves as the City's primary EOC. This allows use of rooms adjacent to the Dispatch Center. If for any reason the dispatch center and adjacent rooms would not be usable, then the basement of the Hudson Police Station would then become the HDOC.
2. In the event that the primary and secondary HDOC is damaged, inaccessible, or inappropriate for a specific incident or must be evacuated, the City will use the alternate HDOCs, which at present will be the Hudson Public Works facility at 1769 Georgetown Rd. or the Allstate building at 75 Executive Pkwy.
3. The HDOC was established for the purpose of providing centralized direction and control for local government emergency operations, and for day-to-day use by the HDOC staff.
4. In the event the alternate HDOC is activated, direction and control authority will be transferred to the Executive Group at the alternate location. HDOC representatives will transport themselves to the alternate HDOC or they will be transported by emergency vehicles as circumstances dictate.

B. Assumptions

1. The HDOC will be activated upon the occurrence or threat of occurrence of a major emergency.
2. The HDOC is adequate for coordinating citywide emergency operations.
3. Sufficient guides have been developed to direct and control disaster operations.(Emergency Operations Center SOP)
4. At the scene of an emergency or disaster, typically fire or law enforcement is in charge. This organization is called incident command system. The highest-ranking officer at the scene is the Incident Commander. The Incident Commander appoints a Liaison Officer to communicate between the HDOC and the on-scene Command Post.

Liaisons at the scene relay regular reports to their organization's representative at the HDOC representatives will provide required material and personnel support for responders at the scene.

5. Emergency operations for all levels of government will be carried out according to plans and standard operating procedures.

III. CONCEPT OF OPERATIONS

A. General

1. The HDOC is the central point for coordinating the operational, logistical and administrative support needs relating to a disaster/emergency. Within the HDOC, local decision-makers direct and coordinate emergency activities. The HDOC staff gathers and disseminates situation reports and information for the local decision-makers, and other units of local, state and federal governments. Through this process, resources can be utilized without duplication of effort and operations can be more efficient. The HDOC is the central coordinating point for obtaining, analyzing, evaluating, reporting, and recording disaster-related information.
2. The decision to activate the primary HDOC or transfer operations to an alternate HDOC is made by the Executive Group.
3. Key officials and executive heads of local departments and agencies will be notified in accordance with the Emergency Notification Roster.
4. Heads of each department or their designees are responsible for conducting emergency functions assigned by the Executive Group.

B. Phases of Management

1. Mitigation

Mitigation activities may include, but are not limited to:

- a) A complete hazard identification for the City.
- b) An upgrade of communications capabilities.
- c) The development of an HDOC training program.

2. Preparedness

Preparedness activities may include, but are not limited to:

- a) Prepare plans and operating guides for the HDOC including supporting materials such as displays, message forms, record and report forms, etc.
- b) Conduct exercises to test the readiness capabilities of the HDOC and provide

experience in HDOC operations to responders.

- c) Train HDOC personnel on the use of all-internal forms and guides.
- d) Review and update the Resource Directory and Summit County Resource Manual.
- e) Determine internal staffing needs and designate personnel to fulfill HDOC staffing requirements.
- f) Regularly testing equipment including generators.
- g) Preparing HDOC information packets.

3. Response

Response activities may also include, but are not limited to:

- a) Activation of the HDOC as required.
 - (1) Alert HDOC representatives.
 - (2) Activate radios and telephones.
 - (3) Check equipment and supplies.
 - (4) Distribute HDOC information packets.
- b) Coordinate all HDOC operations.
- c) Establish contact with Summit County Sheriff's Office, EMA/EOC, neighboring jurisdictions as necessary.
- d) Hold staff briefings for all HDOC representatives.
- e) Provide security for the HDOC.
- f) Provide bedding, washroom facilities, food and other necessities to HDOC representatives and staff as needed.
- g) Should the situation exceed the capability of the city, a request to the Governor through the Summit County Emergency Management Agency to declare a state of emergency will be made and the type of assistance required will be identified.

4. Recovery

Recovery activities may also include, but are not limited to:

- a) Hold initial meeting to determine needs for recovery.
- b) Make assignments for each recovery function.

- c) Prepare damage assessment reports.
- d) Request and apply for disaster assistance if necessary.
- e) Conduct critiques of operations.
- f) Return HDOC to pre-emergency conditions.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

The activated City of Hudson EOC is ideally organized to respond in four functioning segments or groups:

1. Executive Group: Composed of the City Manager, department heads of the primary departments of the City, and public information officer (Communications Manager). The Executive Group is responsible for policy and overall direction of the emergency situation and not directly involved in the supervision of the on-scene emergency operations and/or disaster coordination.
2. Disaster Analysis and Coordination: To be assigned by the City Manager. Made up of specialists responsible for the collecting and evaluating disaster data, and responsible for working with community businesses, industry, service and volunteer groups to ensure maximum availability of resources for emergency needs. Coordinates the use of resources with the HDOC to achieve maximum availability for the emergency.
3. Operations Group: To be assigned by the City Manager. Responsible for directing the emergency operations of the field forces from the HDOC.
4. Resources Group: To be assigned by the City Manager. Responsible for working with community businesses, government, volunteer groups, and individuals to ensure maximum availability of resources for emergency needs. Community Relations Manager.

B. Responsibilities

1. General Duties of all HDOC Staff:
 - a) Staff and operate the HDOC.
 - b) Provide support personnel and services.
 - c) Coordinate response and recovery activities.
 - d) Begin and maintain a log recording all significant events, requests for assistance, casualty information, property damage, evacuations, sheltering and health concerns.

2. Executive Group

- a) Composed of City Manager/Safety Director, Public Information Officer (Communications Manager), and City department heads as needed for each disaster. While each emergency situation might require different staffing, in general, the Executive Group might include the Assistant City Manager(s), the Communications Manager, and department heads from Police, Fire, EMS, Engineering, Public Works, and Finance.
- b) Handles policy matters, including the basic plan of action and overall development of staff and equipment.
- c) Formulates, review and approve policy and operational guidelines.
- d) Appropriates and authorizes expenditures of funds, approve contracts and authorizes distribution of equipment, materials, and supplies for disaster purposes.
- e) Authorizes and controls information given to the public via the Public Information Official/Communications Manager.
- f) Maintains liaison and coordination with elected officials from municipalities that are included within the plan and the use of personnel and equipment in responding to the disaster.
- g) Issues a proclamation declaring an emergency or disaster exists. The City Manager will work in cooperation with the Mayor to execute relevant documents.
- h) Requests a disaster or emergency declaration from the Governor through Summit County EMA. The City Manager will work in cooperation with the Mayor to execute relevant documents.
- i) Assigns and makes available for duty the employees, property or equipment of the City.
- j) Provides for the health and safety of persons and property, including emergency assistance to victims of the disaster.
- k) Authorizes and order that protective action guidelines be implemented based on recommendations from regulating agencies.

3. Disaster Analysis and Coordination

Responsible for collecting and analyzing data, interpreting and predicting the natural disaster damage. This group's primary task is interpreting the actual or potential impact of disasters on emergency operations for the HDOC Staff.

4. Operations

Responsible for conducting the emergency operations. This group works with the personnel and equipment of the various departments involved in the emergency.

Each department may contain the department head, or the designee, appropriate staff, and the dispatching and communications personnel of the department or agency.

5. Resources

Responsible for the operational supply functions and for maintaining contact between government and private, commercial and industrial organizations that are participating in the operation. Their role includes actions to ensure the availability of resources required to support the operation.

V. DIRECTION AND CONTROL

A. Incident Command/HDOC Coordination

1. At the scene of an emergency or disaster, typically fire or law enforcement is in charge. This organization is called Incident Command. The highest-ranking officer at the scene is the Incident Commander. The Incident Commander appoints a Liaison Officer to communicate between the HDOC and the on-scene Command Post.

Liaisons at the scene relay regular reports to their department's representative at the HDOC representatives will provide required material and personnel support for responders at the scene.

2. The Operations Group will provide regular reports to the Executive Group in the HDOC.

B. The Executive Group in the activated HDOC will coordinate with the Incident Commander in order to provide direction and control during an emergency.

C. When the HDOC is fully activated, the Executive Group will assume control of emergency operations during any emergency situation of such magnitude as to require widespread mobilization of elements of local government other than those principally involved in emergency services on a day-to-day basis.

D. The emergency management staff will coordinate initial HDOC activities including notification of Executive Group, conducting briefings, and maintaining contact with Summit County Sheriff's Office, SCEMA and state EMA and neighboring cities.

E. The Executive Group will coordinate with the Incident Commander for direction and control, approve all public information releases, direct protective actions, approve emergency expenditures and request a disaster declaration from the Governor through SCEMA.

F. As circumstances dictate, various departments may be assigned to a variety of tasks during the Response and Recovery Period. Refer to RD-A-7 for a listing of annexes, which may be assigned to departments.

VI. CONTINUITY OF GOVERNMENT

A. Succession of Command for the City of Hudson Government

CITY OF HUDSON

DIRECTION AND CONTROL

A-6

5/30/23

1. The line of succession for City of Hudson Government will be in accordance with the City of Hudson Charter and Administrative Directives, which lists persons, in priority, to temporarily assume direction and control, in the absence of City Manager/Safety Director. The line of succession is:
 1. City Manager
 2. Assistant City Manager(s)
 3. Police Chief
 4. City Engineer
 5. Assistant PW Directors (3)
2. The line of succession for elected officials is:
 1. Mayor
 2. Council President
 3. Council members in descending order of tenure
3. The line of succession to each department head is in accordance to the operating guides established by each department.
4. HDOC staffing, on a 24-hour-a-day basis, will be accomplished in no more than two shifts.
5. Successors to emergency authority will terminate their activities when advised by the City Manager/Safety Director that the emergency operations are complete.
6. Organizations supplying response personnel will include in their SOPs specific emergency authorities that may be assumed by designated successors during an emergency.

B. Preservation of Records

Preservation of important records and measures to ensure continued operation and reconstitution is necessary of local government during and after catastrophic disasters or national security emergencies.

It is the responsibility of the elected officials to ensure that all legal documents of both a public and private nature recorded by the designated official be protected and preserved in accordance with applicable state and local laws.

VII. ADMINISTRATION AND LOGISTICS

A. HDOC Forms & Records

1. Message forms will be used to record all information coming into the HDOC via telephone or radio. (*Refer to RD-A-1—Message Form*)
2. Each individual sending and/or receiving messages will maintain an individual message log recording every message sent or received.

3. Message logs will then be collected. *(Refer to RD-A-2—EOC Message Journal)*
These will later be consolidated in chronological order in a single journal.
4. The Initial Disaster Report will be completed as soon as possible after the emergency and the information transmitted to SCEMA. *(Refer to RD-A-3—Initial Disaster Report)*
5. An After Action Report will be completed as soon as possible after the emergency or initial crisis has subsided and submitted to the City Manager/Safety Director or designee. *(Refer to RD-A-4 after Action Report)*

B. HDOC Security

1. All individuals requiring access to the HDOC will be required to enter through designated entrances.
2. The officer on duty will request identification before allowing access to the HDOC.
3. The officer on duty will request each authorized person entering the HDOC to sign the registration log to maintain a record of who is in the HDOC at all times. *(Refer to RD-A-5—Authorization Log).*
4. Each HDOC staff participant will be requested to sign out on the registration log and record an emergency telephone callback number to ensure their expeditious recall to the HDOC in the event conditions should worsen, or to resume their shift to relieve their replacements.

C. Fiscal Guides and Administrative Authorities

1. Fiscal guides followed during emergency operations are the responsibility of the Finance Department, following their guidelines.

D. Alternate HEOC

1. In the event the primary/secondary HDOC is not functional due to damage, inaccessibility or evacuation, the alternate HDOC will be activated in any area safe to operate, presently listed as the Public Works facility at 1769 Georgetown Road or Allstate at 75 Executive Pkwy. The established activation, manning and staffing guides developed for the operation of the primary HDOC will be utilized.

VIII. PLAN DEVELOPMENT AND MAINTENANCE

- A. The City Manager/Safety Director is responsible for ensuring the necessary changes and revision to this annex are prepared, coordinated, published and distributed. Deficiencies identified through drills, exercises and changes in government structure and emergency organizations will be addressed by the City Manager/Safety Director.
- B. The City Manager/Safety Director is responsible for maintaining an emergency notification roster with 24-hour telephone numbers for HDOC representatives, developing an HDOC /SOP and an inventory of all emergency equipment.

- C. Departments with direction and control responsibilities are responsible for maintaining current Standard Operating Procedures (SOPs), which detail how assigned responsibilities will be performed to support plan implementation.

HDOC MESSAGE FORM

MESSAGE # _____

DATE: _____ TIME: _____

TO: _____ PHONE: _____

TITLE: _____ DEPT/COMPANY _____

FROM: _____ PHONE: _____

TITLE: _____ DEPT/COMPANY _____

URGENT _____ ROUTINE _____ REPLY NEEDED _____

INTERNAL _____ EXTERNAL _____

COMMUNICATION

ACTION TAKEN

OTHER DEPARTMENTS/COMPANIES NOTIFIED

RD-A-2

City of Hudson
HDOC MESSAGE
JOURNAL

INCIDENT _____

DATE _____

Agency/Representative: _____

Shift _____

Log #	Time	Action Item	Action Completed

INITIAL DISASTER REPORT

INITIAL DISASTER REPORT:

1. What happened: _____
2. When it happened: _____
3. Where it happened: _____
4. Extent of damage or loss: _____

5. Best estimate of injured, homeless, fatalities: _____

6. Type and extent of assistance required, if known: _____

7. Additional remarks pertinent to situation: _____

AFTER ACTION REPORT

This "After Action Report" format is to be employed by all committed or supporting agencies acting in an assistance role during an emergency.

A. It is essential that all agencies compile and maintain a systematic means of recording the activities of management and staff in order to ensure:

1. A means of determining the sequence of causative events and corrective actions.
2. A means of determining responsibility, or liability, in the event of suits, judgments and other court actions arising from an emergency.
3. A means of furnishing other supporting agencies with substantiating documentation should the need arise.

B. The following are primary items to be addressed in an After Action Report. Supporting documentation should be maintained by the City Manager/Safety Director or designee.

1. General

A description of the emergency, locations, sites, times, dates and jurisdictions.

2. Operations

a. Strength - include a description of personnel committed from a given agency:

<u>Date</u>	<u>Agency</u>	<u>Number/s</u>
-------------	---------------	-----------------

Administrative		
Clerical		
Managerial		
Other		

Total		
-------	--	--

b. An operations summary - include all significant events on a time-phase basis:

- 1) Planning – Preparation
- 2) Alerting – Warning
- 3) Operations – Response
- 4) Post operations - Recovery

2. Operations (continued)
 - c. Communications - operations, means and equipment.
 - d. Training - Prior and subsequent to emergency. Indicate in what specialized areas.
3. Administration
 - a. Public information and education activities, if any.
 - b. Special affairs, problems.
 - c. Internal morale and discipline problems.
 - d. Losses, casualties.
4. Supplies and Equipment
 - a. Special supplies or equipment used, requested or anticipated.
 - b. Value of same, if applicable.
5. Problems
 - a. Personnel.
 - b. Information - Planning, etc.
 - c. Operations.
 - d. Organization.
 - e. Training.
 - f. Supplies and equipment.
 - g. Communications.
 - h. Other.
6. Lessons learned and/or recommendations for the future.

CITY OF HUDSON EMERGENCY OPERATIONS SECURITY LOG

SIGNATURE	AGENCY	TIME IN	TIME OUT	PHONE NUMBER
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.				

RD-A-6

	MATRIX OF DEPARTMENTAL RESPONSIBILITIES															
Departments	Basic Plan	A: Direction and Control	B: Communications	C: Notification and Warning	D: Public Information	E: Law Enforcement	F: Fire and Rescue	G: Engineering, Utilities, Public Works	H: Public Health	I: Medical	J: Evacuation	K: Shelter and Mass Care	L: Damage Assessment	M: Radiological	N: Resource Management	o. Mass Casualty Incident
Hudson Schools	1	1			1						2	2				
Mayor	2	1			1											
Council	1	1			1											
Admin - City Manager	3	3	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Admin – Asst. CM	3	3	2	2	2	2	2	2	2	2	2	2	2	2	2	2
Admin-Comm.	2	2	2	2	3	2	2	2	2	2	2	2	2	2	2	2
Admin - HR	2	2	1	2	2	1	1	1	1	1	1	1	2	1	1	1
Cable TV	2	2		3	3			2	2		2	2			1	
Community Dev.	2	2		2	2		1	1			1	2	3		1	
Economic Dev.	2	2			2		1	1					3		2	
EMS	3	3	3	2	2	3	3	2	3	3	3	2	2	3	2	3
Engineering	3	3	1		1		2	3			1		3		3	
Finance	3	3	1	1	1	1	1	3	1	1	1	3	3	1	3	1
Fire	3	3	3	2	2	3	3	2	3	3	3	2	3	3	3	3
Golf Course	2	2			1			2							2	
Info Technology/GIS	3	3		2	3	2	2	2	2	1	2	2	3	2	2	
Parks	2	2	2	1	1			2					2		3	
Police	3	3	3	2	2	3	3	2	3	3	3	2	3	3	3	3
PW - Admin Sup	3	3	3	2	3	1	1	3	1		1	1	3	1	3	
PW - Fleet	2	2	1		1			2					3		3	
PW - HPP	3	3	3		1		2	3					3		3	
PW - Public Prop.	3	3	3		1		2	3				3	3		3	
PW - Service	3	3	3	3	1	2	2	3	2			2	3		3	
PW - Water Res.	3	3	3		1			3	3				3		3	
KEY 1 - Awareness of this section/annex (have to know about) 2 - Operations - may have to support or participate (may have to help with) 3 - Technical - may be assigned direct responsibility (may have to manage)																

City of Hudson Emergency Operations

Plan ANNEX B–COMMUNICATIONS

I. PURPOSE

The purpose of this policy is to outline communications guides and capabilities to be employed in the event of a large-scale emergency in the City of Hudson.

II. SITUATION AND ASSUMPTION

A. Situation

1. The Emergency Communications Center (ECC) will be located in the Dispatch Center of the Hudson Police Station located at 36 S. Oviatt St., Hudson, Ohio. Sufficient communications are available to provide the communications necessary for most emergencies. In severe emergencies, augmentation may be required.

B. Assumption

1. The Dispatch Center and adjacent rooms will be established as the Hudson Department Operations Center (HDOC) upon its activation. The basement training room will be the secondary HDOC if the Dispatch Center is not usable. Alternate HEOCs are the Public Works facility at 1769 Georgetown Road and the Allstate building at 75 Executive Parkway.
2. Dispatch can be provided from alternate locations including the Fire Radio Room of the Safety Center.

III. CONCEPT OF OPERATIONS

A. Notification

1. The Chief of Police and lieutenants will be notified that a major emergency situation has occurred or is imminent.
2. The Chief of Police or designees will then notify the City Manager to apprise of the situation.
3. At the time the decision to activate the HDOC is made, notification to all EOC representatives will be accomplished as needed.
 - a. Communications Officer notifies HDOC staff

B. ECC Activation

1. Upon arrival at the HDOC, the HDOC Staff will prepare the Emergency Communications Center (ECC) for activation, if the Hudson Police Department (HPD) dispatch center is unavailable. Emergency Management Staff will need to bring with them an office phone as well as computer, cell phone (cell phone chargers) and/or other communication devices.
2. The Communications Officer and other needed communications staff will report to the ECC upon notification of HDOC activation. They will take actions to secure and make operable such communications equipment and supplies as are necessary to carry out their assigned duties.

C. Emergency Communications Center

1. The ECC is a vital part of the HDOC. Its purpose is to provide both primary and backup communications support for the HDOC.
2. The ECC is capable of being operated continuously for the duration of the emergency. Increased staffing will be maintained during periods of full activation of the HDOC.
3. Primary communications with ECC will be conducted by telephone or radio.
4. Current vendors will be advised of the activation of the HDOC.

D. Phases of Emergency Management

1. Mitigation

- a) Further development of an adequate communications system:
 - (1) Procurement of additional equipment
 - (2) Systems integration
- b) Formulation of plans for additional improvement to the communications systems.
- c) Coordination of communication capabilities with surrounding jurisdictions and SCEMA and State EOC.
- d) Development of a radio repair capability under emergency conditions.

2. Preparedness

- a) Development of plans and SOPs for ECC.
- b) Test and maintain communications equipment per department SOP.
- c) Arrange training programs for all communications staff including volunteers and repair personnel.
- d) Identify potential sources of additional equipment and supplies (see resources list).

3. Response

- a) Activation of the ECC.
- b) Implementation of ECC SOP.
- c) Activate backup communications capabilities, as necessary.
- d) Utilize HDOC message forms for the recording of all incoming radio transmissions.
- e) Ensure 24-hour communications capability for the duration of the emergency.

4. Recovery

- a) Maintenance of emergency communications systems for the duration of the emergency period.

IV. ORGANIZATION AND ASSIGNMENT

A. Organization

During disasters, dispatch personnel will assist other agencies/ departments to the extent possible with the provision of communications capabilities.

B. Communications Staff Responsibilities

Dispatchers, while operating their equipment in the ECC, will remain under direct control of their own office, but work under the Communications Officer.

Task Assignments:

- 1. Provide communications in an emergency.
- 2. Handle messages in accordance with ECC SOP.

V. DIRECTION AND CONTROL

- A. The Communications Manager will respond to the HDOC upon its activation. From this location, they will provide direction and control over all communications activities within the City and coordinate with other HDOC representatives.
- B. Field forces of each supporting agency with radio communications capabilities in the ECC will report activities and current status of on-site operation to the HDOC.

VI. ADMINISTRATION AND LOGISTICS

A. Communications

1. Emergency Communications Center (ECC)

- a) City of Hudson Police Main band radio.
- b) City of Hudson EMS, Fire and TAC band radios as back-ups.

B. HDOC COMMUNICATIONS

1. Telephones

- a) The HDOC is equipped with telephones and with fax capability.

2. Radios

- a) Radios are currently installed in the HDOC.
- b) The following agencies/departments also have radio and telephone communication at the HDOC.
 - Fire
 - EMS
 - Public Works
 - Service
- c) HDOC representatives with cell phones will be stationed at activated shelters to provide communications with the HDOC staff if telephones are not available.
- d) The Summit County EOC will be contacted by telephone whenever possible.
- e) All communications to the State will run through SCEMA/EOC. The State shall be contacted via Summit County.

- f) Communications with the federal government will be carried out through the state via the county.
- g) Each HDOC staff member will be requested to leave an emergency contact number at the security desk upon exiting the HDOC to ensure expeditious recall if warranted.

VII. PLAN DEVELOPMENT AND MAINTENANCE

- A. All departments/organizations within the city providing emergency communications are responsible for developing and maintaining communications SOPs, mutual-aid agreements, personnel rosters, including 24-hour emergency telephone numbers and communications equipment inventories.

VIII. AUTHORITIES

- A. Federal Communications Commission (FCC) Rules and Regulations.

City of Hudson Emergency Operations Plan

ANNEX C—NOTIFICATION & WARNING

I. PURPOSE

The purpose of this annex is to describe the process for disseminating warning information to response agencies/organizations and the general public of Hudson and Summit County in the event of an emergency.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Local print and broadcast media will be relied upon to assist in the dissemination of warning to the general public. The responsibility for notifying the media falls on the Public Information Officer (*see Annex D—Public Information*)(Refer to RD-D-1—*Media Contact List*)
2. The City of Hudson will use Code Red where applicable as a public warning/notification system in conjunction with other systems listed in this document.
3. As a backup to Code Red (not to be used simultaneously), Summit County's Reverse 911 phone system can be used when situations warrant.
4. The City of Hudson has sirens in place with limited voiceover capabilities.
5. Weather Alert Radios are in-place in various schools, nursing homes, institutions and places of public assembly.
6. Operational telephones, pagers, CAD messages, text, LEADS, Code Red, and radio communications will be utilized to notify public officials, EOC staff and emergency personnel.

B. Assumptions

1. Existing forms of warning will require augmentation in order to provide sufficient warning to the public. Example; EAS, cable interrupt, and weather alert radio.
2. The use of mobile public address systems, Code Red, and possibly door-to-door notification by emergency response personnel will be required when a quick onset (e.g., hazardous materials spill) emergency occurs necessitating an evacuation.
3. Weather Alert Radios are in place in various homes and schools throughout the County. Additionally, warning sirens, radio, broadcasts and public address systems are used to provide warning to schools, nursing homes, major industries, institutions and places of public assembly.

III. CONCEPT OF OPERATIONS

A. Receipt and Dissemination of Warning/Notification of Governmental Officials/ Emergency Response Personnel:

1. The City Manager, Assistant City Manager, and Safety Forces will be notified of every local significant emergency / disaster.
2. All other department heads will be notified.
3. All City officials will be notified.
4. The Summit County Sheriff's Office will be notified; they, in turn, will notify SCEMA if requested.

B. Dissemination of Warning to the General Public

The general public will be notified of major emergencies by one or more of the following methods:

1. Code Red system when appropriate.
2. Activation of outdoor siren system(s) (where applicable). (*See RD-C-1—Summit County Siren Locations*).
3. Local broadcasts and print media through:
 - a) Emergency Alert System (EAS)-(*Refer to RD-C-2—EAS Activation Guides and RD-C-3—EAS Radio & TV Stations in Area*).
 - b) Cable Interrupt.
 - c) Announcements on HCTV.
4. Online/electronic communications through the City's website Emergency Alert notification and website scroll; social media, text message and email distribution programs.
5. Weather-alert radios-(*Refer to RD-C-3—EAS Radio & TV Stations in Area*).
6. When possible, door-to-door notification by designated personnel.
7. Mobile public address systems may be employed in neighborhood -to-neighborhood notifications.
8. When possible warning and notification of hearing impaired will be accomplished by public officials at the local level by one or more of the following means:
 - a) Door-to-door or Mobile Public Address notification by emergency service officers.
 - b) Pre-scripted text appealing to local officials and area residents to assist in

the notification of the hearing impaired.

- c) The use of crawlers during television EAS broadcasts and closed caption devices when available, to warn the hearing impaired.
- d) CodeRed text messages.

C. Phases of Emergency Management

1. Mitigation

- a) Identify warning resources.
- b) Identify public service agencies that can augment the City's warning capabilities.
- c) Analyze siren location in relation to potential hazards.
- d) Coordinate warning capabilities with neighboring cities.

2. Preparedness

- a) Test, maintain and repair warning equipment.
- b) Develop plans to warn areas not covered by existing warning systems.
- c) Develop listing of warning equipment and locations.
- d) Develop and maintain list of telephone numbers of key personnel for emergency notification.

3. Response

- a) Activate Code Red, (when appropriate), and outdoor siren warning systems.
- b) Implement warning guides.
- c) Public Information Officer/Communications Manager to distribute necessary information to the media and general public and request assistance from Summit County PIO. Summit County can initiate FEMA's IPAWS (Integrated Public Alert and Warning System).

4. Recovery

- a) Continue the dissemination of emergency information through the Public Information Officer (Communications Manager) as long as necessary.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. National

FEMA has the responsibility for warning the nation of an impending enemy attacks upon the United States. IPAWS is the FEMA dedicated nationwide warning system operated on a 24/7, connected with Federal, State and local municipalities.

Dedicated telephone circuits connect the National Warning Centers to FEMA headquarters, FEMA regional offices, other federal agencies and military installations in the continental United States and city and county warning points.

B. Summit County Emergency Management Agency can initiate IPAWS for the City.

C. Summit County

1. The Summit County Warning Point is located at the Summit County Sheriff's Office, Akron, Ohio. The Emergency Management Agency is notified by Summit County Sheriff's Office.
2. Weather Warning Centers are located at National Weather Service Offices in Cleveland and Wilmington. Cleveland is the Weather Warning Center for Summit County. The National Weather Service of the U. S. Department of Commerce, National Oceanic and Atmospheric Administration (NOAA) is the government agency responsible for the declaration and dissemination of "Severe Weather Watches and Warnings."
An agreement between FEMA and NOAA provides for the utilization of IPAWS by the Weather Service offices for the dissemination of severe weather watches and warnings. IPAWS points are located in all Weather Services Offices in Ohio. NOAA Weather Radio Stations provide continuous around-the-clock broadcasts of the latest weather information directly from Weather Services Offices. The Ohio LEADS System provides for rapid dissemination of severe weather warnings to all Ohio law enforcement agencies with LEADS terminal equipment.
3. AGREEMENT-The Emergency Management Agency has entered into an agreement with the Cleveland office of the National Weather Service to activate NOAA weather radios for non-weather hazards. This system can only be activated by Emergency Management by the guidelines established.
4. The Emergency Alert System (EAS) has been designed to provide an operational public warning capability to national, state and local governments. It uses the facilities and personnel of non-government communications industry on a voluntary basis and is operated by the industry under appropriate government regulations in a controlled manner. It consists of broadcast stations licensed by the FCC and participating in the Emergency Alert System. (*Refer to RD-C-4—Radio & TV Stations in Area*)
The State operational area and the local EAS are used to broadcast information on peacetime disasters or emergencies. Such use is encouraged, especially for announcing tornado watches and warnings and other natural or man-made disaster

information. Listed below are EAS stations serving Summit County. (*Refer to RD-C-4—Radio & TV Stations in Area*)

5. The Summit County Engineer's Office has agreed to notify Emergency Management of any potential flooding, which may occur with information obtained with flood gauges. (*Refer to RD-C-5—Rain Gauge Locations*)

D. Local

1. Notification of governmental departments and agencies is conducted through the use of telephones, pages, or radios, and CAD texts.
2. Public notification is defined above in section B.
3. Warning signals for the siren systems in Summit County are configured to follow the Federal Emergency Management Agency (FEMA) guidance on the use of a certain signal to warn people of an enemy attack, and a different signal to notify them of a peacetime disaster. The warning signals are:
 - a) Attack Warning, which is a 3-to-5 minute wavering (warbling in pitch) tone on a siren, or a series of short blasts on horns of other devices. The attack-warning signal shall mean that an actual attack against the country has been detected and that protective action should be taken immediately. The Attack Warning signal shall be repeated as often as necessary by local government authorities to obtain the required response by the population, including taking protective action related to the arrival of fallout. The meaning of the signal "protective action should be taken immediately" is appropriate for the initial attack warning and any subsequent attacks. This signal will also be used for accidental missile launch warnings.
 - b) Attention or Alert Warning is a 3-to-5 minute steady signal from sirens, horns, or other devices. This signal may be used as authorized by local government officials to alert the public to peacetime emergencies. In addition to any other meaning or requirement for action as determined by local government officials, the Attention or Alert signal shall mean to all persons in the United States, "Turn on radio or TV. Listen for essential information."
 - c) A third distinctive signal is used for other purposes such as a local fire signal.

