

CSEPP
INSTRUCTOR GUIDE
FOR
COUNTY EOC WORKSHOP

Developed by:

Illinois Emergency Management Agency

MAY 28, 1993

ILLINOIS CSEPP
COUNTY EOC WORKSHOP

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PURPOSE

The purpose of this workshop is to prepare County EOC Staff to perform their assigned staff functions. This will be accomplished through explanation of key concepts, processes, and responsibilities which are contained in Illinois CSEPP Standard Operating Procedures.

OBJECTIVES

At the conclusion of this workshop, the participant should be able to:

1. Describe his/her responsibility during a chemical emergency incident at the Newport Army Ammunition Plant and demonstrate a general understanding of the responsibilities of other County EOC Staff.
2. Identify the conditions which would lead to the issuance of a protective action recommendation of evacuation for Illinois communities.
3. Describe the role of the County in the public alert and notification process.
4. Describe the relationship between traffic and access control strategies and protective action recommendations.
5. Describe the services available for evacuees at the Reception Centers.
6. Describe the methods which would be used to disseminate official emergency public information during a chemical emergency incident at Newport Army Ammunition Plant.
7. Identify guidelines designed to promote effective exercise participation.

WORKSHOP TOPICS AND SCOPE

	<u>TIME</u>
I. INTRODUCTION	10 min.
<p>The purpose and objectives of the workshop will be explained to participants. The instructor will discuss the structure of the workshop and take care of any required administrative matters.</p>	
II. DIRECTION AND CONTROL	35 min.
<p>The instructor will identify the key direction and control facilities involved in a CSEPP emergency response. The notification process will be explained. The instructor will identify the planned staffing in the County EOC and review the responsibilities of each staff member. Also discussed will be the EOC's general operating procedures, how information will be displayed and managed, and communications capabilities.</p>	
III. PROTECTIVE ACTIONS	25 min.
<p>This segment will include discussion of: the Illinois preferred protective action; agent release characteristics; subareas; protective action decision-making and implementation; the Illinois CSEPP Reporting Form; and planning basis timeframes from initial notification to completion of public alerting.</p>	
BREAK	5 min.
IV. PUBLIC ALERT AND NOTIFICATION	20 min.
<p>The instructor will identify the components of the public alert and notification system and the process of activating it. The functions performed by the county will be emphasized.</p>	
V. TRAFFIC AND ACCESS CONTROL	15 min.
<p>This segment will focus on the organizational responsibilities for traffic and access control and the process of its implementation. The interfaces between involved organizations will be explained.</p>	
VI. EVACUEE SUPPORT	20 min.
<p>The instructor will identify the facilities which have been designated to receive evacuees including school children. The organizations involved and the services they provide will also be discussed.</p>	
BREAK	5 min.
VII. EMERGENCY PUBLIC INFORMATION	15 min.

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The system for disseminating emergency public information will be described. The role of the media spokespersons and public information officers will be explained. The various methods for issuing emergency public information will be discussed.

VII. EXERCISE PREPARATION

15 min.

The instructor will familiarize workshop participants with the exercise evaluation instrument used by FEMA Evaluators. The relationship between the exercise objectives and points of review questions will be explained. The instructor will then review a list of guidelines designed to enhance the effectiveness of exercise participation.

IX. CONCLUSION / WRITTEN EVALUATION

15 min.

The instructor will briefly summarize the materials presented and review the workshop objectives. Participants will be asked to complete a short written evaluation to check their understanding of key points. Following this the instructor will request participants to complete an evaluation of the workshop.

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QUALIFICATIONS FOR THE INSTRUCTOR

The workshop instructor must possess the requisite skills and knowledge as determined by the Training Officer, Illinois Emergency Management Agency.

QUALIFICATIONS FOR ATTENDANCE

Attendees for this workshop are expected to have attended the Illinois Emergency Management Agency CSEPP Chemical Awareness Training Program or ACT FAST Program. They should also be members of an Illinois Protective Action Zone County Emergency Operations Center (EOC) Staff as assigned by the County ESDA Director/Coordinator.

INFORMATION FOR THE INSTRUCTOR

The lesson plans for this workshop contain much more information than could realistically be presented during the allotted timeframes. Much of this information is provided as background information for the instructor. Prior to presenting the workshop the instructor should review the materials contained in the lesson plans with the corresponding visuals. At this point the instructor may wish to make additional notes for points which he/she wishes to include or emphasize in the presentation. It is up to the instructor to decide which of the visuals and points from the lesson plans will best support the purpose and objectives of the workshop within the available time.

The lesson plans contain information for both Protective Action Zone counties. It is understood that the instructor will only include information specific for the county actually receiving the workshop. The visuals and handouts are marked for easy recognition of the applicable county.

The visuals in this Instructor Guide are formatted on 8½" x 11" paper and are designed to be used as overhead transparencies for purposes of convenience. The instructor should not feel limited to the use of this single training aid in the presentation of the material. The instructor is encouraged to vary the instructional methods and training aids to the extent of his/her skills, experience and resources in an effort to make the workshop more interesting and meaningful. For example, a large wall map (which may be on hand in the EOC) could be substituted for the Protective Action Subarea visual. The Direction and Control Point visual and EOC organization visuals could be presented as large posters. The visual diagram entitled "Time Requirements from Initial Notification by NAAP to Completion of Public Alerting" is also well suited for use as a poster. Flip charts or marker boards could be used to present many of the visuals.

FACILITY REQUIREMENTS

This workshop should be conducted in the PAZ County EOC as it is intended to prepare County EOC Staff to operate this facility during a CSEPP emergency at NAAP.

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WORKSHOP MATERIALS CHECKLIST

The following materials are required to conduct this workshop:

- CSEPP County EOC Instructor Guide
- Student Manuals
- Visuals
- Written Evaluations
- Workshop Evaluations
- Overhead Projector w/extra bulb
- Extension Cord w/3 prong adapter
- Attendance sheet
- Pencils
- Overhead markers
- Projection screen
- Pointer

REFERENCES

The references for this workshop are:

1. State of Illinois, CSEPP Standard Operating Procedures
2. Emergency Response Concept Plan for Newport Army Ammunition Plant and Vicinity, Carnes et al., Oak Ridge National Laboratory, October 1989.
3. Proceedings from the Chemical Stockpile Emergency Preparedness Program Health and Medical Symposium, Salt Lake City, Utah, June 24 and 25, 1992, E.D. Copenhaver (Ed.), Oak Ridge National Laboratories.

LIST OF VISUALS

Purpose	Schools Representative (EC)
Objectives	Schools Representative (VC)
Direction and Control	Red Cross
Direction and Control Points	Municipal Liaisons (EC)
Chemical Event Notification System	Municipal Liaisons (VC)
Emerg. Notif.- Limited Area Emerg.	County EOC - General Operating Procedures
Emerg. Notif.-Post Only, Commun. Emerg.	County EOC - Internal Information System
County EOC Staff Mobilization Levels	Edgar County EOC - External Comm. (EC)
Edgar Operational Staffing Levels (EC)	Vermilion Co. EOC - External Comm. (VC)
Vermilion Operational Staffing Levels (VC)	Illinois Protective Actions
Edgar County EOC Staffing Positions (EC)	VX Chemical Agent
Vermilion Co. EOC Staffing Positions (VC)	Types of Release
Edgar County EOC Organization (EC)	Other Factors Affecting Release
Vermilion County EOC Organization (VC)	Protective Action Subareas
County Board Chairman	Population Distribution
County State's Attorney	Protective Action Responsibilities
Edgar County ESDA Coordinator (EC)	ILL CSEPP Reporting Form
Vermilion County ESDA Director (VC)	Time Requirements
IEMA Local Government Liaison	Break
Edgar County EOC Manager (EC)	Public Alert & Notification Process (EC)
CSEPP Secretary (EC)	Public Alert & Notification Process (VC)
ESDA Administrative Assistant (VC)	Traffic and Access Control
Public Information Officer	Traffic and Access Control Process
Support Staff	Post-Evacuation Access Control
County Sheriff's Department Representative	Reception Mass Care Centers
County Public Works Representative	Host Schools
County Fire Services Representative	Evacuee Support Actions
Medical/Ambulance Service Rep. (EC)	Evacuee Support Actions (con't)
Medical Director (VC)	Break
Health and Medical Representative (EC)	Emergency Public Information
Health Department Representative (VC)	Evaluating Exercises
Transportation Officer (EC)	Emergency Response Exercises
Transportation Director (VC)	Guidelines for Exercise Participants
	Guidelines for Exercise Participants (con't)
	Evaluation Answers

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>6. Describe the methods which would be used to disseminate official emergency public information during a chemical emergency incident at Newport Army Ammunition Plant.</p> <p>7. Identify guidelines designed to promote effective exercise participation.</p> <p>C. <u>Structure of the Workshop</u></p> <p>1. The workshop is scheduled to run for approximately 3 hours.</p> <p>2. We will take a break at approximately each one-hour point.</p> <p>3. Each of the objectives will be addressed in the order that they have been listed. The overhead projector will be used throughout the program.</p> <p>4. The handout materials provided are arranged to follow the order of presentation.</p> <p>5. In some instances you will note that a single visual overhead transparency corresponds to more than one page in the student manual or vice versa. In these cases letters have been added to the page numbers to group them.</p> <p>6. The handouts are yours to keep so you are encouraged to make notes in them if you so wish.</p> <p>7. Participants are encouraged to ask questions or provide illuminating comments during the course of the workshop.</p> <p>8. At the end of the workshop participants will be asked to complete a short evaluation.</p>	<p>The instructor may wish to incorporate other instructional methods and techniques.</p> <p>Handout materials should be handed out prior to beginning Section II, Direction and Control.</p> <p>For example if a visual numbered 5 corresponds to 3 pages in the student manual, they would be numbered 5a, 5b, and 5c.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>9. Participants will also be asked to complete an evaluation of the workshop itself.</p> <p>10. The instructor should survey the group to determine how many have attended the CSEPP Awareness Training or ACT FAST Training. Based on the results of this the instructor can decide the degree of detail needed in presenting the sections on the Chemical Event Notification System and the VX Chemical Agent.</p> <p>At this point the instructor can address any additional administrative matters which are relevant. These include participant self-introductions, special instructions, attendance sheets, etc.</p>	<p>These sections are included in this workshop in the event participants have not previously attended CSEPP Awareness Training or ACT FAST Training.D. Administrative Matters</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Direction and Control</p>	<p>II. <u>DIRECTION AND CONTROL (20 Min.)</u></p> <p>A. <u>Authority for Direction and Control</u></p> <ol style="list-style-type: none"> 1. Each organization responding to a NAAP chemical agent incident will exercise direction and control of their individual staff and resources. 2. The emergency response activities at the Newport Army Ammunition Plant itself will be controlled and coordinated by the Army as described in the Chemical Accident Incident Response and Assistance (CAIRA) Plan. 3. Coordination of the efforts of responding organizations in Illinois will occur within the State's Disaster Management System. 4. Overall authority for direction and control within Illinois rests with the Governor. 5. The Governor is assisted in the coordination of response activities by the Illinois Emergency Management Agency. 6. Overall authority for direction and control of Edgar County resources rests with the Edgar County Board Chairman. 7. The Edgar County Chairman is assisted in the coordination of response activities by the Edgar County Emergency Services and Disaster Agency (ESDA). 	<p>This system establishes a familiar structure for information exchange and coordination among involved agencies.</p> <p>The Lt. Governor and Attorney General follow in line of succession.</p> <p>The Vice-Chairman and the Chairman, Finance Committee, follow in line of succession.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<ul style="list-style-type: none"> ! State of Indiana EOC staff ! Illinois staff at the Joint Information Center (JIC) ! State Forward Command Post (SFCP) d. The State EOC is responsible for: <ul style="list-style-type: none"> ! Notifying the affected counties and relaying the Governor's protective action recommendations. ! Notifying representatives of the state agencies designated to report to the State EOC and the SFCP, and the IEMA Local Government Liaisons. ! Coordinating with the affected counties until the SFCP is declared operational. 2. State Forward Command Post (SFCP) <ul style="list-style-type: none"> a. The SFCP, located at the intersection of Routes 150 and 36 in Chrisman, serves as the State's tactical command, control, and coordination point for a chemical agent incident. 	<p>6 means of communications exist.</p> <p>This facility is located at the National Guard Armory on Strawberry Road in Rockville, Indiana.</p> <p>5 means of communications exist.</p> <p>Counties also receive a direct notification from NAAP. There are 5 means of communication to Edgar County and 4 means to Vermilion County.</p> <p>An IEMA Local Government Liaison is assigned to report to each county EOC.</p> <p>At such time the SFCP will serve as the direct link to the state from the counties.</p> <p>This location is approximately 14 miles west of the NAAP. It is outside of the NAAP Protective Action Zone (PAZ).</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>b. The core components of the SFCP are an IEMA Motor Home and Operations Trailer.</p> <p>c. The SFCP serves as the primary point of contact, coordination, and interface between the State and the affected PAZ County EOC staff.</p> <p>d. Counties will request needed resource support through the SFCP.</p> <p>e. The SFCP serves as a primary source of information on incident response for the State EOC.</p> <p>a. The Edgar County EOC, located on North High Street in Paris, serves as the County's command, control and coordination point for a chemical agent incident.</p> <p>b. The Edgar County EOC serves as the primary point of contact, coordination, and interface between the County and the SFCP.</p> <p>c. The County EOC will pass any resource requests which it cannot meet to the SFCP.</p>	<p>The SFCP is anticipated to be located in the paved parking lot of the Colonial Kitchen Restaurant at the designated intersection.</p> <p>An alternate fixed site location for the SFCP is the City of Champaign EOC at 102 North Neil Street.</p> <p>There are 5 means of communications available between the SFCP and both county EOCs. They are telephone, fax, amateur radio HF, VHF high band, VHF low band on one frequency.</p> <p>Requests unable to be met by the SFCP will be forwarded to the State EOC.</p> <p>3. Edgar County EOC</p> <p>This location is approximately 20.6 miles southwest of the NAAP. It is outside of the NAAP Protective Action Zone (PAZ).</p> <p>The County Sheriff's Department, located at 228 North Central Street in Paris can serve as an alternate EOC.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>4. Vermilion County EOC</p> <ul style="list-style-type: none"> a. The Vermilion County EOC, located in the lower level of the Public Safety Building at 2 East South Street in Danville, serves as the county's command, control, and coordination point for a chemical agent incident. b. The Vermilion County EOC serves as the primary point of contact, coordination and interface between the County and the SFCP. c. The County EOC will pass any resource requests which it can not meet to the SFCP. <p>5. Field Incident Command Component</p> <ul style="list-style-type: none"> a. Situations such as multiple vehicle accidents or fires affecting evacuation routes which would require response by several response organizations will be handled through the communities existing Incident Command System. b. Overall direction and control of the County response to the needs generated by, or coincidentally occurring with, a NAAP chemical agent incident will be exercised and maintained through the County EOC. 	<p>This location is approximately 22 miles northwest of the NAAP. It is outside of the NAAP PAZ.</p> <p>The Vermilion County Mobile Command Post can serve as an alternate EOC.</p> <p>The Incident Commander would exercise tactical direction and coordination of responding agencies' resources. Each responding organization would maintain operational command of its resources.</p> <p>Incident Commanders will provide status reports to the County EOC and request additional resources through it for these types of situations.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Chemical Event Emergency Notification System</p>	<p>C. <u>Chemical Event Emergency Notification System</u></p> <p>A standard chemical incident notification system has been developed for installations storing chemical agents. This system provides an easy way for emergency response agencies to understand and categorize the potential impacts of chemical agent releases in the vicinity around the installation.</p> <p>1. Non-Surety Emergency</p> <p>Events are likely to occur or have occurred that may be perceived as a chemical surety emergency or that may be of general public interest, but which pose no chemical surety hazard.</p> <p>2. Limited Area Emergency</p> <p>Events are likely to occur or have occurred that involve agent release outside engineering controls or approved chemical storage facilities with chemical effects expected to be confined to the chemical limited area. This level will be declared when the predicted chemical agent no-effects dosage does not extend beyond the chemical limited area.</p> <p>3. Post Only Emergency</p> <p>Events are likely to occur or have occurred that involve agent release with chemical effects beyond the chemical limited area. Releases are not expected to present a danger to the off-post public.</p>	<p>"Chemical Surety" refers to those controls, procedures and action that contribute to the safety, security, and reliability of chemical agents and their associated weapon systems throughout their life-cycle.</p> <p>"Chemical limited area" is the area immediately surrounding one or more exclusion areas. Exclusion areas represent the last barrier to access to the chemical agent.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Emerg. Notif. Limited Area Emerg.</p> <p>Emerg. Notif. Post Only and Community Emerg.</p>	<p>4. Community Emergency</p> <p>Events are likely to occur or have already occurred that involve agent release with chemical effects beyond the installation boundary. This level will be declared when the predicted chemical agent no-effects dosage extends beyond the installation boundary.</p> <p>D. <u>Notification of Emergency</u></p> <p>County 24-hour warning points do not receive notification for Non-surety and Limited Area Emergency levels. The Newport Army Ammunition Plant will notify the State 24-hour warning point by voice and hard copy means at the Limited Area Emergency level.</p> <p>1. County Warning Points</p> <p>a. Edgar County</p> <p>The Sheriff's Dispatch Center, located at 228 North Central Street in Paris serves as the Edgar County initial point of contact for notification of a chemical agent incident at NAAP.</p> <p>At the Post Only Emergency level or higher the Sheriff's Dispatch Center will be notified by the State EOC (by telephone and fax) and by the NAAP Commander (by telephone).</p>	<p>This facility is staffed on a 24-hour basis.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>3. Community Emergency - Protective Actions (Indiana Only)</p> <p>The counties will initiate Minimal Operational Staffing in response to this notification. In addition to the personnel mobilized for Standby Operational Level Staffing:</p> <ul style="list-style-type: none"> ! Edgar County will mobilize representatives from the Sheriff's Dept., County Highway Dept., and the American Red Cross. ! Vermilion County will mobilize representatives from the Sheriff's Dept., County Highway Dept., County Health Dept., American Red Cross and additional ESDA Communications support staff. <p>4. Community Emergency - Protective Actions Indiana Only - Potential to Affect Illinois</p> <p>The Counties will initiate Full Operational Staffing Level in response to this notification.</p> <p>5. Community Emergency - Protective Actions - Illinois</p>	<p>The County Board Chairman may also be present in the EOC at this level.</p> <p>This level of staffing provides additional personnel to support initiation of traffic and access control and evacuee support activities, if required.</p> <p>This level of staffing will permit the County EOC to support the complete range of activities required to respond to a chemical agent incident.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>IEMA Local Govt Liaison</p>	<ul style="list-style-type: none"> ! Coordinate the timing of the public alert and notification with the State EOC Manager. ! Ensure that special needs individuals and facilities are notified of any Protective Action Recommendations issued in response to a chemical agent incident at NAAP. ! Review actions being taken by the Operations Group to ensure that these actions conform to the Illinois CSEPP SOP guidelines and policy set by the Edgar County Board Chair/Alternate. ! Refer all problems that require policy decisions or direction to the County Board Chair/Alternate. d. IEMA Local Government Liaison <ul style="list-style-type: none"> ! Report to the Edgar County EOC as requested by the State EOC. ! Request a preliminary damage and impact assessment briefing from the ESDA Coordinator. ! Respond to requests for interorganizational liaison. ! Monitor operations to identify interorganizational or intergovernmental issues, problems, and or coordination needs. ! Advise local government on use and limitations on the use of State resources. 	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Public Information Officer</p>	<ul style="list-style-type: none"> ! Maintains a written record of events and activity in the County EOC. ! Posts key events on status boards in the Operations Room. g. Edgar County Public Information Officer <ul style="list-style-type: none"> ! Assist the County Board Chair/Alternate and the ESDA Coordinator with the preparation of news statements. ! Make preparations necessary to conduct press interviews. ! Address only Edgar County response operations. ! Coordinate with the Illinois Emergency Public Information Team at the Joint Information Center (JIC). Provide a copy of news releases, Protective Action Recommendations, and EBS messages to the JIC. Respond to requests for additional information from the Illinois staff at the JIC. ! Advise the Illinois Emergency Public Information Team of any recurring rumors in Edgar County and any clarifying information available from the County. ! Assist with the preparations for EBS activation as requested by the County Board Chair/Alternate and/or the ESDA Coordinator. ! Complete and periodically update the Edgar County Data Form. 	<p>The PIO provides support for this activity.</p> <p>The PIO provides support for this activity.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>County Public Works Dept. Representative</p>	<ul style="list-style-type: none"> ! Assure the timely reporting to Edgar County law enforcement field operating units of areas expected to be included in the no-effects concentration level of a VX agent vapor plume. Assure that law enforcement personnel remain outside of the area of expected concentrations in excess of the no-effects level. ! Advise the County Board Chair/Alternate and the ESDA Coordinator about security needs for the EOC. Coordinate the deployment of any uniformed officers required to provide security at the EOC. ! Periodically brief the EOC staff on the status of emergency operations and major problems concerning Law Enforcement and the Sheriff's Departments. ! Coordinate requests for additional law enforcement assistance with the ESDA Coordinator and the IEMA Local Government Liaison, as required. j. Edgar County Public Works Representative <ul style="list-style-type: none"> ! Provide overall direction and control for Edgar County public works activities in support of the response to a chemical agent incident at NAAP. ! Provide information to the County Board Chair/Alternate about any road conditions or situations within Edgar County that would constrain the implementation of a protective action of evacuation. 	

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<p>County Fire Services Rep.</p>	<ul style="list-style-type: none"> ! Coordinate field operations that are required in support of a chemical agent incident at NAAP, including the posting of barricades and signs in support of law enforcement officials' traffic and access control activities. ! Assure the timely reporting to Edgar County public works field operating units of areas expected to be included in the no-effects concentration level of a VX agent vapor plume. Assure that public works personnel remain outside of the area of expected concentrations in excess of the no-effects level. ! Provide periodic status updates to the EOC staff about road conditions and the trafficability of roads within the County. ! Coordinate requests for additional public works resources with the ESDA Coordinator and the IEMA Local Government Liaison, as required. ! Establish communication with utility companies as required. Advise utility companies of areas within Edgar County that are affected by Protective Action Recommendations. Provide ongoing status reports to utility companies as required. <p>k. Edgar County Fire Service Representative</p> <ul style="list-style-type: none"> ! Provide coordination of fire department operations within the areas in Edgar County affected by Protective Action Recommendations in response to a chemical agent incident at NAAP. 	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Medical/Ambulance Service Representative</p>	<ul style="list-style-type: none"> ! Assure the timely reporting to any Edgar County Fire Department that may have field operating units within the PAZ of areas expected to be included in the no-effects concentration level of a VX agent vapor plume. Assure that Fire Service personnel remain outside of the area of expected concentrations in excess of the no-effects level. This would include providing strong recommendations to Chief Officers that no responses be made within this area solely for the protection of property. ! Coordinate with the Transportation Officer for the provision of fire service personnel, dressed in turnout gear, to accompany buses if any are dispatched to assist individuals with transportation needs. ! Periodically provide a briefing to EOC staff on the status of major operational activities and hazardous missions. <p>1. Medical/Ambulance Service Representative</p> <ul style="list-style-type: none"> ! Provide overall coordination, direction, and control of emergency medical treatment and care operations within the areas in Edgar County affected by Protective Action Recommendations in response to a chemical agent incident at NAAP. 	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Health and Medical Rep.</p>	<ul style="list-style-type: none"> ! Assure the timely reporting to any Edgar County Emergency Medical Service organization that may have field operating units within the PAZ of areas expected to be included in the no-effects concentration level of a VX agent vapor plume. Assure that Emergency Medical Service personnel remain outside of the area of expected concentrations in excess of the no-effects level. ! Coordinate with the Health and Medical Representative for the provision of emergency transport of individuals within the PAZ with urgent and special transportation needs. ! Provide a periodic briefing to EOC staff on the status of major operational activities and hazardous missions. <p><u>Special Concerns/Evacuation Support Group</u></p> <p>m. Health and Medical Representative</p> <ul style="list-style-type: none"> ! Provide overall coordination, direction, and control of medical treatment and care operations within Edgar County required to support the response to a chemical agent incident at NAAP. ! Notify special needs individuals, special facilities, and day care facilities of a chemical agent emergency at NAAP and of any Protective Action Recommendations. Coordinate the notification of any individuals requiring use of a TDD with the Sheriff's Dispatch Center. 	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Red Cross</p>	<ul style="list-style-type: none"> ! Notify the Chrisman CUSD #6 of the current emergency classification level of an chemical agent incident at NAAP and if any protective action recommendation has been issued for Edgar County. ! Confirm that schools outside of the PAZ who have children from Chrisman CUSD #6 have been notified. ! Serve as the primary point of contact at the Edgar County EOC for Superintendents of the School Districts affected by a chemical agent incident at NAAP. ! Provide periodic status reports about school operations to EOC staff. p. Edgar County American Red Cross Liaison(s) <ul style="list-style-type: none"> ! Provide coordination, direction, and control of reception and mass care activities within Edgar County in response to a chemical agent incident at NAAP. ! Coordinate with the SFCP ARC liaison for the initial and subsequent activation of mass care centers and for requests for additional resource support. ! Provide operational or event related information to Reception Center and Mass Care Center Managers as needed. ! Coordinate with other EOC representatives as needed. 	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>IEMA Local Govt. Liaison</p>	<ul style="list-style-type: none"> ! Ensure that special needs individuals and facilities are notified of any Protective Action Recommendations issued in response to a chemical agent incident at NAAP. ! Review actions being taken by the Operations Group to ensure that these actions conform to the Illinois CSEPP SOP guidelines and policy set by the Vermilion County Board Chair/Alternate ! Check with each Department Head to determine that their department is manned and ready. ! Ensure that the EOC staff are aware of the status and needs of County field operating forces. ! Assist Department Heads in the formulation of requests to the State Forward Command Post for additional resource support. ! Ensure that maps, status board, and other pertinent visual information displays in the EOC are posted with current data. ! Refer all problems that require policy decisions or direction to the County Board Chair/ Alternate. ! Conduct periodic status briefings with the EOC staff to facilitate the coordination of response efforts. <p>d. IEMA Local Government Liaison</p>	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>ESDA Admin. Assistant</p>	<ul style="list-style-type: none"> ! Report to the Vermilion County EOC as requested by the State EOC. ! Request a preliminary damage and impact assessment briefing from the ESDA Director. ! Respond to requests for interorganizational liaison. ! Monitor operations to identify interorganizational or intergovernmental issues, problems, and or coordination needs. ! Advise local government on use and limitations on the use of State resources. ! Coordinate and facilitate the communication and information exchange between the Vermilion County EOC and the SFCP. ! Obtain a periodic summary of resources committed, and resources available at the disaster site (by source). ! Attend planning meetings. ! Advise Vermilion County EOC staff and the County Board Chair/Alternate on disaster operations and preliminary damage assessment. <p><u>EOC Support Group</u></p> <p>e. ESDA Administrative Assistant</p> <ul style="list-style-type: none"> ! Maintains a written record of events and activity in the County EOC. 	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Public Information Officer</p>	<ul style="list-style-type: none"> ! Posts key events on status boards in the Operations Room. f. Vermilion County Public Information Officer <ul style="list-style-type: none"> ! Assist the County Board Chair/Alternate and the ESDA Director with the preparation of news statements. ! Make preparations necessary to conduct press interviews. ! Address only Vermilion County response operations. ! Coordinate with the Illinois Emergency Public Information Team at the Joint Information Center (JIC). Provide a copy of news releases, Protective Action Recommendations, and EBS messages to the JIC. Respond to requests for additional information from the Illinois staff at the JIC. ! Advise the Illinois Emergency Public Information Team of any recurring rumors in Vermilion County and any clarifying information available from the County. ! Assist with the preparations for EBS activation as requested by the County Board Chair/Alternate and/or the ESDA Director. ! Complete and periodically update the Vermilion County Data Form. 	<p>The PIO provides support for this activity.</p> <p>The PIO provides support for this activity.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>County Public Works Dept. Representative</p>	<ul style="list-style-type: none"> ! Assure the timely reporting to Vermilion County law enforcement field operating units of areas expected to be included in the no-effects concentration level of a VX agent vapor plume. Assure that law enforcement personnel remain outside of the area of expected concentrations in excess of the no-effects level. ! Advise the County Board Chair/Alternate and the ESDA Coordinator about security needs for the EOC. Coordinate the deployment of any uniformed officers required to provide security at the EOC. ! Periodically brief the EOC staff on the status of emergency operations and major problems concerning Law Enforcement and the Sheriff's Departments. ! Coordinate requests for additional law enforcement assistance with the Operations Group Chief and the IEMA Local Government Liaison, as required. i. Vermilion County Public Works Representative <ul style="list-style-type: none"> ! Provide overall direction and control for Vermilion County public works activities in support of the response to a chemical agent incident at NAAP. ! Provide information to the County Board Chair/Alternate about any road conditions or situations within Vermilion County that would constrain the implementation of a protective action of evacuation. 	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<ul style="list-style-type: none"> ! Coordinate field operations that are required in support of a chemical agent incident at NAAP, including the posting of barricades and signs in support of law enforcement officials' traffic and access control activities. ! Assure the timely reporting to Vermilion County public works field operating units of areas expected to be included in the no-effects concentration level of a VX agent vapor plume. Assure that public works personnel remain outside of the area of expected concentrations in excess of the no-effects level. ! Provide periodic status updates to the EOC staff about road conditions and the trafficability of roads within the County. ! Provide periodic status updates to the EOC staff about road conditions and the trafficability of roads within the County. ! Coordinate requests for additional public works resources with the Operations Group Chief and the IEMA Local Government Liaison, as required. ! Establish communication with utility companies as required. Advise utility companies of areas within Edgar County that are affected by Protective Action Recommendations. Provide ongoing status reports to utility companies as required. <p>j. Vermilion County Fire Service Representative</p>	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>County Fire Services Rep.</p>	<ul style="list-style-type: none"> ! Provide coordination of fire department operations within the areas in Vermilion County affected by Protective Action Recommendations in response to a chemical agent incident at NAAP. ! Assure the timely reporting to any Vermilion County Fire Department that may have field operating units within the PAZ of areas expected to be included in the no-effects concentration level of a VX agent vapor plume. Assure that Fire Service personnel remain outside of the area of expected concentrations in excess of the no-effects level. This would include providing strong recommendations to Chief Officers that no responses be made within this area solely for the protection of property. ! Coordinate with the Transportation Officer for the provision of fire service personnel, dressed in turnout gear, to accompany buses if any are dispatched to assist individuals with transportation needs. ! Periodically provide a briefing to EOC staff on the status of major operational activities and hazardous missions. 	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Medical Dir.</p>	<p>k. Medical Director</p> <ul style="list-style-type: none"> ! Provide overall coordination, direction, and control of emergency and supporting medical treatment and care operations within the areas in Vermilion County affected by Protective Action Recommendations in response to a chemical agent incident at NAAP. ! Assure the timely reporting to any Vermilion County Emergency Medical Service organization that may have field operating units within the PAZ of areas expected to be included in the no-effects concentration level of a VX agent vapor plume. Assure that Emergency Medical Service personnel remain outside of the area of expected concentrations in excess of the no-effects level. ! Coordinate with the Health Department Representative for the provision of emergency transport of individuals within the PAZ with urgent and special transportation needs. ! Provide a periodic briefing to EOC staff on the status of major operational activities and hazardous missions. 	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Municipal Liaisons</p>	<ul style="list-style-type: none"> ! Provide coordination, direction, and control of reception and mass care activities within Vermilion County in response to a chemical agent incident at NAAP. ! Coordinates with the SFCP ARC liaison for the initial and subsequent activation of mass care centers and for requests for additional resource support. ! Provides operational or event related information to Reception Center and Mass Care Center Managers as needed. ! Coordinates with other EOC representatives as needed. ! Provides periodic status updates to other EOC staff on reception and mass care operations. p. Municipal Liaison(s) (Belgium, Westville, Georgetown, Ridge Farm, Danville) <ul style="list-style-type: none"> ! Serve as the primary point of contact between the municipal government and the County EOC staff. ! Notify special needs individuals and special facilities in their respective municipality of a chemical agent emergency at NAAP and of any Protective Action Recommendations. Coordinate the notification of any individuals requiring use of a TDD with the Vermilion County Communications Center. 	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>EOC Internal Information Systems</p>	<p>b. The Vermilion County Communications Center and the ESDA Director maintain a contact listing of individuals with EOC responsibilities and other key individuals.</p> <p>c. The Sheriff's Dept. will establish security for the County EOC.</p> <p>d. For protracted emergency situations arrangements will be made for 2 12-hour shifts in the EOC.</p> <p>H. <u>County EOC - Information Management</u></p> <p>1. Displays</p> <p>a. A laminated map depicting the boundaries of the PAZ and Immediate Response Zone (IRZ) for NAAP is available in the EOC Operations Room.</p> <p>The map identifies protective actions subareas, population figures, reception center locations, mass care centers and traffic and access control points and evacuation routes.</p> <p>Areas projected or known to be affected by the agent release will be plotted and displayed on this map.</p>	<p>These listings contain home and work telephone numbers, pager numbers, radio call signs, etc. for the individuals.</p> <p>The shift turnover process will occur in a staggered fashion over a several hour period and will coincide with lulls in activity for EOC staff if possible.</p> <p>Copies of the same map will be utilized in all Illinois direction and control points.</p> <p>The map also shows 22.5° radial lines from the NAAP and the alphabetical sector identification (Sector "A" being the sector due north of the plant). Sectors K, L, M, N, P, Q and R affect the Illinois PAZ. Sectors "I" and "O" are not used.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>2. Internal Information Flow and Management</p> <ul style="list-style-type: none"> a. A 3 sheet multicolored carbonless message form is available for use by EOC staff to exchange written information. The originator retains a copy, the recipient is provided a copy, and the EOC Manager is given a copy. The written message is retained by each individual as a file copy. b. The EOC Manager will review all written messages. He will direct them in cases where there is a question of who should respond. He will also establish overall priorities for EOC activity. c. Each individual will maintain a personal log of their activity and a phone log. d. A member of the ESDA Administration Staff will maintain a significant events log and will post significant events on EOC status boards. e. Some specialized forms have been developed for specific purposes for use by EOC Staff. f. The EOC Manager will periodically conduct status briefing with EOC staff. 	<p>Examples are the Rumor Identification Form used by persons answering calls from the public and the Sheriff's Dept. form for tracking status of traffic and access control points.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>EOC External Communications</p>	<p>3. External Information Flow and Communications Capabilities</p> <p>a. Edgar County</p> <ol style="list-style-type: none"> 1) The County EOC is the designated County point of contact for coordination and information exchange with the State of Illinois (State EOC or SFCP), County field operating units, and with other supporting organizations within the County. 2) Commercial telephone and fax will provide primary communications between EOC and SFCP. Back-up communications are by amateur radio HF, VHF Low Band and VHF High Band radios. 3) The IEMA Local Government Liaison is available to provide information about State activities and to assist with preparation of reports to the State from the County. 4) Operational liaisons will maintain contact with their respective organizations and provide status updates and coordinate requests for additional assistance. <p>b. Vermilion County</p>	<p>The Governor's Protective Action Recommendations will be transmitted to the county directly from the State EOC regardless of whether the SFCP is operational.</p> <p>Commercial telephone to their dispatch/radio room will be the primary communications link. Back-up will be VHF High band radio from EOC Communications Room.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<ol style="list-style-type: none"> 1) The County EOC is the designated point of contact for coordination and information exchange with the State of Illinois (State EOC or SFCP), County field operating units and other supporting organizations within the County. 2) Commercial telephone and fax will provide primary communications between EOC and SFCP. Back-up communications are by amateur radio HF and VHF Low band radios. 3) The IEMA Local Government Liaison is available to provide information about State activities and to assist with preparation of reports to the State from the County. 4) Operational Liaisons will maintain contact with their respective organizations and provide status updates and coordinate requests for additional assistance. 	<p>The Governor's Protective Action Recommendations will be transmitted to the county directly from the State EOC regardless of whether the SFCP is operational.</p> <p>Commercial telephone to their administrative offices/ communications rooms will be via primary communication link. Back-up will be direct communications by 2-way radio with field operating units.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Illinois Protective Actions</p>	<p>III. PROTECTIVE ACTIONS (25 Min.)</p> <p>A. Preferred Protective Action for Illinois</p> <ol style="list-style-type: none"> 1. The Emergency Response Concept Plan for NAAP and Vicinity (Carnes, et al, 1989d) prepared in support of NAAP planning indicates that the preferred protective action for Illinois PAZ populations is evacuation. 2. State of Illinois officials concur with this finding and have chosen evacuation as the primary protective action in response to a NAAP chemical agent incident. 3. An alternative protective action of shelter-in-place may be chosen in certain circumstances. <ol style="list-style-type: none"> a. The Pleasant Meadows Christian Village in Chrisman requires the alternate protective action of sheltering due to time constraints to evacuation. b. If a road network is significantly degraded due to a weather event such as a snow or ice storm or other natural disaster alternatives to evacuation may be considered. <p>Under these circumstances decision-makers will need to determine which option provides the greater degree of safety to the public.</p> <p>B. <u>Release Characteristics</u></p>	<p>The facility's suitability for designation as an enhanced and/or expedient shelter is currently being studied.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>VX Chemical Agent</p>	<p>1. VX Chemical Agent</p> <ul style="list-style-type: none"> a. The only chemical agent stored at NAAP is nerve agent VX. It is stored in "ton" containers which are 81.5 inches long and 31.1 inches in diameter. b. VX can be described as a substance similar in appearance to undiluted anti-freeze. It is usually odorless, straw-like in color, and tasteless. It is highly toxic in both liquid and vapor forms. It has a boiling point of 300°C and does not evaporate quickly. c. VX directly affects the nervous system. After exposure at high doses the results are convulsions and death due to paralysis of the respiratory system. Death can occur within ten minutes of absorption of the fatal dose. 	<p>The lethal amount of VX on the skin is about 10 milligrams. Dr. Frederick R. Sidell, Senior Medical Officer at the Chemical Casualty Care Office of the U.S. Army Medical Research Institute of Chemical Defense, Aberdeen, Maryland has described this amount of VX agent as just about enough to cover the width of two columns on the Lincoln Memorial on the back of a penny.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>d. The initial effects from exposure to VX agent vapor would include: small pupils, reddening of the eyes, dim vision, runny nose, shortness of breath, and a feeling of tightness in the chest.</p> <p>Inhalation of a larger amount of vapor would result in: sudden onset of muscular problems (uncoordinated motions, paralysis), gastrointestinal problems (vomiting, diarrhea), seizures, loss of consciousness, and cessation of breathing.</p> <p>Effects from vapor exposure occur within seconds to minutes.</p> <p>e. A relationship between the anticipated health effects from agent exposure and agent vapor concentration levels has been established.</p> <p>The "no-effects" distance is a calculated distance downwind from a chemical agent release beyond which a toxicity level is not expected to have short-term adverse effects on humans. (Planning Guidance for CSEPP, Section 10)</p>	<p>If a hazard from VX agent were to affect Illinois it would be in the vapor form.</p> <p>According to Dr. Frederick R. Sidell, hundreds of people have been accidentally exposed to nerve agents with these mild to moderate effects and have all recovered. Most of them did not require therapy of any kind.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>4. Meteorological Conditions</p> <p>a. In order for the vapor plume to affect Illinois the wind direction would have to be from an easterly direction (approximately from $>11.25^\circ$ to $<168.75^\circ$).</p> <p>b. Assuming a wind speed of 6.7 mph it would require about 50 minutes from time of plume formation to arrival at the Illinois border.</p> <p>The more rapid the wind speed the more rapid the onset, but also the greater the mixing and more rapid the plume dissipation.</p> <p>The lower the wind speed the slower the onset but the plume integrity is maintained over longer distances for a greater time.</p> <p>c. The issue of atmospheric stability is concerned with the mixing or mechanical stirring of the atmosphere near the ground associated with varying degrees of thermal radiation from ground surfaces.</p> <p>The vertical rise of energy associated with the more unstable atmospheric classifications tends to mix the plume and accelerate dissipation.</p>	<p>With this wind speed as a planning base assumption, the Illinois Protective Action Strategy identifies the requirement that evacuation of the Illinois sub-area closest to the plant begin within 50 minutes of plume development.</p> <p>Atmospheric stability is classified on a scale ranging from A to F, with A being the most unstable and F being the most stable.</p> <p>The affects of atmospheric stability (as well as other factors) are considered within the computer modeling that the plant performs to determine downwind distance to the no-affects level.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Protective Action Subareas</p>	<p>d. Precipitation would tend to provide mixing and mechanical stirring of the plume and contribute to dissipation.</p> <p>C. <u>Concept of Subareas</u></p> <p>1. Protective Action Subareas</p> <p>a. The Protective Action Zone (PAZ) in Illinois is the area in which evacuation of the population could be recommended in response to a chemical agent incident at NAAP.</p> <p>b. This area extends west from the Indiana border to Route 150. The northern edge of the PAZ corresponds with the northern borders of McKendree Township, Georgetown Township, and the Village of Belgium. The southern limit of the PAZ is formed by the southern borders of Edgar Township and Hunter Township.</p> <p>c. There are 13 townships/municipalities totally or partially included in the PAZ.</p> <p>d. The State of Illinois has divided the PAZ into Protective Action Subareas. These sub-areas correspond to township boundaries, municipal limits, and Route 150.</p>	<p>Reference tables for each subarea have been developed. These tables contain information for decision-makers about the subarea including anticipated protective actions for the general population, special needs population, and special facilities.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Protective Action Responsibilities</p>	<p>D. Responsibility For Recommending Protective Action</p> <ol style="list-style-type: none"> 1. NAAP <ol style="list-style-type: none"> a. Included in the information provided by the NAAP Commander to IEMA will be the following: <ul style="list-style-type: none"> ! downwind distance to no-effects ! downwind distance to no-deaths ! downwind distance to 1% lethality agent vapor concentration levels b. The NAAP Commander will recommend protective actions for any subarea included to the projected no-effects concentration level. c. A computer model will be used to generate the required information. 2. Governor, State of Illinois <ol style="list-style-type: none"> a. The IEMA will make recommendations to the Governor regarding protective actions for affected populations. These recommendations will be based on the NAAP accident assessment and an independent assessment by IEMA of the accident. b. The Governor is responsible for the final decision regarding protective action recommendations for affected populations. 	<p>These would be provided for any plume generated as a result of the chemical agent incident. Directions will be expressed in degrees from the plant site. Distances will be expressed in miles and kilometers.</p> <p>IEMA possesses the capability to perform an independent assessment of the accident.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>ILL CSEPP Reporting Form</p>	<p>3. County Board Chairman</p> <ul style="list-style-type: none"> a. The IEMA will relay the Governor's recommendation to each PAZ County Board Chairman for concurrence. b. The County Board Chairman for each county is responsible for recommending protective actions for his/her affected populations. <p>E. Responsibility of Coordinating Implementation of Protective Actions</p> <ul style="list-style-type: none"> 1. IEMA <p>The IEMA will coordinate implementation of the Governor's Protective Action Recommendation for responding state agencies and with the affected counties.