E. Assignment of Responsibilities

1. Reference III. A. & B. for notification/warning responsibilities for governmental departments and agencies and the general public.

V. DIRECTION AND CONTROL

- A. Upon opening of the HDOC, the coordination and/or dissemination of emergency information will be provided to the general public from the City Public Information Officer or designee. If the scope of the emergency goes beyond Hudson, the SCEMA Notification and Warning Plan will probably go into effect.

- B. The Public Information Officer (City Communications Manager) or designee will coordinate the release of emergency public information through the media.
- C. Should public warning for a natural disaster threat become immediately necessary:
 - 1. Hudson Dispatch will activate the siren warning system, Code Red (when appropriate) Note: Code Red can also be activated by the Fire/EMS Chief, the Assistant Fire Chiefs, Police Chief, and the City Communications Manager.
 - 2. NWS will issue warning broadcast over Weather Alert Radios.
 - 3. EAS system will be activated to broadcast warnings over local radio stations by the Sheriff or Emergency Management, at the request of the City Communications Manager, Dispatch, Fire Chief, Assistant Fire Chiefs, or Police Chief
 - 4. Weather radios may be activated by EMA Coordinator for incidents other than weather related incidents.

VI. CONTINUITY OF GOVERNMENT

- A. The line of succession will be determined by the responsible party, jurisdiction and type of incident.
- B. Refer to Appendix A, Basic Plan, Guides for the Relocation & Safeguarding of Vital Records and Tab 3, Guides for the Protection of Government Resources, Facilities, and Personnel in Annex N, Resource Management.

VIII. PLAN DEVELOPMENT AND MAINTENANCE

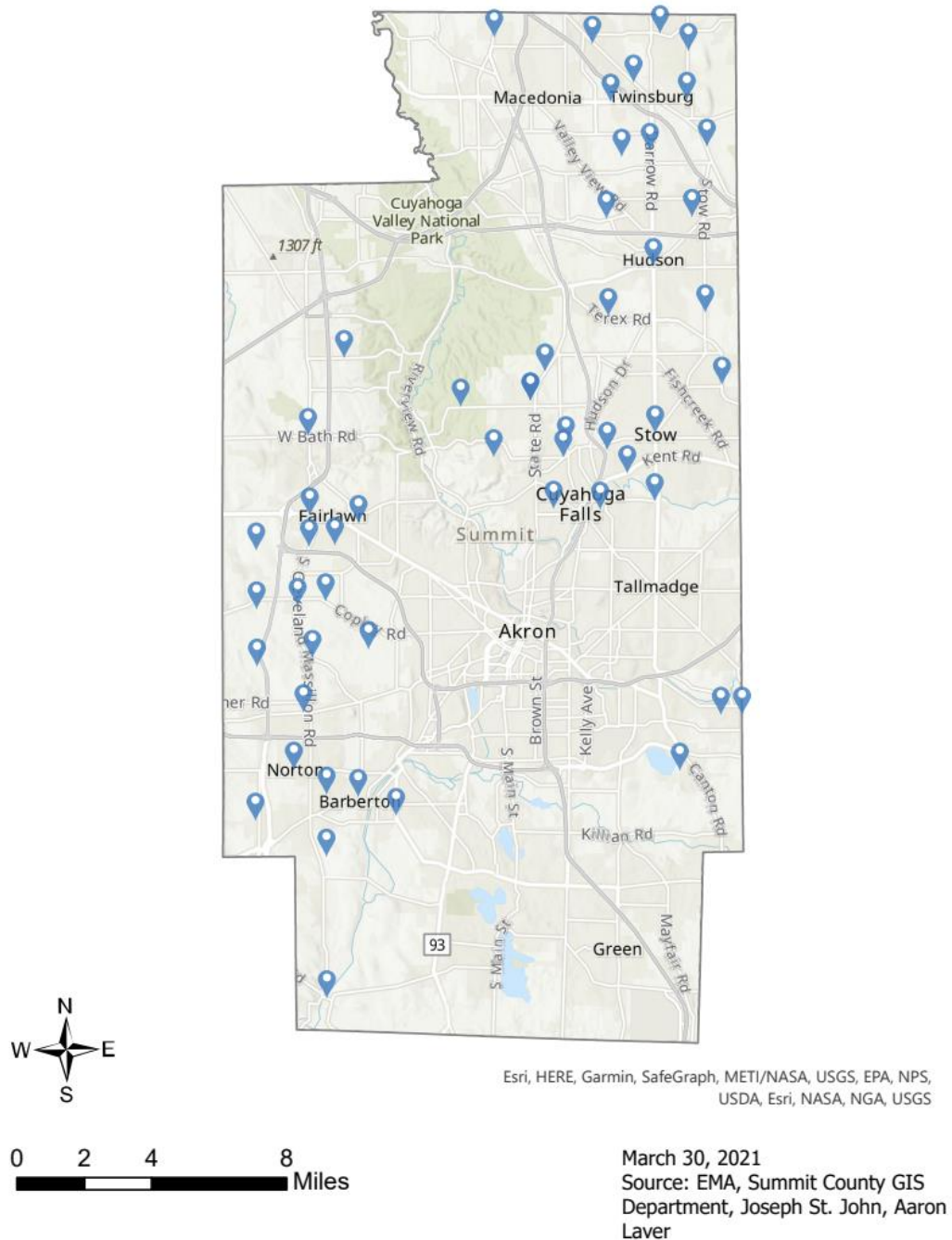
- A. The City of Hudson Police and Fire Departments will be responsible for developing and maintaining departmental SOPs, mutual-aid agreements, personnel rosters including 24-hour emergency notification telephone numbers and equipment inventories.

IX. AUTHORITIES AND REFERENCES

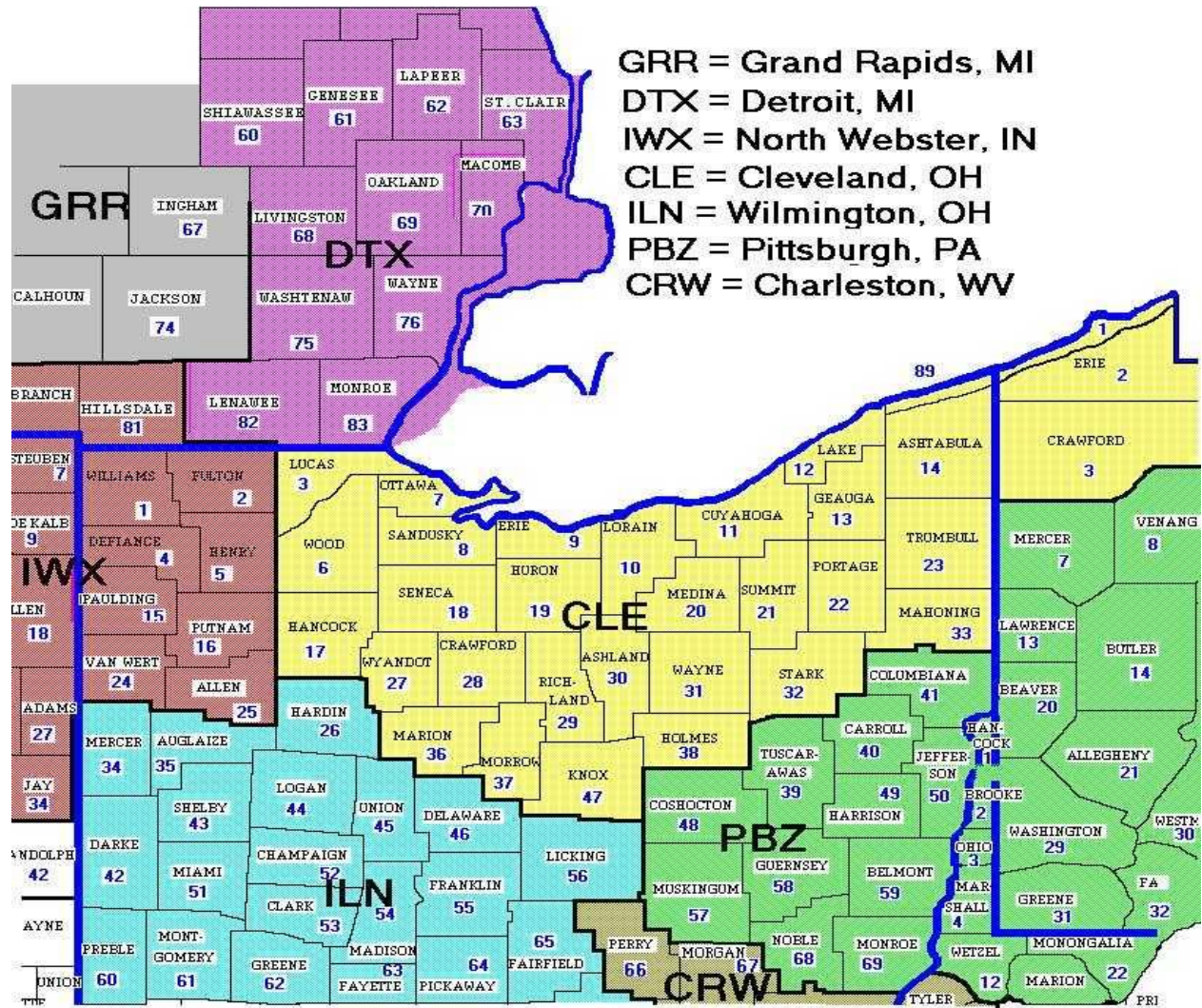
A. Authorities

Not used. See Item IX. A.-- Basic Plan.

Summit County Sirens



NATIONAL WEATHER SERVICE MAP



**EMERGENCY ALERT SYSTEM (EAS)
ACTIVATION GUIDES**

I. PURPOSE

The purpose of this tab is to establish activation guides for Summit County, Ohio.

II. SITUATIONS

- A. Summit County is part of the East Central Emergency Alert System operational area, which encompasses nine (9) counties.
- B. As a part of this Operational Area, nine (9) County officials may activate the entire nine (9) county operational area for widespread emergencies.
- C. When only the local area is affected, individual radio stations within the county may be used to broadcast emergency information without activating the nine (9) county operational area.
- D. The operational area EAS primary originating station is WHBC located in Canton.
- E. The secondary operational area EAS originating station is WONE located in Akron, Ohio. This secondary station is used only when the primary station cannot be reached.
- F. It is recommended that for localized emergencies in Summit County WHBC be contacted due to the large number of area stations serving these counties. In this way, all stations will be alerted through operational area activation. Activation of central and east lakeshore warning area may also be used.
- G. The EAS system may be activated to notify the general public of an immediate threat to the life, health, safety, and property of the population.

III. CONCEPT OF OPERATIONS

A. Authorized Notifiers

- 1. The designated officials authorized to request activation of the operational area EAS or the local (in-county) EAS are the Summit County Emergency Management Staff and the county sheriff.
- 2. Other local officials must request activation of the EAS system through the authorized notifiers listed above.
- 3. In the event of a local emergency not requiring activation of the entire operational area EAS, the authorized notifiers may request activation of Summit County EAS stations by contacting each individual EAS station in the county.
- 4. All local EAS stations may be activated collectively, or specific, individual stations broadcasting in the affected area may be activated.

5. The Summit County EAS may be activated on a day-to-day basis in response to such emergencies as tornadoes, severe storms, flash floods, widespread fires, discharge of toxic chemicals or gases, industrial explosions, widespread power failures, civil disturbances or any other occurrence which poses an immediate threat to health, life, safety or property of the population.

B. Requests for Activation of EAS

1. When requesting EAS activation, notifiers will use code words issued to them by the EAS communications committee to authenticate requests.

C. Request for Activation of Local EAS

1. Authorized notifiers may request activation of the local EAS for emergencies confined within the county.
2. Authorized notifiers request activation of the local EAS as follows:
 - a. Call EAS CPCS-1 or EAS stations serving the affected area/s.
 - b. Identify self with both name and title.
 - c. Give the date.
 - d. Designate the message to be broadcast.
 - e. Give code word * and location from which notifier is calling.

D. EAS Stations Broadcast Guides

1. After the station has been contacted and authenticated the request for activation, radio station personnel will broadcast the following announcement:

"We interrupt this program because of a local emergency. Important emergency information will follow."
2. The radio station will broadcast a two-tone EAS attention signal.
3. At the end of this two-tone signal, the station will broadcast the following:

"We interrupt this program because of a local emergency (station personnel will read the text of the message)."
4. Upon completion of the EAS message, the following announcement will be made:

"This concludes this activation of the Summit County Emergency Alert System. Stay tuned to this station for further information."
5. The Summit County EAS system functions on a message-by-message basis; therefore, if follow-up messages are required, the same procedure

as listed in III. A. 3. must be repeated.

* = Code words for EAS activation are confidential in nature and have been made available to primary notifiers.

**RADIO AND TV STATIONS IN THE
EAST CENTRAL OHIO LOCAL AREA**

<u>STATION</u>	<u>FREQUENCY</u>	<u>EAS DESIGNATION</u>
<u>AM</u>		
WAKR Akron	1590	Participating
WBTC Uhrichsville	1540	Participating
WCUE Cuyahoga Falls	1150	Participating
WDPN Alliance	1310	Participating
WTIG Massillon	990	Participating
WHBC Canton	1480	Participating
WHLO Akron	640	Participating
WILE Cambridge	1270	Participating
WPGY Canton	1520	Participating
WJER Dover	1450	Participating
WJMP Kent	1520	Participating
WRCW Canton	1060	Participating
WSLR Akron	1350	Participating
WTNS Coshocton	1560	Participating
WCER Canton	900	Participating
WKVX Wooster	960	Participating
<u>FM</u>		
WKRJ New Philadelphia	91.5	Participating
WTUZ Uhrichsville	99.9	Participating
WKRW Wooster	89.3	Participating
WKLM Millersburg	95.3	Participating
WOUC Cambridge	89.1	Participating
WZIP Akron	88.1	Participating
WCMJ Cambridge	96.7	Local Primary-3
WCWS Wooster	90.9	Participating
WZKL Alliance	92.5	Participating
WHBC Canton	94.1	Local Primary-1/State Relay
WJER Dover	101.7	Participating
WKDD Akron	98.1	Participating
WKSU Kent	89.7	Participating
WNIR Kent	100.1	Participating
WNPQ New Philadelphia	95.9	Participating
WONE Akron	97.5	Local Primary-2
WQKT Wooster	104.5	Participating
WRMU Alliance	91.1	Participating
WRQK Canton	106.9	Participating
WSTB Streetsboro	88.9	Participating

**RADIO AND TV STATIONS IN THE
EAST CENTRAL OHIO LOCAL AREA**

<u>STATION</u>	<u>FREQUENCY</u>	<u>EAS DESIGNATION</u>
	<u>FM</u>	
WTNS Coschocton	99.3	Participating
WTOF Canton	98.1	Participating
WAPS Akron	91.3	Participating
WILE Byesville	97.7	Participating
WAPB Coshocton	91.1	Participating
WQMX Akron	94.9	Participating
	<u>TV</u>	
WAKC Akron	CH 23	Participating
WBNX Akron	CH 55	Participating
WDLI Canton	CH 17	Participating
WEAO Akron	CH 49	Participating
WNEO Alliance	CH 45	State Relay
WOUC Cambridge	CH 44	Participating
WOAC Canton	CH 67	Participating

RAIN GAUGE LOCATION

<u>County</u>	<u>Name</u>	<u>Gauge ID</u>	<u>NWS ID</u>	<u>Latitude</u>	<u>Longitude</u>	<u>Elevation</u>
SUMMIT	Akron	1890	8430	41-16-50	81-29-00	1026
SUMMIT	Bath	1920	8433	41-07-59	81-26-22	1049
SUMMIT	Munroe Falls	1910	8432	41-07-58	81-26-10	1049
SUMMIT	Portage Lakes	1930	8434	41-01-06	81-29-45	1033

Automated Rain Gauges from the National Weather Service:

- Akron Fulton International Airport (NWS) - Lat/Lon: 41.03750/-81.46417
<https://www.weather.gov/wrh/timeseries?site=KAKR&hours=72>
- Canton Akron Regional Airport (NWS) - Lat/Lon: 40.91811/-81.44343 -
<https://www.weather.gov/wrh/timeseries?site=KCAK&hours=72>
- Old Portage (NWS) - Lat/Lon: 41.13556/-81.54722 -
<https://www.weather.gov/wrh/timeseries?site=OLPO1&hours=72>
- Macedonia (USGS) - Lat/Lon: 41.30305556, -81.5133333 -
<https://waterdata.usgs.gov/monitoring-location/411811081304800/#parameterCode=00045&period=P7D>
- Portage Lakes (USGS) - Lat/Lon: 41.0233333, -81.5502778 -
<https://waterdata.usgs.gov/monitoring-location/410121081330301/#parameterCode=00045&period=P7D>
- Barberton (USGS) - Lat/Lon: 41.0039441, -81.6070666 -
<https://waterdata.usgs.gov/monitoring-location/410014081362600/#parameterCode=00065&timeSeriesId=110937&period=P7D>
- Clinton (USGS) - Lat/Lon: 40.92784716, -81.6327179 -
<https://waterdata.usgs.gov/monitoring-location/405540081375800/#parameterCode=00045&period=P7D>

City of Hudson Emergency Operations Plan

ANNEX D—EMERGENCY PUBLIC INFORMATION

I. PURPOSE

This Annex provides for developing and distributing Emergency Public Information in order to protect the citizens of Hudson from hazards that may affect the community. It also relieves primary emergency responders from the obligation of dealing directly with media, and thus facilitates a more effective response to emergency situations. It also coordinates internal communications among City departments and City employees to ensure accurate and timely information is provided.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Hudson is vulnerable to hazards and emergency situations. Instructions detailing what citizens of this community should do in the event these hazards occur have been developed.
2. Newspapers, radio stations and television stations that serve Cuyahoga and Summit County will provide public instruction during emergencies, based on information they receive from the Hudson Public Information Officer (PIO).
3. Real-time information and public instruction will be provided through social media and text/email information pushes through the City's various electronic channels.
4. An Emergency Information Center (EIC) will be established inside the Emergency Operations Center (EOC) or in the area immediately adjacent to Police Dispatch.
5. The Hudson Public Information Officer will be called to the Emergency Operations Center when it is established. In addition to the EOC, the EIC will be the central location used to provide briefings to all media representatives, and to release public and internal information.

B. Summit County Joint Public Information Center

1. When the emergency is of a scale that warrants, the Hudson PIO will work in conjunction with the Summit County Joint Public Information Center, which has been established at the Akron Municipal Building, 166 South High Street, 3rd Floor, Akron, Ohio. The Hudson PIO will coordinate the release of information with both the Summit County JPIO and the State PIO, as needed. The County Emergency Operations Center is located at 166 S. High, Akron, OH, on the basement level.
2. Contact Information for the Summit County Emergency Management Agency, Public Information Officer:

Lori Pesci
Summit County Emergency Management
Administration Phone: (330) 643-2558

Thomas Smoot
Director of Emergency
Management Agency
Phone: 330-643-2558

After hours: Call 330-643-2181 and request EMA
is paged.

C. State of Ohio Emergency Management Agency

1. Contact information for the Ohio Emergency Management Agency is contained in the Resources Annex.

D. Assumptions

1. News media in Cuyahoga and Summit County will provide emergency instructions to residents. Additional real-time emergency information will be disseminated via the City's social media, HCTV and email/text message notification systems.
2. All public information, interviews, press statements, and/or news releases in the City will initiate from one source: the Hudson Public Information Officer (PIO).
3. To ensure continuity and accuracy of the information being released during a crisis, no City employees/staff or others directly involved with City emergency operations efforts will talk directly with the media. All media inquiries will be forwarded to the PIO.
4. County and State-level news releases will be coordinated with the respective PIOs and will not conflict with local releases.
5. Rumor control guides directed by the Hudson PIO will help prevent incorrect information from affecting emergency response activities.
6. If electrical systems fail during the emergency, protective action information will be announced door-to-door and/or by bullhorns, public address systems, law enforcement officers and fire responders.

III. CONCEPT OF OPERATIONS

A. Phases of Emergency Management

1. Mitigation

- a) Coordinate with and develop plans with emergency management directors in adjacent counties in preparation for multi-county emergencies.
- b) Work with Summit County Emergency Management Agency for the coordinated release of public information through the county, when the emergency warrants such action.
- c) Work with the Ohio Emergency Management Agency (Ohio EMA) PIO for coordination of news releases during emergencies.

2. Preparedness

- a) Maintain/update listings of news media contacts and capabilities.
- b) Prepare and update hazard-specific emergency public information ready for immediate release in event of an emergency. The information will be available on the City internet server directory.
- c) The Summit County Emergency Management Agency has prepared materials and brochures that can be accessed as needed.
- d) Ensure that the Hudson Public Information Center has the necessary equipment for briefings, and that the EIC is known to media representatives
- e) Update the list of internal employee contact numbers and radio numbers.
- f) Pre-arrange for phone lines and numbers to be for calls from the media and from the public. Determine staffing of those lines.
- g) Maintain working relationships with the local media.

3. Response

- a) Release Emergency Public Information (EPI) (after approval by the PIO) all approved emergency public information through the designated media outlets as prioritized in this plan as soon as the threat has been determined and evaluated.
- b) Emergency Public Information (EPI) may be released through other means including but not limited to: Facebook, Twitter, Notify Me, HCTV, email distribution lists, Code Red, written notice, door-to-door contact.
- c) Coordinate with officials at affected sites and with Hudson Emergency Operations Center (EOC) representatives to disseminate approved information describing the emergency services being rendered and the damaged areas.

- d) Direct, coordinate and supervise the release of all emergency public information through the Hudson Emergency Information Center.
- e) Provide regular briefings to the Executive Group at the EOC and City government officials.
- f) Prepare and disseminate maps, evacuation routes and other information to all City employees.
- g) Relay instructions on appropriate actions/measures, which will save lives and limit property damage.
- h) Relay information, instructions, and responses to internal City employees PRIOR to release to the public whenever possible.
- i) Maintain a constant flow of official news through media resources to prevent panic and the spread of rumors.
- j) Update Summit County and Ohio Emergency Management Agency PIOs on local activities as necessary.

4. Recovery

- a) Inform citizens of availability of disaster assistance.
- b) Inform citizens of appropriate ongoing health and safety issues and actions to take after the disaster.
- c) Inform citizens and employees of steps City is taking to restore order, rebuild, or repair damage.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

- 1. The Hudson Communications Manager is the designated Public Information Officer (PIO) during an emergency situation and the designated media spokesperson for the City during an emergency. The PIO will designate additional spokespersons, as needed, throughout the event.
- 2. Dissemination of public information will be made by the PIO via normal methods, including the City website, social media, email/text notifications, news conferences, interviews, and news releases. The PIO will serve as the single official point of contact and release for information during an emergency.
- 3. Dissemination of internal communications to all City officials and employees will be made by phone, fax, email, the website, and other means of communications as needed.
- 4. When the HDOC and/or the EIC are activated the following individuals and

departments will report to the PIO and assist with phone calls, media calls, and citywide communications:

- Communications Specialist
- HCTV
- Public Works Administration

B. Specific responsibilities of the PIO and their staff:

1. All information will flow from the field into the Emergency Operations Center. At the Center, the PIO will coordinate with appropriate officials and HDOC representatives for the timely release of appropriate emergency public information to the targeted audiences.
2. Targeted audiences include: general public, City officials, governmental agencies, employees, businesses and local organizations, employees, and the media.
3. Prepare information on location, scope, nature, and damage assessment of the disaster and release to the media via established media outlets.
4. Communications vehicles that will be employed as needed to communicate with employees, the media and the public include:
 - a) Frequent press briefings.
 - b) News releases.
 - c) Text Message/Email notifications.
 - d) Notices on HCTV.
 - e) Media interviews.
 - f) City website.
 - g) Door-to-door announcements.
 - h) Code Red notifications.
5. Prepare materials that describe the health risks associated with each hazard, the appropriate self-help first-aid actions, and other appropriate survival measures.
6. If necessary, prepare public instructions for evacuation from high-risk areas. These materials include the following for each threat: definition for the population at risk, evacuation routes, suggestions on the types and quantities of clothing, food, medical items, etc., evacuees should take with them, locations of reception/shelters, and safe travel routes for return to residence.
7. Prepare instructions that identify centrally located staging areas and pick-up points for evacuees without private automobiles or other means of transportation.

8. Prepare instructions for evacuees upon arrival in a hosting area, which show the location of reception centers, shelters and lodging, feeding facilities and medical clinics.
9. Provide for rumor control. Designate personnel and dedicate phone lines to handle inquiries from the public. Make arrangements to keep personnel up-to-date on the disaster situation through briefings, fact sheets and news releases.
10. Prepare and distribute information to employees regarding travel routes, shelters, disaster area specifics and other information on an ongoing basis.
11. Provide for the coordination of volunteer efforts offered by the community.

C. Staffing of the Hudson Emergency Information Center

1. The **Hudson Public Information Officer** will be the **City Communications Manager** (see Continuity of Government for succession) or his/her designee, and will head the public and internal communications effort and direct the emergency communications activities. The Public Information Officer is responsible for gathering all information and packaging it for release to the various target audiences. All information must go through the PIO before being disseminated to the public, employees or the media to ensure consistent and accurate messages.
 - a) The Hudson Public Information Officer will act as the City spokesperson to the public in media interviews, press conferences, press briefings, and through other information outlets.
 - b) The Public Information Officer will direct the flow of external and internal communications.
2. The **Internal Communications Coordinator** will be the **Human Resources Manager** or his/her designee. The ICC will be responsible for coordinating the dissemination of information to all City employees and other internal audiences. The information will be approved by the PIO prior to dissemination to employees, staff and volunteers. The Internal Communications Coordinator will be responsible for coordinating volunteer efforts within the community. This would include any community wide efforts to support victims, donate money, food, clothing, etc., and provide shelter as community groups come forward during the crisis.
3. Two **Public Information Coordinators** will be selected by the Public Information Officer from other City departments as needed. One will be the Communications Specialist, with the other being from Public Works Administration. Additional Public Information staff will be drawn from HCTV and Public Works Administration. The Public Information Coordinators will be responsible for answering phones and tracking media requests. The Public Information Coordinators also will gather information from the field and help disseminate the information to target audiences after the information has been approved by the Hudson Public Information Officer.
4. The **Business Communications Coordinator** will be the **Economic Development Director** or his/her designee. The Business Communications Coordinator will be

responsible for disseminating information to City businesses and organizations. All information will be approved by the Public Information Officer prior to distribution to businesses and organizations.

5. **Public Works** administration staff, working closely with the Public Information Officer, will disseminate information to the public via RedAlert. The Public Works staff will be provided with ongoing information and updates during the crisis for dissemination to the public. They also will continue to provide information to the PIO as new information is received from the field.
6. **HCTV** will work closely with the Public Information Officer to update the public via information on the public access channels. HCTV also will work with the PIO to setup press conferences and provide for media needs during these events.
7. **Information Services** will work closely with the Public Information staff to provide for ongoing, uninterrupted communications via computers and the internet. Information Services will provide telephones/fax equipment for the media at the EIC if it does not interfere with appropriate response/recovery operations.
8. **Each City department** will select a representative who will be responsible for relaying updates and new information to the Public Information Officer and his/her staff.
9. All persons involved with disseminating information to the public or employees will verify reports received from the field prior, and all information must be approved before its release to internal or external sources.

V. DIRECTION AND CONTROL

- A. The pre-designated Hudson Emergency Public Information staff will report to the Emergency Operations Center and be assigned responsibilities from there. Additional staff will be contacted as needed for staffing the communications function.
- B. All organizations involved in emergency response, recovery, and having requirements to release information to media will cooperate with the Hudson Public Information Officer to ensure accuracy and consistent information is being distributed internally and to the public. All employees should be directed to relay any media inquiries or requests to the PIO. Employees should be instructed not to talk directly to the media, unless directed to do so by the PIO.

VI. CONTINUITY OF GOVERNMENT

- A. The line of succession for the PIO is as follows:
 1. Should the Communications Manager be unavailable during the emergency event, the Assistant City Manager (or his/her designee) will take charge of the PIO function. The Communications Specialist will assist with communications as available.

VII. ADMINISTRATION AND LOGISTICS

- A. All press releases and public information materials will be reviewed by the City Manager or his/her designee prior to release to internal or external audiences by the Public

Information Officer. Timely review and dissemination is essential.

- B. Copies of all press releases, media logs, communications, and information received or sent during the crisis will be maintained on file in the City Communications Office.
- C. When the HDOC is activated, the Public Information staff is required to keep a log all media contacts made, press releases issued, and any other major Public Information communications accomplished during that 12-hour shift. This information will be given to the HDOC executive group and the Public Information Officer on-duty at the end of the shift.
- D. The Public Information Officer's staff will log all incoming-outgoing messages and responses.
- E. Public Information Officers from County, State, Federal and private sector organizations should coordinate the release of information with the Hudson PIO.

VIII. PLAN DEVELOPMENT AND MAINTENANCE

- A. The Public Information Officer is responsible for updating this annex based on deficiencies identified through drills and exercises and changes in government structure and emergency organizations.
- B. The Public Information Officer will prepare, coordinate, publish and distribute necessary changes and revisions to this annex.

City of Hudson Emergency Operations Plan

ANNEX E—LAW ENFORCEMENT

I. PURPOSE

Provides for the execution of assigned emergency tasks in addition to normal police duties, and dependent upon the scope and duration of the emergency, will rely upon the assistance of and coordination with various mutual aid law enforcement agencies.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. During emergencies, law enforcement must expand their operations to provide the increased protection required by disaster conditions.
2. The Hudson Police Department is located at 36 S. Oviatt St., Hudson, OH, 44236.
3. A listing of police organizations in Summit County (*Refer to RD—Law Enforcement Organizations in Summit County*).
4. Summit County has six (6) SWAT Teams (*Refer to RD—SWAT Resources*).
5. Summit County has a bomb squad that services the whole county under the Summit County Sheriff's Office.
6. Local, County, State and federal law enforcement organizations may assist at the request of local authorities. (*Refer to RD—State and Federal Law Enforcement Organizations*). When an emergency/disaster occurs that has a scope greater than the borders of Hudson, there may be a transfer to the Summit County Emergency Operations Plan (SCEOP) relative to EOC, Chain of Command, etc.

B. Assumptions

1. Activities of local law enforcement agencies will increase significantly during emergency operations.
2. Mutual aid may provide additional resources and services needed in an emergency.
3. If local and county capabilities are overtaxed, support can be obtained from federal and/or state enforcement agencies, including military support.

III. CONCEPT OF OPERATIONS

A. General

1. Emergency law enforcement will be an expansion of normal functions and responsibilities.
2. All emergencies will be handled according to day-to-day operations as long as possible.
3. The maintenance of law and order and the protection of lives and property will be the objective of each law enforcement agency.
4. Law enforcement personnel are first-line responders to all routine or emergency situations.

B. Deploying Personnel

1. On-duty officers are notified of emergencies according to local Standard Operating Procedures (SOPs).
2. Off-duty and auxiliary officers are notified by pager and/or telephones. The basic callout would involve canceling leaves and days-off to allow the manpower needed for a 24 hour deployment in 12 hour shifts. If practical, non-uniformed personnel would work dayshift twelve hour shifts in uniform.
3. Mutual Aid Agreements with local law enforcement agencies, and those in surrounding counties are verbal and written.

C. Reporting Information

1. Field personnel will forward Information concerning damage assessment, evacuation status, and so on to the Hudson Emergency Operations Center (HDOC).

D. Evacuation

1. In the event of an evacuation, to the extent possible Hudson PD will assist with the warning and movement to shelters of individuals and families within the area to be evacuated.
2. Shelter locations will be designated, in safe areas by the HDOC and communicated to field personnel. *Additional information can be found in Annex J, Evacuation; Annex K, Shelter/Mass Care.*

E. Traffic Control

1. Major traffic will be re-routed around the damaged area, and a continuous flow of traffic maintained, to the extent possible.
2. When evacuation routes are determined, access roads will be barricaded. Traffic control points will be established along these routes to assist evacuees and to maintain a continuous flow of traffic toward reception centers and/or shelters.

F. Security

1. As personnel are available police security will be provided at shelters, mini-police reporting stations and shelter facilities as resources permit.
2. Security will be provided by the Hudson Police Department at the Hudson Emergency Operations Center, including the press center. Security will also be provided at other key facilities, as need is identified, and personnel are available.
3. The disaster area will be secured by establishing roadblocks and setting up barricades at selected locations. Roadblocks on major roads will be manned as each situation dictates.
4. Access to the disaster area will be limited. Emergency response and other authorized personnel will be required to show identification or travel in a recognized official emergency vehicle before being admitted to the area. Others will be admitted only with approval of the Incident Commander, or other person in authority.
5. Law Enforcement personnel will patrol the evacuated area to protect against looting. Unauthorized persons found in the area will be dealt with as the situation dictates. Major businesses and industries within the evacuated area should also consider the use of private security to guard against looting.

G. Phases of Emergency Management

1. Mitigation

- a) Review/prepare mutual-aid agreements.
- b) Determine areas vulnerable to sabotage, hostage and terrorist threats.
- c) Provide information determined above to Hudson Public Information Officer (i.e., Communications Manager) for training, planning and public information purposes.
- d) Identify resources, i.e., vehicles, equipment, etc. available for police service function.
- e) Review and update plans and SOPs.

2. Preparedness

- a) Assist in preparing plans and SOPs.
- b) Prepare plans as required for traffic control during an evacuation.

- c) Provide direction to response staff and volunteers to perform assigned emergency functions.
- d) Coordinate with the Fire/EMS Chief or Assistant Fire Chiefs and EMS Chief at the local level and then coordinate with Summit County level equivalents to include Summit County Emergency Management Agency on evacuation movement.

3. Response

- a) Report status at the site to HDOC representatives to include evacuation status, casualties, damage observations and related information.
- b) Provide mobile units for warning.
- c) Coordinate HDOC staff operations in law enforcement activities.
- d) As personnel are available police provide security and traffic control for HDOC.
- e) Ensure that essential police records are protected from the hazard.
- f) As personnel are available police provide security to shelter and key facilities.
- g) Patrol evacuated and disaster areas.
- h) Ensures that food, water, emergency power, fuel and other material support to dispatch center and field Law Enforcement personnel.
- i) Provide traffic and crowd control.
- j) Control access to restricted areas.
- k) Maintain records.
- l) In the event of suspected terrorist activity and/or sabotage, contact the Federal Bureau of Investigation.

4. Recovery

- a) Support cleanup/recovery operations.
- b) Phase down when directed by HDOC including releasing any forces and volunteers as deemed fit.
- c) Assist in damage assessment.
- d) Assist in return of evacuees to homes.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Hudson PD and all other Law Enforcement Agencies:

1. Maintain law and order.
2. Coordinate all law enforcement activities in the City.
3. Provide for traffic control and monitor impediments to traffic flow.
4. Provide security for key facilities (HDOC, shelters, etc.).
5. Provide 24-hour communications and warning.
6. Limit access into controlled areas.
7. May provide personnel for damage assessment.
8. Advise support agencies regarding road access and law enforcement activities within the county.
9. Coordinate use of signs, barricades, etc. with Public Works for perimeter control.
10. Coordinate with Ohio National Guard personnel if needed.

B. Considerations for Public Works

1. Position and/or provide traffic control devices, such as barricades, covers, and lights, as requested.
2. Provide personnel as available.

C. Considerations for Ohio National Guard

1. Support local law enforcement agencies, when requested.

V. DIRECTION AND CONTROL

- A. The Chief of Police or his/her designee will be responsible for coordinating emergency law enforcement activities within the City. Mutual aid requested police agencies will operate under the authority and in coordination with the City Manager and Chief of Police. Routine law enforcement procedures will be followed where feasible. The establishment of priorities and coordination between law enforcement units will be effected through the HDOC. Other local, County, State and Federal law enforcement and other support will be requested through the HDOC, but only after local resources have been expended or deployed.

1. The Police Chief or his/her designee will serve as the Law Enforcement Coordinator within the HDOC.
2. Routine law enforcement activities will be conducted according to standard operating procedures from usual locations when possible. The HDOC Law Enforcement Coordinator will set priorities for resources and coordinate activities of the various forces.
3. Mutual aid forces will function under the supervision of their respective supervisors. Coordination of their use will be directed by the Law Enforcement Coordinator at the HDOC.
4. Auxiliary and volunteer forces will work under the supervision of the Law Enforcement Coordinator at the HDOC. Certified officers shall be armed and have arrest powers.
5. Supporting military forces will work under the direct supervision of their superiors and will assist the Law Enforcement Coordinator at the HDOC.

VI. CONTINUITY OF GOVERNMENT

A. The line of succession for the Law Enforcement Coordinator shall be as follows:

1. Chief.
2. Senior Lieutenant.
3. Lieutenant.
4. Senior Sergeant.

B. Protection of Vital Records

1. All records essential to the continuation of government and law enforcement functions will be secured and protected.

VII. ADMINISTRATION AND LOGISTICS

A. General

1. Emergency authority granted to law enforcement officials will be as described in the Ohio Revised Code.
2. Law enforcement agencies to maintain current maps, and current notification/recall

rosters, which are implemented during emergencies.

B. Mutual-Aid Agreements

The neighboring Police Departments request and accept mutual aid on an incident-by-incident case.

C. Logistical Support

1. Logistical support for food, water, emergency power and lighting, fuel, etc., for response personnel will be coordinated through the law enforcement coordinator within the activated HDOC.
2. Resource lists will be developed and maintained by each law enforcement agency within the county.
3. Refer to:

<i>RD-E-1</i>	<i>Law Enforcement Organizations in Summit County</i>
<i>RD-E-2</i>	<i>SWAT Resources</i>
<i>RD-E-3</i>	<i>State and Federal Law Enforcement Organizations</i>

VIII. PLAN DEVELOPMENT AND MAINTENANCE

- A. Law enforcement organizations in Summit County have countywide mutual aid. Mutual aid can be activated by the Hudson Police Department. State aid can be requested in accordance with *RD-3—Guide for Requesting Assistance* of the Basic Plan. Aid from the State Bureau of Criminal Identification and from the Federal Bureau of Investigation is requested through designated county law enforcement channels.
- B. The Hudson Police Chief, other police chiefs and Sheriff of Summit County are responsible for addressing in detail the assigned responsibilities to be performed during emergencies.

LAW ENFORCEMENT ORGANIZATIONS IN SUMMIT COUNTY

The following are law enforcement organizations providing services to the residents of Summit County.

A. County

Summit County Sheriff's Office
Communications Center
53 University Avenue
Akron, OH 44308
(330) 643-2154

B. Cities and Villages

Akron Police Dept.
217 S. High Street
Akron, OH 44308
(330) 375-2552

Boston Heights Police Dept.
45 E. Boston Mills Road
Hudson, OH 44236
(330) 653-5911

Copley Township Police Dept.
1280 Sunset Drive
Copley, OH 44321
(330) 666-4218

Cuyahoga Falls Police
2310 Second Street Cuyahoga
Falls, OH 44221 (330)
928-2181

Fairlawn Police Dept.
3487 S. Smith Road Fairlawn,
OH 44313
(330) 668-8871, 670-4300

Hudson Police Dept.
36 S. Oviatt Street
Hudson, OH 44236
(330) 342-1800

Reminderville Police Dept.
3602 Glenwood Blvd.
Reminderville, OH 44202
(330) 425-7874

Richfield Police Dept. 4450
West Streestboro Rd.
Richfield, OH 44286
(330) 659-9500

Macedonia Police Dept.
9691 Valley View Road
Macedonia, OH 44056
(330) 468-1234

Mogadore Police Dept.
111 S. Cleveland Ave.
Mogadore, OH 44260
(330) 633-4404

Northfield Village Police
10455 Northfield Road
Northfield, OH 44067
(330) 467-7112

Norton Police Dept.
4060 Columbia Woods Drive
Norton, OH 44203
(330) 825-2491

Village of Peninsula Police Dept
1582 Main Street
Peninsula, OH 44264
(330) 657-2995

City of Munroe Falls Police
Dept. 43 Munroe Falls Avenue
Munroe Falls, OH 44262
(330) 688-3555

Stow Police Department
3800 Darrow Road
Stow, OH 44224
(330) 689-5700

Tallmadge Police Dept.
53 Northeast Ave.
Tallmadge, OH 44278
(330) 633-2181

Silver Lake Police Dept.
2961 Kent Road
Cuyahoga Falls, OH
44224 (330) 929-8771

Twinsburg Police Dept.
10075 Ravenna Road
Twinsburg, OH 44087
(330) 425-1234

C. Townships

Bath Twp. Police Dept.
3864 W. Bath
Road Akron, OH
44333 (330)
666-3736

Richfield Twp. Police
4450 W. Streetsboro Road
Richfield, OH 44286
(330) 659-9500

New Franklin Twp. Police
5611 Manchester Road
New Franklin, OH 44319
(330) 882-3281

Springfield Twp. Police
2465 Canfield Road
Akron, OH 44312
(330) 784-1609

Twinsburg Twp. Police
1790 Enterprise Pkwy
Twinsburg, OH 44087
(330) 643-2181

SWAT Resources

City of Akron Police Department

City of Cuyahoga Falls Police

Department Summit METRO SWAT

Summit County Sheriff's Office

State and Federal Organizations

Ohio National Guard
1175 W. Vine St.
Alliance, OH 44601
330-285-6292

Ohio State Highway Patrol
108 Fir Hill
Akron, OH 44325
(330) 585-2783

CITY OF HUDSON
LAW ENFORCEMENT

Bureau of Criminal Investigations
4055 Highlander Parkway
Richfield, OH 44286
(330) 659-4600

Federal Bureau of Investigations
222 S. Main St, Suite 210
Akron, OH 44308
(330) 535-6156

Bureau of Alcohol, Tobacco and Firearms
5005 Rockside Road, Suite #700
Independence, OH 44131
(216) 573-8140

City of Hudson Emergency Operations

Plan ANNEX F- FIRE AND RESCUE

I. PURPOSE

This annex provides an organized presentation of the City of Hudson's firefighting and rescue capabilities in the event of an emergency.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The Hudson Fire Department (HFD) will manage fire and rescue (as distinct from Emergency Medical Service) incidents within the City of Hudson in cooperation with Hudson Police, Emergency Medical Service and other departments. Aid will be utilized through automatic aid, on-request mutual aid, the Mutual Aid Box Alarm System (MABAS), and the State Response Plan. HFD will establish a field Command Post (CP) at or nearby the incident scene. The HFD duty officer will serve as the incident commander through the first operational period of the incident or until he/she is relieved by a senior officer. If the HDOC is activated, CP personnel will coordinate their activities with their counterparts in the Hudson Department Operations Center (HDOC).

B. Assumptions

1. Existing fire personnel and equipment will be able to handle most emergency situations with the use of existing mutual aid agreements.

III. CONCEPT OF OPERATIONS

A. General

1. The responsibilities of fire services in disaster situations are basically the same as in daily operations. Disaster operations differ because fire departments:
 - May be called upon to perform additional tasks.
 - May be required to work in multiple geographic areas within the City at one time.
 - May have to coordinate their operations with other disaster response forces.
 - Will coordinate and report their on scene activities to the Fire Services Coordinator representing them in an activated HDOC or Summit County Emergency Operations Center (SCEOC).

B. Radiological and Hazardous Material Response

1. HFD personnel have been trained to provide radiological monitoring and have monitoring equipment and minimal protective clothing. Assistance may be provided by the Summit County Hazardous Materials Team (SCHMRT).
2. Most HFD personnel have been trained to the HazMat Awareness and Operations level. Further, HFD typically has 8-10 personnel trained to the Hazmat technician level and those individuals are also members of the Summit County Hazardous Materials Team. Additional assistance may also be provided by the Summit County Hazardous Materials Team (SCHMRT).
3. Procedures for addressing the decontamination of response personnel, equipment, supplies, instruments and facilities are addressed in SCHMRT SOPs.

C. Phases of Emergency Management

1. Mitigation

- a) Assess areas most vulnerable to fires and determine if present regulations adequately address hazards.
- b) Review, upgrade, and enforce fire codes.
- c) Present fire safety programs.
- d) Ensure that all new construction conforms to fire codes.

2. Preparedness

- a) Negotiate, coordinate and prepare mutual-aid agreements.
- b) Train response staff and volunteers to perform emergency functions.
- c) Review a listing of available equipment and shortfalls for citywide fire, hazardous material and radiological response.
- d) Develop a list of target hazards within the community.
- e) Develop and participate in emergency preparedness exercises.

3. Response

- a) Warn the public to the best extent possible.
- b) Direct and support emergency search and rescue operations.
- c) Deploy equipment and personnel to sites in greatest need during an emergency.
- d) Provide emergency fire suppression operations throughout the community

- e) Establish on-going communications between the HDOC (if activated) and the CP.

- f) Activate mutual aid.

- g) Designate staging areas for equipment and personnel.

4. Recovery

- a) Support cleanup and recovery operations.

- b) Designate staging areas for equipment and personnel.

- c) Identify and contain potential hazards, such as damaged gas lines and downed power lines.

- d) Replace/Repair damaged and expended equipment.

- e) Compile record of events.

- f) Conduct after Action Review

- g) Review laws, plans and SOPs/SOGs utilized during an incident and change as needed.

- h) Monitor demolition operations.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

- 1. The IC is responsible for the overall coordination and management of the emergency incident. The IC will at minimum manage the incident using a basic National Incident Management System (NIMS) framework.

- 2. A list of fire departments with jurisdictions in Summit County appears in the HEOP Resource Directory (RD).

B. Responsibilities

Fire Service Organizations within Summit County will coordinate all fire services activities (and other activities as assigned) at the scene through the CP.

V. DIRECTION AND CONTROL

The Hudson Fire Department is responsible for emergency operations within the City of Hudson. Incidents will be handled in accordance with HFD SOP's and SOG's (Hudson Fire Department Standard Operating Procedures, and Standard Operating Guidelines), Rules and Regulations and City of Hudson Personnel Rules). State and federal support will be requested by the IC through the SCEOC.

A. HDOC, SCEOC

1. The IC will remain at the CP and coordinate activities with the Fire and Rescue Coordinator (FRC) at the HDOC or SCEOC, if activated. Note in some cases the IC may actually work from the HDOC especially in large scale incidents with multiple geographic fronts.
2. Internal resources of all operating departments will be managed by individual departmental procedures and policies.
3. The communication plan and sector/branch/division assignments will be developed and controlled by the IC.

B. Incident Command

1. The designation of IC will be consistent with HFD SOP 501: Initial Command Procedures. Note that the IC may not be the highest ranking FD officer on the scene.
2. When more than one public safety agency (i.e., law enforcement and/or EMS and fire) responds to the scene of the incident, upon arrival the HFD duty officer shall be the IC for the duration of the response effort or until he/she is relieved of command by a senior fire officer. The concepts of Unified Command and Command Teams shall be used whenever possible.
3. The IC will relay reports on the status of the emergency to include the number of casualties, injuries, extent of damage, potential for evacuation, radiation/chemical exposure levels and support requirements to the FRC at the HDOC or SCEOC, if activated.
4. The IC will utilize at minimum a basic NIMIS, framework to integrate and manage fire and rescue resources from other responding jurisdictions.

VI. CHAIN OF COMMAND

- A. The chain of command within the HFD will be in decreasing order of rank and seniority within rank as defined by the HFD Rules and Regulations.

VII. ADMINISTRATION AND LOGISTICS

- A. HFD Standard Operating Procedures include specific methods for assigning personnel during an emergency, and detail assigned responsibilities, which support this planning document.

City of Hudson Emergency Operations Plan

ANNEX G—ENGINEERING, UTILITIES AND PUBLIC WORKS

I. PURPOSE

The purpose of this annex is to outline duties and responsibilities of the divisions within the departments of Public Works and department of Engineering segments of the City of Hudson in the event of a major emergency.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The Administrative Support Division, the Service Division and the Fleet Maintenance Division of the Public Works Department are all located at 1769 Georgetown Road.
2. The Hudson Public Power Division is located at 1220 Hudson Gate Drive, Hudson, Ohio 44236.
3. The Hudson Public Properties Division offices are located at City Hall, 1140 Terex Road, Hudson, Ohio 44236.
4. The Water Resources Division is located at the Water Plant location at 572 Streetsboro St. and the Hines Hill facility at 1270 Hines Hill Road, now under the operation of DSSS (Summit County Dept. of Sanitary Sewer Services).
5. The Department of Engineering is located at 1140 Terex Rd., Hudson, Ohio 44236.
6. The following county and state-level public works functions have offices in Summit County and may assist Hudson in the event of an emergency:
 - a) Ohio Department of Transportation, Highway maintenance.
 - b) Division of Forestry, ODNR (Parks) District 3.
 - c) ODNR Division of Waterways, Canal Operations.
 - d) Summit County Engineer's Office.
 - e) DOSSS – Summit County Department of Sanitary Sewer Services.
7. Highway/Bridge Maintenance Responsibilities

Interstate highways and bridges are maintained by ODOT with the exception of locally owned bridges. The County Engineer maintains all roads and bridges on

the County highway system and some bridges inside cities, villages and on state routes (Refer to the Hudson GIS Map for individual bridge Maintenance) See Exhibit A. The majority of bridges in Hudson are maintained by the County, the City of Hudson maintains nine bridges and though the bridges over Brandywine Creek Tributary along SR 91 and SR 303, SR 8, and I-480 are owned and maintained by ODOT. The Ohio Turnpike Commission owns and maintains the bridges on the Turnpike. The roadways along the Hudson corporate boundaries are shared with abutting jurisdictions: Stone Road Norton Road, Seasons Road, and Walters Road.

8. The following electric and gas utilities serve the City of Hudson:

- a) First Energy Company.
- b) Hudson Public Power.
- c) Dominion East Ohio Gas Company.

See Resources Appendix for a list of contact information.

9. The Hudson Public Power Division participates in the “mutual aid program” AMPOH which is activated by the Division Superintendent or designee.

10. The following water/sanitary service providers serve the City of Hudson:

- a) City of Hudson, Water Department
- b) Summit County Dept. of Sanitary Sewer Services (DOSSS).
- c) City of Akron Water Department.
- d) Cleveland Water Department.
- e) City of Stow serves the residential neighborhoods in Hudson along Norton Road from SR 91 east to Young Road.

The Water Resources Division participates in the “Mutual Aid Program” OHWARN which is activated by the Division Superintendent or designee.

11. The following telephone/Broadband companies serve the City of Hudson:

- a) Ameritech (AT&T)
- b) ALLTEL. (Windstream)
- c) City of Hudson Broadband
- d) One Community Fiber

12. Private contractors and businesses may provide additional support during

emergencies for engineering, utilities and public works activities. *(See the Summit County Emergency Resources Guide)*

13. There are a number of fiber-optic telecommunication facilities, primarily along railroad rights-of-way, within the City of Hudson.

B. Assumptions

1. All engineering, utility and public works equipment and personnel would be available to cope with any anticipated disaster.
2. Without assistance, the engineering and public works departments may not have sufficient resources to cope with a disaster.
3. Local private contractors and equipment/material suppliers may have enough resources to backup engineering, and public works recovery efforts in foreseen disaster situations.

III. CONCEPT OF OPERATIONS

A. Mitigation

1. Train public works and engineering personnel in emergency Standard Operating Procedures (SOPs).
2. Develop laws that protect the integrity of gas, broadband, sanitary, storm, electric and water supplies.
3. Identify vulnerability in electric, gas, water, sanitary, storm maintenance and disposal systems and develop remedies.
4. Develop mutual aid agreements with neighboring jurisdictions for engineering, road maintenance, sanitation and utility support.
5. Maintain updated maps of City streets, municipal water, sewer, electrical lines and other utility service areas.
6. Prepare a list of and source, location and availability of earthmoving equipment, dump trucks, road graders, water trucks (water buffalo), generators, fuels, etc., that could be used to support disaster response and recovery.
7. Maintain a Citywide storm water management plan. Develop an Emergency Action Plan for all three dams in the City of Hudson maintained by Hudson. Hudson Springs, Barlow Community Center (2 Dams).

B. Preparedness

1. Develop a preventative maintenance program for all infrastructure.
2. Ensure that debris removal equipment is in good condition and that barrier and

roadblock materials are available.

3. Train staff to perform emergency functions.
4. Review and update all utility and public works maps of jurisdictions. GIS does?
5. Maintain notification and recall rosters that include a communications system to implement call down for personnel assigned to response teams, dispatch points and the HDOC.
6. Maintain a list of private and public contacts that may be needed in an emergency including other similar public agencies, private utilities, private contractors, and equipment and material suppliers.

C. Response

1. Restore electric power to critical and essential facilities.
2. Clear debris and open roads for traffic.
3. Provide Engineering and Public Works personnel to the HDOC.
4. Dispatch information among key personnel responders in the field.
5. Barricade damage areas.
6. Maintain communication between the HDOC, public works, and engineering at the site.
7. Summit Co. Dept. of Sanitary Sewer Services now maintains all public sanitary sewer systems in Hudson.
8. Provide emergency repair of water distribution and storm sewer collection systems.
9. Coordinate volunteers wishing to aid in debris removal.
10. Contact private contractors for additional assistance, as necessary (coordinate contractual obligation with Emergency Management Agency).
11. Activate mutual aid response.
12. Assist in search and rescue operations, as directed.

CI. Recovery

1. Support cleanup and recovery operations during disaster events.
2. Compile damage estimates.
3. Support decontamination activities.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

1. Public Works

- a) The Assistant Public Works Directors, in cooperation and coordination with the City Engineer, will be the overall coordinator of engineering, utilities and public works functions in the event of a major emergency in the City. In the event the Assistant Public Works Directors are unavailable, the City Engineer will be the overall coordinator of engineering, utilities and public works functions.
- b) In the event of a local emergency mutual aid in engineering and public works services may be requested or provided as available by parties to the Summit County Emergency Management Agreement.

B. Assignment of Responsibilities

- 1. Reduce impact of emergency through preparedness.
 - 2. Provide damage assessment services.
 - 3. Clean-up and debris removal.
 - 4. Coordinate essential public works supplies, and equipment.
 - 5. Assist in traffic control.
 - 6. Coordinate water and electric power resources.
- C. Upon activation of the HDOC, the Assistant Public Works Directors and the City Engineer will report to the HDOC. Coordinators will exchange information concerning their functional areas, and will advise officials of field conditions. Response/recovery efforts within the functional areas will be based on priorities received from officials in charge and standard operating procedures.
- D. Coordination of operations in a municipal emergency will be based on functional groupings as follows:
- 1. Electrical service restoration.
 - 2. Water Supply restoration.
 - 3. Distribution system.
 - 4. Storm Sewer Collection system.
 - 5. Roadway restoration and traffic signal restoration.

6. Restoration of public facilities.
 7. Equipment maintenance.
- E. Emergency operations responsibilities will be based on functional groupings as shown below. Responsibilities may vary slightly depending on type and scope of emergency and number of residents involved or affected.
1. Public Properties Division
 - a) Perform damage assessment operations of public facilities.
 - b) Contract for engineering services and advice.
 - c) Participate in emergency exercises.
 - d) Provide blueprints or maps of public facilities.
 - e) Inspect hazardous structures, contact Summit County building inspections.
 - f) Supervise repair of damaged facilities.
 - g) Ensure maintenance of generation backup electric power to the HDOC.
 - h) Participate in execution of emergency exercises.
 - i) Execute emergency restoration services for City facilities.
 2. Service Division
 - a) Clear debris in an emergency.
 - b) Assist in traffic control; place barricades.
 - c) Repair roads, bridges and culverts.
 - d) Drain flooded areas.
 - e) Maintain and repair storm sewers.
 - f) Provide equipment and operators as available.
 - g) Support cleanup and recovery operations during disaster events.
 - h) Participates in execution of emergency exercises.
 - i) Perform damage assessment of roads, bridges and culverts.
 3. Water Resources Division
 - a) Perform damage assessment operations of Water Resources Operations.

- b) Maintain and repair water systems.
 - c) Coordinate with Fire/EMS Services to alternative water sources.
 - d) Summit Co. Dept. of Sanitary Sewer Services.
 - e) Protect the water supply and utility systems from the effects of hazardous materials incidents.
 - f) Participates in execution of emergency exercises.
4. Hudson Public Power Division
- a) Perform damage assessment operations.
 - b) Coordinate restoration of services, including priority for critical and essential services.
 - c) Coordinate debris removal with Arborist.
 - d) Coordinate with Fire Department for meter pulls.
 - e) Participate in execution of emergency exercises.
5. Fleet Maintenance
- a) Repair vehicles and equipment as needed.
 - b) If local private fuel suppliers are unable to deliver fuel, assistance will be requested through the SC Emergency Operations Center.
 - c) Participate in execution of emergency exercises.
6. Administrative Support Division
- a) Provide dispatch functions for PW emergency response units HPP-Service-Public Properties-Water Resources.
 - b) Dispatch vital information from field to the Police Dispatch Center.
 - c) Dispatch calls from the Public to appropriate personnel.
 - d) Maintain emergency response procedures.
 - e) Participate in execution of emergency exercises.
 - f) Dispatch vital information to the Public Information officer and work closely with the PIO to ensure consistent, accurate information is disseminated to the public.

- g) Log calls, and track communications with internal and external audiences.

7. Engineering Department

- a) Provide engineering expertise and support for all areas of operation.
- b) Train assigned response staff and volunteers to perform emergency functions.
- c) Develop and maintain resources lists.
- d) Develop and maintain SOPs for engineering emergency response functions.
- e) Participate in execution of emergency exercises. Determine additional water sources and their ability to serve the City of Hudson water systems owned by Hudson or Akron.
- f) Assist and/or perform damage assessments of roadways, traffic signals, culverts, storm collection system, water distribution system, sanitary collection system, bridges, dams, or other infrastructure as required.
- g) Through the use of outside contractors, repair roads, bridges, culverts, water lines, storm sewer lines, traffic signals, dams, or other infrastructure as required.
- h) Administrative staff to assist in all aspects of dispatch functions to support the Public Works Administrative Support.