</p> 2. County ESDA <p>The County ESDA Director/Coordinator will coordinate the implementation of the Governor's Protective Action Recommendation by responding organizations within the county.</p> <p>F. Illinois CSEPP Reporting Form</p> <p>The IEMA has developed a standard reporting form for use when transmitting notifications, protective action recommendation and updates on key information to the PAZ counties.</p> <p>G. Time Requirements From Initial Notification by NAAP to Completion of Public Alerting</p>	<p>This will be accomplished through the SFCP once it is activated.</p> <p>A copy of the form is included in the student handout.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Time Requirements</p>	<ol style="list-style-type: none"> 1. It is estimated that the initial alert to the State of Illinois 24-hour point of contact, the IEMA Communications Center, will occur within 10 minutes of incident occurrence. 2. It is estimated that the IEMA Communications Center Dispatcher will complete the alerting call to the IEMA Duty Officer/alternate, and to the PAZ county 24-hour points of contact within 5 minutes. 3. It is estimated that the county 24-hour point of contact will complete alerting calls to key county officials involved in the decision-making process within 5 minutes of receiving the call from the State. 4. It is assumed that down-wind distance to no-effects and associated data, including the NAAP Commander's recommended protective action, will be provided to the IEMA Communications Center within 20 minutes of incident occurrence. 5. The IEMA Duty Officer will determine and inform the IEMA Communications Center dispatcher of the subareas to be included in the Protective Action Recommendation within 5 minutes of the receipt of the down-wind distance to no-effect data from NAAP. 6. It is estimated that it will require 10 minutes for the county officials to be informed of the State's Protective Action Recommendation, to concur, and to be prepared to initiate an EBS message. 7. The initial EBS message will be completed within 3 minutes. 	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>8. Therefore, it is estimated that under current circumstances and using current equipment, facilities, and procedures, it will require approximately 38 minutes to complete this process.</p> <p style="text-align: center;">BREAK (5 Min.)</p>	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Public Alert and Notif. Process</p>	<p><u>IV. PUBLIC ALERT AND NOTIFICATION PROCESS (20 Min.)</u></p> <p>A. The State EOC will coordinate activation of the sirens among the counties and notify each county of the siren activation time, EBS activation time, the number of the EBS message to be used, and the affected subareas.</p> <p>B. The purpose of the sirens is to alert the public to tune their radios to designated EBS stations.</p> <p>C. <u>Post Only Emergency with Potential to Escalate</u></p> <p>1. (Edgar County) The Edgar County ESDA Coordinator will:</p> <ul style="list-style-type: none"> ! Place EBS stations on standby ! Place Chrisman Fire Dept. on standby to activate sirens ! Place EC Sheriff's Dept on standby to make TDD notification. 	<p>The sirens generally cover the more densely populated areas. Sorenson (1988) estimates that the use of media alone will require 180 to 240 minutes to disseminate a warning message to 90% of the public. He also estimates that the combined use of media and sirens will require 20 to 35 minutes to disseminate a warning message to 90% of the public.</p> <p>EBS Stations are WACF/WPRS. EBS Station is not a 24 hr. station.</p> <p>There is only one siren in Edgar County. It is controlled by the Chrisman Fire Department.</p> <p>Special messages for the severely hearing impaired will be transmitted over TDDs.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>2. (Vermilion County) The Vermilion County ESDA Director will:</p> <ul style="list-style-type: none"> ! Place Georgetown, Ridge Farm and Westville ESDA Coordinators on standby to activate sirens. ! Place the Communications Center on standby to make TDD notifications. <p>D. <u>Community Emergency - Indiana Only Protective Actions and Community Emergency - Indiana Only Protective Actions w/potential to affect Illinois</u></p> <p>If EBS stations are not 24 hour, the County ESDA Coordinator will request the owner dispatch an employee to the station to be on standby.</p> <p>1. (Edgar County) The Edgar County ESDA Coordinator will:</p> <ul style="list-style-type: none"> ! Review and complete the EBS message ! Notify the Chrisman Fire Dept. to activate the siren at the designated time. 	<p>EBS stations are WDAN/WDNL/WIAI</p> <p>Each of these coordinators is responsible for 1 siren. Also, the County ESDA Director and the County Communications Center are each responsible for 1 siren.</p> <p>The EBS Station in Edgar County is off-the-air from midnight to 5:00 a.m.</p> <p>Prescribed messages have been developed. Some minor editing of the prescribed messages is required prior to release. Alternate sets of EBS messages will be clearly distinguished using colored paper for the EBS messages.</p> <p>The siren will be activated for three (3) minutes.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>! Notify the Sheriff's Dept. to complete the IDD notifications.</p> <p>The County Board Chair will contact the EBS station and read the EBS message.</p> <p>The EBS station will tape the message as it is being read and make it available every 15 minutes for the first hour and every 30 minutes thereafter until the message is changed or terminated.</p> <p>2. (Vermilion County) The Vermilion County ESDA Director will:</p> <p>! Review and complete the EBS message.</p> <p>! Notify the Georgetown, Ridge Farm, and Westville ESDA Coordinators to activate the sirens at the designated time.</p>	<p>Lists of these individuals are available to the Sheriff's Dept. The lists are maintained as part of the CSEPP Special Needs Identification Program.</p> <p>This may be accomplished by the County ESDA Coordinator. An authentication procedure will be utilized to activate EBS.</p> <p>Prescribed messages have been developed. Some minor editing of the prescribed messages is required prior to release. Alternate sets of EBS messages will be clearly distinguished using colored paper for the EBS messages.</p> <p>The sirens will be activated for three (3) minutes. The Vermilion County ESDA Director and Communications Center will also each activate a siren at the designated time.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>! Notify the Communications Center to complete TDD notifications.</p> <p>The County Board Chair will contact the EBS station and read the EBS message.</p> <p>The EBS station will tape the message as it is being read and make it available every 15 minutes for the first hour and every 30 minutes thereafter until the message is changed or terminated.</p> <p>E. <u>Community Emergency - Illinois Protective Action - Evacuation</u></p> <p>All actions previously discussed under "Community Emergency - Indiana Only Protective Actions" would be performed.</p> <p>The IEMA State EOC will transmit the protective action recommendation of the Governor <u>for concurrence</u> by the Edgar and Vermilion County Board Chairs.</p> <p>1. (Edgar County)</p> <p>a. The Edgar County ESDA Coordinator will provide the TDD notification list and EBS message to the Edgar County Sheriff's Dept. to complete TDD notification.</p> <p>b. The Edgar County School EOC Representative will:</p>	<p>Lists of those individuals are available to the Communications Center. The lists are maintained as part of the CSEPP Special Needs Identification Program.</p> <p>This may be accomplished by the County ESDA Coordinator. An authentication procedure will be utilized to activate EBS.</p> <p>Priorities are first to those in the protective action area and then to the remainder in the Edgar County portion of the PAZ.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<ul style="list-style-type: none"> ! Notify the School Supt. of the emergency and the protective action information. ! Verify notification to schools outside the PAZ which have students who live in areas affected by protective actions. ! Notify the Paris Union School Dist. 95 Supt. of the emergency. c. The Edgar County Health & Medical Representative in the EOC will: <ul style="list-style-type: none"> ! Notify special facilities and day cares of the emergency and protective actions. 	<p>Chrisman Community Unit Dist. 6</p> <p>This verification could be accomplished by contacting the Supt's office (Chrisman Community Unit School Dist. 6). These students would either be held at the school under care of school officials until arrangements could be made to reunite them by parents or transported to host schools to await pick-up by parents there. There are 5 schools which fall into this category.</p> <p>Mayo Middle School in Paris is the designated host school for Chrisman CUD 6 Schools.</p> <p>The existing list includes the Pleasant Meadows Christian Village in Chrisman and 6 day cares.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>! Notify special needs individuals.</p> <p>2. (Vermilion County)</p> <p>a. The Vermilion County ESDA Director will provide the TDD notification list and EBS message to the Communications Center to complete TDD notifications.</p> <p>b. The Vermilion County School EOC Representative will:</p> <p>! Notify the School Supts of the emergency and the protective action information</p> <p>! Notify the St. Mary's Grade School in Westville</p>	<p>There are 20 persons on the existing list in Edgar County. Calls should be made in the following priority: first - individuals who require special notification in the protective action areas; second - verify transportation needs of individuals in protective action areas; third - contact all individuals who require special notification from the Edgar County portion of the PAZ.</p> <p>Priorities are first to those in the protective action area and then to the remainder in the Vermilion County portion of the PAZ.</p> <p>Westville Community Unit District #2 and Georgetown-Ridge Farm Community District #4</p> <p>Schlarman Catholic High School is the host school for St. Mary's</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>! Verify notification to schools outside the PAZ which have students who live in areas affected by the protective actions.</p> <p>! Notify the Danville Community Consolidated District #118 Supt of the emergency.</p> <p>c. The Vermilion County Health Department Representative together with the Westville, Georgetown and Ridge Farm Municipal Liaisons will:</p>	<p>This verification could be accomplished by contacting the Supt's office (Georgetown-Ridge Farm Community Unit District #4 and Westville Community Unit District #2). These students would either be held at the school under care of school officials until arrangements could be made to reunite them by parents or transported to host schools to await pick-up by parents there. There are 5 schools which fall into this category.</p> <p>Danville High School is the designated host school for Westville Community Unit District #2 and Georgetown-Ridge Farm Community District #4.</p> <p>Each Municipal Liaison is responsible for notify special facilities and special needs individuals in their municipality.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<ul style="list-style-type: none"> ! Notify special facilities ! Record any transportation requests ! Notify special needs individuals 	<p>The existing list includes Forest Glen Reserve, Cherokee Hills Camp, Baptist Camp, La Salette Retreat, Westville Public Library, Westville Dental Clinic, Labor Day Festival, July 4th parade at Westville Park, First Church of Christ, Georgetown City Library, Carle Clinic Association, Georgetown Park, Georgetown Fairgrounds, Georgetown Senior Citizens Center, and Georgetown Motel.</p> <p>There are 66 persons on the existing list in Vermilion County. Calls should be made in the following priority: first - individuals who require special notification in the protective actions areas; second - verify transportation needs of individuals in protective action areas; third - contact all individuals who require special notification in the Edgar County portion of the PAZ.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<ul style="list-style-type: none"> b. The ISP District 10 Commander will coordinate with the Illinois Department of Transportation District 5 Engineer to provide needed traffic control equipment. c. The ISP Operational Liaison at the State EOC will coordinate Illinois traffic and access control operations with the Indiana State Police. <p>2. SFCP</p> <p>The ISP District 10 Commander (or designee) will report to the SFCP.</p> <p>3. Edgar County</p> <ul style="list-style-type: none"> a. The Edgar County Sheriff will direct the activation of the Edgar County assigned posts for support of Indiana protective actions. b. The Edgar County Sheriff will coordinate with the County Highway Department Engineer and/or the Township Road Commissioners within the PAZ to provide needed traffic control equipment. c. The Edgar County Sheriff will notify the ISP District 10 Commander when initial staffing has been accomplished. 	<p>The Edgar County Sheriff will be notified by the Sheriff's Department Dispatcher. The Edgar County Sheriff is responsible for coordination of traffic and access control in Edgar County. There are 2 points involved. Municipal law enforcement will staff traffic and access control posts as requested by the County Sheriff.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>4. Vermilion County</p> <ul style="list-style-type: none"> a. The Vermilion County Sheriff will direct the activation of the Vermilion County assigned posts for support of Indiana protective actions. b. The Vermilion County Sheriff will coordinate with the County Highway Department Engineer and/or Township Road Commissioners within the PAZ to provide needed traffic control equipment. c. The Vermilion County Sheriff will notify the ISP District 10 Commander when initial staffing has been accomplished. <p>C. <u>Community Emergency - Protective Actions for Indiana Only with Potential to Affect Illinois</u></p> <ul style="list-style-type: none"> 1. Response actions at this level are essentially the same as for the previous level. 2. The State EOC Manager may request changes to the mobilization station of the ISP. 3. The County ESDA Director/Coordinator may request changes to the mobilization status of local law enforcement resources. <p>D. <u>Community Emergency - Protective Actions for Illinois</u></p>	<p>The Vermilion County Sheriff will be notified by the County ESDA Director. The Vermilion County Sheriff is responsible for coordination of traffic and access control in Vermilion County. There are 10 points involved. Municipal law enforcement will staff traffic and access control posts as requested by the County Sheriff.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>1. State EOC</p> <ul style="list-style-type: none"> a. The State EOC notifies the SFCP and requests the initiation of traffic and access control procedures. b. The State EOC will notify the County 24-hour points of contact of the situation and alert them to prepare to receive the Governor's protective action recommendation. c. The State EOC will provide periodic status summaries to the NAAP EOC. d. The State EOC will coordinate notification of the Federal Aviation Administration (FAA) through the designated Illinois Commerce Commission Representatives to establish and maintain air traffic access control. <p>2. SFCP</p> <ul style="list-style-type: none"> a. The State EOC will provide overall coordination of traffic and access control activities until the SFCP has been declared activated. 	<p>If the SFCP is not yet activated the State EOC will notify the ISP District 10 Commander to initiate traffic and access control procedures.</p> <p>This would be accomplished if recommended by NAAP.</p> <p>There are no railroads within the Illinois PAZ.</p> <p>If the SFCP is declared operational prior to the declaration of a Community Emergency and the issuance of the Governor's Protective Action Recommendation, the implementation of traffic and access control responsibilities will be coordinated at the SFCP.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>b. The ISP District 10 Commander will exercise tactical coordination, direction, and control over traffic and access control activities.</p> <p>c. The ISP District 10 Commander will:</p> <ul style="list-style-type: none"> ! Identify the points which require activation based on the Illinois subareas included in the Governor's PAR. ! Direct the activation of the ISP identified posts. ! Notify the State EOC of the traffic and access control points selected for activation. ! Coordinate and exchange information about the status of traffic and access control operations with the Vermilion and Edgar County Sheriffs. ! Maintain a map depicting the overall status of traffic and access control operations. ! Provide periodic status briefings to the State Response Team Manager and staff. ! Respond to requests for support of county priority 1 posts by diverting State personnel available to staff State priority 2 posts. ! Request the Illinois DOT District 5 Engineer to provide needed traffic control equipment. 	<p>The State Response Team Manager and other SFCP staff will be consulted in this, if possible.</p> <p>Personnel will be assigned to priority 1 posts first and then to priority 2 posts.</p> <p>The SFCP will accomplish this once it is activated.</p> <p>The Illinois DOT District 5 will also be responsible for maintaining trafficability of major evacuation routes.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>3. Edgar County</p> <p>The Edgar County Sheriff will:</p> <ul style="list-style-type: none"> ! Identify the points which require activation based on the Edgar County subareas included in the Governor's PAR. ! Direct the activation of the Edgar County posts. ! Coordinate with tow truck providers to remove vehicles that could impede evacuating traffic. ! Advise the ISP District 10 Commander when activation of all posts is completed. ! Request the County Highway Department Engineer and/or Township Road Commissioners to provide needed traffic control equipment. <p>4. Vermilion County</p> <p>The Vermilion County Sheriff will:</p> <ul style="list-style-type: none"> ! Identify the points which require activation based on the Vermilion County Subareas included in the Governor's PAR. 	<p>Municipal law enforcement personnel will assist as requested by the Sheriff. Personnel will be assigned to priority 1 posts first and then to priority 2 posts.</p> <p>The Sheriff will request any State resource support through the SFCP once it is operational.</p> <p>These organizations will also be responsible for maintaining the trafficability of County and township roads.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Post-Evac. Period</p>	<ul style="list-style-type: none"> ! Direct the activation of the Vermilion County posts. ! Coordinate with tow truck providers to remove vehicles that could impede evacuating traffic. ! Advise the ISP District 10 Commander when activation of all posts is completed. ! Request the County Highway Department Engineer and/or Township Road Commissioners to provide needed traffic control equipment. <p>E. <u>Post-Evacuation Period</u></p> <ol style="list-style-type: none"> 1. Long-term Traffic and Access Control <ol style="list-style-type: none"> a. Long-term traffic and access control points will be staffed by uniformed law enforcement personnel who will have the ability to communicate by radio with their dispatch center and the SFCP. b. The use of barricades and other access control devices may be employed at the discretion of the SFCP. 2. Authorization for Access 	<p>Municipal law enforcement personnel will assist as requested by the Sheriff. Personnel will be assigned to priority 1 posts first and then to priority 2 posts.</p> <p>The Sheriff will request any State resource support through the SFCP once it is operational.</p> <p>These organizations will also be responsible for maintaining the trafficability of County and township roads.</p> <p>Military Affairs may be requested to activate personnel and/or equipment to support these operations if deemed necessary by the SFCP and State EOC.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>Decision making about who will be granted access to the area will be based on the following criteria; persons whose presence in the area is designed to return it to a pre-incident state of being will be granted access.</p> <p>3. Access Management</p> <ul style="list-style-type: none"> a. Access to evacuated areas will be limited to as few points as possible. b. Persons entering these areas must have appropriate emergency worker personal protective equipment. c. Special areas will be designated as locations where persons seeking access to controlled areas may apply for authorization. d. As sections of the evacuated area are deemed free of contamination access control points will be re-configured accordingly. <p>4. National Defense Area</p> <ul style="list-style-type: none"> a. The Immediate Response Force or the Service Response Force Commander of the Army can declare a National Defense Area (NDA) that encompasses some or all of the area contaminated from a chemical incident. 	<p>The SFCP will provide the decision-making authority for granting such access.</p> <p>Persons will be assigned to those points to verify authorizations and maintain records.</p> <p>This equipment will be prescribed by the State at a future date.</p> <p>b. In this situation the Army exercises control of the area. The Army expects to coordinate activities with local jurisdictions. This coordination will be accomplished through the State EOC and SFCP.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>ARC will contact the Reception community unit district/district to ensure availability of the reception and initial mass care center.</p> <p>ARC will put reception and initial mass care staff on standby. Again, they will ensure availability of the reception and initial mass care centers as indicated above.</p> <p>E. <u>Community Emergency - Indiana Only Protective Actions with Potential to Affect Illinois</u></p> <p>The ESDA Director/Coordinator will notify ARC Chapter to activate the Reception and Initial Mass Care Centers.</p> <p>ARC will contact sufficient personnel to meet ARC staffing standards for the initial mass care center and for minimal staffing at the Reception Centers.</p>	<p>(Edgar County) ARC will contact Paris Union School Dist. #95 and Crestwood Community Unit School Dist. #4.</p> <p>(Vermilion County) ARC will contact Danville Community Consolidated Dist. #118.D.</p> <p><u>Community Emergency -</u> <u>Indiana Only Protective Actions</u></p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>Again, they will ensure availability of the reception and initial mass care centers as indicated above.</p> <p>F. <u>Community Emergency - Illinois Protective Action Evacuation</u></p> <p>1. Salvation Army Service</p> <p>In addition to those actions mentioned earlier, the ESDA Director/Coordinator will contact the Salvation Army.</p> <p>2. Activating Additional Mass Care</p> <p>The SFCP staff, the ARC Liaison at the SFCP and the ARC representatives at the County EOCs will identify from the CSEPP specific mass care center list:</p> <ul style="list-style-type: none"> ! The mass care centers to be opened, ! The order they should be opened, ! Sequential activation, and ! Staffing support and resources <p>The school unit district/district will provide access to the designated facilities and staff to assist ARC in setting up the facilities.</p>	<p>The Salvation Army will be prepared to assist in registration, providing food and clothing, if needed.</p> <p>Mass Care Centers will not be considered activated until ARC staff is available to meet ARC staffing standards at each center to be opened. The ARC Mass Care Center Manager at the center will advise the ARC representatives in the County EOCs when minimal staffing levels have been met.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>The ARC representatives at the IEMA EOC will coordinate with the ARC representative at the SFCP if additional resources are required.</p> <p>3. American Red Cross Services</p> <p>ARC will provide the following services for evacuees at the Reception Center:</p> <ul style="list-style-type: none"> ! register evacuees ! provide family reunification ! provide care for pets ! make mass care assignments ! record destination of evacuees ! provide maps to mass care centers ! identify transportation needs <p>! arrange for emergency medical care and transport as required via normal EMS dispatch services</p>	<p>ARC will coordinate with the County Transportation Officer to meet these needs.</p> <p>The Reception and mass Care Center Managers will document any treatment provided and be aware of procedures for obtaining EMS transportation services. Specialized training programs on EMS protocols for dealing with persons exposed to VX are provided to EMS personnel.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Evacuee Support Actions (con't)</p>	<p>The ARC will also provide staff to care for school children at host schools who were not picked up by parents within 4 hours after normal school closing.</p> <p>4. Special Needs Individuals</p> <p>Special needs individuals who are evacuated by ambulance will be taken to area hospitals. Special needs individuals who can ride a bus/wheelchair van will be transported to the reception center.</p> <p>5. Counseling Services</p> <p>(Edgar County) The Human Resources Center will provide counseling services as requested by the County EOC.</p> <p>(Vermilion County) Crosspoint will provide counseling services as requested by the County EOC.</p> <p>6. Animal Care Services</p> <p>(Edgar County) Animal Control will report to and pick up evacuee pets at the reception center and provide food, water, and control of evacuee pets. They will also coordinate for Veterinary Care, if required.</p>	<p>St. Mary's staff will continue to supervise children until picked up by parents.</p> <p>(Edgar County) The Medical/Ambulance Service Representative will identify available beds at area hospitals to receive these individuals.</p> <p>(Vermilion County) The Medical Director will identify available beds at areas hospitals to receive these individuals.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>(Vermilion County) The Animal Control and Shelter Unit and the Humane Society will report to and pick up evacuee pets at the reception center and provide food, water, and control of evacuee pets. They will also coordinate for Veterinary Care, if required.</p> <p>7. Amateur Radio Support</p> <p>The ESDA Director/Coordinator will contact ARES/RACES/Amateur Radio Services to send a radio operator to the Reception Center and mass care centers to provide back-up, 2-way communications.</p> <p>8. Police Support</p> <p>The County EOC will ensure jurisdictional police provide security and traffic control services at the facilities and traffic control along the routes to them.</p> <p>(Edgar County) The Paris Police Dept. will provide language interpreters if needed.</p> <p>9. Public Works Support</p> <p>The Public Works Dept. will provide traffic control equipment and signs in and around the Reception Center and Mass Care Centers.</p> <p>10. Nursing support</p> <p>(Edgar County) ARC will obtain nursing support from the Lincoln Land Visiting Nurse Association, if required.</p> <p>(Vermilion County) ARC will obtain nursing support from the Vermilion County Health Dept., if required.</p>	<p>Primary communication between the EOC, Reception Center, and Mass Care Centers is by commercial telephone.</p>