V. DIRECTION AND CONTROL

- A. The City Manager or his/her designee will relocate to the HDOC during an emergency to advise decision makers and coordinate response efforts with engineering and public works departments.
- B. Internal resources of all operating departments will be managed by their respective policies and Guides.
- C. Each responding organization will communicate with its own field forces, and in turn will keep the HDOC informed of appropriate information (casualties, damage observations, evacuation status, radiation levels, chemical exposure, etc.) during emergency operations.

VI. CONTINUITY OF GOVERNMENT

- A. The Assistant Public Works Directors and City Engineer will report to the Hudson Emergency Operations Center. The Assistant Public Works Directors and City Engineer will pre-determine an alternate designee should either be unavailable at the time the emergency situation arises.

VII. ADMINISTRATION AND LOGISTICS

A. Administration

1. Additional equipment or services needed to address the emergency by municipal responders will be requested through the engineering and public works coordinator in the activated HDOC.
2. The Summit County Emergency Resources Guide lists equipment and services in the County. The engineering and public works coordinator will assist the HDOC in the cooperative use of equipment and personnel.
3. Engineering, utility and public works responders will provide information (*Refer to R-A -6—After Action Report*) as required by the Hudson Emergency Management Plan.
4. Requests for assistance or mutual aid, other than aid from AMPOH for electric distribution assistance, from agencies outside the City of Hudson will be made through the EU&PW Coordinator, after consultation with the Assistant Public Works Directors, if possible, in the activated HDOC.

B. Logistics

1. Responders will coordinate with each other for the placement of work crews, supply lines, staging areas, and emergency command centers.
2. All outside responding operations will provide regular reports to the Public Works Dispatch Center on their location, activities, and status in the field.
3. Information from the Public Works Dispatch Center will be coordinated to the HDOC from the Asst. PW Directors to the PW Coordinator.
4. Logistical support for the dispatch points, including food, water, emergency power, fuel and lighting will be provided internally by the Divisions. Support will be coordinated by the HDOC when internal resources are exhausted.

VIII. PLAN DEVELOPMENT AND MAINTENANCE

The Asst. Public Works. Directors, in cooperation with the City Engineer and in conjunction with the Emergency Management Committee, is responsible for updating this Annex based on deficiencies identified through drills and exercises and changes in governmental structure and emergency organizations or internal operational changes.

The Asst. Public Works Directors will coordinate with the respective Divisions within Public Works for the development of Standard Operating Procedures (SOPs) detailing their assigned responsibilities in emergencies.

The City Engineer will develop standard operating procedures (SOPs) detailing responsibilities in emergencies. These SOPs will be coordinated with the SOPs within the Public Works Department.

City of Hudson Emergency Operations Plan

ANNEX H - PUBLIC HEALTH

I. PURPOSE

This annex discusses the provision of Public Health services during emergency situations.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Public health issues may arise during the response and recovery periods of an emergency. The health of the community may be affected by diseases, sanitation problems, contamination of food and water.
2. The Summit County Public Health (SCPH) located at 1867 West Market Street, Akron Ohio 44313, is the county public health agency and serves the City of Hudson.

B. Assumptions

1. During declared emergencies, the SCHD may obtain assistance from other Health Departments in Summit County, near-by counties, the State Department of Health and the American Red Cross.

III. CONCEPT OF OPERATIONS

A. General

1. The SCHD is regulated by local, State and Federal laws. The Summit County District Board of Health appoints the Health Commissioner. The City of Hudson has a representative on the Summit County District Board of Health.
2. The County Health Commissioner serves as the Public Health Coordinator and is responsible for assessing the hazard relating to any existing or anticipated public health threats and the environmental impact of an accident. The Ohio EPA will also be consulted and will assist with determining environmental impacts.

B. The SCHD areas of responsibility are:

1. Ensure a safe, potable drinking water supply.
2. Ensure food supplies provided are wholesome and bacteriologically safe.
3. Ensure a satisfactory method of the disposal of liquid waste (sewage, slop water, etc.), particularly if normal municipal sewage treatment is unavailable after a disaster.

4. Inform the public regarding potential health problems; water and food supply locations, temporary shelter locations, and clean-up guides to be used around the home. This will be done in conjunction and coordination with the City Public Information function (*Annex D—Emergency Public Information*).
5. Rapidly survey the food service operations and food establishments in the affected area and close operations where necessary. Have damaged stock or unsafe perishable foods quarantined.
6. Inspect temporary shelters and mass feeding sites (sanitary conditions, solid waste handling, food handling, safety aspects, etc.
7. Control of vectors of disease such as flies, rats, mosquitoes, and lice.
8. Provide an effective method for removal of animal carcasses.
9. Aid in the analysis of air and runoff problems from Hazardous Materials incidents or Radiological incidents. (*See Annex M--Radiological and Appendix A--Direction and Control.*)

C. Mobilizing Guides

1. The SCHD Commissioner will be notified through the SCEOC, if activated. Call-down and alternate notification lists will be maintained by SCEMA.

D. Phases of Emergency Management

1. Mitigation

- a) Identify potential or actual concerns with communicable disease.
- b) Immunize/inoculate county residents against diseases.
- c) Provide continuous health inspections.
- d) Research and address the prevention and detection of communicable diseases.
- e) Provide public health awareness programs.

2. Preparedness

- a) Develop and regularly update the Health Annex in the Summit County Emergency Operations Plan.
- b) Develop and regularly update Health Department SOPs.
- c) Develop guides for supplemental water supplies, back-up sanitation measures, water and food safety testing and garbage disposal and sewage treatment.

3. Response

- a) Activate Hudson's EOC as required.
- b) Notify City Manager, Assistant City Manager, Police Chief, and Fire/EMS Chief.
- c) Initiate disease control operations.
- d) Maintain sanitation activities.
- e) Coordinate environmental health activities regarding waste and refuse disposal, food and water quality, and vector control.

4. Recovery

- a) Compile health reports as required by local, State, and Federal officials.
- b) Inspect deactivated shelters for sanitation and vermin control.
- c) Continue of response activities as needed.
- d) Recommend home clean-up guides.
- e) Distribute Public Health Recovery Information.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

- 1. The SCHD Commissioner is responsible for the planning and coordination of all public health services on a daily basis and is responsible for directing operational response of departmental personnel during a major emergency.
- 2. The Summit County District Board of Health oversees the operations of the County Health Department and may assign additional program responsibility.

B. Assignment of Responsibilities

1. Health Commissioner/Administrator/Director

- a) Provide direction and control for health activities during emergencies.
- b) Implement the SCEOP Public Health Annex when necessary.
- c) Develop resource plans for health services.

2. Health Department(s)

- a) Evaluate the potential health risks associated with the hazard and recommend appropriate correctional measures. (*See Annex M, Radiological, and Appendix A-Direction and Control*)

- b) Inspect for purity and usability and quality control of vital foodstuffs, water, drugs, and other consumables.
- c) Coordinate with the water, public works, sanitation departments, and other agencies as appropriate, to ensure the availability of potable water and an effective sewage system, and appropriate garbage disposal.
- d) Establish preventive health services, including the control of communicable diseases. (*See Anti-Terrorism, Appendix C—Notification and Warning*).
- e) Provide epidemiological surveillance, case investigation, and follow-up. (*See Anti-Terrorism, Appendix C—Notification and Warning*).
- f) Monitor food handling, mass feeding and sanitation service in emergency facilities, including increased attention to sanitation in commercial feeding facilities.
- g) Ensure adequate sanitary facilities are provided in emergency shelters.
- h) Implement activities to prevent or control vectors such as flies, mosquitoes, rodents, and work with veterinarians to prevent the spread of disease through animals.
- i) Coordinate with neighboring areas and State Health Department on matters requiring assistance from other jurisdictions.
- j) Coordinate health-related activities among other local public and private response agencies or groups (to include veterinarians).

- k) Coordinate operations for general or mass emergency immunizations or quarantine guides.

3. Hospitals

- a) Maintain liaison with Health officials.

4. Red Cross

- a) Provide nursing staff, if available, upon request.
- b) Handle inquiries and inform families on the status of individuals injured or missing due to the disaster.
- c) Manage emergency shelters (*see Annex K—Shelter and Mass Care*).

5. Ohio EPA

- a) Monitor contamination and pollution of public water supplies.

6. City of Hudson

- a) Provide assistance when feasible as needed.

V. DIRECTION AND CONTROL

- A. The Health Commissioner(s) will report to the SCEOC upon its activation.

VI. CONTINUITY OF GOVERNMENT

- A. The line of succession for the Health Commissioner is as follows:
 - 1. Director of Environmental Health of each health district or department.
 - 2. Director of Nursing.

City of Hudson Emergency Operations Plan

ANNEX I—EMS/MEDICAL

I. PURPOSE

This annex provides for the execution of assigned tasks for accomplishing those necessary actions related to lifesaving, transport, evacuation, and treatment of the ill/injured; this annex also includes provisions for accomplishing necessary actions such as disposition of the dead and crisis mental health services during response operations as a result of a natural or human-caused disaster.

II. SITUATION AND ASSUMPTION

A. Situation

1. Hudson's Emergency Medical Service (HEMS) is responsible for the provision of pre-hospital emergency care for the City. Day-to-day resources are designed to respond to a 'normal' call volume with assigned crews. EMS must expand operations to provide for increased actual/potential for injury/illness as a result of disaster conditions.
2. During the response and recovery periods of a disaster, medical needs of both the affected population and the rescuers must be addressed.

B. Assumption

1. An off-duty staff callback will result in additional turnout of EMS personnel who reside in Hudson and nearby communities.
2. It is likely that under disaster conditions, assistance will be required from other EMS agencies (private and public), fire departments, hospitals, nursing homes and other medical facilities.

III. CONCEPT OF OPERATIONS

A. General

1. EMS units will utilize the Incident Command System (ICS), as indicated in *Basic Plan (ICS for EMS)*.
2. Routine EMS activities will be coordinated according to standard operating procedures when possible.
3. Call back of Fire/EMS Chief, EMS Assistant Chief, and additional management personnel as needed.

B. Field Emergency Medical Services

1. Mobilizing Emergency Medical Services: Scope of disaster will dictate activation of mass casualty incident response and treatment procedures.
2. Transport and Treatment of the Injured: Patients will be transported to area hospitals according to Medical Protocol and procedures. (Prior contact with area hospitals to notify of incident and possible influx of patients.)
3. Rehabilitation for Responders: Medical rehabilitation for responders will be implemented.
4. Evacuation of Medical Facilities
 - a) Medical facilities including nursing homes, assisted living facilities, medical offices, surgical centers, and free standing emergency centers may require evacuation. The Administrator or designated representative for each of these facilities will coordinate with Field EMS Operations personnel for evacuation.
 - b) Receiving facilities will be selected according to the ability to receive additional patients, and in accordance with protocol.
 - c) Ambulatory patients may be released, depending on their condition.
 - d) Transportation will be provided by ambulance, school bus, Metro bus, and air ambulance services. Should additional transportation be required, support will be requested through the SCEOC.

C. Mental Health Services

1. The Summit County Alcohol, Drug Addiction and Mental Services Board (ADM Board) is the planning, monitoring, evaluating and contracting authority for mental health, alcohol and drug addiction services for the residents of Hudson.
2. The Board ensures that needed services are available to county residents through contracts with public or private provider organizations for direct service provision.
3. Mental Health Services will be provided to all victims of a disaster, as needed, by the above agencies, and will be activated through the SCEOC.
4. CISD teams will be alerted to prepare for response to Hudson for the purposes of managing responder mental health as related to disaster response.

D. Mortuary Services

1. Morgue operations will be established by Field EMS Operations personnel in conjunction with law enforcement during initial response. The SCEOC will be responsible for dispatching appropriate agencies to respond to and manage morgue operations in the City of Hudson due to disaster circumstances.

D. Phases of Emergency Management

1. Mitigation

- a) Specialized training in medical disaster operations for EMS, Fire and Police Department personnel, city employees and other first responders.
- b) First Aid and CPR training for City staff and the public.

2. Preparedness

- a) Storage of medical supplies and equipment, maintenance of medications and other supplies.
- b) Preparation of emergency plans and SOPs, including mutual-aid agreements for EMS, hospitals, and other medical agencies.
- c) Identification of resources i.e., vehicles, equipment etc. available for EMS service function.

3. Response

- a) Implement public information programs for release of citizen protective actions information in accordance with Public Information Officer (*Annex*

D).

- b) Initiate triage, treatment, and transportation.
- c) Activate mass casualty guidelines, if required and implement Mass Casualty Incident Plan (*See Summit County Emergency Management Plan Appendix B*).

4. Recovery

- a) Continue response and treatment activities, as needed.
- b) Compile required reports and after-action reviews.
- c) Inventory and re-supply of health and medical supplies.
- d) Continue Mental Health Services, as needed.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

1. Organization of HEMS, cooperation and coordination with the Fire, Police and other City departments is the responsibility of the Fire/EMS Chief or designee.
2. The management of Field Emergency Medical Service Operations will be coordinated by EMS Sector personnel as established in the Incident Command System and using ICS for EMS principles. Support may be provided to Mental Health Services, Mortuary Services, and CISD Services.

V. DIRECTION AND CONTROL

- A. The on-scene ranking HEMS representative will become part of a unified command team at the on-scene Command Post (CP) and will assume EMS Control Officer responsibilities; the Fire/EMS Chief or designee will report to the HDOC and coordinate citywide EMS response through communication with the EMS Control Officer and the Fire and Rescue Coordinator at the SCEOC, if activated.
- B. Other EMS personnel will be assigned to EMS Sector responsibilities based on the nature and scope of the incident (shelter care, invalid care, responder rehabilitation, etc.).

VI. CONTINUITY OF GOVERNMENT

A. The line of succession for HEMS is:

1. Fire/EMS Chief
2. EMS Assistant Chief
3. EMS Captains
4. EMS Lieutenants
5. Designated Senior Paramedic

City of Hudson Emergency Operations Plan

ANNEX J—EVACUATION

I. PURPOSE

This section shall serve as a guide to City of Hudson personnel in providing for the evacuation of affected parts of the City in the event of a disaster requiring such evacuation.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. All populated areas within the City of Hudson are in proximity to transportation routes for transporting hazardous materials or to production/storage facilities. The residents in these areas may require evacuation in the event of a hazardous materials incident.
2. Locations of hazardous material incidents on roads, highways, or rail lines cannot be predicted, nor can locations where a tornado may occur be pre-identified. Therefore, evacuation routes for these incidents cannot be predetermined.
3. There are low-lying areas susceptible to flooding within the City of Hudson. In addition, there are dams in the City that could flood populated areas downstream if they fail.
4. Damage from tornados or severe thunderstorms may result in areas of the city becoming uninhabitable for at least some period of time. Other severe or prolonged weather events or prolonged utility outages may also have the same effect.
5. The Ohio Revised Code authorizes municipal police and fire departments and the County Sheriff the power to protect the lives and property of the citizens in their jurisdictions. Therefore, the Sheriff and the Chiefs of these organizations are empowered to determine the need and order evacuations during emergencies. In Hudson, only if time allows, all evacuation orders will be coordinated with the City Manager before they are released to the public.

Ohio Attorney General's Opinion #1532 states that county or municipal civil defense officials have the authority to evacuate persons from an area under their jurisdiction in order to minimize the effects upon the civil population of an attack or other disaster.

B. Assumptions

1. Residents may spontaneously evacuate a threatened area before an evacuation order is given if there is advance warning.
2. The evacuation of City of Hudson residents to an adjacent community will be done in coordination with officials from the reception community.

3. Emergency public information will be released to evacuees telling them the routes to take to shelters.
4. Evacuees without vehicles will be evacuated by school or public transit buses. Assembly points where evacuees may board buses will be announced by radio, social media, and CodeRed.

III. CONCEPT OF OPERATIONS

The City of Hudson Community Development, Engineering, Fire and Service Departments are responsible for initiating the activities listed under mitigation.

A. Mitigation

1. Identify areas that may require evacuations.
2. Develop emergency public information messages for areas where the risk population and the evacuation routes can be predetermined.

B. Preparedness

1. In cooperation with the current Hudson City Schools transportation contractor, develop a list of available school bus resources along with a 24-hour emergency number.
2. Maintain current contact with Metro Regional Transit Authority.
3. Identify special needs population groups (handicapped, senior citizens, day care centers) who may require special assistance during evacuation. Advise fire and rescue forces to maintain files of the special needs groups in their jurisdictions.

C. Response

1. Evaluate the need for an evacuation, and establishment of a temporary shelter if appropriate, if time is sufficient.
2. Notify nursing homes, schools, day care centers, retirement communities and other special needs facilities to activate emergency plans and assist them as needed. Consult files on Special Needs People in the City to be evacuated.
3. Notify City of Hudson Safety Forces so they may activate emergency procedures and designate an Incident Command Center.
4. Systematically notify residents in affected areas.
5. Provide traffic control for evacuating population if required.
6. Provide crowd control at the site.
7. Provide public information for evacuees - coordinated through the Public

Information Officer (PIO).(*Refer to Annex D – Public Information.*)

8. Maintain liaison with HDOC representatives by radio from the Command Post (CP) at the scene.
 9. Coordinate with Emergency Medical Services (EMS) for medical, transportation and related support for the handicapped and elderly during the evacuation emergency.
 10. Notify current Hudson City School's transportation contractor and/or Metropolitan Regional Transit Authority officials of additional vehicle needs and routes.
 11. Incident Commander (IC) will coordinate with HDOC who will open needed shelter.
 12. Provide security for evacuated area when possible or practical.
 13. Designate and maintain staging areas outside the hazard area for
- D. Annual resource and personnel support.
1. Monitor area in cooperation with other response organizations and review findings in order to determine when the environment is safe.
 2. Coordinate the order to return with City of Hudson staff and elected officials.
 3. Designate return routes and provide appropriate public information to evacuees. This information will be coordinated through the Public Information Officer.
 4. Provide barriers to keep sightseers away from area.
 5. Coordinate with utility providers for resumption of services.
 6. Maintain an accurate accounting of all resources expended.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Evacuation Policy

1. Local governments have the ultimate responsibility for sheltering evacuated citizens. In accordance with Incident Command System (ICS), the Incident Commander coordinates with the City Manager (if possible) before an evacuation order is given and assigns an Evacuation Coordinator to serve in the HDOC.
2. The Evacuation Coordinator or designee will be responsible for obtaining and documenting the resources needed for response and will brief City of Hudson officials.
3. The Hudson Police Department and mutual-aid resources will provide movement control for the evacuation and support the Fire Department, PIO with notification efforts.

4. Critical workers are responsible for moving essential resources from the area to be evacuated and relocating those essential resources to safe sites outside the evacuated area.

B. Transportation Policy

1. A Transportation Coordinator will be designated to coordinate the use of all school and public transportation for evacuation.
2. The Transportation Coordinator will annually update a listing of transportation resources (see resource guide).
3. The Transportation Coordinator works with the Fire/EMS Chief or I/C, private ambulance and wheelchair van services, and other companies that provide transportation to the handicapped.
4. Most evacuees will evacuate in their own vehicles. Buses will pick up passengers who do not own automobiles at announced assembly points.

C. Activated Evacuation Coordinator with Support of HDOC Staff

1. Coordinate with Incident Commander for evacuation support.
2. Coordinate with localities to identify and list critical industries and workers.
3. Coordinate relocation into other jurisdictions with executive officers and shelter officials.
4. Ensure appropriate public information is prepared and released through the Public Information Officer.

D. Emergency Management

1. Notify and brief state and federal officials as required.
2. Develop in-depth evacuation plans and SOPs in cooperation with response organizations.

E. Hudson Police Department

1. Provide movement control for evacuation.
2. Coordinate law enforcement activities with HDOC.
3. Provide security in evacuated areas as needed.
4. Support fire departments in providing notification to evacuees.
5. Establish perimeter and crowd control.

6. Assist in public information in coordination with the Public Information Officer (i.e., Communications Manager).

F. Hudson Schools Superintendent or Designee

1. Assist Red Cross in establishing reception centers and shelters.

G. City Administration

1. Develop a roster of essential employees who must remain during an evacuation.
2. Implement plans for the relocation of essential documents and resources.

H. Hudson Fire Department

1. Provide notification to evacuees.
2. Provide liaison to HDOC for coordination of material/personnel support.

V. DIRECTION AND CONTROL

- A. The IC is responsible for direction and control of the evacuation at the scene.
- B. The Incident Commander shall coordinate with the HDOC before an evacuation order is issued, if time permits.
- C. The Evacuation Coordinator in the HDOC shall coordinate with the Incident Commander for briefings to officials.
- D. The Transportation Coordinator directs the use of vehicles and coordinates requests for additional transportation resources with the Evacuation Coordinator in the HDOC.

VI. AUTHORITIES AND REFERENCES

A. Authorities

Ohio Public Transportation & Safety Rules, Rule #3301-83-16, as amended. Non-Routine Use of School Buses effective October 22, 1984.

B. References

Ohio Revised Code Chapters 733.03, 733.23 (General Powers of Mayors), 737.11 (Duties for Municipal Police and Fire Departments), 311.07 (General Powers and Duties of the Sheriff), and Ohio Attorney General's Opinion #1532.
Ohio Statewide Allocation Plan - NAPB (Evacuation & Shelter) dated March 1990.
Annex J (Evacuation) to the Summit County Emergency Operations Plan 09/2003.

City of Hudson Emergency Operations Plan

ANNEX K—SHELTER, MASS CARE AND VOLUNTEERS

I. PURPOSE

This section shall serve as a guide for the identification of shelters located within the boundaries of Hudson. It provides for the execution of assigned emergency tasks through the coordination of various city departments, Hudson local school districts, and the church community.

II. SITUATION AND ASSUMPTION

A. Situation

1. Many types of emergencies could occur which would require activating the Shelter/Mass Care Organization. The sheltering, feeding and meeting of personal needs of individuals coping with a disaster may well require more personnel and resources than normally available.

B. Assumptions

1. Experience has shown that under local emergency conditions, a high percentage (50% or more) of evacuees will seek shelter with friends or relatives rather than go to established shelters. Thus, the Shelter/Mass Care Planning Committee, (SPC) does not have to plan for the sheltering and feeding of the entire affected community in such circumstances. The shelter team must decide how many shelter spaces to provide based on the population involved.

C. Shelters

1. Availability is currently limited to the Hudson High School, 2500 Hudson Aurora road, due to a lack of buildings with back-up power generation. A disaster of tremendous impact and magnitude may force us to utilize buildings beyond the High School. The following is a list of primary and alternate facilities.

Primary Sites:

- a) Hudson High School, 2500 Hudson Aurora Rd.
 1. Overnight accommodations for 1000+ (contact Tom Barone 330-653-1207)
- b) Hudson Middle School, 83 North Oviatt St.
 1. Overnight accommodations for 500+
- c) Western Reserve Academy, 115 College St.
 1. Overnight accommodations for 200+
 - a. Contact Thomas Goad goadt@wra.net
- d) Christ Community Chapel, 750 West Streetsboro St.
 1. Overnight accommodations for 200+
- e) St. Mary's Church, 340 N. Main St.
 1. Overnight accommodations for 200+

Alternate Sites:

- a) JoAnn Fabric, 5555 Darrow Rd.
 - 1. Overnight accommodations for 100+
 - a. Contact James Weikamp - Asst General Counsel
330-463-8478 james.weikamp@joann.com
- b) Eastwoods Intermediate School, 120 N. Hayden Parkway
 - 1. Overnight accommodations for 100+
- c) Hope Community Chapel, 3033 Middleton Rd.
 - 1. Overnight accommodations for 100+
- d) First Congregational Church, 47 Aurora St.
 - 1. Overnight accommodations for 50+
 - a. Contact Jack Dupree, Bldg Mgr 330-414-9907
- e) Gloria Dei Lutheran Church, 2113 Ravenna St.
 - 1. Overnight accommodations for 30+
- f) Christ Church Episcopal, 21 Aurora St.
 - 1. Overnight accommodations for 30+
 - a. Contact Charlotte Reed 330-650-4359
- g) Barlow Community Center, 41 South Oviatt St.
 - 1. Overnight accommodations for 30+
- h) Christ Community Chapel Student Center (The Block)
 - 1. 5374 Darrow Rd.
 - 2. Overnight accommodations for 50+

III. CONCEPT OF OPERATIONS

A. General

- 1. Ultimate responsibility for sheltering evacuated Hudson residents during a local crisis such as a prolonged failure of any critical component(s) (electric/gas) of the infrastructure, and or any man-made disaster rests with the City of Hudson.
- 2. Nationally, the Red Cross has been designated as the agency to operate shelter facilities during natural disasters.

- B. Notification and warning of the general public when people are advised to evacuate will be disseminated IAW Annex J.
- C. In the event of a community-wide telecommunications disruption/failure, the Hudson Police Department will immediately order the activation of the City's mini reporting stations sites. Community volunteers may be solicited and registered. All community volunteers will then be instructed to report to a specified location for further instructions, equipment, assignments, etc.
 - 1. Personnel will be assigned to coordinate the volunteers and will retrieve and procure volunteer equipment. Additional assets are located in the basement of the police department. Equipment should include; vests, hats, portable radios and flashlights.
 - 2. Keys for all mini reporting stations are located in the key box at Dispatch.
 - 3. Residents can utilize one of the several "Mini-reporting stations" that will be activated in the proximity of their home by responding there directly. The sites are clearly marked with signs saying "Mini-reporting station" in reflective blue. Mini-reporting stations may take the form of buildings, school buses, marked police cars, unmarked police cars or vehicles owned by volunteers.
 - 4. Mini-Reporting Stations may be located in the following areas:
 - a) Hudson High School / 2500 Hudson Aurora Rd.
 - b) East Woods Intermediate School / 120 N. Hayden Pkwy.
 - c) Laurel Lake / 200 Laurel Lake Dr. - Corey Korsguard - Manager over security - 330-351-3280
 - d) City Water Dept. / 572 W. Streetsboro St.
 - e) Ellsworth Golf Course / 1101 Barlow Rd.
 - f) Lifecenter Plus / 5133 Darrow Rd.
 - g) Stow / Middleton Park
 - h) Barlow Road Park
 - i) Middleton Road Park
 - j) Colony Park
 - k) Cascade Park
 - l) Grace Presbyterian Church
 - m) Seton Catholic School

n) Georgetown Facility

5. Evacuees arriving in POV will be directed to the school parking area.

* If transportation of people is necessitated due to the inability of people to utilize their own personal vehicles, we shall utilize Hudson Schools-owned buses and backed up by "Metro" buses out of Akron. Contacting the Hudson School District Business Manager will set the activation of the buses in motion, as well as provide for the personnel to operate them. In the event that no contact can be made with the Business Manager, we can contact the busing supervisor, who can assist us in activating the buses. The Police department retains the keys to the busing facility and access to the ignition keys to the school buses. Police, Fire or EMS drivers may be utilized as bus drivers in an emergency situation where no other drivers are available.

A busing/transportation team shall be designated by the command staff within the EOC to assume the responsibility for this task. The community may need to be "sectored" off to provide for thorough pick-up coverage. This will ultimately be determined by the person designated to manage the transportation team, which may be a Police Officer or a civilian designee.

6. Check-in requirements at the local Shelter:

A critical aspect of the operation is the "check in" whereby all persons/families wishing to utilize the shelter, if practical, should provide some proof of residency. Names, addresses, and telephone numbers of every person occupying the shelter is to be obtained by check-in personnel. (*Refer to Shelter Enrollment Form located below*).

7. Upon arrival at the Shelter, evacuees will:

a) Be monitored for contamination if hazardous materials are involved in the incident. If the vehicle and/or occupants are found to be contaminated they will be directed to the nearest decontamination point.

b) Be given the rules and regulations of the Shelter. See sample of the rules and regulations (*Shelter Rules and Regulations located below*).

8. Local staffing of the shelter will be provided by the shelter and assigned volunteers. The Red Cross provides management staffs for reception centers, mass feeding facilities and shelters that are being administered by Red Cross.

9. Evacuee information will be provided to evacuees by the Public Information Officer.

D. Designation of Shelters

1. During an evacuation, shelters will be designated by the Hudson Emergency Operations Center using facilities with which the Red Cross has agreements.
2. Administrators of nursing homes and similar special needs organizations will cooperate with the City of Hudson in designating alternate safe locations if evacuation and sheltering is necessary. The City of Hudson cannot guarantee comprehensive medical services for such special needs at the shelters. The City of Hudson will work with other emergency agencies to provide shelter materials and supplies as needed.

E. Mass Feeding

1. Through the cooperation of the Hudson Local School district, food and food preparation will be made available to the City at the time of crisis. Volunteers will be needed to assist in preparation and clean-up. Coordination is essential so duplication of services is avoided. The Shelter Coordinator will report to the Emergency Operations Center (HDOC) to fulfill the immediate and future food needs of the community.

F. Crisis Marking of Shelters

1. The City of Hudson has signs designed and stored at the Hudson Police station. When the shelter is activated, signs will be displayed outside the designated shelter for easy identification. The signs are blue and will be displayed with the words "Shelter."

G. Crisis Shelter Stocking

1. Additional bedding and some food supplies may be on hand at the American Red Cross Chapter. Standard Operating Procedures (SOPs) are developed and maintained by the local Red Cross. The Salvation Army is another resource for obtaining shelter supplies. *330-762-8481 *(06/06/23)
2. In the event of an evacuation due to any emergency, each relocating family from the risk area will be instructed to bring sufficient bedding and clothes for the immediate family, special medicines, and food for at least the first three days.
3. The risk area will share the responsibility for resource supply when requirements in host areas exceed capabilities.

H. Monitoring Kits

1. In order to maintain contamination free shelters and prevent the exposure of personnel within the jurisdiction, monitoring kits have been dispersed to the county and are located at different agencies though out the county. Hudson Emergency Medical Service will transport the necessary equipment to the shelter at the time an incident occurs.

I. Phases of Emergency Management for Shelter/Mass Care

1. Mitigation

- a) Determine hazard vulnerabilities of the City.
- b) Provide information to make citizens aware of availability of shelters.

2. Preparedness

- a) Yearly review and update of shelter resource lists.
- b) Notification of and coordination with agencies and organizations identified in Shelter/Mass Care list about possible need for services and facilities.

3. Response

- a) Selection of shelters in cooperation with appropriate agencies:
 - 1. Hazard vulnerability considerations.
 - 2. Locations in relation to evacuation routes.
 - 3. Services available in facilities.
- b) Open and staff shelters.
- c) Coordinate with HDOC staff to ensure that:
 - 1. Communications are established.
 - 2. Routes to shelters are marked.
 - 3. Appropriate traffic control systems are established.
- d) Distribution of supplies as necessary.
- e) Display shelter identification signs at shelter locations.
- f) Publicize shelter availability and locations through Hudson Public Information Officer.

4. Recovery

- a) Keep shelters operational as long as necessary as determined by HDOC.
- b) Arrange for return of evacuees to home.
- c) Deactivate unnecessary shelters.

- d) Clean and return shelters to original condition.
- e) Define the need for more shelters and supplies. Exhausted supplies should be replaced.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

1. A Red Cross representative will report to the EOC upon its activation. This person will be a liaison between the local Red Cross and other emergency personnel in the EOC. The Red Cross will coordinate shelter and mass care feeding activities from the Chapter building.

B. Assignment of Responsibilities

1. Shelter/Mass Care Planning Committee: The Shelter/Mass Care Planning Committee will be *Developed and Reviewed annually by the EOPC Committee*. If possible the SPC staff will support the Shelter/Mass Care operations and as necessary. Personnel acting in place of committee members will be assigned by the EOPC.

- a) Identify possible shelter sites.
- b) Review listings of pre-arranged shelter sites annually.
- c) As requested, activate/deactivate staff/stock Red Cross shelters and mass feeding locations.
- d) Provide mobile and fixed mass feeding.
- e) Ensure training of volunteers and personnel to staff shelters. Maintain a volunteer log as needed.
- f) Review plan and supplies annually.
- g) Work with County Emergency Management Agency in the development of public education/information regarding disaster sheltering/mass care.
- h) Develop a policy for animal care and control during an evacuation.
- i) Provide necessary information regarding disaster for all agencies organizations involved in shelter/mass feeding.
- j) Meet with shelter organizations annually to review and update plan.

2. Local Law Enforcement

- a) When practical provide security and law enforcement for shelters.

- b) Provide traffic control during movement to shelters.

3. Public Works

- a) Inspect shelter sites for serviceability or structural soundness (i.e. after an earthquake).
- b) Maintain water supplies and sanitary facilities at shelter sites.
- c) Direct crisis upgrading of shelters in coordination with local building officials.

V. ADMINISTRATION AND LOGISTICS

- A. Training and equipment to be utilized by shelter personnel will be arranged by the City of Hudson and the SPC.
- B. Material support will be planned for by each agency/organization for its own shelter.
- C. The Police Department will maintain a record of the telephone numbers of the shelters and “mini reporting station” once established.
- D. Plans for fixed and/or mobile radio communications between the shelters and the EOC will be maintained by the Police Department as needed.
- E. Information on the food supplies, water, sanitary facilities, clothing, bedding and related shelter supplies will be maintained by Public Works.

VI. PLAN DEVELOPMENT AND MAINTENANCE

- A. The SPC is responsible for reviewing this annex and submitting new/updated information as it becomes available. Changes will be made when deficiencies are identified through drills, exercises, and actual occurrences.
- B. All involved departments are responsible for developing and maintaining departmental mutual aid agreements, personnel rosters including 24-hour emergency notification telephone numbers and resource inventories.

SHELTER ENROLLMENT FORM

Name_____

Address_____

Home Phone_____ Work Phone_____ Fax_____

Pager_____ Cell Phone_____

Spouse's Name_____

Child's Name_____ Age _____

Child's Name _____ Age _____

Child's Name _____ Age _____

Current Occupation _____

Community Group
Associations/Involvement_____
(i.e. Chamber of Commerce, Rotary, Jaycees, etc.)

Specialized Skills/Abilities_____

Special items brought with you: Water Food _____

Designated Area for family:_____

Social Network Information (email/facebook etc.): _____

You will be required to check in and out of the shelter throughout your stay. Please do so at the auditorium.

SHELTER RULES AND REGULATIONS

The City of Hudson has provided multiple locations as a means of shelter in the event of natural or man-made disaster, or crisis situation. This shelter is limited in space and residents are encouraged to utilize any means available to them before coming to the shelter for refuge. Due to the lack of space, the shelter is limited to for use by Hudson residents only. It is not our intent to callously turn anyone away from outside the community; however, non-residents will be directed to an appropriate shelter in their own community or those perhaps established by the Summit County Emergency Management Agency.

Volunteers will be needed for assisting in the operation of the shelter. If you are interested, please indicate your desire as you sign-in.

Volunteers will be wearing clothing to identify them as volunteers. If you have any questions or need help for directions within the shelter, ask a volunteer. All volunteers should be treated with respect and courtesy at all times, failure to do so may result in your removal from the shelter.

The first phase of establishing the operation of the shelter may be time consuming; your patience, help and time will be appreciated. Once you have signed in, you will be designated a place for you and your family. We ask that you stay in this general area until a place has been established for everyone. Please indicate on your sign-in form any group that you are associated with, whether it is a church, association or fraternal organization so that you can be directed to that organization's location.

There are areas within the shelter that have been pre-designated for emergency use, and are off limits to the general public. Please obey and adhere to the temporary signs that have been erected within the shelter.

If using Hudson High School, the following list dictates pre-determined locations within the shelter. The areas highlighted in italic letters reflect areas that are off limits to the general public.

HUDSON SCHOOL

DESIGNATION Main Office

Science Labs

Kitchen

Auditorium

Cafeteria

Main Gymnasium

Aux. Gymnasium Wrestling

Room

Sports Locker Room

Library / Media Center

SHELTER DESIGNATION

Emergency Operation Center

Medical Treatment Area

Kitchen / Food Storage Area

Attendance / Information center

Cafeteria / Commons Area

General Sleeping Area

Meeting and Sleeping Area

Elderly & Special Needs Sleeping

Area Men & Women Shower

Location Quiet Area

All City ordinances, State and federal Laws apply at the shelter, individuals violating any law, ordinance or rules of the shelter will be prosecuted and removed from the premises. The shelter is designated as a no-smoking facility.

City of Hudson Emergency Operations Plan

ANNEX L—DAMAGE ASSESSMENT

I. PURPOSE

The purpose of this annex is to describe those procedures to be followed in the assessment of damages resulting from natural or man-made disasters. Damage assessment provides a basis for determining the types of assistance needed and the assignment of priorities to those needs.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Most disasters have the potential for causing physical damage. A planned damage assessment procedure is essential for effective response and recovery operations.
2. A preliminary assessment focuses on needs assessments of damaged communities. Immediate needs of a community (bridge structures, dams, drinking water, sewage clean-up, etc.) and the need for federal aid programs can be determined from the Windshield Report.
3. Comprehensive damage assessment evaluation is necessary to support requests for recovery programs offered at the state and federal levels. An accurate damage assessment will also support post disaster mitigation efforts that could result in building codes and land-use regulations in order to reduce much of the structural damage that can occur from future disasters.

B. Assumptions

1. County and state government will provide assistance in developing damage assessment reports to support requests for major disaster declarations.
2. There is significant benefit to performing a Damage Assessment for local incidents (even when Federal or State assistance is not anticipated).

III. CONCEPT OF OPERATIONS

A. General

Responsibility for damage assessment ultimately lies with the City of Hudson. Personnel must be trained to provide fast and accurate information to the HDOC so that effective response and recovery efforts may be utilized.

B. Initial Assessment

An initial needs assessment will be compiled by the City Manager or his/her designee. In the event of a major or widespread disaster or prolonged response period, he/she may assign a Damage Assessment Officer. The initial needs assessment will include information from all available resources (fire, law enforcement, etc.) and information from the damage assessment teams. Early identification of problems affecting the population will enable the Executive Group to make prompt and efficient decisions concerning resources available and needed. This initial report (or Windshield Report) will be submitted to the Summit County Emergency Management Agency as soon as possible but preferably within 12 hours of the incident. (*Refer to RD-L-1—Initial Damage Assessment Form*).

C. Detailed Damage Assessment

After rescue and damage-limiting operations, a detailed damage assessment survey must be made to develop specific information on the severity and magnitude of the disaster. SCEMA will assist in completing the assessment. It must be completed ASAP, preferably within 36 hours of the incident, and will serve as the primary instrument to provide information to the state and to request assistance from the state, and subsequently the federal government, if established criteria is met. Additional information on performing a Detailed Damage Assessment can be found in the SCEOP, *Annex L*.

D. Reports and Records

1. Windshield Report

The “Windshield Report” (*Refer to RD-L-1—Initial Damage Assessment Form*) will be comprised of verbal reports from first responders to the incident. This report will be forwarded to SCEMA for transmission to Ohio EMA.

2. Survey Team Reports and Detailed Damage and Needs Assessment Form More detailed reporting requirements are included in the *Summit County Emergency Operations Plan (Annex L)*. The City Manager will designate a Damage Assessment Team and a Damage Assessment Officer to survey the community and provide input to additional reports.

3. Maps

Two maps should be prepared. One should show public damage and graphically display where the worst damage is located and where minimal damage is located. The second map should address the same for private damages.

4. Supporting Procedures

- a) Damage assessment record keeping is a vital activity when used as a means of supporting assistance requests and to substantiate and justify additional assistance requests that may develop as recovery actions are conducted.

- b) Standard administrative procedures such as those listed below will support the Accomplishment and retention of activity logs.
- c) Accomplishment and retention of assessment forms and reports.
- d) Status board.
- e) Retention of assistance requests and declarations.
- f) Detailed accounting of emergency fiscal expenditures activity:

E. Release of Information

Private appraisers, insurance adjusters, reporters, and others may obtain damage assessment information from the Damage Assessment Officer, through the Hudson Public Information Officer, with the consent of the City Manager.

F. Phases of Emergency Management

1. Mitigation

- a) Establish a damage assessment program.
- b) Establish damage assessment teams.
- c) Designate a damage assessment officer.
- d) Develop a damage assessment-training program.
- e) Develop and enforce adequate building codes. (This is Summit Co. Building Dept.)
- f) Develop and enforce adequate land-use regulations.
- g) Participate in hazard mitigation survey and identify potential hazard zones.
- h) Discourage development in hazard zones. (i.e. flood zones, floodways, etc.)
- i) Identify agencies, personnel, and resources to assist in damage assessment activities.
- j) Develop public information program(s) that alert citizens to the need for flood insurance.

2. Preparedness

- a) Select and train personnel in damage assessment techniques.

- b) Train support personnel, including shelter managers and HDOC damage assessment section personnel.
- c) Maintain pre-disaster maps, photos, and other documents.
- d) Conduct damage assessment exercises (or incorporate damage assessment into other exercises).
- e) List critical facilities requiring priority repairs if damaged.
- f) Review procedures and forms for reporting damage to higher levels of government.
- g) Identify non-profit, trade and professional organizations that could provide assistance.
- h) Determine the types of available assistance and procedures for obtaining them.

3. Response

- a) Activate damage assessment staff in HDOC.
- b) Deploy damage assessment teams to disaster location.
- c) Designate a local disaster recovery coordinator.
- d) Collect damage information.
- e) Maintain records of damage reports.
- f) Compile damage assessment reports.
- g) Make windshield report to appropriate agencies at the state level.
- h) Determine unsafe facilities.
- i) Keep public informed about hazardous buildings, roads, bridges, drinking water, etc.
- j) Document emergency work performed: Select individual to be assigned to a jurisdiction to act as liaison and assist officials in compiling documentation.

4. Recovery

- a) Summarize damage assessment report.
- b) Identify unsafe structures and prevent their use.
- c) Monitor restoration activity.

- d) Review building codes and land-use regulations for possible improvements.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

1. A Damage Assessment Officer (DAO) and a Damage Assessment Team (DAT) will be assigned by the City Manager or designee. The DAO will report all information to the County Emergency Coordinator. Specific responsibilities include but are not limited to the following:
 - a) Determine the approximate area affected.
 - b) Alert and activate the Damage Assessment Team. Provide teams briefings on the following:
 - (1) Procedures, checklists, forms;
 - (2) Point of contact in affected areas;
 - (3) Specifics of the disaster;
 - (4) Schedule for receiving assessment information;
 - (5) Procedure for verifying damage assessment information.
 - c) Collection and consolidation of missing persons information and submission to the designated authority.
 - d) Coordinate with the Public Information Officer to keep the public informed of hazardous conditions (i.e., roads, bridges, buildings).
 - e) Provide a policy for posting unsafe buildings, roads, and bridges. This would be done in cooperation with Summit County Building Standards.
 - f) Assist in the collection of damage assessment data and preparation of reports (*refer to the Summit County Emergency Management Plan, Annex L*) to be forwarded to the state.
2. Law enforcement and/or fire services and/or EMS agencies involved in responding to the disaster shall report the following information to the Damage Assessment Team as soon as it becomes available.
 - a) Number of fatalities (by name and/or address/age/sex to avoid reporting duplications).
 - b) Number of injured (by name and/or address/age/sex to avoid reporting duplications).
 - c) Other pertinent information that may become available to them during their response (evacuations, structural damage).

- d) If sufficient personnel are available, Law Enforcement and/or Fire Service, and/or EMS personnel may be called upon by the Damage Assessment Section to perform door-to-door verification of private sector losses, as is sometimes required when requesting federal assistance.
3. A representative from the Economic Development office and from the Finance office will be assigned to the Damage Assessment Team to research and report the following data:
- a) The value of the stricken public/private properties.
 - b) The annual and maintenance budgets of the affected communities and other vital-related data which may reflect the affected government's inability to financially recover.
 - c) If a substantial loss of tax base for the affected community will result from the disaster, these individuals should provide data for inclusion in the Damage Assessment Report.
 - d) General demographic data which would reveal considerable needs within the community as a result of the disaster:
 - (1) Estimate or actual data of insurance coverage in stricken private/public sites.
 - (2) Average income of stricken individuals.
 - (3) Unemployment statistics of the affected area in non-disaster periods.
 - (4) Statistics on unemployment caused as a direct result from the disaster damaging businesses and an estimate of long-range needs for Federal Disaster Unemployment Assistance.
 - (5) Minorities, handicapped, and elderly affected and to what degree.
 - (6) Numbers of affected on a fixed income and/or supplementary government assistance.

V. DIRECTION AND CONTROL

Repairs to public facilities will begin as soon as possible. Priority will be given to those facilities that are critical to emergency response activities. City resources, including private sector, will be relied upon for most of the work, with support from state, federal and other jurisdictions as available.

RD-L-1

INITIAL DAMAGE ASSESSMENT FORM

1. WHAT HAPPENED: (Flood, explosion, tornado, fire, etc.)(flooding – sanitary, storm, electric sump pump?)

2. WHEN DID IT HAPPEN: _____
3. WHERE DID IT HAPPEN: _____

4. EXTENT OF DAMAGE OR LOSS: _____

5. BEST ESTIMATE OF INJURED, HOMELESS, FATALITIES: _____

6. TYPE AND EXTENT OF ASSISTANCE REQUIRED, IF KNOWN: _____

7. ADDITIONAL REMARKS PERTINENT TO SITUATION: _____

Photos?

8. Reported by: Name _____ Phone: _____

City of Hudson Emergency Operations Plan

ANNEX M—RADIOLOGICAL PROTECTION

I. PURPOSE

This annex provides the city with a radiological program.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. There are many types of incidents that could occur involving radioactive materials that would endanger the public. Transportation of and utilization of radioactive sources occurs in the community. The threat of nuclear attack remains. Many facilities in the county have radiation sources.
2. In the event of attack, foreign or domestic, upon the United States, the county will be subject to the effects of radioactive fallout.
3. Shelter from radioactive fallout or other radioactive material may be required for population protection.
4. Protection of people, vital facilities and return to stable living conditions will require an organized capability to detect, monitor, report and analyze the radiological hazard should an incident occur.

B. Assumptions

1. Radiation measuring and detecting instruments used by trained personnel are the only means of gaining accurate radiological information in order to analyze the situation and take appropriate protective actions.
2. Summit County's radiological protection program is primarily effected through the Summit County Hazardous Materials Response Team (SCHMRT).
3. Hudson Fire Department has radiation measuring and detecting instruments. Officers and HFD hazmat team members have been trained in their use. SCHMRT is available to respond and to provide technical support.

III. CONCEPT OF OPERATIONS

The Hudson Fire Department will function as a First Responder to known and possible radiological incidents. Upon identification/suspicion of radiological involvement, the Fire Department will provide standard Awareness and Operations level functions, including monitoring, evacuation and emergency decontamination. Hudson Fire will rely on a SCHMRT callout for Technician level functions. County, State and Federal notification and involvement will depend on recommendations from SCHMRT, County EMA, and Department of Homeland Security. *Refer to SCEOP, Annex M, for additional information.*

City of Hudson Emergency Operations

Plan ANNEX N-RESOURCE

MANAGEMENT

I. PURPOSE

The purpose of this annex is to provide prompt and effective acquisition, distribution, and use of personnel and material resources for essential purposes in the event of an emergency.

II. ASSUMPTIONS

B. Assumptions

1. Essential supplies, personnel, material and equipment are available from other governmental resources, private business and industry, and volunteer agencies.
2. The private sector has the capability through its day-to-day economic pursuits to provide expertise for continued handling and distribution of their respective resources in time of emergency.
3. Resources acquired and/or used by a jurisdiction during an emergency may require payment upon termination of the emergency activity.

III. CONCEPT OF OPERATIONS

A. General

Resources and support activities during natural, technological or war-related emergencies will usually be associated with the periods and phases indicated below. Listing of local suppliers/providers of resources, support services, etc., are listed in the Resource Directory.

IV. PHASES OF MANAGEMENT

A. Mitigation

Mitigation activities may include, but are not limited to:

1. Understand existing regulations and laws.
2. Identify the Resource Management Planning Team.
3. Develop and update the Resource Directory.
4. Identify essential facilities that may be essential at the time of the emergency.

5. Develop a Resource Management Standard Operating Procedure.

6. Provide for preservation of records of the emergency.

B. Preparedness

Preparedness activities may include, but are not limited to:

1. Review and update plans, SOPs.
2. Update resource information.
3. Identify special resources required.

C. Response

Response activities may include, but are not limited to:

1. Identify resources needed for relocation of the population, if evacuation is required.
2. Identify resources needed for delivery of supplies to the relocation area.

D. Recovery

Recovery activities may include, but are not limited to:

1. Assist in recovery operations.

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

The function of providing for the prompt and effective acquisition, distribution and utilization of human and material resources for essential purposes in the event of an emergency will be conducted by the Resource Management Team. This team will identify/cooperate with appropriate agencies to deliver essential resources.

VI. DIRECTION AND CONTROL

The City Manager will designate a Resource Management Coordinator from the EOC.

VII. ADMINISTRATION AND LOGISTICS

A. Resources

1. Suppliers of foods, materials, and equipment are on file in the Hudson Emergency Operations Plan Resource Directory and the Summit County Emergency Resource Guide. Assistance will be requested by activating existing mutual-aid agreements with neighboring jurisdictions, private sector organizations, and volunteer groups.

VIII. PLAN DEVELOPMENT AND MAINTENANCE

- A. The City of Hudson City Manager's Office will ensure that the Resource Directory is updated at least annually, or as needed.

City of Hudson Emergency Operations

Plan ANNEX O - MASS CASUALTY

INCIDENT

I. PURPOSE

Refer to the *Summit County Emergency Operations Plan, Appendix B* for information to address a Mass Casualty Incident.

City of Hudson Emergency Operations

Plan ANNEX P - ANTI-TERRORISM

I. PURPOSE

Refer to the *Summit County Emergency Operations Plan, Appendix C* for information to address an ANTI-TERRORISM Incident.

City of Hudson Emergency Operations Plan

ANNEX Q—INFORMATION SERVICES

I. PURPOSE

This annex addresses the emergency recovery of equipment, data, and support requirements for disasters related to the city of Hudson.

II. SITUATION AND ASSUMPTIONS

A. Situation

This document delineates our policies and procedures for technology emergency operations and disaster recovery, as well as our process-level plans for recovering critical technology platforms and the telecommunications infrastructure. This document summarizes our recommended procedures. In the event of an actual emergency situation, modifications to this document may be made to ensure physical safety of our people, our systems, and our data.

Information technology systems require hardware, software, data and connectivity. Loss of one component of this network may cause the system to fail. Therefore, recovery strategies should be developed to anticipate the loss of one or more of the following system components:

- Computer room environment (secure computer room with climate control, conditioned and backup power supply, etc.)
- Hardware (networks, servers, desktop and laptop computers, wireless devices and peripherals)
- Connectivity to a service provider (fiber, cable, wireless, etc.)
- Software applications (electronic data interchange, electronic mail, enterprise resource management, office productivity, etc.)
- Data and restoration

B. Assumptions

Emergency operations for all levels of government will be carried out according to plans and standard operating procedures.

III. CONCEPT OF OPERATIONS

A. Notification

1. The IS Manager and the IS department will be notified that a major emergency situation has occurred or is imminent.

2. The IS Manager or designees will then notify the City Manager to apprise of the situation.
3. At the time the decision to activate the HDOC is made, notification to all EOC representatives will be accomplished as needed.

C. PREVENTION

1. All attempts are made to prevent or limit the impact of a disaster on the information systems of our city.
2. All servers are in a centralized and secured, locked location with access limited to technology staff and selected buildings and grounds staff.
3. A separate independent cooling system is installed in the server room.
4. All servers are password protected, with only select administrator level user accounts given authorization to log on.
5. Uninterrupted power supplies are installed on all servers and key network equipment.
6. RAID is used on mission critical servers.

D. BACKUP STRATEGY

1. Key business processes and the agreed backup strategy for each are listed below. The strategy chosen is for a fully mirrored recovery site in the city. This strategy entails the maintenance of a fully mirrored duplicate site which will enable instantaneous switching between the live site and the backup site.

KEY BUSINESS PROCESS	BACKUP STRATEGY
IS Operations	Fully mirrored recovery site
Tech Support - Hardware	Fully mirrored recovery site
Tech Support - Software	Fully mirrored recovery site
Email	Fully mirrored recovery site
Disaster Recovery	Fully mirrored recovery site
Finance	Fully mirrored recovery site
Human Resources	Off-site data storage facility
Testing Fully Mirrored Recovery site -	Fully mirrored recovery site
Web Site	Fully mirrored recovery site

E. RISK MANAGEMENT

1. There are many potential disruptive threats which can occur at any time and affect the normal educational process. We have considered a wide range of potential threats and the results of our deliberations are included in this section. Each potential environmental disaster or emergency situation has been examined. The focus here is on the level of educational disruption which could

arise from each type of disaster. Potential disasters have been assessed as follows:

Potential Disaster	Probability Rating	Impact Rating	Brief Description of Potential Consequences & Remedial Actions
Flood	3	4	
Fire	3	4	Fire and smoke detectors on all floors.
Tornado	5		
Electrical storms	3		
Ice Storm	3	4	
Act of terrorism	5		
Act of sabotage	5		
Electrical power Failure	3	3	UPS array tested weekly & remotely monitored 24/7.
Loss of communications network services	4	4	

Probability: 1=Very High, 5=Very Low

Impact: 1=Total destruction, 5=Minor annoyance

F. EMERGENCY RESPONSE

Key trigger issues that would lead to activation of the IS Emergency Operations Plan are:

1. Loss of all communications
2. Total loss of power
3. Flooding of the premises
4. Total Loss of the building

G. PLAN IMPLEMENTATION

When an incident occurs, the IS Emergency Operations Plan may be implemented. All key employees must be notified in the event of a disaster. Responsibilities are:

1. Respond immediately to a potential disaster and call emergency services.
2. Assess the extent of the disaster and its impact on the city.
3. Decide which elements of the disaster recovery plan should be activated.
4. Establish and manage disaster recovery team to maintain vital services and return to normal operation.
5. Ensure employees are notified and allocate responsibilities and activities as

required.

G. IS DISASTER RECOVERY TEAM

Team members include:

1. IS Manager
2. GIS/DB Manager
3. Network Systems Administrator
4. GIS/PC Specialist
5. Police Technical Sargent

The team's responsibilities include:

1. Establish facilities for an emergency level of service within 1 business day;
2. Restore key services within 1 business day of the incident;
3. Return to business as usual within 1 business day after the incident (depending upon incident);
4. Coordinate activities with disaster recovery team, first responders, etc.

2.3 Emergency Alert, Escalation and IS Disaster Recovery Plan Activation

This policy and procedure has been established to ensure that in the event of a disaster or crisis, personnel will have a clear understanding of who should be contacted. Procedures have been addressed to ensure that communications can be quickly established while activating disaster recovery.

The IS Disaster Recovery Plan will rely principally on key members of management and staff who will provide the technical and management skills necessary to achieve a smooth technology.

2.3.1 Emergency Alert

The person discovering the incident calls their immediate supervisor. One of the tasks during the early stages of the emergency is to notify the IS Disaster Recovery Team that an emergency has occurred. The notification will request IS Disaster Recovery Team members to assemble at the site of the problem and will involve sufficient information to have this request effectively communicated.

2.3.2 IS Disaster Recovery Procedures for Management

Members of the management team will keep a hard copy of the names and contact numbers of each employee in their departments. In addition, management team members will have a hard copy of the city's IS Disaster Recovery Plan on file in their homes in the event that the building is inaccessible, unusable, or destroyed.

2.3.3 Contact with Employees

Managers will serve as the focal points for their departments, while designated employees will call other employees to discuss the crisis/disaster and the district's immediate plans. Employees who cannot reach staff on their call list are advised to call the staff member's emergency contact to relay information on the disaster. Other communication methods: radio, television, email.

2.3.4 Backup Staff

If an administrator, supervisor or staff member designated to contact other staff members is unavailable, the designated backup staff member will perform notification duties.

2.3.5 Personnel and Family Notification

If the incident has resulted in a situation which would cause concern to an employee's immediate family such as hospitalization of injured persons, it will be necessary to notify their immediate family members quickly.

6. IS Disaster Recovery Plan Exercising

IS Disaster Recovery Plan exercises are an essential part of the plan development process. In an IS Disaster Recovery Plan exercise, no one passes or fails; everyone who participates learns from exercises – what needs to be improved, and how the improvements can be implemented. Plan exercising ensures that the emergency team is familiar with the assignment and, more importantly, is confident in their capabilities.

Successful IS Disaster Recovery Plans launch into action smoothly and effectively when they are needed. This will only happen if everyone with a role to play in the plan has rehearsed the role one or more times. The plan should also be validated by simulating the circumstances within which it has to work and seeing what happens.

Upon completion of the exercises, amendments to this document may be determined necessary. Revisions to this document will be noted on the cover sheet of the IS Disaster Recovery Plan.