MAY 28, 1993

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	BREAK (5 Min.)	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Emergency Public Information</p>	<p>VII. <u>EMERGENCY PUBLIC INFORMATION</u> (15 Min.)</p> <p>A. <u>Media Spokesperson</u></p> <p>Each County Board Chairman will be the primary spokesperson for their jurisdiction. The senior County Board member will serve as the alternate spokesperson.</p> <p>The Governor/press office will be the spokesperson for the State of Illinois. The IEMA EOC will designate a spokesperson to address IEMA EOC operations. The SFCP Coordinator will be the spokesperson at the SFCP.</p> <p>The IEMA Public Information Team will be dispatched to the Joint Information Center (JIC) at a Community Emergency. They will represent all off-site organizations in Illinois at the JIC.</p> <p>Each spokesperson will be the sole source of information for the dissemination of official information through the media to the public for their jurisdictions. They will only release information specific to their jurisdictions.</p> <p>B. <u>Public Information Officers</u></p> <p>Each county has designated a PIO. The PIO is responsible for gathering information specific to the County's response, developing news statements, setting up media interviews and preparing materials for media interview.</p>	<p>Each county has designated an area for media interviews. Vermilion County will use Sheriff's interview room on the first floor of the Public Safety Building. Edgar County will use the Circuit Court Room in the County Courthouse.</p> <p>The JIC is a central point for coordinating the release of public information to the media by all responding organizations.</p> <p>The IEMA Public Information Team may provide information on all off-site response activities.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>C. <u>Community Emergency - (all situations)</u></p> <p>The County ESDA Director/Coordinator will contact the County PIO and direct that he report to the EOC.</p> <p>Upon arrival the PIO will establish contact with IEMA by telephone or telecopy.</p> <p>IEMA Local Govt. Liaisons will establish contact with the JIC by telephone and telecopy. These liaisons will provide the interface with the JIC.</p> <p>1. <u>Data Forms and News Statements</u></p> <p>The PIOs will collect information on the counties response onto Data Forms at least once each hour or if any of the following occurs:</p> <ul style="list-style-type: none"> ! Change in the emergency assessment and notification recommendations, or ! New protective action recommendations, or ! Significant activities underway <p>The County ESDA Director/Coordinator will review all completed data forms for accuracy.</p> <p>The PIO will distribute approved Data Forms on the county's response to the JIC, SFCP and IEMA EOC through the IEMA Local Govt. Liaison.</p>	<p>These individuals will report to the County EOC.</p> <p>The data forms were developed to facilitate collection of relevant information by the county PIOs. The information collected on the data forms can provide the basis for development of News Statements by the PIO.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>The PIO will draft News Statements when deemed necessary by the County Board Chairman.</p> <p>Upon completion of the Chairman's review, County News Statements will be provided to the IEMA Local Government Liaisons. The Liaisons will coordinate approval of the information by the JIC PIOs.</p> <p>Once approved by the JIC, news statements will be telefaxed to the JIC, the SFCP and the other PAZ county. It will also be available for County EOC staff.</p> <p>The PIO will ensure that the news statement is distributed to the media through the JIC.</p> <p>The County Board Chairman and PIO will determine the need for media interviews based on significant county response actions.</p> <p>The PIO will notify the IEMA Local Govt. Liaisons of the need for the media interviews. The liaison will advise the JIC of the forthcoming interview.</p> <p>The PIO, County Board Chairman, and County board members will review the scope of the media interview in advance to include:</p> <p>! Specific information to be included and who will be interviewed.</p>	<p>News statements received from other locations such as the JIC, IEMA EOC, SFCP or the other PAZ County will be posted in the EOC.</p> <p>Lists of contacts for all County media sources have been compiled.</p> <p>2. <u>Media Interviews</u></p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<ul style="list-style-type: none"> ! The order of information ! The length of the interview ! Any visual aids needed <p>The County Board Chairman will answer media interview questions specific to the county.</p> <p>3. <u>Public Inquiries/Rumors</u></p> <p>The IEMA Emergency Public Information Team will respond to public inquiries/rumors received at the JIC via the hotline.</p> <p>The State and counties will coordinate with each other, through the IEMA Local Govt. Liaisons, to address reports of rumors received.</p> <p>It will be the responsibility of the jurisdiction for which the rumor applies to decide on the corrective action to be taken. Possible options include:</p> <ul style="list-style-type: none"> ! Issuing a news statement, or ! Conducting a media interview <p>4. <u>Monitoring of News Broadcasts</u></p> <p>The County EOCs and the IEMA EOC may monitor news broadcasts on television and radio for accuracy, as time permits.</p>	<p>The PIO will monitor the interviews.</p> <p>A hotline for such inquiries will be established at the JIC.</p> <p>They will accomplish this by exchanging information as frequently as necessary to address any apparent trend in rumors detected.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>NAAP will provide for monitoring of news broadcasts at the JIC. NAAP will provide to the State Emergency Public Information Team any identified media misinformation for possible corrective action.</p> <p>The IEMA Emergency Public Information Team will then route those reports to the appropriate County EOC through the IEMA Local Govt. Liaisons.</p> <p>When the county is aware of misinformation being reported about its activities it will then determine the appropriate corrective action:</p> <ul style="list-style-type: none"> ! Developing a news statement ! Conducting a media interview, or ! Contacting the station reporting the misinformation. 	

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Evaluating Exercises</p>	<p>VIII. EXERCISE PREPARATION (15 Min.)</p> <p>A. <u>Evaluation Instrument - Objectives and Points of Review</u></p> <ol style="list-style-type: none"> 1. The Federal Emergency Management Agency (FEMA) and Department of the Army (DOA) have developed a standard set of exercise objectives and a standard evaluation methodology for evaluating emergency response exercises at CSEPP installations. 2. Coupled to each objective are a set of questions for the evaluator to complete. These are referred to as "points of review" or PORs. The PORs provide a guide to the factual information which should be included in the Evaluator's Narrative Summary Report. Whenever possible, the PORs focus on observable performance. However, in some cases where observations are not possible evaluators may complete them through interview of exercise players. 3. Exercise objectives and PORs are based upon planning standards contained in Planning Guidance for the Chemical Stockpile Emergency Preparedness Program and established emergency management principles. 4. Prior to an exercise all exercise participants will be briefed on the specific objectives which will be evaluated in the exercise. In addition, the extent-of-play agreement will be reviewed. 	<p>12 of the 17 standard objectives apply to the civilian response groups.</p> <p>Because the PORs are standard, all questions may not apply to a given location or facility.</p> <p>Evaluators must use their knowledge of plans, procedures, and CSEPP standards to evaluate the factual information.</p> <p>Exercise demonstrations may not be fully demonstrable short of a real event or due to extent-of-play agreements made prior to the exercise.</p> <p>This is done to ensure that there is no misunderstanding by participants as far as what is expected of them in the exercise.</p>

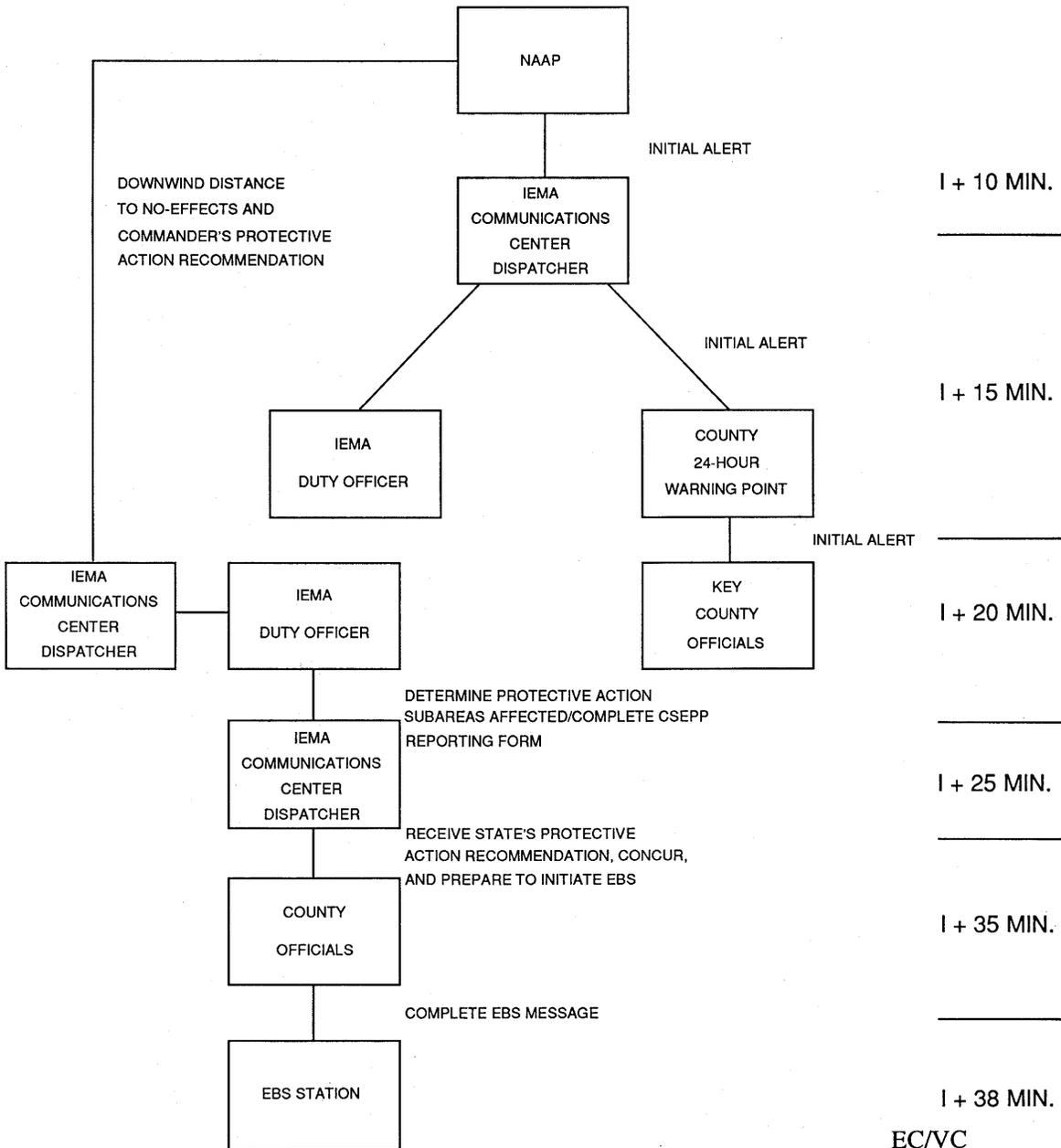
VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Emergency Response Exercises</p>	<p>Participants will be told what actions should be actually demonstrated based on the exercise scenario and what actions may be simulated.</p> <p>B. <u>Guidelines for Exercise Participation</u></p> <ol style="list-style-type: none"> 1. Exercises are an extremely important part of CSEPP. They can result in many benefits if approached by participants with the right frame of mind. 2. Among the obvious benefits are: <ul style="list-style-type: none"> ! Enable response organizations to practice their role in a simulated emergency situation. ! Enables response organizations to work together and practice coordination. ! Enables response organizations to implement written plans and procedures and to use equipment that would be relied on in an actual emergency. 	<p>It is a form of training which serves as a <u>confidence builder</u>.</p> <p>In this way it serves as a <u>team builder</u>.</p> <p>It can provide valuable feedback to improve plans, procedures, and equipment. In this way it serves as an <u>emergency preparedness builder</u>.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
<p>Exercise Guidelines</p>	<p>3. The following guidelines for exercise participation are provided to enhance the effectiveness of exercises.</p> <p>! Put on a "game face", play the role and stay in it.</p> <p>Remember, you are playing the role of an official responding to an emergency situation. The success of the response depends on all involved responders pulling together. The public is depending on you for their safety.</p> <p>Do your part to keep the atmosphere formal and professional. Do not bring newspapers to read or other work to do. Avoid personal conversations. Look ahead if things get slow. Keep alert and stay at your post.</p> <p>! Be aware of noise levels and keep it down</p> <p>Excessive noise from operating equipment such as copiers, fax machines and radios as well as from unnecessarily loud conversations can seriously detract from facility operations.</p>	<p>Keep aisles clear and don't congregate.</p> <p>We've all experienced the distraction created by background conversation when trying to talk on the phone.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>! Make sure equipment is working</p> <p>Equipment which is to be relied on for emergency operations should be checked for operability at regular intervals and placed on a preventive maintenance schedule if appropriate. Instructions should be available for staff who are using equipment regarding what to do if a problem arises. Staff should be aware of how to quickly obtain back-up equipment should this be required.</p> <p>! Refer to procedures</p> <p>Staff should be thoroughly familiar with procedures prior to the exercise. The procedures should be followed as a <u>guide</u> to actions. Staff should "take charge" of their procedures and not permit themselves to be controlled by the procedures. Keep in mind that procedures were written to support good judgement and common sense not to replace them. In all likelihood situations will occur which are not specifically addressed by your procedures.</p>	<p>Generally, communications systems include primary and back-up capabilities. What about a copier or fax machine which are relied on for operations?</p> <p>Nothing stated in a procedure should come as a surprise at the time it is to be used.</p> <p>Staff should note areas where they feel their procedures could be improved and provide this as feedback at the end of the exercise.</p>

VISUALS	TEACHING POINTS	INSTRUCTOR NOTES
	<p>! Keep information flowing</p> <p>Ensure those who need to know are kept informed on your actions. Conversely, actively seek information from others who have information which you need. If you are tasked with an issue be sure to follow through with it and provide the required feedback to those who need to know it was done. Effective coordination requires the continual flow of information through established channels.</p>	<p>Briefings provide an on-going opportunity for this. Be sure to pay attention and participate. If you are unsure of something do not be afraid to ask others for clarification.</p> <p>Be prepared to expedite information flow regarding key events.</p>

TIME REQUIREMENTS FROM INITIAL NOTIFICATION BY NAAP TO COMPLETION OF PUBLIC ALERTING



EC/VC

EC/VC

May 28, 1993

Illinois CSEPP
County EOC Workshop

ATTACHMENT A

VISUALS

May 28, 1993

Illinois CSEPP
County EOC Workshop

PURPOSE

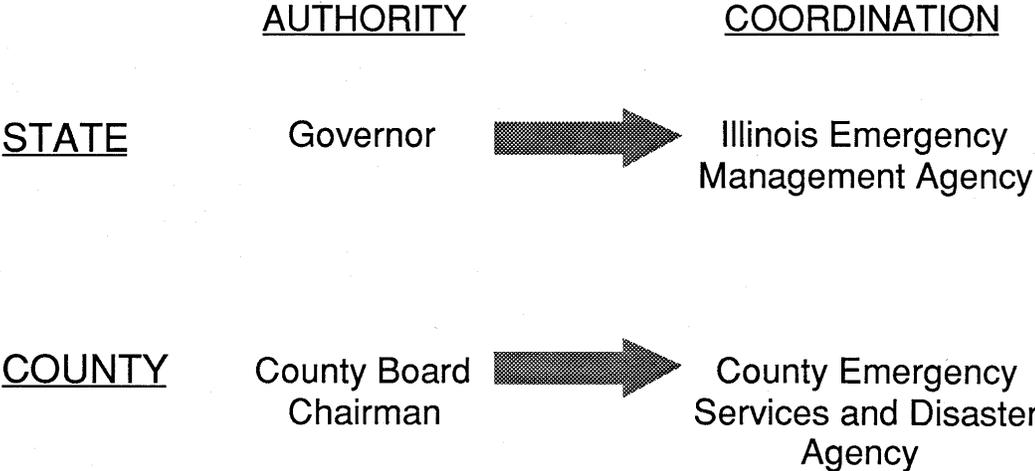
Prepare County EOC staff to perform assigned functions for NAAP chemical agent emergencies.

EC/VC

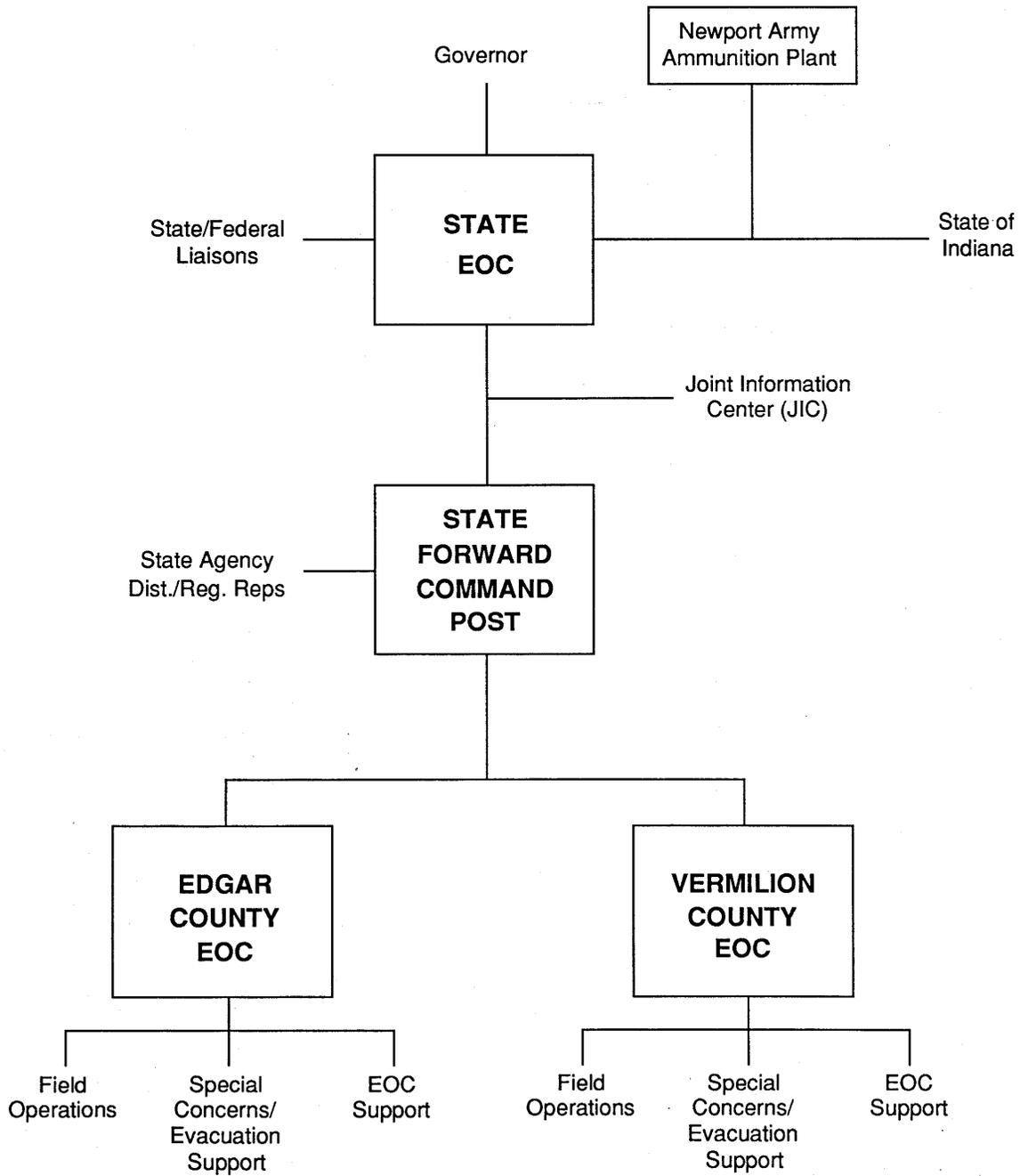
OBJECTIVES

1. Staff responsibilities
2. Protective action recommendations
3. Public alert and notif. process
4. Traffic and access control
5. Reception Centers, Mass Care Centers, and Evacuee Services
6. Emergency public information
7. Exercise participation guidelines