2023 Hudson Emergency Operations Plan Update Project
Teams and Team Assignments

Team		Team Members		Intro	Table of Contents	Basic Plan	Assignments RD8	Annex A - Direction and Control	Annex B - Communications	Annex C - Notification & Warning	Annex D - Public Information	Annex E - Law Enforcement	Annex F - Fire and Rescue	Annex G - Eng., Util. and Public Health	Annex H - Medical Works	Annex I - Evacuation Plan	Annex J - Shelter & Mass Care	Annex K - Damage Assessment	Annex L - Radiological	Annex M - Resource Management	Annex N - Mass Casualty	Annex O - Information Technology	Resource Directory RD-1
City Manager/ Admin.	Frank Comierato, Jeff Knoblauch, Thom Sheridan	X			X	X											X						
Communications	Jody Roberts		X				X	X	X														
Public Works/Engineering	Eric Hutchinson, Kevin Powell, Brad Kosco										X					X							
Fire	Asst. Chief Joe Alexander							X			X				X		X						
Police	Chief Perry Tabek						X			X					X								
EMS	Scott Vargo						X					X	X				X		X				
IS	Paul Leedham			X																X			

City of Hudson Critical Infrastructure/Key Resources- ODPS Criteria

[illegible]

Department: Administration

[illegible]

EMERGENCY OPERATIONS PLAN

Resources Reference Guide

Department: Communications

Employee or Company Name	Manager, Personnel, Contractor, Supplier (please choose one)	Position/Goods and Services Provided	Contact Person & Phone No.	Employee/Company Address	Email Address	Notes/Comments
MEDIA CONTACTS						
Akron Beacon Journal	Media	Newspaper	330-996-3530		bjnews@thebeaconjournal.com	General News Line
Cleveland Plain Dealer	Media	Newspaper	216-999-4825		news@cleveland.com	Newsdesk
Crains Cleveland Business	Media	Newspaper	216-522-1383	Scott Suttell	ssuttell@crain.com	Managing Editor
Crains Cleveland Business	Media	Newspaper	216-771-5290	Dan Shingler	dshingler@crain.com	Reporter (Akron)
Hudson Hub Times	Media	Newspaper	(330) 541-9413	Derek Kreider	dkreider@gannett.com	Reporter
Hudson Hub Times	Media	Newspaper	1-800-777-2442	April Helms	ahelms@thebeaconjournal.com	Reporter (Akron)
Associated Press Cleveland Office	Media	Online	(216) 771-2172 (212) 621-1500		info@ap.org	
Hudson Life Magazine	Media	Magazine	330-659-0303		news@scriptype.com	General Contact
Hudson Life Magazine	Media	Magazine	330-659-0303	Judy Stringer	judystringer@scriptype.com	Editor
WKSU National Public Radio	Media	Radio	216-916-6100			
WNIR	Media	Radio	330-673-2331	Newsroom	news@wnir.com	Newsroom Email
WNIR	Media	Radio	330-673-2331	Phil Ferguson	phil@wnir	News Director
WTAM	Media	Radio	216-642-4636	Newsroom	news@wtam.com	Newsroom

EMERGENCY OPERATIONS PLAN
Resources Reference Guide
 Department: Community Development

[illegible]

EMERGENCY OPERATIONS PLAN

Resources Reference Guide

Department: EMS

Employee or Company Name	Manager, Personnel, Contractor, Supplier (please choose one)	Position/Goods and Services Provided	Contact Person & Phone No.	Employee/Company Address	Email Address	Notes/Comments
Jerry Varnes		Fire/EMS Chief	330-342-1876 W 330-958-7806 C	988 Westhaven Drive Hudson Ohio 44236	jvarnes@hudson.oh.us	Radio # 2000
Scott Vargo		EMS Assistant Chief	330-342-1854 W 330-441-1776 C	3267 Green Tree Cir. Medina, Ohio 44256	svargo@hudson.oh.us	Radio # 4001
Richard Smith		EMS Captain	330-620-0337 C	7360 State Rt. 43 Kent, Ohio 44240	rsmith@hudson.oh.us	Radio # 4002
Mark Miller		EMS Captain	216-548-1992 C	1602 Mids Court Streetsboro, Ohio 44241	mmiller@hudson.oh.us	Radio # 4003
David Enzman		EMS Captain	216-551-0339 C	7676 Shady Ln. Northfield Center, OH 44067	denzman@hudson.oh.us	Radio # 4004
Susan Carter		EMS Captain	330-697-3659 C	5827 Fort Rose Circle Hudson, Ohio 44236	scarter@hudson.oh.us	Radio # 4005
Todd Paulsey		EMS Lieutenant	330-518-0867 C	1266 Woodledge Drive Mineral Ridge, OH. 44440	tpaulsey@hudson.oh.us	Radio # 4006
Carl West		EMS Lieutenant	330-416-4736 C	965 Yesterday Lane Medina, Ohio 44256	cwest@hudson.oh.us	Radio # 4007
Jeff Graber		EMS Chief Engineer	330-958-2758 C	130 Ravenna Street Hudson, Ohio 44236	jgraber@hudson.oh.us	Radio # 2005
Dr. Jay Carter		EMS Medical Director	330-737-1757 C	5827 Fort Rose Circle Hudson, Ohio 44236	DocJC@DocJC.US	Radio # Doc2
Cheryl Nally		Executive Assistant	330-342-1852 W 330-958-3738 C	290 Munroe Falls Ave # 17 Munroe Falls, Ohio 44262	cnally@hudson.oh.us	
Poison Control Poison Control		For People For Animals	1-800-222-1222 1- 888-426-4435			
Summit County Medical Examiner		Forensic Pathologist/Coroner	330-643-2101	85 N. Summit Street Akron, Ohio 44308		
Summa Akron City Hospital		Emergency Room/Level 1 Trauma Center	330-375-3000 330- 375-3198 ER	141 N. Forge Street Akron, Ohio 44304		

CC/Akron General Main Hospital		Emergency Room/Level 1 Trauma Center	330-344-6000 330-344-8451 ER	1 Akron General Avenue Akron, Ohio 44307		
CC/ Akron General North ER		Emergency Room - Stand Alone	330-945-9300 330-945-3111 ER	4300 Allen Road Stow, Ohio 44224		
Western Reserve Hospital		Emergency Room - Level 3 Trauma Center Hudson's Medical Control Hospital	330-971-7000 330-971-7828 ER	1900 23rd Street Cuyahoga Falls, Oh. 44223		
UH Portage Medical Center - Ravenna		Emergency Room - Level 3 Trauma Center	330-235-1251 330-297-2958 ER	6847 N. Chestnut Street Ravenna, Ohio 44266		
Cleveland Clinic Twinsburg Campus		Emergency Room - Stand Alone	330-888-4000 330-486-9801 ER	8701 Darrow Road Twinsburg, Ohio 44087		
UH Ahuja Medical Center		Emergency Room - Pending Level 2 Trauma Center (2023-2024)	216-293-8226 216-593-1755 ER	3999 Richmond Road Beachwood, Ohio 44122		
Akron Children's Hospital		Infant to 18 y/o + Burn Patients Pediatric Level 2 Trauma Center	330-543-3000 330-543-8995 ER	177 West Exchange Street Akron, Ohio 44302		
Metro Life Flight		Medical Flights	800-233-5433	2500 Metrohealth Drive Cleveland, Ohio 44109		
Red Cross	Debbie Chitachure	Disaster Manager - Akron	330-535-2547	501 W. Market Street Akron, Ohio 44303		
Red Cross		Disaster Relief	330-535-6131 800-733-2767	501 W. Market Street Akron, Ohio 44303		
Red Cross	Tim O'Toole	Disaster Officer	216-431-3661			
Summit County Public Health	Donna Skoda	Public Health - Commissioner	330-926-5654 W 330-313-4943 C	1867 W. Market Street Akron, Ohio 44313		
Summit County Public Health		Public Health - Main Office	330-923-4891	1867 W. Market Street Akron, Ohio 44313		
Summit County Public Health	Chris Barker	White powder Incidents	330-926-5716	1867 W. Market Street Akron, Ohio 44313		
Chemtrec		Technical Chemical Support	800-424-9300			

EMERGENCY OPERATIONS PLAN

Resources Reference Guide

Department: Engineering & Public Works

Employee or Company Name	Manager, Personnel, Contractor, Supplier (please choose one)	Position/Goods and Services Provided	Contact Person & Phone No.	Employee/Company Address	Email Address
Don Skolnik	Manager	Assistant Public Works Superintendent	330-283-3077	1769 Georgetown Rd. Hudson, OH 44236	DSkolnik@hudson.oh.us
Eric Hutchinson	Manager	Assistant Public Works Director-Services	330-730-4688	1769 Georgetown Rd. Hudson, OH 44236	EHutchinson@hudson.oh.us
Akron Waste Oil	Vendor	Collects waste oil from Fleet	330-628-1677	2090 May Rd Mogadore Ohio	
Mat Cleaning	Contractor	Cleans City buildings	Pat Stahl 330-801-6238 or Chris 330-861-9717		Pat Stahl <matSERVICE95@yahoo.com>
Reilly Sweeping	Contractor	Street sweeping	Sean Reilly-440-759-0798		
D&L Towing	Contractor	Towing/Hauling	330-425-2088	8650 Chamberlin Rd Twinsburg, Ohio	
Interstate Towing	Contractor	Towing/Hauling	330-425-4111	1655 Highland Rd Twinsburg, Ohio	
Safety-Kleen	Contractor	Waste Oil	330-673-3340	354 Portage Blvd Kent, Ohio	
Cintas	Vendor	Provides City uniforms	Mike Harmon 440-349-4200		
A-A Sanitation	Contractor	Trash Hauling	Phil 330-650-4105		
Miller Animal Control	Contractor	Dead Animal removal	Greg Miller 440-439-7359		
Metro RTA	Supplier	Transportation Service/Busses/ Trains	Roger Bacon 330-564-2284		
Henderson Equip	Vendor	Snow and Ice control equip	Brian Beury 440-822-0032		

Concord Road Equip	Vendor	Snow and Ice control equip	Mike or Jeff 440-357-5344		
ODOT D4	Public Agency	ODOT related concerns	Brian Hoover 330-221-1742	Chittenden Rd, Hudson, Ohio	Brian.hoover@dot.state.oh.us
Cardinal Asphalt	Contractor	Pavement repairs	Jim 330-352-3678		
Cargill	Vendor	Salt Supplier	1-800-600-7258		
Dan Roth	Manager	Assistant Public Works Superintendent	330-958-7843	1769 Georgetown Rd. Hudson, OH 44236	Droth@hudson.oh.us
CCP Inc	Martin Nemchev CCP.INC.	For Stormwater supplies...pipe, etc)	(330)922-3670	100 Marc Dr.Cuyahoga falls OH 44223	mnemchev@consolidatedconstructio
Hanson pipe & precast	Harold Baker	For Stormwater supplies...pipe, etc)	(937) 538-0183	1504 N Gettysburg AVE Dayton OH 45417	Harold.Baker@hanson.biz
Hd Supply water works	Doug Kleinhenz	For Stormwater supplies...pipe, etc)	(330) 351-6120	340 Lake AveNw Massillon Oh 44646	Douglas.kleinhenz@hdsupply.com
Discount Drain supplies	Terry Passmore	For Stormwater supplies...pipe, etc)	(234) 542-4506	2600 S. Arlington Road Akron, OH 44319	dd-sales@neohio.twcbc.com
Trumbull Industries	Curtis Straubhaar	For Stormwater supplies...pipe, etc)	(330) 328-9429	209 Perkins Street Akron, OH 44304	cstraubhaar@trumbull.com
Lilly landscaping	Scott Lilly	Contractor	(330) 554-3015		
Bourgeois const.	Allen Bourgeois	Contractor	(330) 414-4611		
Downs Drain	Randy Downs	Contractor	(330) 352-6246 or (330) 929-5555		
Rudd Equipment	Chris Kurz	Equipment lease	(330)614-1268	2512 Jackson pike Columbus OH 43223	Ckurz@RuddEquipment.com
Sun belt pump and power	Eddie Keel	Equipment lease	(330)208-6580	5162 Akron Cleveland Rd.Peninsula Oh44264	eddie.Keel@sunbeltrentals.com
South Eastern Equipment	Scott Hartzell	Equipment lease	(330)495-2542	6415 Premier St NW Canton Oh 44720	shartzell@southeasternequip.com
Republic services	Robert young	Trash hauler Street sweeping	(330)338-3976	Canton OHIO	RYoung@republicservices.com

Kevin Powell	Manager	Assistant Director of Public Works	330-475-6224	1769 Georgetown Rd. Hudson, OH 44236	kpowell@hudson.oh.us
Jon Strobl	Manager	System Supervisor	216-789-0584	1220 Hudson Gate Hudson, OH 44236	rbrunstetter@hudson.oh.us
Dave Autz	Manager	System Supervisor	234-284-5862	1220 Hudson Gate Hudson, OH 44236	dautz@hudson.oh.us
Brownstown Supply	Supplier	Inside Distribution Sales	Jody Deardurff 937-592-9062	1671 County Rd. 32 N. Bellefontaine, OH 43311	jdeardurff@brownstown.com
Brownstown Supply	Supplier	Outside Distribution Sales	Rick Stover 937-935-6751	1671 County Rd. 32 N. Bellefontaine, OH 43311	rstover@brownstown.com
Pepco Utility	Supplier	Inside Distribution Sales	Melanie Castor 330-896-3790	1140 E. Waterloo Rd. Akron, OH 44306	mcastor@pepceonet.com
Pepco Utility	Supplier	Outside Distribution Sales	Bill Esposito 614-519-3922	1140 E. Waterloo Rd. Akron, OH 44306	besposito@pepconet.com
Reed City Power Line Supply	Supplier	Inside Distribution Sales	Nancy Hoel 800-341-5327 x2201	1403 Neubrecht Rd. Lima, OH 45801	nancy_hoel@uscco.com
Reed City Power Line Supply	Supplier	Outside Distribution Sales	Denver Collins 419-549-0583	1403 Neubrecht Rd. Lima, OH 45801	denver_collins@uscco.com
Wesco Utility	Supplier	Inside Distribution Sales	Elizabeth Finn 800-555-3047		
Wesco Utility	Supplier	Outside Distribution Sales	Randy Leab 216-225-0229		
Mars Electric	Supplier	General Operating Supplies	counter help 330-467-9220	7772 Capital Blvd. Macedonia, OH 44056	
Mars Electric	Supplier	General Operating Supplies	John Kisley 216-662-7000	7772 Capital Blvd. Macedonia, OH 44056	
Independence Office Supply	Supplier	General Operating Supplies	Gary Windt 330-819-0407		gary.windt@ibuyibs.com
Davey Tree Experts	Contractor	Tree trimming/removal	Mike Ash 330-203-8000	1437 State Route 43, Suffield Ohio 44260	
Ohio Edison	Manager	Engineer	David Stone 330-436-4077	4238 Newcomer Stow, OH 44224	dstone@firstenergycorp.com
Time Warner Cable	Manager	System Construction & Maintenance	Dennis Thompson 216-392-7947		dennis.thompson@twcable.com
Windstream	Manager	System Construction & Maintenance	Brian Vinson 330-650-8484		Brian.Vinson@windstream.com

Signal Service	Manager	Traffic signal maintenance	Dave Bolton 216-662-4820		signal@signalservicecompany.net
David P. Griffith	Manager	Assistant Public Works Superintendent	330-671-4576	95 Owen Brown	dgriffith@hudson.oh.us
First Energy	Akron Control Center	Emergency Transmission Contact	800-228-9176		
First Energy	Agent	General contact for questions and scheduling.	Joyce Tamer 330-384-5705	76 S. Main Street Akron, OH 44308	jtamer@firstenergycorp.com
HPP/Velocity	Substations/ GIS Metering/Broadband				
Acme Fence	Contractor	Fence repair	(330) 784-0456		info@acmefence.com
ACS	Supplier	SCADA system	Janie Schmidt (404) 861-7380	1053 Bank St. Akron Ohio 44236 2755 Northwoods Parkway Norcross, GA 30071	janie.schmidt@acspower.com
Leidy Engineering	Supplier	Alstrom (Areva), Pedersen, Substation breakers, switchgear	Mark Fuller (330) 936-6108	127 S. Main St. North Canton, OH 44720	mark_fuller@sbcglobal.net
BAE Batteries USA	Supplier	Substation batteries	Kit Searles (440) 799-1719	1253 Cranford Ave. Lakewood, OH 44107	kit.searles@baebatteriesusa.com
Brownstown	Supplier	Electric supply house (metering) Technical Support	Larry Dalbey (317) 697-1396	690 East State Rd 250 Brownstown, IN 47220	larry31352@aol.com
E Manufacturing	Supplier	Parts replicator and rebuilder	Chris Francis (440) 951-0900	7275 Industrial Park Blvd. Mentor, OH	chris@emanufacturing.com
Electrical Energy Systems	Contractor	Substation batteries	Ron Chessler (330) 495-3600	P.O. Box 21532 Canton, OH 44701	rchessler@neo.rr.com
UIS-Ohio LLC	Contractor	Emergency and Preventative Maintenance	Mark Beucler 937-672-3428	998 Dimco Way Centerville, Ohio 45458	mark.beucler@teamuis.com
Energized Substation Maintenance	Contractor	Preventative Maintenance	Gordon Perkins (330) 722-6029	433 State Rt. 511 Nov, OH 44859	
Electrical Power Systems (EPS)	Contractor	Emergency and Preventative Maintenance	Bill Melis (216) 256-8304	2888 Nationwide Pkwy Brunswick, OH 44212	b.melis@epsii.com
Fine Line Communications	Contractor	Inside installer for fiber	Brian Haun (216) 396-5442		bhaun@finelinecomm.com

GPD Group	Contractor	Engineering/Design	Steve Schaub (330) 327-0263	520 S. Main St. Suite 2531 Akron, Oh 44311	sschaub@gpdco.com
Georgia Telecom Supply	Supplier	Fiber reels (ADSS, Prysmian,OFS, AFL)	Bob Conley (706) 253-8681	359 Hood Road Suite 100 Jasper, GA 30143	bob.conley@gatelsupply.com
Grainger Akron Branch #161	Supplier	Electric supply house	(800) 472-4643	420 Kennedy Rd. Akron, OH 44305	www.grainger.com
Great Lakes Testing LLC	Contractor	Preventative Maintenance	Rick Herbert (440) 413-3464	38323 Apollo Pkwy #1 Willoughby, OH 44904	rick.herbert@windstream.net
HD Supply	Supplier	Itron meters, etc.	Terry Bailey (440) 477-3732		
HTC Communications	Contractor	Inside installer for fiber	Justin Healey (440) 523-9578		
High Voltage Maintenance	Contractor	Emergency and Preventative Maintenance	Jude Cuddy (216) 832-5770	355 Vista Park Drive Pittsburgh, PA 15205	jude.cuddy@emerson.com
Insulator Maintenance Co.	Supplier		Ron Cook (330) 929-9310	P.O. Box 67287 Cuyahoga Falls, OH	
McGarry Masonry LLC	Contractor	Masonry repairs, Siding	Mike McGarry (330) 805-3791	424 Whittlesey Dr. Tallmadge, OH 44278	mmcgarry@neo.rr.com
Mars Electric Co.	Supplier	Electric supply house	(330) 467-9220	7792 Capital Blvd. Macedonia, OH 44056	
Megger	Supplier	Test equipment	Greg Plutchak (214) 914-5167	564 Hackberry Dr. Westerville, OH 43081	gregory.plutchak@megger.com
National Contact Supply	Supplier	Electical contact manufacture, rebuild	(716) 537-2223	P.O.Box 400 Holland, NY 14080	
National Power Equipment	Supplier	Used Substation parts	Ken Prince (800) 647-0815	5400 W. 161st Brookpark, OH 44142	kprince@npeinc.com
North American Switchgear	Supplier	Rebuilds equipment	(800) 909-3660	12502 Berea Rd. Cleveland, OH 44111	
Peters, Schantz and Associates	Contractor	Engineering Services	(330) 666-3702	275 Springside Dr. #300 Akron, OH 44333	
Philcap Electronics	Supplier	Electrical supplies			
Power Line Supply	Supplier	Electrical/Fiber supplies	Nancy Hoel (800) 341-5327	1403 Neubrecht Rd. Lima, OH 45801	nancy_hoel@uscco.com
Power Services	Supplier		Mark Beucler (937) 672-3428	998 Dimco Way Centerville, OH 45475	

Preventative Power and Maintenance	Contractor	Rubber substation roofing, insulator cleaning, etc.	John Massolini (330) 388-3911	1117 Applegrove NW North Canton, OH 44720	Sales@ppm-co.com
Qualitrol	Supplier	Gauges, SF6 monitoring, etc.	(585) 643-3717	1385 Fairport Rd. Fairport, NY 14459	
Quick Service Welding	Supplier	Welding repair	Frank Bowen (330) 673-3818	117 South Summit St. Kent, OH 44420	
RT Fence	Contractor	Fence repairs	(330) 626-5170	8885 SR 14 Streetsboro, OH 44241	
Radi-O-Sound	Contractor	Substation Security	(330) 337-9916	535 E. State St. Salem, OH 44460	
Ram Meter Inc.	Supplier	Ground test meter, etc.	Barb DeMaria (800) 446-4035	1903 Barrett Dr. Troy, MI 48084	www.rammeter.com
SD Myers	Supplier	Oil testing company	Jeff Dunning	Tallmadge, OH	
SeeKirk, Inc.	Supplier	Seasons Annunicator parts	(614) 278-9200	2420 Scioto-Harper Dr. Columbus, OH 43204	seekirk@seekirk.com
Siemens	Supplier	Switchgear, breakers, parts	Kelvin King (601) 936-9135	7000 Siemens Rd. Wendell, NC 27591	kelvin.king@siemens.com
Sirkoch Associates	Supplier	Siemens rep	Jeff Sirkoch (412) 720-6068	935 Beaver Grade Rd. Coraopolis, PA 15108	jeff@sirkoch.com
Southern States, LLC	Supplier	Eastside MOAB parts	(770) 946-4562	30 Georgia Ave. Hampton, GA 30228	support@southernstatesLLC.com
Thayer Power and Communication	Contractor	Field services	Tim Luden (740) 322-3089	117 Cypress St. Reynoldsburg, OH 43068	timluden@thayerpc.com
Tj/H2b Analytical Services	Supplier	Substation Oil Testing	Doreen Runge (608) 825-2022	3098 Happy Valley Rd. Sun Prairie, WI 52590	
UTB -Utility Transformer Brokers	Suppliers		(855) 214-0975		sales@utilitytransformerbr.com
Scott P. Angel	Manager	Assistant Public Works Superintendent Utilities	330-958-1521	1769 Georgetown Rd. Hudson, OH 44236	sangel@hudson.oh.us
Alan Fassinger		Operations manager	330-840-0216	572 W.Streetsboro St.Hudson, OH 44236	afassinger@hudson.oh.us
Thomas Scientific	Supplier	Lab supplies	Jane Good-440-823-5091		JaneG@thomassci.com

Ohio Drilling	Contractor	Well Rehab/repair	George Mayhew, 330-832-1521	2405 Bostic Blvd. S.W. Massillon, OH 44647	
Layne	Contractor	Well Rehab/repair	Terry Breckenridge, 513-616-9820	6451 Germantown Rd. Middletown, OH 45042	layne.com
Pace Lab	Contractor	EPA sample testing	800-723-5227	25 Holiday Dr. Englewood, OH 45322	
Adams Lab	Contractor	Bacteria/EPA testing	330-633-3991	912 East Tallmadge Ave. Akron, OH 44310	adamslab@att.net
Trumbull Ind.	Supplier	Water fittings/tools	330-434-6179	Perkins St. Akron	
Apex Electric	Supplier	Electrical supplies	330-253-5157	406 W. Exchange St. Akron, OH 44302	
Down's Drain	Contractor	Drain Cleaning	330-929-5555	State Rd. Cuyohoga Falls	
Alloway	Contractor	EPA sample testing	1-800-436-1243		
Data Command	Contractor	SCADA, IT tech.	Glenn King, 330-703-3931		
State Alarm	Contractor	Alarming water plant	800-321-7400		
Bonded Chemical	Supplier	Plant Chemicals	330-317-0016		thomask@chemgroup.com
Univar	Supplier	Salt & Chemicals	440-378-5046		
Jones Chemical	Supplier	Chlorine	800-521-4588	2500 Vanderhoof Rd. New Franklin, OH 44203	
Bourgeois Enterprises Inc.	Contractor	Excavating	Allan Bourgeois, 330-414-4611	P.O. Box 1519, Stow Ohio, 330-606-3174	
Trumbull Industries	Supplier	Pipe, valves, etc.	330-434-6174 330-328-9429	209 Perkins St. Akron, Oh 44304	
HD Waterworks Supply	Supplier	Pipe, valves, etc.	330-830-1058 330-495-9421	340 Lake Avenue NW, Massillon, Oh 44647	
Hudson Service	Contractor	Plumber	John Miles 330-650-4177		
Hudson Plumbing LLC	Contractor	Plumber	Mike Hudson 330-655-7586	5824 Akron- Cleveland Rd, Hudson, Oh 44236	
Krista Roch	Manager	Office Manager	330-815-0925	1769 Georgetown Rd. Hudson, OH 44236	kruch@hudson.oh.us
G.P. Zampelli		Building Owner	330-650-1488	1500 Geoergetown Rd. Hudson, OH 44236	zampelli@msn.com
Com doc	Contractor	Copier Service			

MT Business	Contractor	Copier Service	216-373-2287	1239 West 6th Street Clevelnad, Oh 44113	jkis@mtbt.com
Safe Staffing	Contractor	temporay Employment - labor	330-633-4747	916 E. Tallmadge Ave. Akron, OH 44310	mike.armore@safestaffingohio.com
Randstad	Contractor	temporay Employment - administration	330-922-3090	4161 Steels Pointe Drive, Suite 400 Stow, OH 44224	
JC Electric	Contractor	Approved Electrician for Georgetown	330-802-1874		
Republic Services	Contractor	trash removal Service	330-834-4981	2800 Erie Street South Massillon, OH 44646	jickes@republicservicedcs.com
Waste Management	Contractor	trash removal Service	440-226-6321	10297 Cutts Road Chardon, OH 44024	vcrawford@wm.com
AA Sanitaiton	Contractor	trash removal Service	330-760-9802		aasanitaiton@yahoo.com
Guardian Alarm	Contractor	alarm services	216-739-9199 or 800- STAY-OUT		mkeserich@guardianalarm.com
Maganetic Springs	Supplier	water service	800-572-2990		
Officemax	Supplier	office supplies	330-327-9256	17909 Cleveland Parkway Cleveland, OH 44135	
Thomas Sheridan	Manager	City Engineer	330-719-0382	115 Executive Pkwy, Suite 400, Hudson, Ohio 44236	tsheridan@hudson.oh.us
Christopher Papp	Personnel	Assistant City Engineer	330-388-1841	115 Executive Pkwy, Suite 400, Hudson, Ohio 44236	cpapp@hudson.oh.us
Brad Kosco	Personnel	Assistant City Engineer	330-472-4313	115 Executive Pkwy, Suite 400, Hudson, Ohio 44236	bkosco@hudson.oh.us
Charles Schnoor	Personnel	Construction Coordinator	330-958-7816	115 Executive Pkwy, Suite 400, Hudson, Ohio 44236	cschnoor@hudson.oh.us
Tony Calabro	Personnel	Construction Inspector	330-958-2299	115 Executive Pkwy, Suite 400, Hudson, Ohio 44236	tcablabro@hudson.oh.us
Rick Sidelinker	Personnel	Construction Technician	330-958-2041	115 Executive Pkwy, Suite 400, Hudson, Ohio 44236	rsidelinker@hudson.oh.us

Nathan Monroe	Personnel	Construction Technician	234-284-5381	115 Executive Pkwy, Suite 400, Hudson, Ohio 44236	nmonroe@hudson.oh.us
Akron Metro RTA			Roger Bacon 330-957-0157	416 Kenmore Blvd., Akron, Ohio 44301	
Akron Metro RTA			Steve Sapp 330-762-7267 x3036	416 Kenmore Blvd., Akron, Ohio 44301	
AMATS			330-375-2436	806 CitiCenter. 146 S. High Street, Room 806, Akron, Ohio 44308	
AT&T - Ohio			Jason Honeycutt 330-384-9643	50 W Bowery, Akron, Ohio 44313	
AT&T - Ohio		Underground	Vern Luntsford 330-384-3610 or 330-212-5732	51 W Bowery, Akron, Ohio 44313	
AT&T - Ohio			Lucie Hinshaw 330-384-3048	52 W Bowery, Akron, Ohio 44313	
AT&T - Ohio		Line Down	800-572-4545	53 W Bowery, Akron, Ohio 44313	
AT&T - Long Distance			Bill Harkness 770-316-5309	c/o Metropolitan Communication Group, 155 Commerce Park Dr., Suite 1, Westerville, Ohio 43082	
City of Akron		Non-Emergency Contact Center	John Eaton 3-1-1; from a cell call 330-375-2311		
City of Akron	Engineering Bureau	Jim Hewitt - City Engineer	330-375-2355	166 S. High Street, Akron, Ohio 44308	AkronEngineering@akronohio.gov
City of Akron	Engineering Bureau	Mike Teodecki - Design	330-375-2355	167 S. High Street, Akron, Ohio 44308	
City of Akron	Engineering Bureau	Larry Thomas - Administration	330-375-2355	168 S. High Street, Akron, Ohio 44308	
City of Akron	Bureau of Water Supply	Water Dispatch	330-375-2420	166 S. High Street, Akron, Ohio 44308	
City of Akron	Bureau of Water Supply	Jeff Bronowski - Water Manager	330-678-0077 x439	167 S. High Street, Akron, Ohio 44308	

City of Akron	Bureau of Water Supply	Doug Smith - Water Distribution Supervisor	330-812-7852	168 S. High Street, Akron, Ohio 44308	
City of Akron	Bureau of Water Reclamation	Sewer Dispatch	330-375-2666	166 S. High Street, Akron, Ohio 44308	
City of Akron	Bureau of Water Reclamation	Jim Aitken - Superindendent	330-375-2435	167 S. High Street, Akron, Ohio 44308	
City of Akron	Bureau of Water Reclamation	Brian Gresser - Manager	330-375-2963 x7130	168 S. High Street, Akron, Ohio 44308	
City of Akron		Public Works Bureau	330-375-2831	169 S. High Street, Akron, Ohio 44308	
City of Akron		Traffic Engineering	330-375-2851	170 S. High Street, Akron, Ohio 44308	
City of Akron		Police Dispatch	330-375-2552	171 S. High Street, Akron, Ohio 44308	
City of Barberton		Police Dispatch	330-848-6701	576 W Park Avenue, Basement, Room 1, Barberton, Ohio 44203	
City of Barberton		Utility Director	330-848-6713	576 W park Avenue, Room 100, Barberton, Ohio 44203	
City Cuyahoga Falls		Police Dispatch	330-928-2181	2310 Second Street, Cuyahoga Falls, Ohio 44221	cops@cityofcf.com
City of Green		Police Dispatch - Summit Co. Sheriff	330-643-2154		
City of Kent		Police Dispatch	330-673-7732	319 South Water Street, PO Box 5192, Kent, Ohio 44240	
City of Kent		Engineering Division	James Bowling 330-678-8106	930 Overholt Road, Kent, Ohio 44240	bowlingj@kent-ohio.org
City of Munroe Falls		Police Dispatch	330-688-3555	43 Munroe Falls Avenue, Munroe Falls, Ohio 44262	
City of Munroe Falls		City Hall	330-688-7491	43 Munroe Falls Avenue, Munroe Falls, Ohio 44262	
City of Ravenna		Police Dispatch	330-296-6486	220 Park Way, Ravenna, Ohio 44266	
City of Ravenna		Engineering	330-296-5666	530 N. Freedom Street, Ravenna, Ohio 44266	