DIRECTION AND CONTROL



DIRECTION AND CONTROL POINTS



CHEMICAL EVENT NOTIFICATION SYSTEM

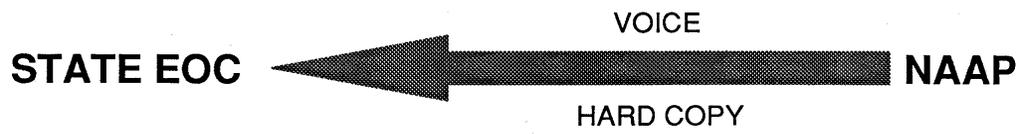
Non-surety

Limited Area Emergency

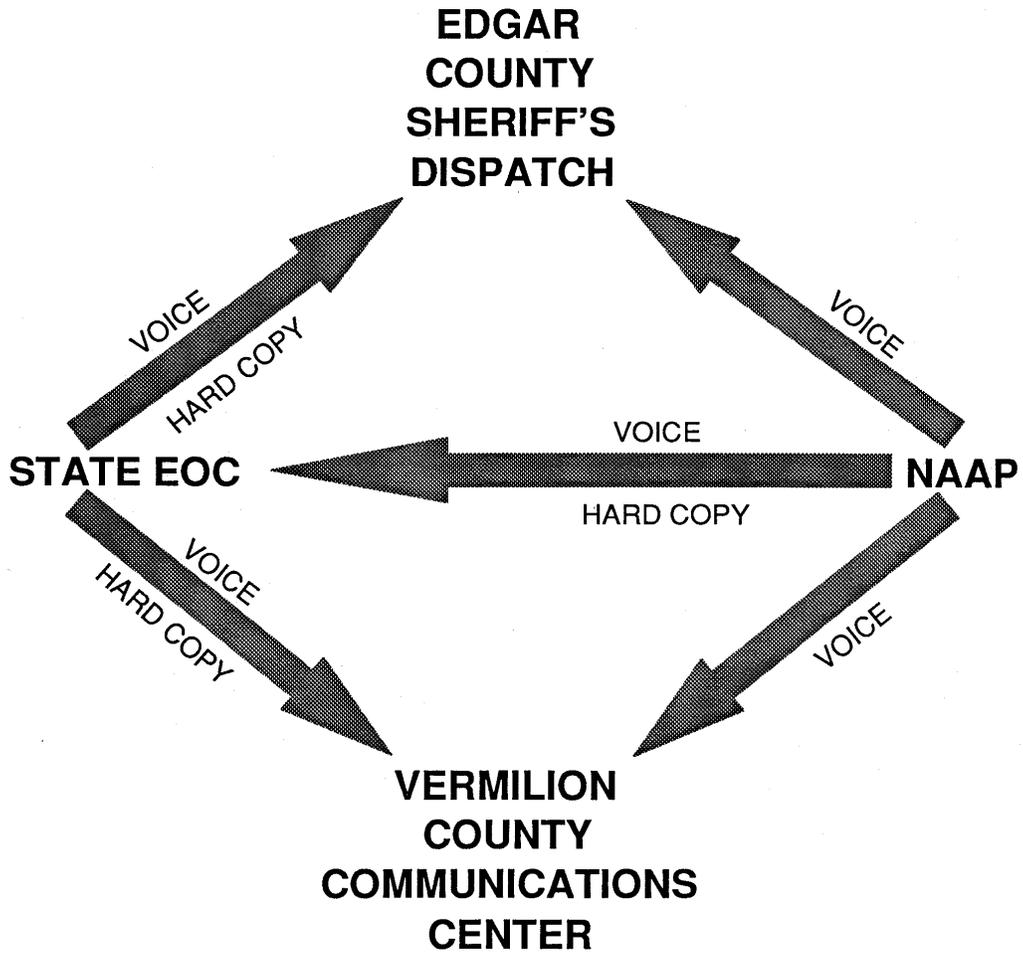
Post Only Emergency

Community Emergency

LIMITED AREA EMERGENCY LEVEL



POST ONLY AND COMMUNITY EMERGENCY LEVELS



COUNTY 24-HOUR WARNING POINTS

Edgar
County
Sheriff's
Dispatch

State EOC

NAAP

Vermilion
County
Communications
Center

COUNTY EOC STAFF MOBILIZATION LEVELS

Emergency Classification Level Response Scenarios	Staffing/Activity Level	
	Edgar County EOC	Vermilion County EOC
Non-Surety Emergency	Not Notified	Not Notified
Limited Area Emergency	Not Notified	Not Notified
Post Only Emergency	Notified - No Action Required	Notified - No Action Required
Post Only Emergency - Potential to Escalate	Standby	Standby
Community Emergency - Protective Actions - Indiana Only	Minimal	Minimal
Community Emergency - Potential to Affect Illinois	Full	Full
Community Emergency - Protective Actions - Illinois	Full	Full

OPERATIONAL STAFFING LEVELS

1. Standby Operational Staffing
2. Minimal Operational Staffing
3. Full Operational Staffing

EDGAR COUNTY STAFFING POSITIONS

MUNICIPAL LIAISONS (PARIS AND CHRISMAN)	MEDICAL/ AMBUL. SERVICE	HEALTH (HOSPITAL)	RED CROSS	SCHOOL LIAISON	TRANS- PORTATION OFFICER
IEMA LOCAL GOVT. LIAISON	<ul style="list-style-type: none"> ● PIO ● CSEPP SECRETARY ● SUPPORT STAFF ● STATE'S ATTORNEY 		FIRE LIAISON		
EOC MANAGER			COUNTY PUBLIC WORKS		
COUNTY ESDA COORDINATOR			PARIS POLICE		
COUNTY BOARD CHAIRMAN			COUNTY SHERIFF		

VERMILION COUNTY STAFFING POSITIONS

STATE'S ATTORNEY	COUNTY BOARD CHAIRMAN	ESDA DIRECTION/ CHIEF OF STAFF
PIO		IEMA LOCAL GOVERNMENT LIAISON

SHERIFF'S
DEPT.

COUNTY
PUBLIC
WORKS
DEPT.

FIRE
SERVICES
LIAISON

- ESDA ADMIN ASSISTANT
- SUPPORT STAFF
- MEDICAL DIRECTOR

SCHOOL
REPRES.

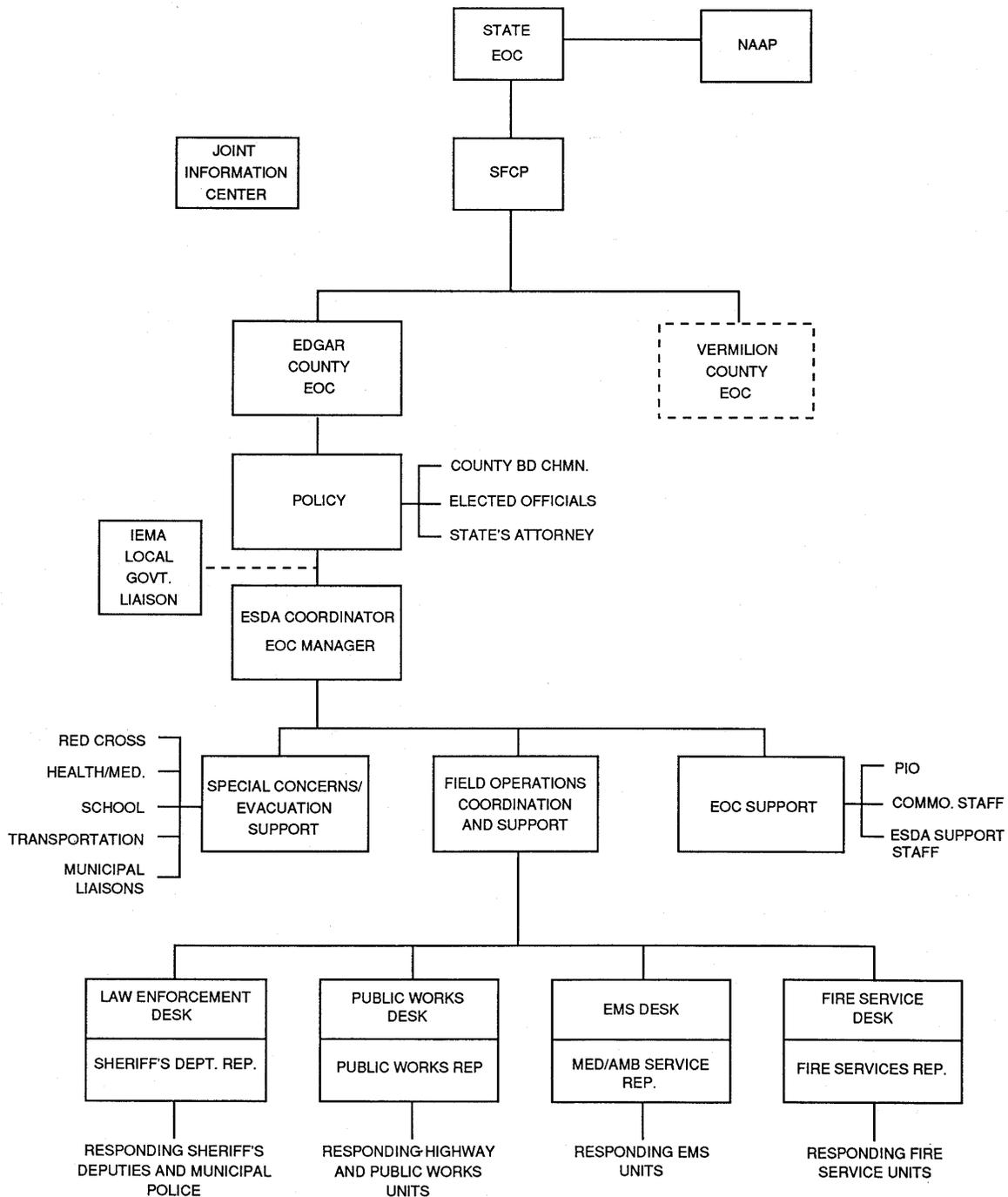
HEALTH
DEPT.
REPRES.

RED
CROSS

MUNICIPAL LIAISONS
(BELGIUM, WESTVILLE,
GEORGETOWN, RIDGE
FARM, AND DANVILLE)

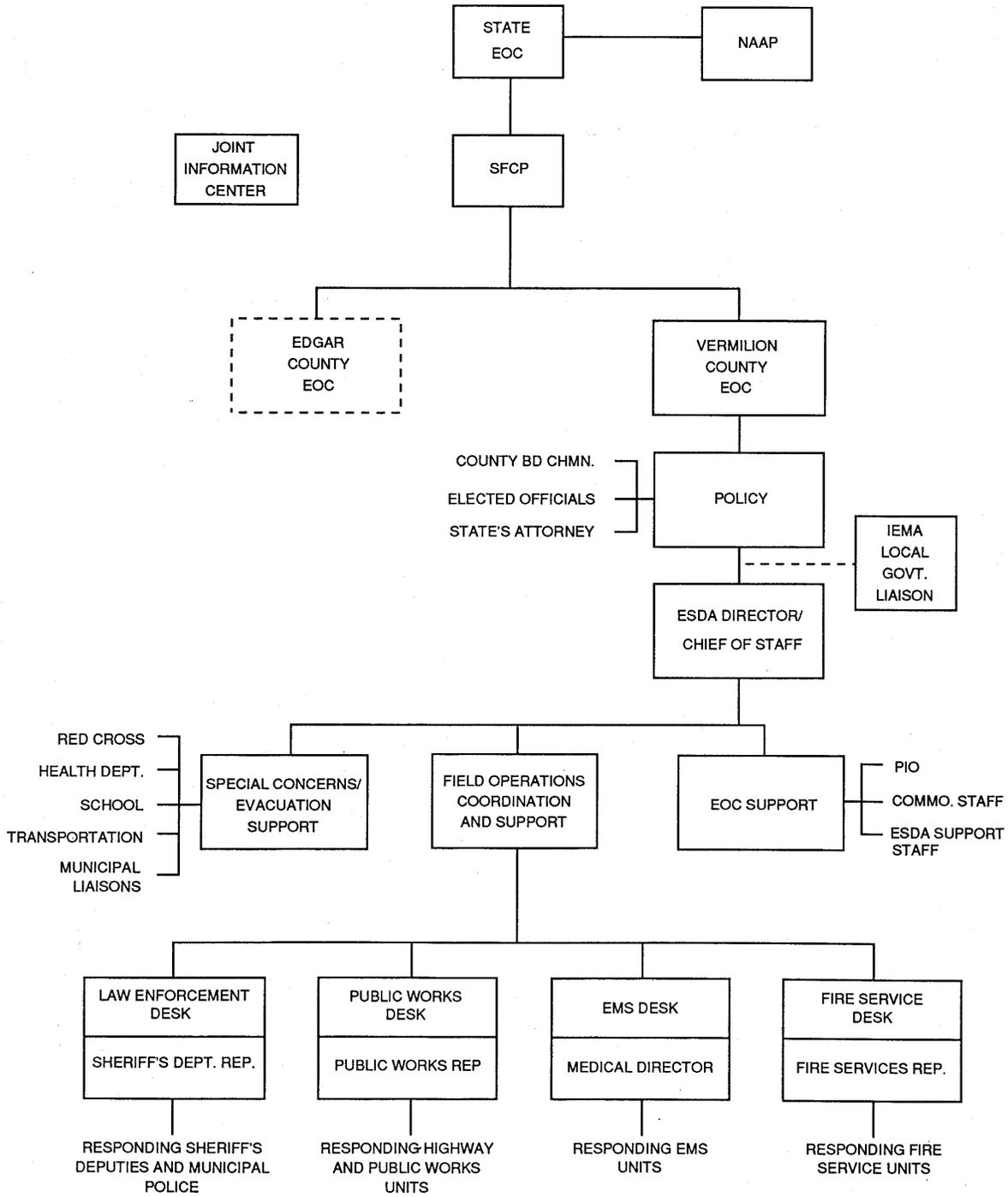
TRANS-
PORTATION
DIRECTOR

EDGAR COUNTY EOC ORGANIZATION FOR NAAP EMERGENCIES



EC

VERMILION COUNTY EOC ORGANIZATION FOR NAAP EMERGENCIES



VC

EOC STAFF RESPONSIBILITIES

County Board Chairman

- ! Policy decisions
- ! Overall direction & control
- ! Protective actions
- ! Public information
- ! County legislation
- ! Local disaster emergency declaration

EOC STAFF RESPONSIBILITIES

County State's Attorney

- ! Legal advice and guidance to County Board Chairman
- ! Prepares emergency legislation, as requested

EOC STAFF RESPONSIBILITIES

Edgar County ESDA Coordinator

- !** Brief Chief Executive
- !** General public notification
- !** Coordinate public alert/
notification
- !** Special needs and facilities
notification
- !** Monitor EOC Operations
Group
- !** Refer policy decisions to
County Board Chairman

EOC STAFF RESPONSIBILITIES

Vermilion County ESDA Director/EOC
Chief of Staff

- ! Brief Chief Executive
- ! General public notification
- ! Coordinate public alert/notif
- ! Special need and facilities notif
- ! Monitor EOC Operations Group
- ! Ensure Operations Groups are
manned and ready
- ! Monitor status/needs of field units
- ! Assist with resources requests
- ! Ensure EOC displays posted
- ! Refer policy decisions to the Cnty
Board Chairman
- ! Brief EOC staff

EOC STAFF RESPONSIBILITIES

IEMA Local Government Liaison

- !** Report to the County EOC
- !** Obtain briefing
- !** Respond to requests from County and SFCP
- !** Monitor operations
- !** Advise of State resources
- !** Coordinate exchange of information between SFCP and County EOC
- !** Obtain resource commitment summaries
- !** Attend planning meetings
- !** Advise Counties as needed

EOC STAFF RESPONSIBILITIES

Edgar County EOC Manager

- ! Ensure departments readiness
- ! Conduct staff briefings
- ! Request resource support

EOC STAFF RESPONSIBILITIES

CSEPP Secretary

- ! Maintains written records
- ! Posts key events

EOC STAFF RESPONSIBILITIES

ESDA Administrative Assistant

- ! Maintains written record of events and activities
- ! Posts key events on operation room status boards

EOC STAFF RESPONSIBILITIES

Public Information Officer

- ! Support preparing news statements
- ! Support preparing for press interviews
- ! Address County only operations
- ! Coordinate with JIC
- ! Advise the JIC of recurring rumors
- ! Assist with EBS activation
- ! Complete data forms

EOC STAFF RESPONSIBILITIES

Support Staff

- ! Record data on EOC displays
- ! Assist with message routing
- ! Answer telephones/record requests for assistance
- ! Assist with food arrangements for EOC staff
- ! Provide radio operations support

EOC STAFF RESPONSIBILITIES

County Sheriff's Department Repres.

- ! Direction and Control for County law enforcement activities
- ! Law enforcement resources tracking
- ! Determine/Staff County traffic and access control points
- ! Law enforcement exposure control
- ! EOC security
- ! Brief EOC staff on operations
- ! Coordinate for resource support

EOC STAFF RESPONSIBILITIES

County Public Works Representative

- ! Direction and Control for County Public Works activities
- ! Report on road conditions/evacuation constraints
- ! Coordinate traffic and access control equipment
- ! Public Works exposure control
- ! Coordinate for resource support
- ! Coordinate with utility companies

EOC STAFF RESPONSIBILITIES

County Fire Services Representative

- ! Coordinate Fire Service operations
- ! Fire Service exposure control
- ! Coordinate manpower assistance to accompany special needs buses
- ! Brief EOC staff on operations

EOC STAFF RESPONSIBILITIES

Medical/Ambulance Service Representative

- ! Direction and Control of EMS operations
- ! EMS unit exposure control
- ! Coordinates EMS assistance for emergency and special needs transportation
- ! Brief EOC staff on EMS operations

EOC STAFF RESPONSIBILITIES

Medical Director

- !** Coordinates EMS and supporting medical care and treatment operations
- !** EMS unit exposure control
- !** Coordinates EMS assistance for emergency and special needs transportation
- !** Briefs EOC staff on EMS and supporting medical care and treatment operations

EOC STAFF RESPONSIBILITIES

Health and Medical Representative

- ! Coordinates medical treatment and care operations
- ! Notifies special needs individuals, special facilities and day cares
- ! Coordinates TDD notification
- ! Coordinates to address unmet special needs
- ! Briefs EOC staff on operations

EOC STAFF RESPONSIBILITIES

Health Department Representative

- ! Direction and Control of Health Department operations
- ! Notifies special needs individuals and special facilities
- ! Coordinates TDD notification
- ! Coordinates with EOC staff to address unmet special needs
- ! Briefs EOC staff on operations

EOC STAFF RESPONSIBILITIES

Transportation Officer

- !** Direction and Control of transportation resources
- !** Coordinates to obtain listing of transportation needs
- !** Coordinates to obtain Fire Service personnel to accompany buses
- !** Coordinates bus routing
- !** Briefs EOC staff on operations

EOC STAFF RESPONSIBILITIES

Transportation Director

- !** Direction and Control of transportation resources
- !** Coordinates to obtain listing of transportation needs
- !** Coordinates to obtain Fire Service personnel to accompany buses
- !** Coordinates bus routing
- !** Briefs EOC staff on operations

EOC STAFF RESPONSIBILITIES

Schools Representative

- ! Direction and Control of school related activities
- ! Notifies Superintendent, Chrisman CUSD #6
- ! Confirms notification to schools outside PAZ with children living in PAZ
- ! Provides point of contact for Superintendent
- ! Briefs EOC staff on school operations

EOC STAFF RESPONSIBILITIES

Schools Representative

- ! Direction and Control of school related activities
- ! Notify Superintendents, Westville and Georgetown - Ridge Farm and Principal, St. Mary's School
- ! Confirms notification to schools outside PAZ with children living in PAZ
- ! Provides point of contact for Superintendents
- ! Briefs EOC staff on school operations

EOC STAFF RESPONSIBILITIES

Red Cross

- ! Direction and Control of Reception Center and Mass Care Center Operations
- ! Coordinates with SFCP on activation of Mass Care Centers and resource support
- ! Communicates with Reception and Mass Care Center Managers
- ! Briefs EOC staff on operations

EOC STAFF RESPONSIBILITIES

Municipal Liaisons (Paris and Chrisman)

- ! Point of contract to municipal government
- ! Communicate operational/ event related information to municipal officials
- ! Brief EOC staff on municipal operations

EOC STAFF RESPONSIBILITIES

Municipal Liaisons
(Belgium, Westville, Georgetown,
Ridge Farm and Danville)

- ! Point of contact to municipal government
- ! Notify special needs individuals and special facilities in respective municipalities and coordinates TDD notifications
- ! Communicate operational/ event related information to municipal officials
- ! Brief EOC staff on municipal operations

COUNTY EOC - GENERAL OPERATING PROCEDURES

1. EOC Activation
2. EOC Staff Call Lists
3. EOC Security
4. Staffing for Protracted Operations

COUNTY EOC - INTERNAL INFORMATION SYSTEMS

Protective Action Zone Wall
Map

EOC Message Forms

Personal Logs/Telephone Logs

EOC Significant Events
Log/EOC Status Board

Specialized Forms

Status Briefings

EDGAR COUNTY EOC - EXTERNAL COMMUNICATIONS

<u>Communication Link</u>	<u>System</u>
County EOC to State EOC/SFCP	! Primary - Telephone and FAX
	! Back-up - Amateur Radio HF VHF Low Band Radio VHF High Band Radio
County EOC Representatives to their respective organizations	! Primary - Telephone Dispatch/Radio Room
	! Back-up - VHF High Band (From EOC Communications Room)

VERMILION COUNTY EOC - EXTERNAL COMMUNICATIONS

Communication Link

System

County EOC to State
EOC/SFCP

- ! Primary - Telephone
and FAX
- ! Back-up - Amateur Radio HF
VHF Low Band Radio

County EOC Representatives
to their respective
organizations

- ! Primary - Telephone to
their Admin Offices/
Communications Rooms
- ! Back-up - 2-way radio
direct to field operating units

ILLINOIS PROTECTIVE ACTIONS

Evacuation

! Emergency Response Concept Plan for NAAP and Vicinity (Carnes, et al, 1989) - Supports

! State of Illinois preferred protective action for a NAAP chemical agent incident

Shelter-In-Place

! Alternative protective action in event of time, weather, or road condition constraints

VX CHEMICAL AGENT

1. Storage Containers
2. Physical Characteristics
3. Fatal Doses
4. Vapor Exposure
5. Health Effects vs. Agent Concentration Levels

TYPES OF RELEASE

Spill alone - No threat to Illinois
(Due to low agent volatility)

To affect Illinois:

- ! Container must be breached
- ! Fire or explosion must occur
(To convert liquid agent to vapor)
- ! Storage building must be damaged (to create vapor pathway)

OTHER FACTORS AFFECTING IMPACT OF RELEASE

Amount of Agent

Duration of Releases

Meteorological Conditions

- ! To affect Illinois wind must be easterly (from $> 11.25^\circ$ to $< 168.75^\circ$)
- ! Plume arrival at Illinois border in 50 minutes for a wind speed of 6.7 mph
- ! Plume dissipation (affects of wind speed, atmospheric stability, and precipitation)

PROTECTIVE ACTION SUBAREAS

Illinois PAZ Map

PROTECTIVE ACTION ZONE POPULATION DISTRIBUTION

- ! 2,917 in Edgar County
- ! 11,558 in Vermilion County
- ! 14,475 total PAZ population
- ! 1,937 (13.4%) in townships bordering Indiana
- ! 12,538 (86.6%) in jurisdictions along Rt. 150 corridor
- ! Locations of special needs individuals determined
- ! 3 public school districts and 1 private school affected (nearest school is 12.4 miles from NAAP storage area)
- ! 1 long-term medical care facility
- ! Misc. - parks, camps, day cares, special events (festivals)

PROTECTIVE ACTION RESPONSIBILITIES

AGENCY	RESPONSIBILITY
NAAP Commander	Assess Accident and Recommend Protective Actions
IEMA	
Governor of Illinois	Decide
County Board Chairman	
IEMA	Implement Protective Action Decision and Coordinate Actions of Response Organizations
County ESDA	

ILLINOIS CSEPP REPORTING FORM

Developed by State of Illinois for use in transmitting the following to the Counties:

- ! Emergency Notifications
- ! Protective Action Recommendations
- ! Updates on Key Information

BREAK

PUBLIC ALERT AND NOTIFICATION PROCESS

Post Only Emergency Level

! ESDA Coordinator

Community Emergency Level

! ESDA Coordinator

! County Board Chairman

! EBS Station

If Evacuation is Recommended:

! IEMA State EOC

! County Board Chairman

! County EOC School Representative

! County Health and Medical
Representative

PUBLIC ALERT AND NOTIFICATION PROCESS

Post Only Emergency Level

! EDSA Director

Community Emergency Level

! ESDA Director

! County Board Chairman

! EBS Station

If Evacuation is Recommended:

! IEMA State EOC

! County Board Chairman

! County EOC School Representative

! County Health Department
Representative

TRAFFIC AND ACCESS CONTROL

Undertaken by: ! State of Illinois,
 ! Edgar County, and
 ! Vermilion County

In Support of: ! Illinois PARs and
 ! Indiana PARs

Early Response ! Expediting traffic
Phase Emphasis: flow

Later Response ! Controlling access
Phase Emphasis:

TRAFFIC AND ACCESS CONTROL PROCESS

Post Only Emergency Level

- ! State EOC and SFCP staff mobilized
- ! Review operational readiness/initiate coordination linkages

Community Emergency Level

- ! Protective actions are for Indiana only
- ! Protective actions are for Illinois

POST-EVACUATION ACCESS CONTROL

Long-Term Access Control

Authorization for Access

Access Management

National Defense Area

RECEPTION/MASS CARE CENTERS

	<u>Reception Center</u>	<u>Initial Mass Care Center</u>
Edgar County	Crestwood Community School	Crestwood Community School
Vermilion County	Southview Middle School	TBD

HOST SCHOOLS

	<u>Evacuating Facilities</u>	<u>Host School</u>
Edgar County Schools:	Chrisman Elementary Chrisman H.S.	Mayo Middle School (Paris)
	All day cares	Crestwood Community School
Vermilion Co. Schools:	Judith Giacoma School	Danville H.S.
	Westville Jr. H.S.	
	Westville H.S.	
	Frazier School	
Georgetown H.S.	Schlarman Catholic H.S.	
Georgetown Jr. H.S.		
Pinecrest School		
St. Marys Grade School		
	First Church of Christ Boy Scout Camp	Southview Middle School
	Baptist Camp	(Reception Center)

EVACUEE SUPPORT ACTIONS

Post Only Emergency Level
(with potential to escalate)

Community Emergency Level

- ! Salvation Army
- ! Activating additional Mass Care Centers
- ! Red Cross Services

EVACUEE SUPPORT ACTIONS (Con't)

- ! Special needs individuals**
- ! Counseling Services**
- ! Animal Care**
- ! Amateur Radio**
- ! Police**
- ! Public Works**
- ! Nursing Support**

BREAK

EMERGENCY PUBLIC INFORMATION

Media Spokespersons

Media Interview Locations

Public Information Officer (PIO)

Community Emergency Level Actions

- ! Mobilizing PIO
- ! Data forms
- ! News statements
- ! Media interviews
- ! Public inquiries/rumors
- ! Monitoring news broadcasts

EVALUATING EXERCISES

FEMA/DOA

- ! Standard exercise objectives for CSEPP Installations
- ! 12 of 17 objectives apply to civilian sector
- ! Standard Evaluation Methodology (Points of Review)
- ! Tied to CSEPP Planning Guidance

Exercise Extent-of-Play Agreements

EMERGENCY RESPONSE EXERCISES

Exercising Builds

- ! Staff Confidence
- ! EOC Team
- ! Emergency Preparedness

GUIDELINES FOR EXERCISE PARTICIPANTS

Put on a "game" face, play the role, and stay in it.

! Keep the atmosphere formal and professional

! Do not bring newspapers to read or work to do

! Avoid personal conversations

! Look ahead if things get slow

! Keep alert and stay on your post

GUIDELINES FOR EXERCISE PARTICIPANTS (Con't)

- !** Keep aisles clear, don't congregate
- !** Be aware of noise levels and keep it down
- !** Make sure equipment is working and provisions have been made for equipment failures
- !** Refer to procedures
- !** Keep information flowing

EVALUATION ANSWERS

1. D
2. D
3. D
4. B
5. E
6. B
7. C
8. C
9. A
10. B

CSEPP
STUDENT MANUAL
FOR
COUNTY EOC WORKSHOP

Developed by:
Illinois Emergency Management Agency

May 28, 1993

Illinois CSEPP
County EOC Workshop

ATTACHMENT B

STUDENT MANUAL

May 28, 1993

Illinois CSEPP
County EOC Workshop

PURPOSE

Prepare County EOC staff to perform assigned functions for NAAP chemical agent emergencies.

OBJECTIVES

At the conclusion of this workshop, the participant should be able to:

1. Describe his/her responsibility during a chemical emergency incident at the NAAP and demonstrate a general understanding of the responsibilities of other County EOC Staff.
2. Identify the conditions which would lead to the issuance of a protective action recommendation of evacuation for Illinois communities.
3. Describe the role of the county in the public alert and notification process.
4. Describe the relationship between traffic and access control strategies and protective action recommendations.
5. Describe the services available for evacuees at the Reception Centers.
6. Describe the methods which would be used to disseminate official emergency public information during a chemical emergency incident at NAAP.
7. Identify guidelines designed to promote effective exercise participation.

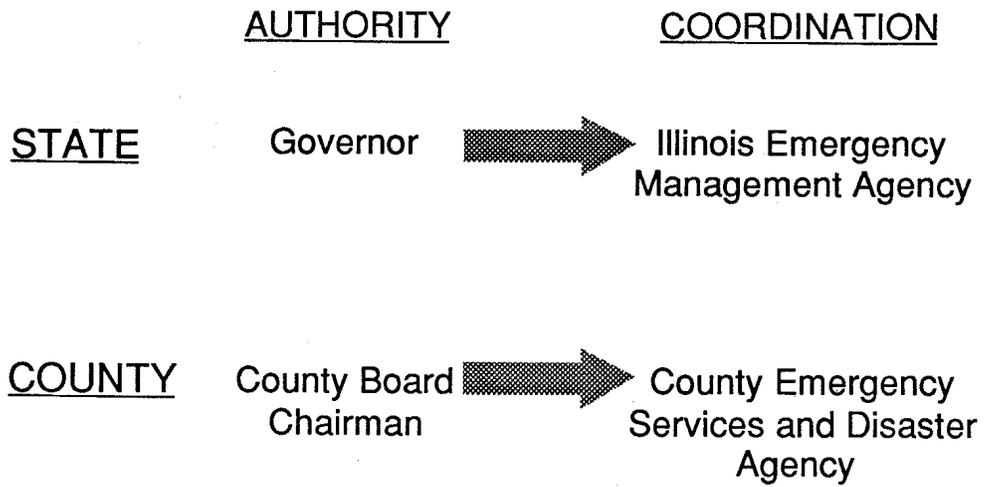
NOTES:

EC/VC

May 28, 1993

Illinois CSEPP
County EOC Workshop

DIRECTION AND CONTROL



NOTES:

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County EOC Workshop

DIRECTION AND CONTROL POINTS

State EOC (Springfield)

- State's strategic coordination point
- 24 hour Warning Point (EOC Communication Center)
- Coordinates with: NAAP, Federal Agencies, Indiana EOC, SFCP, Joint Information Center
- Notifies Counties/relays Governor's protective actions
- Mobilizes IEMA staff and State Agency Representatives
- Develops PARs for approval by Governor

NOTES:

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County EOC Workshop

DIRECTION AND CONTROL POINTS (Con't)

State Forward Command Post - Chrisman (Intersection of Route 150 & 36)

- State's Tactical Command, Control, and Coordination Point
- 14 miles west of NAAP, outside PAZ
- IEMA motor home and operations trailer (parked at Colonial Kitchen Restaurant)
- Once activated, primary point of contact with counties
- Primary source of information on incident response for the State EOC
- Source of resource support for counties

NOTES:

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County EOC Workshop

DIRECTION AND CONTROL POINTS (Con't)

Edgar County EOC - Paris

- County's Command, Control and Coordination Point
- Location outside of PAZ
- Existing incident command system for non-NAAP major emergencies will continue to operate
- 20 miles southwest of NAAP

Vermilion County EOC - Danville

- County's Command, Control and Coordination Point
- Location outside of PAZ
- Existing incident command system for non-NAAP major emergencies will continue to operate
- 22 miles northwest of NAAP

NOTES:

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County EOC Workshop

CHEMICAL EVENT NOTIFICATION SYSTEM

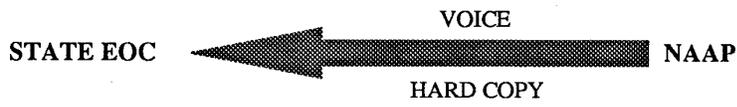
- | | |
|------------------------|---|
| Non-surety Emergency | <ul style="list-style-type: none">o chemical surety hazard |
| Limited Area Emergency | <ul style="list-style-type: none">• chemical agent
no-effects dosage does not extend
beyond the "chemical limited area" |
| Post Only Emergency | <ul style="list-style-type: none">• chemical agent
no-effects dosage does not extend
beyond the installation boundary |
| Community Emergency | <ul style="list-style-type: none">• chemical agent
no-effects dosage extends beyond the
installation boundary |

NOTES:

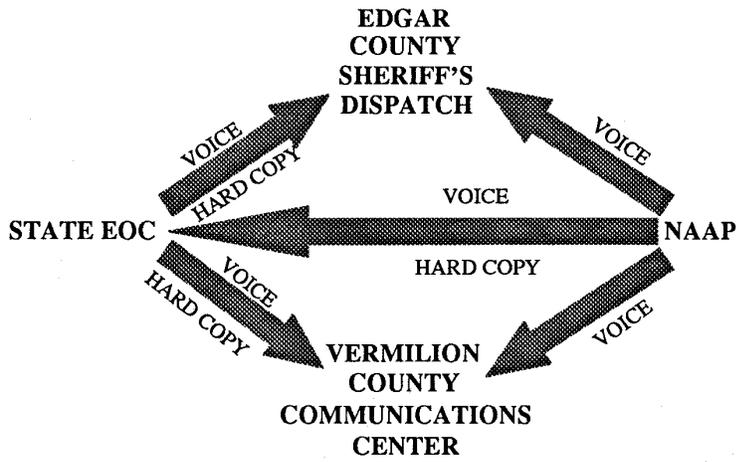
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EMERGENCY NOTIFICATION

LIMITED AREA EMERGENCY LEVEL



POST ONLY AND COMMUNITY EMERGENCY LEVELS



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County EOC Workshop

COUNTY EOC STAFF MOBILIZATION LEVELS

Emergency Classification Level Response Scenarios	Staffing/Activity Level	
	Edgar County EOC	Vermilion County EOC
Non-Surety Emergency	Not Notified	Not Notified
Limited Area Emergency	Not Notified	Not Notified
Post Only Emergency	Notified - No Action Required	Notified - No Action Required
Post Only Emergency - Potential to Escalate	Standby	Standby
Community Emergency - Protective Actions - Indiana Only	Minimal	Minimal
Community Emergency - Potential to Affect Illinois	Full	Full
Community Emergency - Protective Actions - Illinois	Full	Full

NOTES:

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Illinois CSEPP
County EOC Workshop

**EDGAR COUNTY
OPERATIONAL STAFFING LEVELS**

- Standby Operational Staffing - Limited number of ESDA personnel
- County Board Chairman briefed
 - IEMA local government liaison will be dispatched to County EOC
- Minimal Operational Staffing
- ESDA Personnel
 - Sheriff's Dept. Rep.
 - Highway Dept. Rep.
 - Red Cross Rep.
- Full Operational Staffing
- All Staff positions identified in plans report to EOC.

NOTES:

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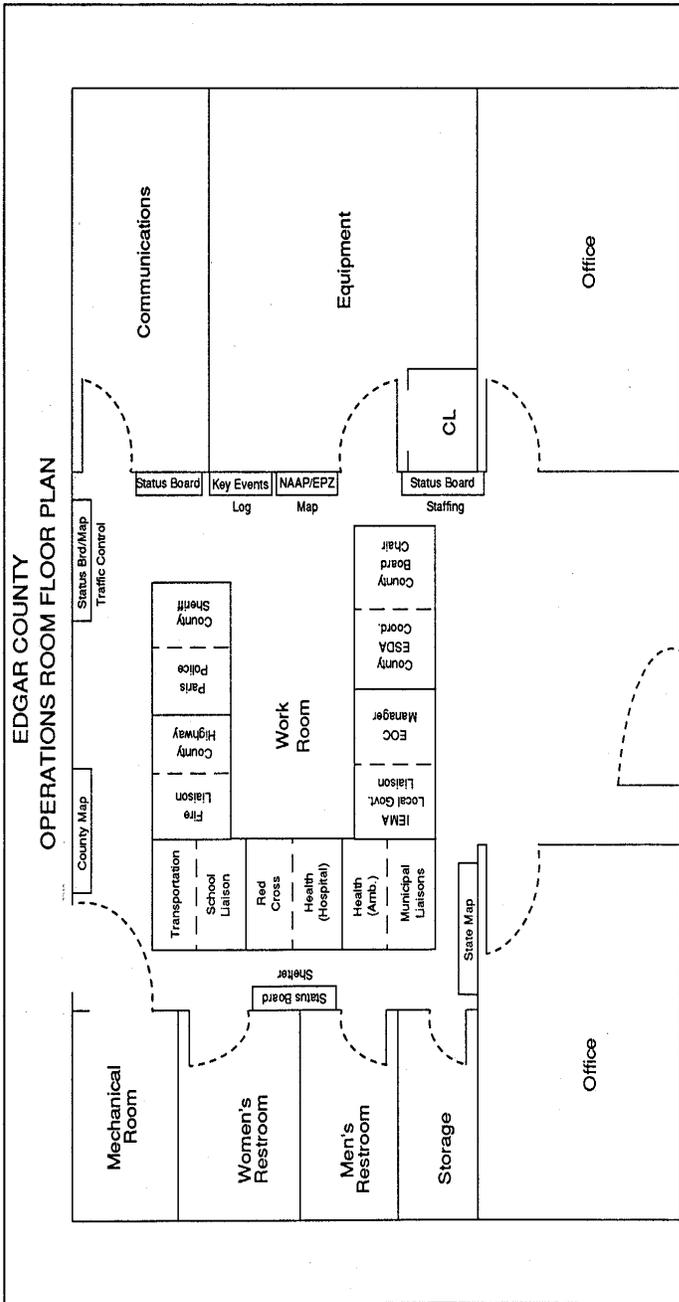
Illinois CSEPP
County EOC Workshop

**VERMILION COUNTY
OPERATIONAL STAFFING LEVELS**

- Standby Operational Staffing - Limited number of ESDA personnel
- County Board Chairman briefed
 - IEMA local government liaison will be dispatched to County EOC
- Minimal Operational Staffing
- ESDA Personnel
 - Sheriff's Dept. Rep.
 - Highway Dept. Rep.
 - Red Cross Rep.
 - Health Dept. Rep.
 - Additional ESDA Communications Support Staff
- Full Operational Staffing
- All Staff positions identified in plans report to EOC.

NOTES:

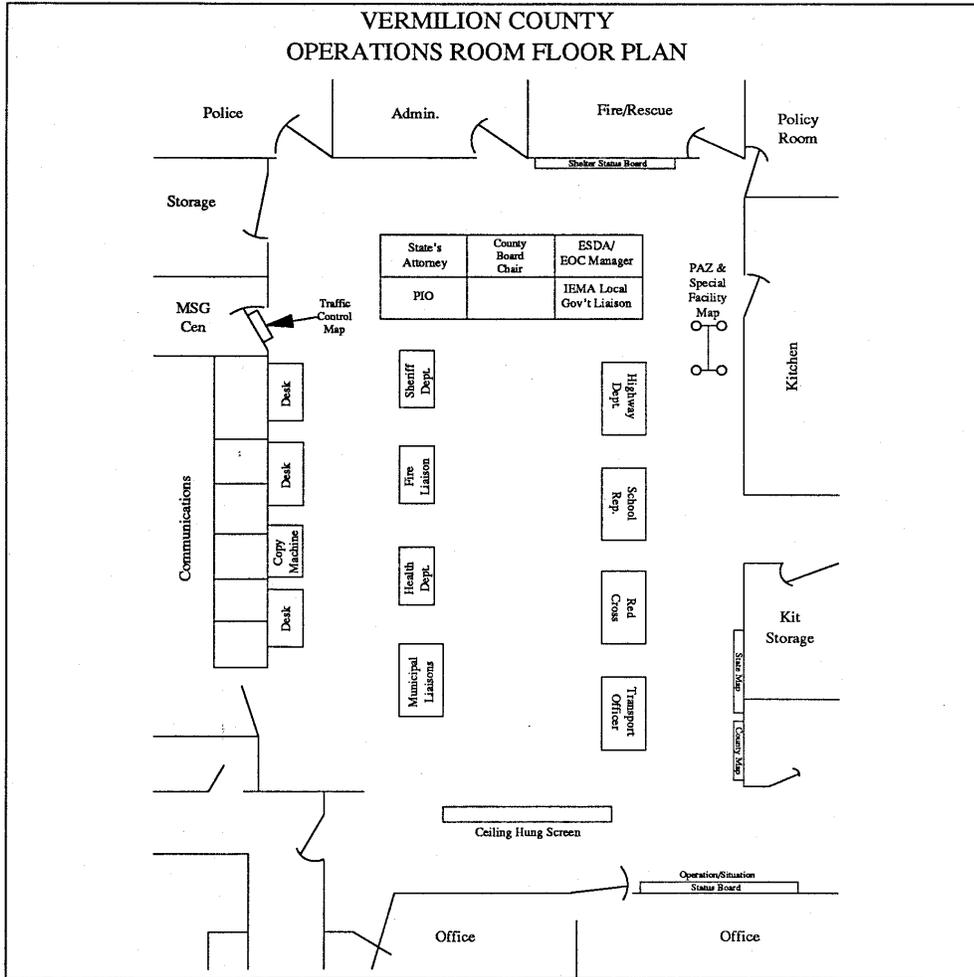
**EDGAR COUNTY
EOC STAFFING POSITIONS**



(Drawing Not to Scale)

May 28, 1993

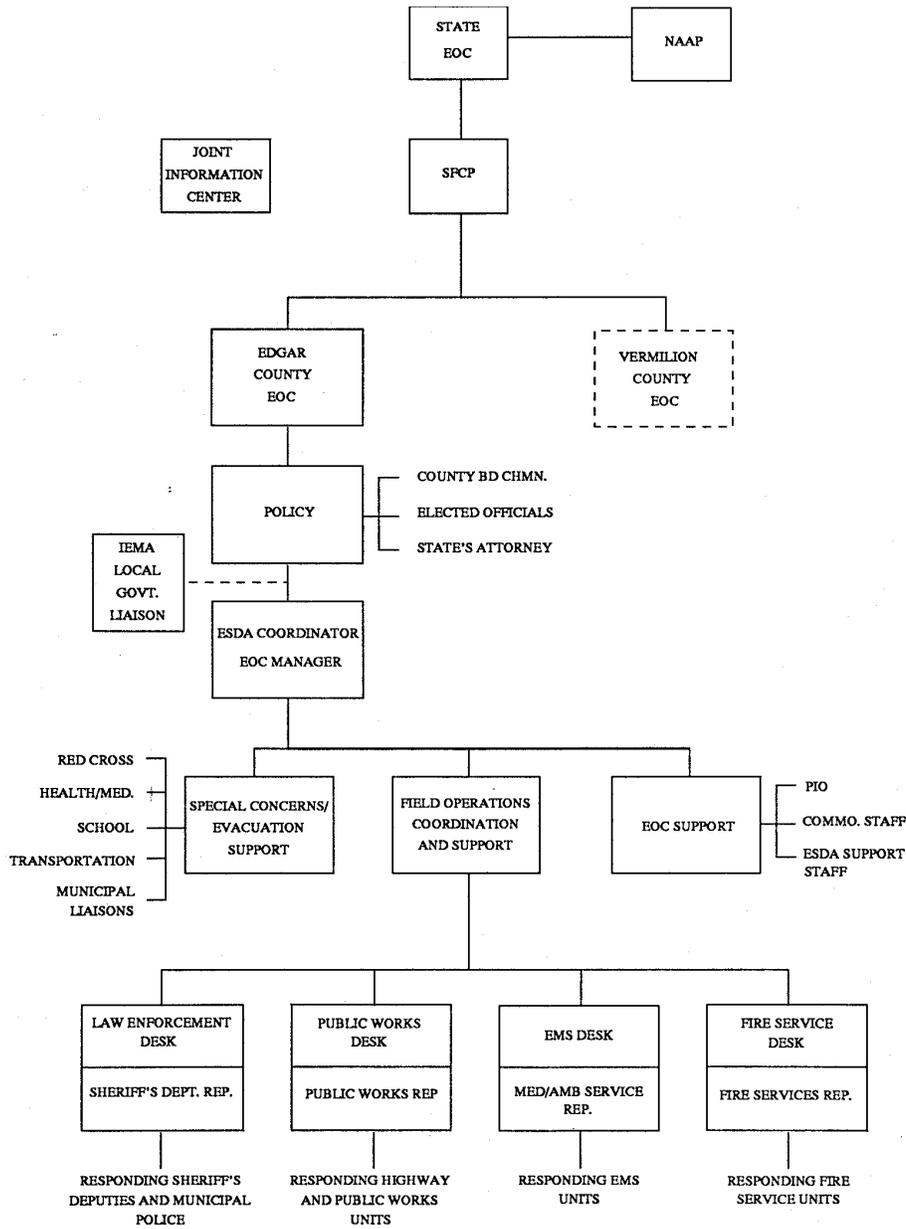
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County EOC Workshop