City of Stow		Police Dispatch	330-689-5700	3800 Darrow Road, Stow, Ohio 44224	
City of Stow		Engineering Department	Sheila Rayman, Asst. City Engineer 330-689-2710	3760 Darrow Road, Stow, Ohio 44224	
City of Tallmadge		Police Dispatch	330-633-2181	53 Northeast Avenue, Tallmadge, Ohio 44278	
City of Tallmadge		Public Service Department	Bryan Esler, Director 330-633-0854	46 North Avenue, Tallmadge, Ohio 44278	
City of Twinsburg		Police Dispatch	330-425-1234	10075 Ravenna Road, Twinsburg, Ohio 44087	
City of Twinsburg		Engineering Department	Amy Mohr 330-963-6233	10075 Ravenna Road, Twinsburg, Ohio 44087	amohr@twinsburg.oh.us
Portage County Engineer			330-296-6411	5000 Newton Falls Road, Ravenna, Ohio 44266	portagecountyengineer@portageco.com
Portage County Sheriff		Dispatch	330-678-7012	8240 Infirmary Road, Ravenna, Ohio 44266	
Village of Boston Heights		Mayor's Office	Bill Goncy 330-650-4111	45 E Boston Mills Road, Boston Heights, Ohio 44236	b.goncy@bostonheightsvillage.com
Village of Boston Heights		Police Dispatch	330-650-4111	45 E Boston Mills Road, Boston Heights, Ohio 44236	
CSX RR	RailRoad	Emergency	800-232-0144		
CSX RR	RailRoad	Non-Emergency	877-835-5279		
Cuyahoga Valey RR	RailRoad	24-Hour Contact for gates	800-433-1986 x0 or x5945		
Cuyahoga Valey RR	RailRoad		Rob Bobule 440-546-5972		
Norfolk and Southern RR	RailRoad	Ohio Representative	Bryant Thomas - 614-538-6910 or 804-366-0329	8000 Ravine's Edge Court, Suite 100, Columbus, Ohio 43235	Bryant.Thomas@nscorp.com
Norfolk and Southern RR	RailRoad	Cleveland Area Supervisor	Peter Hommel 330-242-1251	5300 Greenhurst Drive, Maple Heights, Ohio 44137	Peter.Hommel2@nscorp.com
Wheeling & Lake Erie RR	RailRoad		Dan Reinsel 330-767-7202		

Ohio Rail Development Commission	RailRoad	Executive Director	Matthew Dietrich 614-644-0295		
Summit County Building		Department of Building Services	330-630-7280	1030 E. Tallmadge Avenue, Akron, Ohio 44310	
Summit County Engineer's Office		24-Hour Dispatch	330-643-2860	538 E. South Street, Akron, Ohio 44311	
Summit County Emergency Management		Senior Administrator	Valerie DeRose 330-643-2558	175 South Main Street, Room #101, Akron, Ohio 44308	vderose@summitoh.net
Summit Soil and Water Conservation			330-929-2871	1180 S. Main Street, Akron, Ohio 44301	
Summit County Health Department			330-923-4891	1867 W Market Street, Akron, Ohio 44313	
Metro Parks, Serving Summit County			Chuck Hauber 330-865-8040 x206	975 Treaty Line Road, Akron, Ohio 44313	
Metro Parks, Serving Summit County			Stephen Long 330-865-8040 x210	975 Treaty Line Road, Akron, Ohio 44313	
Ohio Department of Natural Resources		24 Hour Contact	614-799-9538	2045 Morse Road, Bldg B-3, Columbus, Ohio 43229	
Ohio Department of Natural Resources		Dams Division	Rodney Tornes 614-265-6737	2045 Morse Road, Bldg B-1, Columbus, Ohio 43229	
Ohio Department of Natural Resources		Division of Soil and Water Resources	Keith Banachowski 614-265-6738	2045 Morse Road, Bldg B-1, Columbus, Ohio 43229	keith.banachowski@dnr.state.oh.us
Ohio Department of Natural Resources		24-Hour Dam Safety	614-799-9538	2045 Morse Road, Bldg B-1, Columbus, Ohio 43229	

Ohio Department of Natural Resources		Floodplain Division	Alicia Silverio 614-265-1006	2045 Morse Road, Bldg B-3, Columbus, Ohio 43229	alicia.silverio@dnr.state.oh.us
Ohio Environmental Protection Agency (OEPA)		Environmental Engineer - Division of Surface Water	Philip Rhodes 330-963-1136	2110 E. Aurora Road, Twinsburg, Ohio 44087	phil.rhodes@epa.state.oh.us
Ohio Department of Transportation (ODOT)		County Transportation Administrator	Frank Phillips, Jr. 330-650-1300	6155 Chittenden Road, Hudson, Ohio 44236	Frank.Phillips@dot.state.oh.us
Ohio Department of Transportation (ODOT)		Public Information Officer, District 4	Paula Putnam 330-786-2209	2088 S. Arlington Road, Akron, Ohio 44306	paula.putnam@dot.state.oh.us
Ohio Turnpike and Infrastructure Commission		Assistant Chief Engineer	Dennis Albrecht, Jr. 440-234-2081 x 1211 or 440-821-3311	682 Prospect Street, Berea, Ohio 44017	dennis.albrecht@ohioturnpike.org
Ohio Turnpike and Infrastructure Commission		Bridge and Structures Engineer	Charles Cvitkovich 440-234-2081 x1213 or 440-821-3313	682 Prospect Street, Berea, Ohio 44017	chuck.cvitkovich@ohioturnpike.org
Occupational Safety and Health Administration (OSHA)		Compliance Safety & Health Officer	Jocko Bermillion 216-615-4266	US Department of Labor Cleveland Area Office 1240 E. 9th Street, Cleveland, Ohio 44199	vermillion.jocko@dol.gov
Charter (FKA Time Warner)	Utility	Construction Supervisor	Ron Ickes 330-494-9200 xt330-555-3009	530 S. Main Street, Akron, Ohio 44311	
Charter (FKA Time Warner)	Utility	Construction Coordinator	Andrew Fetterman 330-633-9203 x330-555-30847	530 S. Main Street, Akron, Ohio 44311	
Charter (FKA Time Warner)	Utility	Construction Supervisor	Doug Umpleby 330-369-7140	530 S. Main Street, Akron, Ohio 44311	
Dominion East Ohio	Utility	Gas Leak	877-542-2630	320 Springside Drive, Akron, Ohio 44333	
Dominion East Ohio	Utility	Hit Gas Line	216-736-6650	320 Springside Drive, Akron, Ohio 44333	
Dominion East Ohio	Utility	Plan/Relocation Review	Bryan Dayton 330-664-2409	320 Springside Drive, Akron, Ohio 44333	

First Energy	Utility	Field Emergency	800-633-4766	1910 W. Market Street, Bldg 3, Akron, Ohio 44313	
First Energy	Utility	Customer Service	800-633-4766	1910 W. Market Street, Bldg 3, Akron, Ohio 44313	
First Energy	Utility	Underground	Denny Speirs 330-436-4186 or 330-612-0100	1910 W. Market Street, Bldg 3, Akron, Ohio 44313	
First Energy	Utility	Substation	Ross Catanese 330-436-4177 or 330-807-0338	1911 W. Market Street, Bldg 3, Akron, Ohio 44313	
Level 3 Communications	Utility		Marvin Muncy 800-453-8353 or 419-304-5190	1025 Eldorado Blvd., Broomfield, CO 80021	
Ohio Utilities Protection Services (OUPS)	Utility		800-362-2764 or 8-1-1		
Oil and Gas Producers Underground Protection Service	Utility		800-925-0988		
Summit County Dept. of Sanitary Sewer Services	Utility	24-Hour Emergency	330-688-6126 / 800-828-2087	1180 S. Main Street, Suite 201, Akron, Ohio 44301	
Sun Pipeline Company	Utility		330-379-2841		
Sunoco	Utility		717-514-6604		
Verizon Communications	Utility		Jeff Ferringer 330-785-2477	120 Ravine Street, Akron, Ohio 44303	
Verizon Communications	Utility		Al Guest 330-253-8267 or 330-329-5495	120 Ravine Street, Akron, Ohio 44303	
Windstream/KDL	Utility		Dwayne Lahmann 330-419-1293	388 S. Main Street, Akron, Ohio 44308	
Youngstown Water Department			330-742-8749	26 South Phelps Street, Youngstown, Ohio 44503	

A. Crano Excavating	Contractor	Excavation	330-630-1115	1505 Industrial Parkway, Akron, Ohio 44310	
AR Lockhart Construction	Contractor	General Contractor	330-745-6520	800 W Waterloo Road, Akron, Ohio 44314	
Barbicas Construction Company	Contractor	Site, Asphalt and Concrete	330-733-9101	124 Darrow Road, Akron, Ohio 44305	
Buckeye Sweeping	Contractor	Street Sweeping	330-798-9200	1071 Eastwood Avenue, Akron, Ohio 44305	info@buckeyesweeping.com
CATTS Constructino	Contractor	Concrete	888-657-6506	15700 Brookpark Road, Cleveland, Ohio 44135	
Cioffi & Son Construction	Contractor	General Contractor	330-798-9448	1001 Eastwood Avenue, Akron, Ohio 44305	
Concrete Cutting Systems	Contractor	Saw Cutting	330-434-5477	545 Grant Street, Akron, Ohio 44311	
Don Wartko Construction, Inc.	Contractor	General Contractor	330-673-5252	975 Tallmadge Road, Kent, Ohio 44240	
Emery Electric	Contractor	Electrical	330-963-7822 or 330-650-1918	2080 Case Parkway, South, Twinsburg, Ohio 44087	
HM Miller Construction Company	Contractor	General Contractor	330-628-4811	1225 Waterloo Road, Mogadore, Ohio 44260	
Independence Excavating	Contractor	Site Development, Demolition	800-524-3478	5720 Schaaf Road, Independence, Ohio 44131	
Karvo Paving Company	Contractor	Asphalt, Concrete	330-929-9616	4524 Hudson Drive, Stow, Ohio 44224	
Kenmore Construction Company	Contractor	Asphalt, General Contractor	330-762-9373	700 Home Avenue, Akron, Ohio 44310	
Mr. Excavator	Contractor	General Contractor	440-256-2008	8616 Euclid-Chardon Road, Kirtland, Ohio 44094	
Perrin Asphalt Company	Contractor	Asphalt, Concrete	330-253-1042	525 Dan Street, Akron, Ohio 44310	

Perram Electric	Contractor	Electrical	330-239-2642	6882 Ridge Road, Wadsworth, Ohio 44281	
RB Thomas Electric	Contractor	Electrical	330-650-9374	6231 Chittenden Road, Hudson, Ohio 444236	
Ronyak Paving	Contractor	Asphalt	440-834-1988	14376 N Cheshire Street, Burton, Ohio 44021	
The Shelly Company	Contractor	Asphalt	330-425-7861	8920 Cnayon Falls Blvd., Suite 120, Twinsburg, Ohio 44087	
Shelly and Sands, Inc.	Contractor	Asphalt	330-253-3612	720 Home Avenue, Akron, Ohio 44310	
Tallmadge Asphalt	Contractor	Asphalt, Concrete	330-677-0000	741 Tallmadge Road, Kent, Ohio 44240	
Thompson Electric	Contractor	Electrical	330-686-2300	49 Northmoreland Avenue, Munroe Falls, Ohio 44262	
Frecka Plumbing	Contractor	Plumbing	Time - (330) 928-9230		
Enterprise	Contractor	HVAC	Anita or Nick 800-482- 2911		
K Company	Contractor	HVAC	Beth in Service (330) 773-5125		
JR Shoup	Contractor	Locksmith	Scott (330) 434-4026		
Koorsen	Contractor	Fire Protection	330-762-3343		
Euclid Glass	Contractor	Glass and doors	Matt (440) 269-1335		
Cleveland Vicon	Contractor		216-341-3300		
Tremco	Contractor	Roofing	800-587-3626		Joe Slattery 216-513-0198
American Pest	Contractor	Exterminating	330-633-5572		
W W Williams	Contractor	Generator Service	Rodney 330-352-2348		
Coit Cleaning	Contractor	Carpet cleaning	Dean (330) 633-8562		
Brandywine Construction	Contractor		Jim Dombrowski (216) 410-1340		

EMERGENCY OPERATIONS PLAN

Resources Reference Guide

Department: Finance

[illegible]

EMERGENCY OPERATIONS PLAN

Resources Reference Guide

Department: Fire

Employee or Company Name	Manager, Personnel, Contractor, Supplier (please choose one)	Position/Goods and Services Provided	Contact Person & Phone No.	Employee/Company Address	Email Address	Notes/Comments
Jerry Varnes		Fire/EMS Chief	330-342-1876 W 330-958-7806 C	988 Westhaven Drive Hudson, Ohio 44236	jvarnes@hudson.oh.us	Radio # 2000
Joe Alexander		Fire Assistant Chief	330-342-1870 W 330-603-0401 C	1577 Sapphire Drive Hudson, Ohio 44236	joealexander@hudson.oh.us	Radio # 2001
Jeff Alexander		Fire Assistant Chief	330-342-1870 W 330-606-8919 C	5596 Hummelsine Drive Hudson, Ohio 44236	jalexander@hudson.oh.us	Radio # 2002
Gary Maher		Fire Captain	330-329-3287 C	1470 Winchell Drive Hudson, Ohio 44236	gmaher@windstream.net	Radio # 2003
Tony Calabro		Fire Captain	330-342-1778 W 330-554-3932 C	1891 Norton Road Hudson, Ohio 44236	tc calabro@hudson.oh.us	Radio # 2004
Jeff Graber		Fire Lieutenant/Chief Engineer	330-342-1863 W 330-958-2758 C	130 Ravenna Street Hudson, Ohio 44236	jgrab er@hudson.oh.us	Radio # 2005
Mike Merritt		Fire Lieutenant/Fire Inspector	330-342-1873 W 330-351-2212 C	7154 Herrick Park Drive Hudson, Ohio 44236	mmerritt@hudson.oh.us	Radio # 2006
Kevin Nelson		Fire Lieutenant/Fire Inspector	330-342-1875 W 440-590-2378 C	72 Clairhaven Drive Hudson, Ohio 44236	knelson@hudson.oh.us	Radio # 2007
Kevin Cronan		Fire Lieutenant	234-738-9588 C	2863 St. George Hudson, Ohio 44236	kpcronan@roadrunner.com	Radio # 2008
Shawn Kasson		Fire Marshal	330-342-1869 W 330-571-0902 C	863 Westland Drive Medina, Ohio 44256	skasson@hudson.oh.us	Radio # 2011
Tony Vilt		Fire Inspector	330-342-1865 W 330-414-2643 C	5941 Eastham Way Hudson, Ohio 44236	tvilt@hudson.oh.us	Radio # 2066
Joe Campbell		Fire Executive Assistant	330-342-1867 W 914-714-9456 C	1557 Beckwith Drive Hudson, Ohio 44236	jcampbell@hudson.oh.us	
1-800-Boardup		Board Up Company	800-boardup			
52nd Civil Support Team		Biological, WMD, Hazmat Support	614-336-6592, Cell 614-419-8896			

Akron Water 24 Hr		Akron Water Dispatch Center	330-375-2420			
Amtrak		Passenger Train	800-424-0217			
Chemtrec		Technical Chemical Support	800-424-9300			
Code Red Notification		24 hour call center	800-336-3410			
Dominion / East Ohio Gas		Natural Gas Supply	800-521-2600			
Elemental Services	Joel Hogue	Mercury Clean up	740-815-9660			
FBI	Brian Seymour	White Powder/WMD	419-566-4960			
FBI	Julie Gravelle	White Powder/WMD	216-262-6332			
Hudson Public Schools	Dana Addis	Superintendent	330-653-1216		addisd@hudsonk12.oh.us	
Hudson Public Schools	John Byron	Maintenance and Grounds Manager	330-780-7860 C		byronj@hudson.edu	
Hudson Public Schools	Rick Ilcisko	Maintenance and Grounds Manager #2	330-801-7212 C		ilciskor@hudson.k12.oh.us	
Hudson Public Schools	Tom Barone	Business Manager	440-653-3499 C		baronet@hudson.edu	
Hudson Schools Bus Garage	Kim Lane	Local School Buses	330-858-9299 C		klane@durhamschoolservices.com	
Hudson Schools Bus Garage	Crystal Gray	Local School Buses	330-388-6591 C			
J. Bowers Construction		Board Up Company	800-289-9050			
Metro Life Flight		Medical Flights	800-233-5433	2500 Metrohealth Drive Cleveland, Ohio 44109		
Metro RTA		Buses/ 24hr line	330-434-3952			
Norfolk Southern Rail 24 hrs		Rail	800-453-2530			

Ohio Dept. of Nat. Resources		Gas and Oil Wells Locator	614-265-6565 614-265-6922		ohiodnr.gov	
Ohio EPA		EPA	800-282-9378			
Ohio EPA	Kurt Kollar	Mercury and General Spill	216-789-9282 C 330-963-1208 W	2110 E. Aurora Road Twinsburg, Ohio 44087		
Ohio EPA	Randy Ohlamacher & Kurt Kollar	Orphan Drum Program	800-282-9378 216-789-9282 C			
Ohio Fire Service Response System	Ohio Fire Chief's Association	Out side of Normal Mutual Aid Needs	888-822-4900			
Ohio Highway Patrol		Law Enforcement	330-433-6200			
Ohio Search Dog Association		Search Dogs	440-323-2127			
Ohio Turnpike		Turnpike Dispatch - OSP Post for the Turnpike -	440-234-2081 216-898-1333			
Postal Inspector	Byron Green	USPS White Powder	877-876-2455 W 216-956-3530 C			
Postal Inspector	Dan Senchesak	White powder Incidents	216-214-8134			
Summit County Public Health	Chris Barker	White powder Incidents	330-926-5716	1867 W. Market Street Akron, Ohio 44313		
Red Cross	Debbie Chitachure	Disaster Manager - Akron	330-535-2547	501 W. Market Street Akron, Ohio 44303		
Red Cross		Disaster Relief - Akron	330-535-6131 800-733-2767	501 W. Market Street Akron, Ohio 44303		
Red Cross	Tim O'Toole	Disaster Officer	216-431-3661			
State Fire Marshal		Fire Investigations	614-752-7106	8895 E. Main Street Reynoldsburg, Ohio 43068		
State Fire Marshal		Code Enforcement	614-728-5460	8895 E. Main Street Reynoldsburg, Ohio 43068		
State Fire Marshal		Underground Storage Tanks	614-752-7938	8895 E. Main Street Reynoldsburg, Ohio 43068		
State Fire Marshal		General Office	888-252-0803	8895 E. Main Street Reynoldsburg, Ohio 43068		

Summit County Building Dept.	Chris Randles	Chief Building Official	330-643-2154	1030 E. Tallmadge Avenue Akron, Ohio 44310	crandles@summitoh.net	
Summit County EMA	Tom Smoot	Emergency Management Director	330-643-2558 W 330-256-5883 C	175 S. Main Street #103 Akron, Ohio 44308		
Summit County Public Health	Donna Skoda	Public Health - Commissioner	330-926-5654 W 330-313-4943 C	1867 W. Market Street Akron, Ohio 44313		
Summit County Public Health		Public Health - Main Office	330-923-4891	1867 W. Market Street Akron, Ohio 44313		
Summit County Sheriff's Office		Law Enforcement, Bomb Squad - Dispatch	330-643-2181	53 University Avenue Akron, Ohio 44308		
Summit County Solid Waste		Solid Waste Authority	330-374-0383			
Summit County SORT Call Out		Hazmat/ Specialized Rescue	866-562-7104, 330-666-8866			
Summit Petroleum	Bill Kinney	Oil and Gas Industry Expert	330-487-5494, 330-650-9247			
Enviro Serve		Spill Clean up	330-966-0910			
First Energy		Electric	800-527-8059			
Western Reserve Academy - WRA	Tom Goad	Safety & Compliance Director	248-885-1718 C 330-650-9789 W	115 College Street Hudson, Ohio 44236	goadt@wra.net	
Western Reserve Academy - WRA	Suzanne Buck	Head of School	603-393-8220 C 330-650-9705 W	115 College Street Hudson, Ohio 44236	bucks@wra.net	
Western Reserve Academy - WRA	Tom Arnold	Chief Financial Officer	412-996-6243 C 330-650-9713 W	115 College Street Hudson, Ohio 44236	arnoldt@wra.net	
Western Reserve Academy - WRA	Jeremy Paul	Director of Facilities	330-618-3132 C 330-650-5814 W	115 College Street Hudson, Ohio 44236	paulj@wra.net	
Western Reserve Academy - WRA	Scott Sondles	Assistant Diector of Facilities	330-903-5625 C 330-650-9755 W	115 College Street Hudson, Ohio 44236	sondless@wra.net	

EMERGENCY OPERATIONS PLAN

Resources Reference Guide

Department: HCTV

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EMERGENCY OPERATIONS PLAN

Resources Reference Guide

Department: Information Services

Employee or Company Name	Manager, Personnel, Contractor, Supplier (please choose one)	Position/Goods and Services Provided	Contact Person & Phone No.	Employee/Company Address	Email Address	Notes/Comments
CDWG	Jeff Jones	Misc. parts and equipment, maintenance	866-668-9487	50 LaSalle Street Chicago, Illinois 60675	jeffjon@cdw.com	Servers/lpads/switches/etc.
Cisco	Julie Jones	Account Manager	330-523-2018, 919-306-3342	Cisco Systems Limited 4125 Highlander Parkway	juvandor@cisco.com	Government Sales
Windstream	Kim Majeski	Project Manager-fiber transport	704-593-3858	Windstream 10005 Monroe Road,	kim.majeski@windstream.com	Carrier Services- HUDSON1GIG WS.KFUS.171071..WXN
Windstream	Joseph Beam	Account Manager			Joseph.C.Beam@windstream.com	
Cogent	Paul Moyer	Account Manager	202-295-4342, 301-326-9133	2450 N Street NW Washington, DC 20037	pmoyer@cogentco.com	Data Services
ESRI	Kim Wehrle	Account Manager	T 636-949-6620 x 8533 M 573-201-	ESRI 3060 Little Hills Expressway St Charles, MO	kwehrle@esri.com	GIS Software
DOVICO	Kevin Aucoin	Business Development Executive	Direct: 506-801-0395 Toll Free: 1-(801) 617-8360 (direct) (262) 573-		kaucoin@dovico.com	Timesheet/payroll software
Cityworks	Gregor Wilke	Client Account Associate	800-882-7950 x136 or 760-602-		gwilke@cityworks.com	PW Workorders and CD Permitting software
GLDS	Mary Armstrong				mary.armstrong@glds.com	Velocity Broadband Billing software
Clearfield	Breese Roller	Regional Sales Manager	763-476-6866	7050 Winnetka Avenue North Minneapolis MN	broller@clfd.net	Broadband Equipment
Light Tower	Bob Pluto	Outside Fiber	585-743-1746		rpluto@lighttower.com	Outside Fiber Installation
Light Tower	Greg Stevens	Sales Manager	330-388-9098			
Calix	Mike Carpinelli	Account Manager	630-421-5596		mike.carpinelli@calix.com	
Calix	Scott Lanham	Sales Engineer	740-358-9574		scott.lanham@calix.com	

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EMERGENCY OPERATIONS PLAN

Resources Reference Guide

Department: Police

Employee or Company Name	Manager, Personnel, Contractor, Supplier (please choose one)	Position/Goods and Services Provided	Contact Person & Phone No.	Employee/Company Address	Email Address
Akron Canton Airport		airport emergencies	330-499-0431	5400 Lauby Rd. N. Canton, OH 44720	http://www.akroncantonairport.com
Akron Citadel Corps			330-762-8481	190 S. Maple St., Akron, OH 44302	www.salvationarmyohio.org/akron
Akron City Hospital			ER 330-375-3361	525 E. Market St. Akron, OH 44304	http://www.summahealth.org
Akron General Medical Center			ER 330-344-6611	1 Akron General Ave. Akron, OH 44307	www.akrongeneral.org
Akron Police Dept.		mutual aid / SWAT	330-375-2181	217 S. High St. Akron, OH 44308	www.akronohio.gov
Akron Safety Lite		Road Flares, Traffic Barricades, Etc.	330-376-3211	427 E South ST, Akron OH 44311	http://www.akronsafetylite.com/
Akron Water Dept.			330-375-2554	146 S High St #211, Akron, OH 44308	http://www.akronohio.gov/cms/146/index.html/office/index.htm
B & C Communications		Motorola 800 MHz Radios	330-773-5129	2099 S Main ST, Akorn OH 44301	http://www.bandccomm.com/
Barberton Police Dept.		mutual aid / SWAT	330-745-2181	576 Park Ave. West Barberton, OH 44203	http://cityofbarberton.com/156/Police-Department
Barlow Community Center				41 S. Oviatt St. Hudson, OH 44236	-
Bath Township Police Dept.		mutual aid	330-666-3736	3864 W Bath Rd. Akron, OH 44333	https://www.bathtownship.org/
Boston Heights Police Dept.		mutual aid	330-650-4112	45 E. Boston Mills Rd. Hudson, OH 44236	http://www.bostonheights.org/
BP		petroleum spills in waterways	800-842-6561		http://www.bp.com
Bureau of Alcohol, Tobacco and			330-573-8140	5005 Rockside Rd. Suite 700 Independence, OH 44131	http://www.atf.gov

Bureau of Criminal Investigations			330-659-4107	4055 Highlander Pkwy. Richfield, OH 44286	www.ag.state.oh.us
Chem Trek		hazardous material clean up	800-424-9300		https://www.chemtrec.com
Christ Church Episcopal			330-650-4359 24HR	21 Aurora St. Hudson, OH 44236	http://www.christchurchhudson.com/
City of Akron Communications		Summit County 800 MHZ Radio System	330-375-2670	1240 Triplett Blvd, Akron OH 44306	https://co.summitoh.net/800mhz/index.php
City of Munroe Falls Police Dept.		mutual aid	330-688-3555	43 Munroe Falls Ave. Munroe Falls, OH 44262	https://www.munroefalls.com/150/Police-Department
Clean Harbors		hazardous material clean up	800-343-5119	2940 Independence Rd Cleveland, OH 44115	http://www.cleanharbors.com/
Cleveland Hopkins Airport		airport emergencies	216-265-6000	5300 Riverside Dr. Cleveland, OH 44135	http://www.clevelandairport.com
Cleveland Water Dept.			216-664-2444	1201 Lakeside Ave. Cleveland, OH 44113	http://www.clevelandwater.com/
Copley Township Police Dept.		mutual aid	330-666-4218	1280 Sunset Dr. Copley, OH 44321	https://www.copley.oh.us/190/Police-Department
Cuyahoga Falls Police Dept.		mutual aid / SWAT	330-971-8332	2310 Second St. Cuyahoga Falls, OH 44221	https://www.cityofcf.com/departments/police
D&L Towing			330-425-2088	8650 Chamberlain Rd. Twinsburg, oH 44087	
DNR / Division of Wildlife			330-644-2293 After hours Aaron	912 Portage Lakes Dr. Akron,OH 44319	https://ohiodnr.gov/
Dominion		Gas Emergencies	800-362-7557		https://www.dominionenergy.com/
EPA		hazardous waste	800-282-9378	2110 East Aurora Road Twinsburg, OH 44087	http://www.epa.ohio.gov
Evanere School			330-653-1226	76 N. Hayden Pkwy., Hudson, OH 44236	-
Fairlawn Police Dept.		mutual aid	330-670-4300	3487 S. Smith Rd. Fairlawn, OH 44313	https://www.cityoffairlawn.com/62/Police
Federal Aviation Administration			216-265-1370	5301 W Hangar Rd, Cleveland, OH 44135	http://www.faa.gov
Federal Bureau of Investigations			330-535-6156	222 S. Main St., #210 Akron, OH 44308	https://www.countyoffices.com/akron-ohio-fbi-office-oh

First Congressional Church			330-554-6330 24 HR	47 Aurora St. Hudson, OH 44236	https://www.hudsonucc.org/
First Energy			800-633-4766	76 S Main St Akron, OH	http://firstenergycorp.com
Gloria Dei Lutheran Church			330-650-6550 Senior Pastor Eric	2113 Ravenna St. Hudson, OH 44236	https://gloriadeihudson.org/
Grace Presbyterian Church			330-653-3014 Steve Wilson 24	781 Terex Rd. Hudson, OH 44236	https://gracechurchpca.org/
Hudson Bus Garage, Petermann			330-653-3355 Brandy Hollis 330-	5784 Hudson Drive Hudson, OH 44236	www.durhamschoolservices.com
Interstate Towing			440-232-4414	1191 Highland Rd. E Macedonia, OH 44056	https://interstatetowing.net/
Joe's Auto		towing	330-688-3611	1619 Commerce Dr. Stow, OH 44224	https://www.joes-auto.com/
Levinson's Uniforms		Flashlights, ANSI Traffic Vests, Uniforms	330-923-8888	644 E. Tallmadge Ave. Akron, OH 44310	http://www.levinsonsuniforms.com/
Macedonia Police Dept.		mutual aid	330-468-1234	9691 Valley View Rd. Macedonia, OH 44056	https://www.macedonia.oh.us/departments/police-department/
Mitchell Communications			330-644-0122 pager 330-250-	3470 Manchester Rd Akron, OH 44319	http://www.mitchellcom.com
Mitchell Communications		Zetron Dispatch Console; iCom UHF Radios	330-644-0122	3470 Manchester RD, Akron OH 44319	nuazpr0760@sbcglobal.net
Mogadore Police Dept.		mutual aid	330-633-4404	111 S. Cleveland Ave. Mogadore, OH 44260	https://mogadorevillage.org/police/
National Transportation			844-373-9922 or 202-314-6290	45065 Riverside Parkway Ashburn, Virginia 20147	http://www.nts.gov
National Weather Service			216-265-2372	5301 W Hangar Rd, Cleveland, OH 44135	http://www.weather.gov/cle
New Franklin Township Police		mutual aid	330-882-3281	5611 Manchester Rd. Akron, OH 44319	https://www.newfranklin.org/1192/Police
Norfolk Southern Police		railroad	800-272-0911		http://protecttheline.com/ns_police.php
Northfield Village Police Dept.		mutual aid	330-467-7112	10455 Northfield Rd. Northfield, OH 44067	https://www.northfieldvillage-oh.gov/departments/public_safety/police_department/ind
Norton Police Dept.		mutual aid	330-467-7112	4060 Columbia Woods Dr. Norton, OH 44203	https://www.cityofnorton.org/159/Police-Department

Ohio Dept. Of Natural Resource		oil and gas	330-896-0616 (Regional Office)	2045 Morse Road Columbus, OH 43229-6693	http://ohiodnr.gov
Ohio Dept. of Transportation -		traffic / road closures	330 786-3100	2088 S Arlington St. Akron, OH 44306	http://www.dot.state.oh.us/districts/d04
Ohio Division of Watercraft		emergency / boating fatality	614-799-9538	2045 Morse Rd Service Road # A, Columbus, OH 43229	http://watercraft.ohiodnr.gov/about-contacts/watercraft-site-map
Ohio National Guard			330-212-8688	4630 Allen Rd. Stow, OH 44224	https://www.ong.ohio.gov/
Ohio State Highway Patrol			330-433-6200 toll free 866-445-0376	4710 Shuffel Road North Canton, OH 44720	http://www.statepatrol.ohio.gov/
Red Cross			330-535-6131	501 W. Market St. Akron, OH 44303	www.redcross.org
Reminderville Police Dept.		mutual aid	330-425-7874	3602 Glenwood Blvd. Aurora, OH 44202	https://www.remindervillepolice.com/
Richfield Township Police Dept.		mutual aid	330-659-9500	4450 W. Streetsboro Rd. Richfield, OH 44286	http://www.richfieldvillageohio.org/183/Police-Department
SCRRT (Summit County Critical		SWAT	330-689-5700		
Signal Service		traffic signal	216-662-4820	4341 Cranwood Pkwy Warrensville, OH 44128	signal@signalservicecompany.net
Silver Lake Police Dept.		mutual aid	330-923-5233	2961 Kent Rd. Silver Lake, OH 44224	https://villageofsilverlake.com/
Springfield Township Police Dept.		mutual aid	330-784-1609	2465 Canfield Rd. Akron, OH 44312	https://www.springfieldtownship.us/
Sprint Nextel Wireless		LE Hotline 24/7, Sorint Corporate Security	866-398-3284		
St. Mary's Church			330-653-8118	340 N. Main St. Hudson, OH 44236	https://www.stmaryhudson.cc/
Stow Police Dept.		mutual aid	330-689-5700	3800 Darrow Rd. Stow, OH 44224	https://stowohio.org/192/Police
Summit County Dept. of			330-926-2400 800-330-828-2087	2525 State Rd. Cuyahoga Falls, OH 44223	https://co.summitoh.net/index.php/departments/environmental-services
Summit County Emergency			330-643-2558	175 S. Main St. Room 103 Akron, OH 44308	https://co.summitoh.net/index.php/departments/law/public-safety/emergency-management
Summit County Haz-Mat		chemical spills	330-375-2164 (until 5pm) 330-	Akron Police Dept. 217 S. High St. Akron, OH 44308	-

Summit County Medical Examiners			330-643-2101	85 North Summit St. Akron OH 44308	https://co.summitoh.net/index.php/departments/medical-examiner
Summit County Metro Parks			330-865-8052 after hours SCSO	975 Treaty Line Rd. Akron OH 44313	http://www.summitmetroparks.org/
Summit County Public Health Dept.			330-923-4891	1867 W. Market St. Akron, OH 44313	http://www.scphoh.org/
Summit County Sheriff's Office		mutual aid / SWAT	330-643-2181	53 University Ave. Akron, OH 44308	https://sheriff.summitoh.net/home/Home.html
Summit Metro Crash Response Team			330-689-5700		-
Sun Pro		hazardous material clean up	800-488-0910	7640 Whipple Ave. NW N. Canton 44720	https://www.sunproservices.com/company/about/
Tallmadge Police Dept.		mutual aid	330-633-2181	53 Northeast Ave. Tallmadge, OH 44278	https://tallmadge-ohio.org/243/Police-Department
Twinsburg Police Dept.		mutual aid	330-425-1234	10075 Ravenna Rd. Twinsburg, OH 44087	https://www.mytwinsburg.com/139/Police-Department
United States Secret Service			216-750-2058	6450 Rockside Woods Blvd. Suite #200 Independence,	https://www.secretservice.gov/
University of Akron Police Dept.		mutual aid / SWAT	330-972-7123	146 Hill St. Akron, OH 44325	https://www.uakron.edu/safety/police/
Verizon Wireless		Hotline for LE 24/7	1-800-451-5242		https://www.verizon.com/support/residential/account/manage-account/security/security-assist-team
Village of Peninsula Police Dept.		mutual aid	330-657-2911	1582 Main St. Peninsula, OH 44262	http://villageofpeninsula-oh.gov/?page_id=467
Village of Richfield Police Dept.		mutual aid	330-659-9500	4450 W. Streetsboro Rd. Richfield, OH 44286	https://www.richfieldvillageohio.org/
Windstream			800-600-5050 emergencies 888-	245 N. Main St. Hudson, OH 44236	https://www.windstream.com/?cid=ppc_Branded-(Branded/WSR)-
Western Reserve Christian Church				516 W. Streetsboro St. Hudson, OH 44236	https://www.wrccdisciples.org/
Bio Clean Services		Bio-Hazard/Infectious Waste Removal/Crime SCN	1-800-901-2988	Northeast Ohio area	www.biocleanservices.com
NEO Fusion Center		Information and Intelligence Sharing	216-515-8477	Northeast Ohio area	www.neorfc.us
Summit County Prosecutors Office		Criminal matters / Police involved shootings	330-643-2788	53 University Ave. Akron, OH 44308	https://prosecutor.summitoh.net/home/Home.html



Railroad Emergency Plan

**A Hazard-Specific Supplement to the
Hudson Emergency Operations Plan**

City Of Hudson Ohio, Summit County Ohio

Dated: June 2023

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RAILROAD EMERGENCY PLAN

Revision Log

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INTRODUCTION

A major rail disaster presents a complicated scene where wreckage, casualties and the need for specialized resources may be required over a wide area. It can be further complicated by hazardous cargo. An accident can occur in a populated area, or in a more inaccessible/remote part of the community.

The purpose of this plan is to formulate a comprehensive action of rescue, medical, law enforcement and firefighting operations to combat the effects of a major rail disaster that might occur within the City of Hudson.

This plan has been developed and coordinated with the cooperation of the Hudson Fire/EMS Department.

The jurisdictional autonomy of a municipality must be respected at all times. Local officials are in command of disaster operations. State and local response units, while under direct supervision of their own superiors, must coordinate their activities with the City of Hudson.

AUTHORITY

City Council & City Manager

MISSION

To establish methods and procedures designed to protect life and property in the event of a rail disaster within the City of Hudson and to protect the emergency scene and preserve evidence for further investigation.

SITUATION AND ASSUMPTIONS

A. Situation

1. Trains and tracks running through the City of Hudson are owned and operated by the Norfolk & Southern Railroad Co. (NS). Speeds east of Stow Road = up to 79 mph. Speeds west of Stow Road = less than 35 mph.
2. Freight trains pass through the City of Hudson 24 hours a day, seven days a week. This presence poses a hazard in many areas of Hudson's 25.6 square miles.
3. The local and regional economy relies on the commercial value of rail traffic. The recovery time involved in clearing a rail emergency is critical to the economic well-being of surrounding communities.

4. There are impediments to emergency response for rail emergencies including: inaccessible areas, limited water supply, seasonal impacts, and Right-of-Way tenants (underground utilities).
5. The areas surrounding the railways are vulnerable to emergencies. In no case would any one of the surrounding municipalities have sufficient law enforcement, fire, medical, rescue, or other trained personnel to cope with a major rail emergency.
6. In recognition of this mutual need for support, personnel and material resources are identified for response and assistance.
7. Resources include law enforcement, fire fighters, specialized response teams (HazMat and/or Technical Rescue), emergency medical technicians, Summit County, State of Ohio, and support from other public and private sector agencies as needed.

B. Assumptions

1. A rail emergency or other large-scale catastrophe can create a situation that taxes the normal resources of any one municipality.
2. The severity of the disaster may be of such magnitude that additional assistance may be required from County, State and/or Federal resources.
3. Depending on the location of the emergency and the materials involved, there may be a need to implement other emergency response plans (Hazardous Materials, MCI, HEOP, Summit County and State of Ohio Plans etc.).
4. A rail emergency recovery operation may involve multiple agencies over a course of days, weeks, or months.

ORGANIZATION

- A. As in the City's EOP, Emergency Responders will utilize the National Incident Management System (NIMS) and the Incident Command System (ICS). The Senior Fire Officer at the scene has the initial authority to direct and control emergency actions. Unified Command will be employed to facilitate a coordinated response by all local, state, and federal agencies (see HEOP).
- B. In the event of a major rail disaster, the Fire Chief of the affected municipality has overall responsibility for the emergency when a disaster has been declared. Protective actions affecting large areas may require the City Manager to make a declaration of a State of Emergency. This declaration utilizes and expands the authority of the local Chief Elected Official and the City Manager.

- C. Law Enforcement has a responsibility to secure and control access to the scene for the duration of the incident. Law Enforcement officials will coordinate the investigative aspects, as appropriate, during the course of the incident.
- D. The National Transportation Safety Board (NTSB) is one of the lead agencies responsible for investigating, determining probable cause, and reporting of all rail accidents within the United States.

CONCEPT OF OPERATIONS

A. Preparedness

1. Preparedness involves actions designed to save lives and minimize damage. It includes planning and training prior to a major rail disaster to determine appropriate responses when an emergency occurs.
2. All responders will:
 - a. Maintain a resource inventory of equipment and workforce which may be utilized.
 - b. Educate and train personnel in the responsibilities and emergency duties required under this Plan.
 - c. Conduct periodic exercises that will evaluate the effectiveness of this Plan.
 - d. Review and update the Plan as needed based on exercises, emergency response, changes in policy, or changes in the type and quantity of a product that could impact the need for specific resources in the community.
 - e. Follow the established communications network identified in the HEOP.

B. Emergency Response

Emergency Response begins as soon a rail emergency is identified or reported. The numbering sequence is not meant to establish priority as all actions should be done as soon as possible.

1. When COH Emergency Services are notified of a rail emergency, they will immediately make notifications per the Railroad & EOP, if authorized by the Incident Commander.
2. In the event of a reported rail emergency, the Incident Commander will immediately notify agencies based on the information from the caller or the railroad dispatcher. They will also provide appropriate weather data to all responding units (temperature, humidity, wind speed and direction).

3. The first responder on scene will conduct an initial scene size-up and relay that information to Hudson Emergency Services. The Dispatcher will immediately notify agencies according to the established protocol.
4. The Senior Fire Officer of the jurisdiction affected, upon arriving at the scene of the incident, shall assume command, assess the need for additional resources, and direct all emergency response actions. A Command Post will be established with representatives from law enforcement, Fire and EMS. Command and General Staff will be appointed as needed.
5. In conjunction with Incident Command, law enforcement will establish access and traffic control points, and if necessary, assist the Medical Examiner in body recovery and identification.
6. The Incident Command will instruct emergency response personnel to not move debris associated with the wreckage, i.e., cargo, train remnants, passenger belongings, unless there is imminent danger of items being destroyed, or unless they inhibit access to passenger rescue, or they impede hazard mitigation.
7. The Medical Examiner is responsible for the identification, movement and/or removal of the dead. Unauthorized personnel are not to move the dead without express approval of the Medical Examiner, except when there is a question of whether the person is deceased or if the body is in danger of being destroyed. In any case where a body must be moved prior to the Medical Examiner's approval, personnel moving the body shall make careful note of the location and condition of the body for the Medical Examiner.
8. The National Transportation Safety Board (NTSB), N&S Railroad Police, the Federal Railroad Administration (FRA), the owner of the train, the owner of the tracks and other officials shall contact the EOC established by the Chief Executive. The EOC will be in constant communication with the Command Post.
9. Municipal department heads, Fire, Law Enforcement, EMS, or their designees will direct the activities of their respective response forces from the Command Post and/or the Operations Section. The Incident Commander may request other personnel to report directly to the Command Post.
10. The Incident Commander can request the closure of airspace around the incident by asking Emergency Center Dispatcher to relay this request to the air control tower. If a temporary closure is granted, the Federal Aviation Administration (FAA) will be responsible for air traffic in proximity to the scene, with immediate regulatory control of airspace around the area. They will keep the airspace clear of intrusive air traffic, to the limits of the regulations.

11. The ECD Dispatcher will notify the owner of the tracks to stop all rail traffic in the affected area. This should be done at the moment of incident notification, after safety forces are dispatched or simultaneously.

C. Recovery

1. Recovery immediately follows emergency response. It involves direction from the Chief Executive to restore the community to normal conditions and may include:
 - a. In consultation with the Summit County Office of Emergency Management and the Ohio Emergency Management Agency, may request a Disaster Declaration from the Ohio Governor. The Governor, in turn, may request a Presidential Disaster Declaration.
 - b. Maintaining access control.
 - c. Clearing debris.
 - d. Restoring public utilities.
 - e. Removing wreckage.
 - f. Providing interment services.
 - g. Processing insurance claims.
 - h. Providing emergency social services (shelter, clothing, food, etc.).
 - i. Rebuilding homes and buildings.
 - j. Investigating the accident.
 - k. Demobilizing emergency personnel and resources, which may include emergency worker counseling.
 - l. Adjusting traffic control perimeters.
 - m. Continuing public information - general and health.
 - n. Maintaining security in restricted areas.
 - o. Providing for resident long-term counseling.
 - p. Economics/industry continuation.

D. Direction and Control

The Incident Commander will control and direct all activities at the scene in accordance with the National Incident Management System.

If a disaster is declared, the City Manager will exercise Executive Authority over all disaster operations in the municipality in accordance with mission assignments contained in this plan.

The Command Post will be established at or near the scene. This is the center from which all emergency operations will be directed. Staffing for the Command Post, as directed by the Incident Commander, should be limited to primary responders: fire, law enforcement, EMS, Communications, and others who may be appointed by the Incident Commander.

The news media will assemble at the Joint Information Center (JIC) and when the Incident Commander deems the site accessible, be escorted to the scene staging area (designated by the Incident Commander). The EOC Public Information Officer will disseminate information in conjunction with the Incident Command PIO staff.

Lines of succession within the command structure will follow the framework of the National Incident Management System.

MISSION ASSIGNMENTS

- A. If a State of Emergency is declared, the City Manager is responsible for, but not limited to, performing the following functions:
1. Participating with the County EOC which supports the efforts of responding agencies, state and federal authorities, public utilities and other agencies during emergency response, and the recovery/re-entry phase.
 2. Briefing municipal officials about the nature of the emergency.
 3. Designating a municipal spokesperson who is prepared and authorized to discuss the emergency with the media. The municipal spokesperson and the Public Information Officer shall make joint news releases as appropriate and coordinate media requests for information.
 4. Requesting state aid through the Ohio Emergency Management Agency if the emergency is beyond local capability.
 5. Maintaining communications and supporting the Incident Commander regarding all on-scene operations.
- B. The Incident Commander is responsible for, but not limited to:

1. Assessing the magnitude of the scene and reporting this to ECD.
2. Directing and controlling all tactical operations.
3. Assigning Command and General Staff as required.
4. Assessing the need for additional resources.
5. Establishing and staffing a Command Post.
6. Designating the scene control zones for the emergency site.
7. Conferring with the Chief Executive as requested.
8. Evacuating the vulnerable population from the emergency site.
9. Requesting utility shut-offs.
10. Designating a staging area for media representatives.
11. Lighting the emergency scene in coordination with public utilities and Public Works.
12. Assessing the need to incorporate other response plans in the emergency response, i.e.. Hazardous Materials, MCI.
13. Assuming responsibility for the safety of all emergency responders.

C. The Fire Service is responsible for, but not limited to:

1. Establishing initial Incident Command in accordance with the National Incident Management System and Unified Command guidelines.
2. Establishing operational control of fire and rescue operations.
3. Conducting and coordinating evacuation, as necessary.
4. Conducting search and rescue operations.
5. Assuming responsibility for the safety and well-being of all firefighters involved with the incident.
6. Assisting in body recovery as needed or requested by the Medical Examiner.
7. Staffing both the Command Post and the EOC.

8. Identifying, securing, and managing necessary resources.
9. Utilizing technical representatives and resources available from other agencies.
10. Aiding, and support services to state and federal agencies for the duration of the incident.

D. Law Enforcement is responsible for, but not limited to:

1. Local law enforcement will be the lead police agent and will work in conjunction with other law enforcement agencies as appropriate.
2. Initiating preliminary incident investigation, evidence preservation and collection, and incident documentation.
3. Limiting access of unauthorized persons to the emergency scene.
4. Establishing an inner and outer perimeter in conjunction with the Incident Commander.
5. Activating traffic and crowd control systems.
6. Establishing emergency vehicle ingress and egress.
7. Coordinating activities with the Incident Commander at the Command Post (Senior Police Officer).
8. Maintaining law and order.
9. Assisting with evacuation.
10. If it is necessary to remove mail and cargo from the wreckage to protect it from further damage, law enforcement will designate a secure area for these items.
11. Assisting with body recovery and identification as needed or requested by the Medical Examiner.
12. Staffing the Law Enforcement Branch and the EOC.
13. Coordinating security of the emergency site with the National Transportation Safety Board (NTSB).
14. Assuming Incident Command, as appropriate, after all hazards have been resolved.

15. Initiating the required actions for a post-accident alcohol/drug test when required by US Dept. of Transportation for those possessing a commercial vehicle license.
16. Acting as lead agency and coordinating responsibilities when railroad personnel report a criminal act. In accordance with Federal Law, if the act occurred on the train, the crime occurred in the jurisdiction where the train stops.
17. Law Enforcement response may include the rail company police department.

E. Emergency Medical Services is responsible for, but not limited to:

1. Responding to the scene and establishing an EMS Branch in coordination with the Incident Commander.
2. Coordinating all activities with the Incident Commander, and staffing the Command Post and the EOC.
3. Designating EMS personnel to establish appropriate Divisions/Groups (triage, treatment, transportation, etc.).
4. Declaring an MCI in conjunction with the Incident Commander to activate the Mass Casualty Incident Plan.
5. Establishing communication with hospitals regarding the number of incoming injured, severity of injuries, estimated time of arrival, and termination of patient flow.
6. Keeping the Incident Commander informed of all operations.
7. Maintaining all medical supplies and re-supply.
8. Coordinating hospital destination for patients (transportation sector).
9. Communicating and coordinating with the Medical Examiner.
10. Coordinating with Health officials.
11. Assuming responsibility for the safety and well-being of all EMS providers involved with the incident.
12. Establish a rehab sector(s) for all first responders.
13. When possible, track patient names and destinations.

F. The OEM Administrator/Emergency Manager is responsible for, but not limited to:

1. Establishing an EOC at the direction of the Chief Executive or the Incident Commander.
2. Coordinating staffing and functions of the EOC.
3. Alerting departments, agencies and individuals assigned responsibilities under this plan.
4. Establishing and coordinating communications with the Command Post to inform the Incident Commander of all operations.
5. Coordinating with the State Office of Emergency Management regarding support from State and Federal Agencies.
6. Coordinating support from government, private agencies, and volunteer groups.
7. Collecting, displaying, and disseminating emergency information in the EOC.
8. Directing volunteer civil preparedness forces.
9. Keeping the Chief Executive fully informed of all operations.
10. Supporting emergency response forces to the fullest extent.
11. Designating an on-scene liaison to facilitate response.

G. The Command Post will function as:

1. Direction and control of all tactical operations at the scene of the emergency, under the supervision of the Unified Command.
2. The on-site headquarters for the Incident Commander and other key personnel at the direction of the Incident Commander.
3. Site communications link with the EOC.
4. The central communications center within the crash scene perimeter.
5. Control for use of on-scene resources.

H. The Emergency Operations Center is responsible for, but not limited to:

1. Maintaining communication with the Incident Commander at the scene for coordination and support.

2. Coordinating public information.
3. Coordinating State and Federal support through the State Emergency Management Office.
4. Verifying identification of appropriate EOC response personnel as required.
5. Collecting, analyzing, and disseminating all emergency information.
6. Administering record keeping procedures required during the response and recovery phase.

I. Emergency Center Dispatcher (ECD) is responsible for, but not limited to:

1. Activating the dispatch/notification protocol for appropriate responders.
2. Requesting stoppage of all rail traffic in the affected area.
3. Maintaining communication with the Incident Commander.
4. Relaying critical information to responders on their tactical channels.
5. Maintaining 911 communication services for the duration of the incident.

J. Public Safety Communications will:

1. Respond to the scene upon notification.
2. Support communication needs.
3. Integrate communications for local, state, and federal agencies, as necessary.

K. The Department of Public Works is responsible for, but not limited to:

1. Assisting with emergency lighting and power.
2. Clearing debris upon authorization of the Chief Executive.
3. Providing potable water as required.
4. Maintaining sewage disposal systems and storm drains.
5. Coordinating the use of private contractors, equipment supplies and staffing as they pertain to Public Works.

6. Assisting fire and rescue forces at the direction of the Incident Commander.
7. Assisting emergency transportation.

L. The Red Cross will provide:

1. Responder and victim assistance as needed.
2. Assistance with rehabilitation of families.
3. Assistance in handling inquiries from the public on where to contact missing or injured residents, shelters, or social services.
4. Assistance with Human Services (Social Services).

M. The Public Information Officer

1. All agency Public Information Officers will be notified of the Joint Information Center (JIC) location, and they will be encouraged to participate with the JIC.

N. The National Transportation Safety Board (NTSB) has federally mandated responsibilities and will:

1. Investigate a rail incident including any accident involving a passenger or employee fatality, or any accident in which damage has occurred.
2. Investigate such accidents and report the facts, conditions, and circumstances relating to each accident and the probable cause thereof.
3. May dispatch a “Go-Team” to assist in the investigation.
4. Provide an Investigator-in Charge (IIC), who organizes, conducts, and controls the field phase of investigation. The IIC, “...shall assume responsibility for the supervision and coordination of all resources and of the activities of all personnel, both NTSB and non-NTSB, involved in the onsite investigation.”
5. Release the wreckage, records, mail, and cargo.
6. Release the remains of victims.
7. Release information during the field investigation, limited to factual developments, through NTSB members present at the accident scene, the representative of NTSB’s Public Affairs Office, or the Investigator-in-Charge.
8. Provide the official “Accident Report.”
9. Aid the local community, as necessary.

O. The Carrier (Norfolk & Southern Railroad) will:

1. Designate a representative(s) to report to the Emergency Operations Center for a briefing on the incident.
2. From this location, representative(s) will be escorted to the scene.
3. Designate a staging area for survivors and their families and provide for their needs and comfort.
4. Designate a spokesperson and have him/her coordinate with the JIC operation.
5. Designate a telephone number as a point-of-contact for inquiries from the public and families, and communicate this number to the JIC for dissemination to the media.

P. The Federal Railroad Administration was created pursuant to section 3(e) (1) of the Department of Transportation Act of 1966 (49 U.S.C. app. 1652).

1. Its purpose includes, “to promulgate and enforce rail safety regulations . . . and consolidate government support of rail transportation activities.”
2. It administers and enforces the Federal laws and related regulations designed to promote safety on railroads.
3. It exercises jurisdiction over all areas of rail safety under the Rail Safety Act of 1970, such as track maintenance, inspection standards, equipment standards, and operating practices.
4. It also administers and enforces regulations resulting from railroad safety legislation for locomotives, signals, safety appliances, power brakes, hours of service, transportation of explosives and other dangerous articles, and reporting and investigation of railroad accidents.
5. Railroad and related industry equipment, facilities, and records are inspected and required reports reviewed.

SUPPORT

Emergency response operations will be provided by local resources, supported by State resources as needed, by federal resources. The Federal Railroad Administration, National Transportation Safety Board, and other Federal agencies will play key roles particularly in the recovery phase.

SPECIAL REQUIREMENTS

Upon completion and approval of this plan, it should be duplicated in sufficient quantity for response agencies. Municipalities should request key departments and agencies to familiarize themselves with this plan and their local response plan related to potential threats in their community. Accurate records and logs must be kept of all actions, purchases, and resource expenditures. All expenses must be accounted for with receipts and written records.

The City of Hudson Administration and Emergency Services will serve as a focal point for revising this plan.

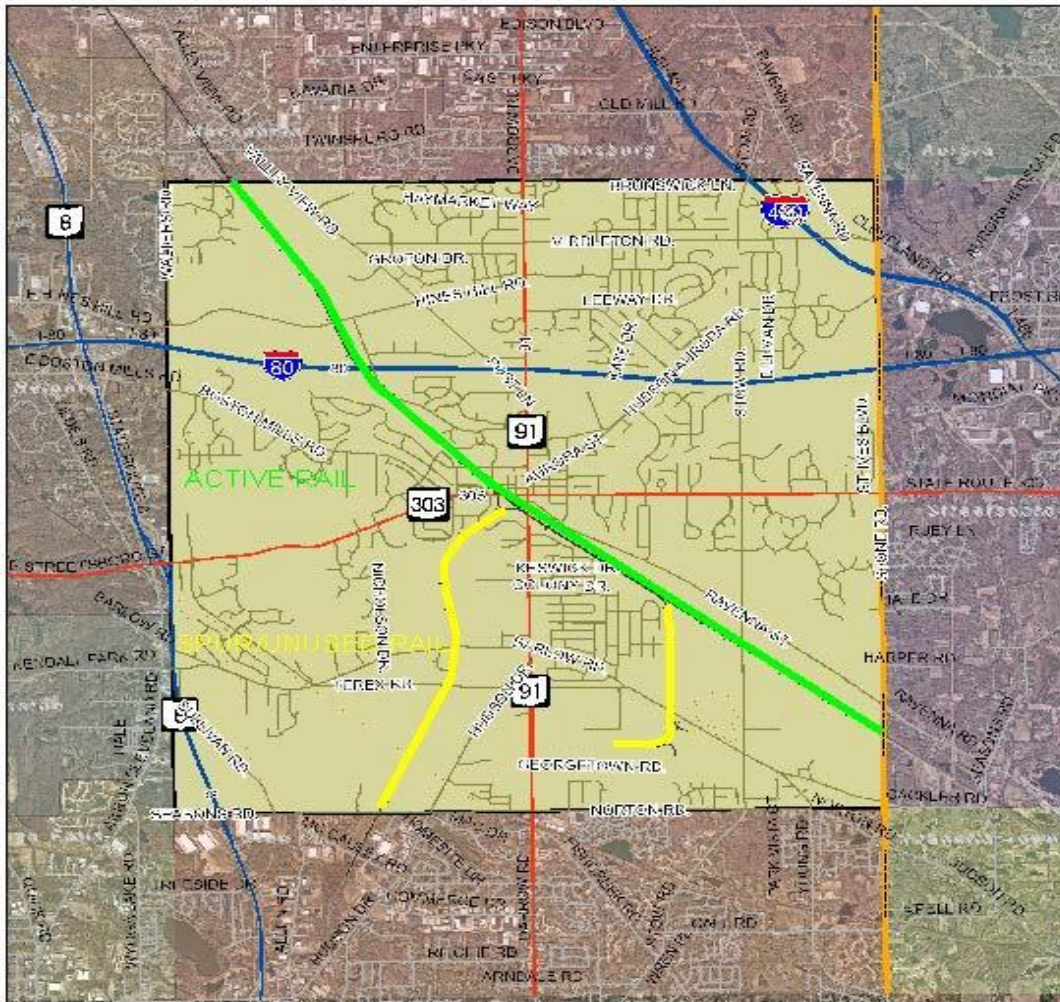
All drills/exercises should be coordinated across City departments. Exercises of this plan will be considered and integrated, when possible, in the design and scheduling of other exercises.

SUMMARY

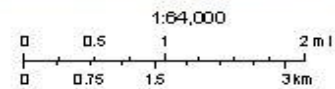
This plan is integrated as a Hazard-Specific Supplement with the City of Hudson *Comprehensive Emergency Operations Plan*.

RAIL MAPS

Hudson Railroad Tracks



May 16, 2023



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Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for

GLOSSARY

EOC Emergency Operations Center

FRA Federal Railroad Administration

JIC Joint Information Center

A Joint Information Center is a designated location to receive information from agency/department public information officers about the emergency and to issue public news releases to the media about the emergency.

NTSB National Transportation Safety Board.

The NTSB is responsible for investigating, determining probable cause, and reporting of all railway accidents within the United States.

OEM (Summit County) Office of Emergency Management

911/ECD 911 Center/City of Hudson Emergency Communications Department,
Hudson Police Department.

UFPO Underground Facilities Protective Organization . . . a universal point of
contact to request utility stake-out. OUPS – Ohio Utility Protection Service -
Call Before You Dig - (800) 362-2764