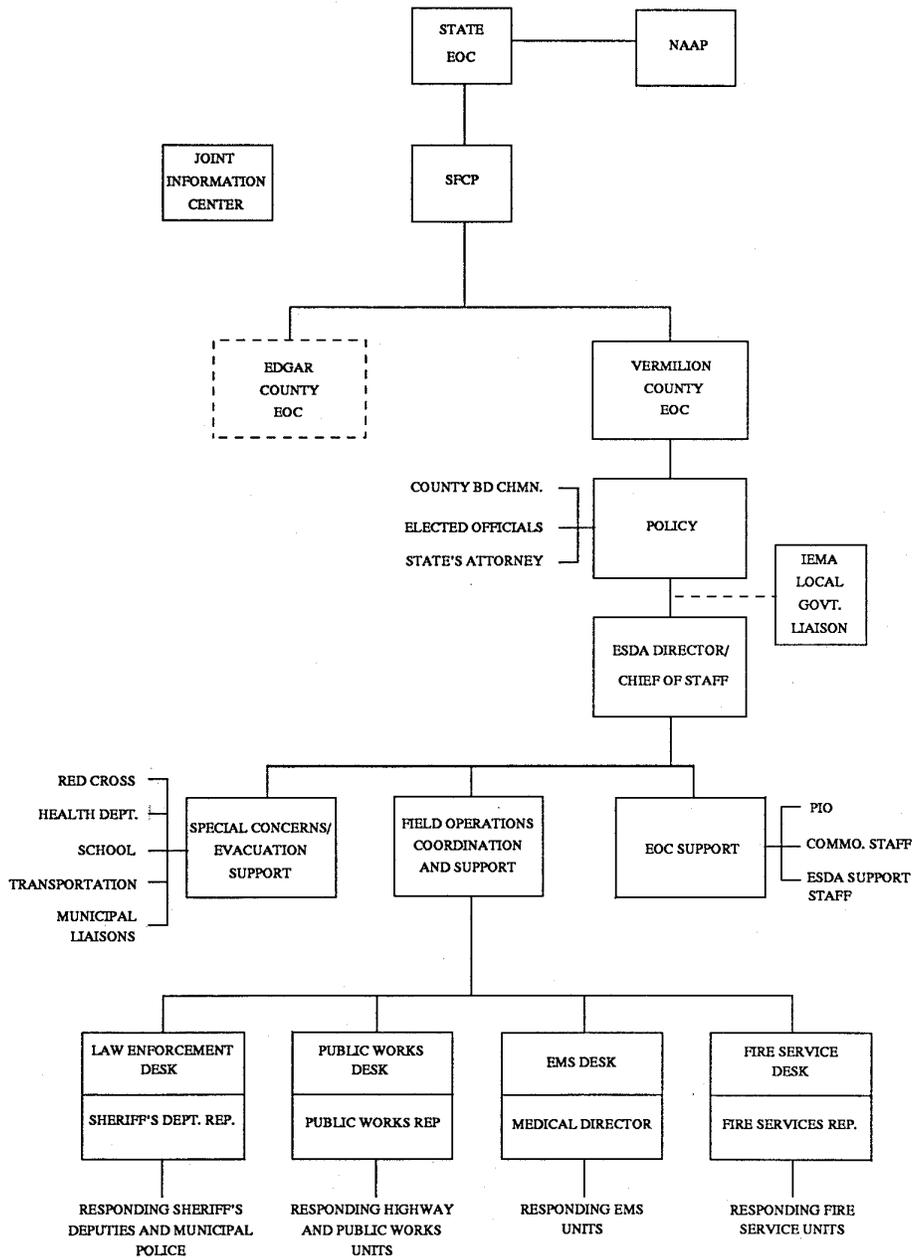
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EDGAR COUNTY EOC ORGANIZATION FOR NAAP EMERGENCIES



VERMILION COUNTY EOC ORGANIZATION FOR NAAP EMERGENCIES



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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

County Board Chairman

- Formulate policy decisions
- Provide overall direction and control
- Issue required protective action recommendations for the County based on review of recommendations from the State EOC
- Disseminate public information
- Enact legislation
- Declare a local disaster, as required

NOTES:

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Illinois CSEPP
County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

County State's Attorney

- Provide legal advice and guidance to the County Board Chairman
- Prepare emergency legislation as requested

NOTES:

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

Edgar County ESDA Coordinator

- Ensure Chief Executives are briefed
- Ensure that the general public is made aware of protective action recommendations (EBS/Chrisman Siren)
- Coordinate the timing of the public alert and notification with the State EOC Manager
- Monitor actions of the EOC Operations Group to ensure conformity with policies, plans and procedures
- Refer all problems requiring policy decisions or direction to the County Board Chairman

NOTES:

May 28, 1993

Illinois CSEPP
County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

ESDA Director/EOC Chief of Staff

- Ensure Chief Executives are briefed
- Ensure that the general public is made aware of protective action recommendations (EBS/Warning Sirens/ESDA Tone Alert Radios)
- Coordinate the timing of the public alert and notification with the State EOC Manager
- Ensure special needs individuals and facilities are notified of protective action recommendations
- Monitor actions of the EOC Operations Group to ensure conformity with policies, plans and procedures
- Check with each department head to determine that their department is manned and ready
- Ensure that EOC staff are aware of the status and needs of county field operating units
- Assist department heads in the formulation of requests to the SFCP for additional resource support
- Ensure maps, status boards, and other information displays in the EOC are posted with current data
- Refer all problems requiring policy decisions or direction to the County Board Chairman
- Conduct periodic briefings with the EOC staff

NOTES:

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Illinois CSEPP
County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

IEMA Local Government Liaison

- Report to the County EOC as requested by the State EOC
- Obtain preliminary damage and impact assessment briefing
- Respond to requests for interorganizational liaison
- Monitor operations to identify interorganizational or intergovernmental issues, problems, and/or coordination needs
- Advise local government on use/limitations of State resources
- Coordinate/facilitate communication and information exchange between the County EOC and the SFCP
- Obtain periodic summaries of resources committed and available
- Attend planning meetings
- Advise County on disaster operations and preliminary damage assessment

NOTES:

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

EOC Manager

- Ensure each department is manned and ready
- Conduct periodic status briefings with EOC staff
- Assist department heads with requests to the SFCP for additional resource support

NOTES:

CSEPP Secretary

- Maintain written record of events and activity in the County EOC
- Post key events on operation room status boards

NOTES:

May 28, 1993

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

ESDA Administrative Assistant

- Maintains written record of events and activity in the County EOC
- Posts key events on operation room status boards

NOTES:

May 28, 1993

Illinois CSEPP
County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

Public Information Officer

- Support the preparation of news statements
- Support preparations necessary to conduct press interviews
- Address only County response operations
- Coordinate with the Illinois EPI Team at the JIC
- Advise the Illinois EPI Team at the JIC of recurring rumors
- Assist with preparations for EBS activation as requested
- Complete and periodically update County data forms

NOTES:

EC/VC

May 28, 1993

Illinois CSEPP
County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

Support Staff

- Record data on maps and status boards
- Assist with delivery and dissemination of written information in the EOC
- Answer telephones and record requests for assistance
- Assist with provision of food to EOC staff
- Serve as radio operators and provide amateur radio support

NOTES:

EC/VC

May 28, 1993

Illinois CSEPP
County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

County Sheriff's Department Representative

- Provide direction and control for County law enforcement activities
- Provide personnel within the EOC to maintain status records of law enforcement manpower, vehicles, and equipment
- Identify County traffic and access control points required to support protective action recommendations. Direct the staffing of these points.
- Ensure field law enforcement personnel are aware of no-effects agent level areas and remain outside of areas of expected agent concentrating in excess of the no-effects level
- Provide security at the EOC
- Periodically brief EOC staff on status of law enforcement operations
- Coordinate requests for additional law enforcement assistance with County ESDA and the IEMA local government liaison

NOTES:

EC/VC

May 28, 1993

Illinois CSEPP
County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

County Public Works Representative

- Provide overall direction and control for County Public Works activities
- Provide information about road conditions or situations that would be constraints to evacuation
- Coordinate field operations providing equipment to traffic and access control posts
- Ensure field personnel are aware of no-effects agent level areas and remain outside of areas of expected agent concentrations in excess of the no-effects level
- Provide periodic updates to EOC staff on road conditions
- Coordinate requests for additional public works resources with County ESDA and the IEMA Local Government Liaison
- Establish communications with utility companies to ensure they are aware of areas in the county affected by protective action recommendations

NOTES:

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May 28, 1993

Illinois CSEPP
County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

County Fire Services Representative

- Provide coordination of fire service operations for county areas affected by the NAAP incident
- Ensure fire department personnel are aware of no-effects agent level areas and remain outside of areas of expected agent concentrations in excess of the no-effects level
- Coordinate with the Transportation Officer to provide fire service personnel to accompany buses dispatched to assist special needs individuals
- Periodically brief staff on status of fire services operations

NOTES:

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

Medical/Ambulance Service Representative

- Provide overall direction and control of EMS operations in the County area affected by protective action recommendations
- Ensure EMS units are aware of no-effects agent level areas and remain outside of areas of expected agent concentrations in excess of the no-effects level
- Coordinate with the Health and Medical Representative to provide emergency transport of individuals with urgent and special transportation needs
- Provide periodic briefings to EOC staff on the status of EMS operations

NOTES:

May 28, 1993

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

Medical Director

- Provides overall coordination, direction and control of emergency and supporting medical care and treatment operations within the County
- Ensure EMS field units are aware of no-effects agent level areas and remain outside of areas of expected agent concentrations of the no-effects level
- Coordinate with the Health Department Representative to provide emergency transport of individuals with urgent and special transportation needs
- Provide periodic briefings to EOC staff on the status of EMS and supporting medical care and treatment activities

NOTES:

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

Health and Medical Representative

- Provide overall coordination, direction and control of medical treatment and care operations within the County
- Notify special needs individuals, special facilities, and day care facilities of the emergency and protective action recommendations. Coordinate TDD notification through the Sheriff's Dispatch Center.
- Coordinate with EOC staff to address unmet special needs
- Provide periodic status updates to EOC staff on medical treatment and care operations and special needs notifications in the County

NOTES:

May 28, 1993

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

Health Department Representative

- Provide overall coordination, direction and control of Public Health Department operations within the County
- Notify special needs individuals and special facilities of the emergency and protective action recommendations. Coordinate TDD notifications through the County Communications Center.
- Coordinate with EOC staff to address unmet special needs
- Provide periodic status updates to EOC staff on public health operations and special needs notification

NOTES:

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

Transportation Officer

- Provide overall coordination, direction, and control of transportation resources needed to support the response
- Coordinate with the Health and Medical Representative to obtain a listing of individuals requiring transportation assistance
- Coordinate with the Fire Services Representative for personnel to accompany the buses
- Coordinate with the Sheriff's Department Representative about bus routing and traffic control point locations
- Provide periodic status updates to the EOC staff on transportation operations

NOTES:

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

Transportation Director

- Provide overall coordination, direction, and control of transportation resources needed to support the response
- Coordinate with the Public Health Department Representative to obtain a listing of individuals requiring transportation assistance
- Coordinate with the Fire Services Representative for personnel to accompany the buses
- Coordinate with the Sheriff's Department Representative about bus routing and traffic control point locations
- Provide periodic status updates to the EOC staff on transportation operations

NOTES:

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

Schools Representative

- Provide overall coordination, direction and control of school related activities
- Notify Chrisman CUSD #6 of the emergency situation and any protective action recommendations
- Confirm that schools outside the PAZ who have children from Chrisman CUSD #6 have been notified
- Provide the primary point of contact for affected school Superintendents
- Provide periodic status reports to the EOC staff on school operations

NOTES:

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

Schools Representative

- Provide overall coordination, direction and control of school related activities
- Notify the Superintendents of Westville and Georgetown - Ridge Farm and the Principal of St. Mary's of the emergency situation and any protective action recommendations
- Confirm that schools outside the PAZ who have children from Districts in the PAZ have been notified
- Provide the primary point of contact for affected school Superintendents
- Provide periodic status reports to the EOC staff on school operations

NOTES:

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

American Red Cross

- Provide coordination, direction and control of reception center and mass care center activities in the County
- Coordinate with the ARC liaison at the SFCP on activation of the initial and subsequent mass care centers and requests for resource support
- Provide updates on the emergency situation to reception and mass care center managers
- Provide periodic status updates to EOC staff on reception and mass care center operations

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

Municipal Liaisons (Paris and Chrisman)

- Primary point of contact between the municipal government and the County EOC
- Provide operational or event related information to municipal officials not present at the County EOC
- Provide periodic status reports on municipal operations to EOC staff

NOTES:

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County EOC Workshop

COUNTY EOC - STAFFING AND RESPONSIBILITIES

Municipal Liaisons (Belgium, Westville, Georgetown, Ridge Farm and Danville)

- Primary point of contact between the municipal government and the County EOC
- Notify special needs individuals and special facilities in their respective municipality of the emergency and protective action recommendations. Coordinate TDD notification through the County Communications Center.
- Provide operational or event related information to municipal officials not present at the County EOC
- Provide periodic status reports on municipal operations to EOC staff

NOTES:

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County EOC Workshop

COUNTY EOC - GENERAL OPERATING PROCEDURES

- | | |
|--|--|
| EOC Activation | <ul style="list-style-type: none">• County Board Chairman• ESDA Coordinator or County Sheriff may authorize |
| EOC Staff Call Lists/
Key Individuals | <ul style="list-style-type: none">• Maintained by Sheriff's Dispatch Center and ESDA Coordinator |
| EOC Security | <ul style="list-style-type: none">• Established by Sheriff's Department |
| Staffing for Protracted
Operations | <ul style="list-style-type: none">• Two 12-hour shifts• Shift turnover may be phased over several hours• Occurs during lulls in activity |

NOTES:

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County EOC Workshop

COUNTY EOC - GENERAL OPERATING PROCEDURES

- | | |
|--|--|
| EOC Activation | <ul style="list-style-type: none">• County Board Chairman• ESDA Director or Mayor of Danville may authorize |
| EOC Staff Call Lists/
Key Individuals | <ul style="list-style-type: none">• Maintained by Sheriff's Dispatch Center
and ESDA Director |
| EOC Security | <ul style="list-style-type: none">• Established by Sheriff's Department |
| Staffing for Protracted
Operations | <ul style="list-style-type: none">• Two 12-hour shifts• Shift turnover may be phased over several hours• Occurs during lulls in activity |

NOTES:

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County EOC Workshop

COUNTY EOC - INTERNAL INFORMATION SYSTEMS

- PAZ Wall Map
 - Shows protective action subareas, populations, reception centers, mass care centers, traffic/access control points, evacuation routes

- EOC Message Forms
 - 3-part multi-colored carbonless forms
 - Used for staff to exchange information
 - Recipient, originator and EOC Manager each receive copy

- Personal Logs/Telephone Logs
 - Maintained by each EOC staff member

- EOC Significant Events Log/
EOC Status Boards
 - Maintained by ESDA administrative staff
 - Information posted on EOC status boards

- Specialized Forms
 - Forms developed for specific purpose
 - Example is Rumor Identification Form

- Status Briefings
 - Conducted as frequently as necessary

NOTES:

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County EOC Workshop

EDGAR COUNTY EOC - EXTERNAL COMMUNICATIONS

<u>Communication Link</u>	<u>System</u>
County EOC to State EOC/SFCP	<ul style="list-style-type: none">• Primary - Telephone and FAX• Back-up - Amateur Radio HF VHF Low Band Radio VHF High Band Radio
County EOC Representatives to their respective organizations	<ul style="list-style-type: none">• Primary - Telephone to Dispatch/Radio Room• Back-up - VHF High Band (From EOC Communications Room)

NOTES:

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VERMILION COUNTY EOC - EXTERNAL COMMUNICATIONS

<u>Communication Link</u>	<u>System</u>
County EOC to State EOC/SFCP	<ul style="list-style-type: none">• Primary - Telephone and FAX• Back-up - Amateur Radio HF VHF Low Band Radio
County EOC Representatives to their respective organizations	<ul style="list-style-type: none">• Primary - Telephone to their admin. offices/communications room• Back-up - 2-way radio direct to field operating units

NOTES:

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County EOC Workshop

ILLINOIS PROTECTIVE ACTIONS

Evacuation

- Supported by Emergency Response Concept Plan for NAAP and Vicinity (Carnes, et al, 1989) as the preferred protective action for Illinois.
- State of Illinois officials have selected evacuation as the preferred protective action in response to a NAAP chemical agent incident.

Shelter-in-Place

- Alternative protective action in the event of constraints to evacuation (e.g. time factors, weather factors, road condition factors).

NOTES:

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VX CHEMICAL AGENT

Storage Containers	<ul style="list-style-type: none">• "Ton" containers• 81.5 inches long x 31.1 inches dia.
Physical Characteristics	<ul style="list-style-type: none">• Looks like undiluted anti-freeze• Odorless, straw-like colored, tasteless• Highly toxic in liquid and vapor forms• Does not evaporate quickly (B.P. 300°C)• Directly affects the nervous system
Fatal Doses	<ul style="list-style-type: none">• High doses result in convulsions and death due to paralysis of the nervous system• Death can occur within ten minutes of absorption of fatal dose
Vapor Exposure	<ul style="list-style-type: none">• Small pupils, reddening of eyes, dim vision• Runny nose• Shortness of breath, tightness in the chest• Uncoordinated motions, paralysis• Vomiting, diarrhea• Seizures• Loss of consciousness• Cessation of breathing
Health Effects vs Agent Concentration Levels	<ul style="list-style-type: none">• No-effects• No-deaths• 1% Lethality

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TYPES OF RELEASE

1. A spill should not require the issuance of Protective Action Recommendations for Illinois due to low volatility of VX agent.
2. In order for an accident at NAAP to require protective actions in Illinois the following must occur:
 - a "ton" storage container must be breached
 - fire or explosion must convert the liquid agent to a vapor
 - fire or explosion must damage the storage building to create vapor pathway to external environs

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OTHER FACTORS AFFECTING IMPACT OF RELEASE

Amount of Agent

Duration of Releases

Meteorological Conditions

- To affect Illinois, wind must be easterly (from $> 11.25^\circ$ to $< 168.75^\circ$)
- Plume arrival at Illinois border in 50 minutes for a wind speed of 6.7 mph
- Plume dissipation (affects of wind speed, atmospheric stability, and precipitation)

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PROTECTIVE ACTION SUBAREAS

- Areas in which evacuation could be recommended in response to chemical agent incident at NAAP
- The Protective Action Zone (PAZ) is defined as follows:
 - From Indiana border west to route 150
 - From northern borders of McKendree Twp., Georgetown Twp. and Village of Belgium
 - From southern border of Edgar Twp. and Hunter Twp.
- Includes 13 townships/municipalities
- Protective Action Subareas correspond to township boundaries, municipal limits and Route 150
- If VX vapor is anticipated to exceed the no-effects limit in any portion of a subarea, protective actions will be recommended for the entire subarea.

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**PROTECTIVE ACTION ZONE
POPULATION DISTRIBUTION**

- 2,917 in Edgar County
- 11,558 in Vermilion County
- 14,475 total PAZ population
- 1,937 (13.4%) in townships bordering Indiana
- 12,538 (86.6%) in jurisdictions along Rt. 150 corridor
- Locations of special needs individuals determined
- 3 public school districts and 1 private school affected (nearest school, Chrisman Elementary, is 12.4 miles from NAAP storage area)
- 1 long-term medical care facility (Pleasant Meadows Christian Village)
- Misc. - parks, camps, day cares, special events (festivals)

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PROTECTIVE ACTION RESPONSIBILITIES

AGENCY	RESPONSIBILITY
NAAP Commander	Assess Accident and Recommend Protective Actions
IEMA	
Governor of Illinois	Decide on Protective Action Recommendations to be issued
County Board Chairman	
IEMA	Implement Protective Action Decision and Coordinate Actions of Response Organizations
County ESDA	

NOTES:

(STATE FORM)

ILLINOIS CSEPP REPORTING FORM

State Message No. ____

1. **STATUS**
 [A] ACTUAL
 [B] EXERCISE
 [C] TERMINATION
2. **REPORT TYPE**
 [A] INITIAL
 [B] UPDATE
 [C] INFORMATION ONLY
3. **NAAP ACCIDENT CLASSIFICATION**
 [A] NON-SURETY
 [B] LIMITED AREA EMERGENCY
 [C] POST ONLY EMERGENCY
 [D] COMMUNITY EMERGENCY

4. **TIME ACCIDENT OCCURRED:**

5. **NAAP WIND INFORMATION**
 [A] WIND SPEED: _____ [B] DIRECTION: From _____ (deg.)

6. Illinois Emergency Classification and Response Recommendations	Staffing Recommendation		Warning Recommendation	
	Edgar County EOC	Vermilion County EOC	EBS Message to be Used	Siren & EBS Activation Time
Post Only Emergency	Coordinator Notified No EOC Staffing	Director Notified No EOC Staffing	N/A	N/A
Post Only Emergency - Potential to Escalate	Standby	Standby	N/A	N/A
Community Emergency - Protective Actions - Indiana Only	Minimal	Minimal	#1	Siren: _____ EBS: _____
Community Emergency - Potential to Affect Illinois	Full	Full	#1	Siren: _____ EBS: _____
Community Emergency - Illinois Protective Actions - Evacuation	Full	Full	#2	Siren: _____ EBS: _____
Community Emergency - Illinois Protective Actions - Shelter	Full	Full	#3	Siren: _____ EBS: _____

7. **ADDITIONAL INFORMATION**

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ILLINOIS CSEPP REPORTING FORM

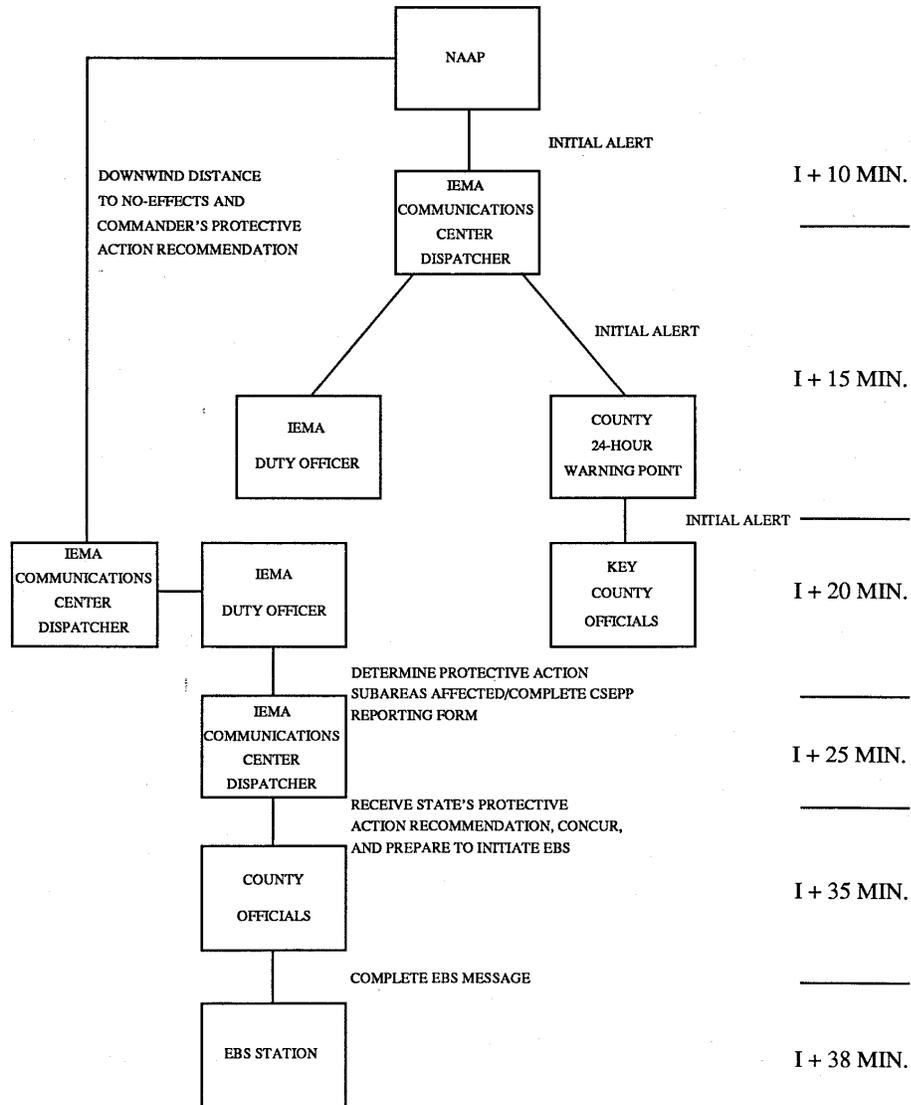
8. PROTECTIVE ACTION RECOMMENDATION

[A] NONE ISSUED [B] THE GOVERNOR'S PROTECTIVE ACTION RECOMMENDATION
ISSUED AT _____ FOR THE FOLLOWING SUB-AREAS
(TIME)

SUB-AREA	DESCRIPTION	EVACUATION	SHELTER	COUNTY
1	All of McKendree Township			Vermilion
2	All of Love Township and that portion of Elwood Township east of Vermilion County Road 1720E			Vermilion
3	All of Prairie Township			Edgar
4	All of Brouilletts Creek Township			Edgar
5	All of Hunter Township			Edgar
6	Georgetown Township , east of RT 150 - Except: Village of Belgium, Village of Westville, City of Georgetown			Vermilion
7	Elwood Township , east of RT 150 - Except: Village of Ridge Farm, and that portion of Elwood Township east of Vermilion County Road 1720E			Vermilion
8	Ross Township , east of Rt 150 - Except: City of Chrisman			Edgar
9	Edgar Township , east of RT 150			Edgar
10	Villages of Belgium and Westville			Vermilion
11	City of Georgetown			Vermilion
12	Village of Ridge Farm			Vermilion
13	City of Chrisman			Edgar

9. **TRANSMITTED BY** _____ **TIME** _____ 10. **RECEIVED BY** _____ **TIME** _____
(NAME/INITIALS) (NAME/INITIALS)

**TIME REQUIREMENTS FROM
INITIAL NOTIFICATION BY NAAP TO
COMPLETION OF PUBLIC ALERTING**



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PUBLIC ALERT AND NOTIFICATION PROCESS

Post Only Emergency Level

- ESDA Coordinator Places on Standby:
 - WACF/WPRS (to activate EBS)
 - Chrisman Fire Dept. (to activate siren)
 - Sheriff's Dept. (to make TDD notification)

Community Emergency Level

- ESDA Coordinator:
 - Reviews and completes the EBS message (as per State EOC)
 - Notifies Chrisman Fire Dept. to activate sirens
 - Notifies Sheriff's Dept. to complete TDD notification
- County Board Chairman Contacts WACF/WPRS and reads message
- WACF/WPRS tape and broadcast message

If Evacuation is Recommended:

- IEMA State EOC will transmit the Protective Action Recommendation for concurrence by the County Board Chairman
- County EOC School Representative:
 - Notifies Superintendent of Chrisman CUD #6
 - Verifies that Superintendent has notified schools outside the PAZ to hold students who live in PAZ
 - Notifies Superintendent Paris Union School District 95 (Mayo Middle School in Paris is host school)
- County Health and Medical Representative:
 - Notifies Pleasant Meadows Christian Village and 6 day cares
 - Notifies special needs individuals by priority

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County EOC Workshop

PUBLIC ALERT AND NOTIFICATION PROCESS

Post Only Emergency Level

- ESDA Director Places on Standby:
 - Georgetown, Ridge Farm and Westville ESDA Coordinators (to activate their sirens)
 - County Communications Center (to make TDD notifications)

Community Emergency Level

- ESDA Director:
 - Reviews and completes the EBS message (as per State EOC)
 - Notifies Georgetown, Ridge Farm and Westville ESDA Coordinators to activate sirens
 - Ensures County ESDA siren and Communication Center siren are activated
 - Notifies Communication Center to complete TDD notifications
- County Board Chairman Contacts WDAN/WDNL/WIAI and reads message
- WDAN/WDNL/WIAI tape and broadcast message

If Evacuation is Recommended:

- IEMA State EOC will transmit the Protective Action Recommendation for concurrence by the County Board Chairman
- County EOC School Representative:
 - Notifies Superintendents of Westville CUD #2 and Georgetown - Ridge Farm CD #4
 - Notifies St. Mary's grade school
 - Verifies that Superintendents have notified schools outside the PAZ to hold students who live in PAZ
 - Notifies Superintendent Danville CUD #118 (Danville H.S. is host school)

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PUBLIC ALERT AND NOTIFICATION PROCESS (Con't)

- County Health Department Representative:
 - Notifies special facilities
 - Records transportation requests
 - Notifies special needs individuals by priority

NOTES:

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County EOC Workshop

TRAFFIC AND ACCESS CONTROL

Undertaken by:

- State of Illinois,
- Edgar County, and
- Vermilion County

In Support of:

- Illinois PARs and
- Indiana PARs

Early Response Phase Emphasis:

- Expediting traffic flow

Later Response Phase Emphasis:

- Controlling access

NOTES:

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County EOC Workshop

TRAFFIC AND ACCESS CONTROL PROCESS

Post Only Emergency Level

- Staff with traffic and access control responsibilities mobilized to the State EOC and SFCP
- Review operational readiness and initiate coordination linkages with supporting organizations

Community Emergency Level

If Protective Actions are for Indiana only:

- State EOC will notify ISP District 10 Commander who will activate ISP posts for support to Indiana
- ISP District 10 Commander will coordinate with Illinois DOT District 5 Engineer for traffic control equipment support
- ISP Liaison at the State EOC will coordinate with Indiana State Police
- ISP District 10 Commander (or Designee) will report to SFCP
- County Sheriff will activate County posts for support to Indiana

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County EOC Workshop

TRAFFIC AND ACCESS CONTROL PROCESS (Con't)

Community Emergency Level

If Protective Actions are for Illinois:

- State EOC notifies SFCP (or ISP District 10 Commander) to initiate traffic and access control procedures
- State EOC will coordinate notification of the Federal Aviation Administration to control air traffic
- ISP District 10 Commander will:
 - Identify points which require activation based on the Illinois subareas included in the protective action recommendation
 - Activate ISP Points
 - Advise State EOC of points selected
 - Coordinate with the County Sheriffs
 - Maintain a status map
 - Brief SFCP manager and staff
 - Request support for equipment from Illinois DOT District 5 Engineer
- County Sheriff will:
 - Identify points which require activation in the County based on subareas included in the protection action recommendations
 - Direct activation of County posts
 - Contact tow truck providers as required
 - Request support for equipment from the County Highway Department Engineer

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POST-EVACUATION ACCESS CONTROL

Long-Term Access Control

- Staffed by uniformed law enforcement personnel with radio communications
- Barricades may be deployed

Authorization for Access

- Granted to persons whose presence in the area is for the purpose of restoring the area to pre-incident state of being

Access Management

- Limited to as few points as possible
- Persons entering must have emergency worker personal protective equipment
- Persons seeking authorization for access will be directed to special areas
- Access control points will be re-configured as evacuated areas are deemed free of contamination

National Defense Area (NDA)

- The Army can declare areas contaminated by a chemical incident a National Defense Area
- The Army exercises control of the NDA but expects to coordinate with local authorities

NOTES:

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RECEPTION/MASS CARE CENTERS

	<u>Reception Center</u>	<u>Initial Mass Care Center</u>
Edgar County	Crestwood Community School	Crestwood Community School
Vermilion County	Southview Middle School	TBD

- Evaluated for standard compliance and ability to function for the designated purpose
- Written agreements obtained for support services
- Mass Care Centers must be capable of accommodating 30% of the evacuating population from the County served

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HOST SCHOOLS

	<u>Evacuating Facilities</u>	<u>Host School</u>
Edgar County Schools:	Chrisman Elementary Chrisman H.S.	Mayo Middle School (Paris)
	All day cares	Crestwood Community School
Vermilion County Schools:	Judith Giacoma School Westville Jr. H.S. Westville H.S. Frazier School Georgetown H.S. Georgetown Jr. H.S. Pinecrest School St. Marys Grade School	Danville H.S. Schlarman Catholic H.S.
	First Church of Christ Boy Scout Camp Baptist Camp	Southview Middle School (Reception Center)

NOTES:

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EVACUEE SUPPORT ACTIONS

Post Only Emergency Level

If there is a potential for the situation to escalate:

- The County ESDA will contact the County Red Cross Chapter Representative
- Red Cross will contact sufficient personnel to meet its staffing standards at the reception and initial mass care center
- Red Cross will contact the reception and initial mass care center school districts to ensure facilities are available

Community Emergency Level

If protective actions are issued for Indiana only, Red Cross will place its personnel on standby.

If protective actions are possible for Illinois, Red Cross will activate the reception and initial mass care centers.

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EVACUEE SUPPORT ACTIONS (Con't)

Community Emergency Level

If evacuation is recommended for Illinois:

- | | | |
|---|---|--|
| Salvation Army | - | ESDA will contact the Salvation Army to assist Red Cross with registration, and in providing food and clothing |
| Activating Additional Mass Care Centers | - | Red Cross Representatives at the SFCP and County EOC will coordinate on opening additional mass care centers. |
| Red Cross Services | - | <ul style="list-style-type: none">- register evacuees- provide family reunification- provide care for pets- make mass care center assignments- record destination of evacuees- provide maps to mass care centers- identify transportation needs- provide parents with maps to host schools to pick-up children- arrange for emergency medical care and transport via normal EMS dispatch services- provide staff to care for school children at host schools not picked up by parents |
| Special Needs Individuals | - | <ul style="list-style-type: none">- will be transported to area hospitals if evacuated by ambulance- will be transported to Reception Center if evacuated by bus/wheelchair van |

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County EOC Workshop

EVACUEE SUPPORT ACTIONS (Con't)

Edgar County

Counseling Services

Human Resources Center

Animal Care

Animal Control

Amateur Radio

Radio operators will be sent to reception and mass care centers to provide back-up 2-way communication.

Police

Local Police will provide security and traffic control in and around reception and mass care facilities.

Public Works

Local Public Works Departments will provide traffic control equipment and signs in vicinity of reception and mass care centers.

Nursing Support

Lincoln Land
Nursing Association

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EVACUEE SUPPORT ACTIONS (Con't)

Vermilion County

Counseling Services

Crosspoint

Animal Care

Animal Control and Shelter
Unit/Humane Society

Amateur Radio

Radio operators will be sent to reception and mass care centers to provide back-up 2-way communication.

Police

Local Police will provide security and traffic control in and around reception and mass care facilities.

Public Works

Local Public Works Departments will provide traffic control equipment and signs in vicinity of reception and mass care centers.

Nursing Support

Vermilion County
Health Department

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EMERGENCY PUBLIC INFORMATION

Media Spokespersons

- | | | |
|-----------------------------------|---|---|
| County | - | County Board Chairman |
| State of Illinois | - | Governor/Press Office |
| IEMA EOC | - | Designated by IEMA Director |
| SFCP | - | SFCP Coordinator |
| Joint Information Center
(JIC) | - | IEMA EPI Team (for all
off-site organizations) |

County Locations for Media Interviews

- | | | |
|------------------|---|--|
| Edgar County | - | Circuit County Room,
County Courthouse |
| Vermilion County | - | Sheriff's interview room on first floor of the
Public Safety Building |

County Public Information Officer (PIO)

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EMERGENCY PUBLIC INFORMATION

Community Emergency Level

- County ESDA will contact the County Public Information Officer (PIO) to report to the EOC
- PIO will establish contact with IEMA
- IEMA Local Government Liaisons will establish contact with the JIC

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EMERGENCY PUBLIC INFORMATION

Data Forms

- Specialized EOC form for use by PIO in collecting relevant information on County response operations
- Completed by PIO at least once each hour or if significant changes occur
- Completed data forms are reviewed by the ESDA for accuracy
- Distributed to the JIC, SFCP, and IEMA EOC

News Statements

- Drafted by PIO when deemed necessary by County Board Chairman
- Once reviewed by the County Board Chairman, IEMA Local Government Liaison will coordinate approval of the information by the JIC PIOs
- Once approved by the JIC, the news statement will be faxed to the JIC, SFCP and the other PAZ County
- The PIO will ensure that the news statement is distributed to the media
- The PIO will post all news statements in the EOC

Media Interviews

- County Board Chairman will determine the need for media interviews
- The PIO will advise the IEMA Local Government Liaison of the need for the media interview
- The IEMA Local Government Liaison will alert the JIC
- The PIO and County Board Chairman will confer on the scope of the interview

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EMERGENCY PUBLIC INFORMATION (Con't)

- The County Board Chairman will answer media interview questions specific to the County response

Public Inquiries/Rumors

- A hotline will be established at the JIC to respond to public inquiries
- The State and counties will coordinate to address reports of rumors received
- It is the responsibility of the jurisdiction for which the rumor applies to decide on the corrective action to be taken

Monitoring of News Broadcasts

- The County EOC may monitor news broadcasts as time permits
- NAAP will provide for monitoring of news broadcasts at the JIC
- NAAP will advise the IEMA EPI Teams of any identified media misinformation for possible corrective action
- The IEMA EPI Team will route reports of misinformation to the appropriate County
- The County will determine the appropriate corrective action

NOTES:

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**ABBREVIATED CIVILIAN RESPONSE GROUP
EXERCISE OBJECTIVES**

- OBJ. 2 Alert, mobilize and activate personnel and facilities.
- OBJ. 3 Monitor staff on a 24-hour basis by shift change.
- OBJ. 4 Communicate effectively with emergency response locations, organizations and field personnel.
- OBJ. 5 Assess initial and ongoing hazards and make recommendations for protecting the public.
- OBJ. 6 Make appropriate protective action decisions.
- OBJ. 7 Alert the public and disseminate protective action recommendation messages in a timely manner.
- OBJ. 8 Coordinate and disseminate accurate and timely information to the public.
- OBJ. 9 Ability and resources necessary to implement appropriate protective actions.
- OBJ. 10 Monitor and control contamination of the public through registration, contamination screening and decontamination.
- OBJ. 11 Provide congregate care for evacuees
- OBJ. 12 Appropriate medical response activities.
- OBJ. 13 Contain and control chemical agent contamination of emergency workers equipment, and vehicles.

NOTES:

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EMERGENCY RESPONSE EXERCISES

- Confidence Building - Practice roles in simulated emergency setting
- Team Building - Response organizations work together and practice coordination
- Emergency Preparedness Building - Obtain feedback on plans, procedures and equipment

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GUIDELINES FOR EXERCISE PARTICIPANTS

Put on a "game" face, play the role, and stay in it.

- Keep the atmosphere formal and professional
- Do not bring newspapers to read or work to do
- Avoid personal conversations
- Look ahead if things get slow
- Keep alert and stay on your post
- Keep aisles clear, don't congregate
- Be aware of noise levels and keep it down
- Make sure equipment is working and provisions have been made for equipment failures
- Refer to procedures
- Keep information flowing

NOTES:

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ATTACHMENT C

ATTENDANCE SHEET

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ATTACHMENT D

WRITTEN EVALUATION

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NAME: _____

COUNTY: _____

DATE: _____

WRITTEN EVALUATION

1. If chemical agent VX was projected to exceed the no-effects level beyond the installation boundary, the NAAP Commander would declare a:
 - A. Non-surety Emergency
 - B. Limited Area Emergency
 - C. Post Only Emergency
 - D. Community Emergency

2. During an emergency at Newport Army Ammunition Plant (NAAP), the Illinois Protective Action Zone Counties will receive notification to their designated 24-hour warning point from:
 - A. Newport Army Ammunition Plant
 - B. State Forward Command Post
 - C. Illinois Emergency Management Agency
 - D. Newport Army Ammunition Plant and Illinois Emergency Management Agency

3. County EOC staff will be mobilized at the full operational level when:
 - A. a Non-surety Emergency is declared
 - B. a Post Only Emergency is declared and there is a potential of escalation
 - C. a Community Emergency is declared with protective actions for Indiana only
 - D. a Community Emergency is declared with potential to affect Illinois

4. Affected public schools will be notified of the emergency at NAAP by:
 - A. the County 24-hour warning point
 - B. the County EOC through the Superintendent's Office
 - C. the Sheriff's Department through local police
 - D. the State EOC through the State Forward Command Post

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5. Which of the following conditions must be met in order for protective actions to be considered for Illinois:
 - A. storage container breached
 - B. fire or explosion
 - C. damage to storage building
 - D. Illinois protective action subareas expected to exceed no-effects levels
 - E. all of the above

6. Which organization is responsible for activating the public alert and notification system:
 - A. Newport Army Ammunition Plant
 - B. County Emergency Operations Center
 - C. County Sheriff's Department
 - D. Illinois Emergency Management Agency

7. Which organization(s) is (are) responsible for identifying traffic and access control points to be activated if protective actions are recommended during a NAAP emergency:
 - A. County Sheriff's Department
 - B. Illinois State Police
 - C. County Sheriff's Department and Illinois State Police
 - D. Illinois Emergency Management Agency and the Illinois State Police

8. Which of the following persons has been designated as the County Media Spokesperson in Illinois CSEPP Standard Operating Procedures:
 - A. ESDA Director/Coordinator
 - B. Public Information Officer
 - C. County Board Chairman
 - D. IEMA Local Government Liaison

9. Which organization is responsible for managing and operating the Reception and Mass Care Centers:
 - A. Red Cross
 - B. County Emergency Services and Disaster Agency
 - C. County Health Department
 - D. Illinois Emergency Management Agency

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10. Which organization is responsible for evaluating civilian organizations performance during Newport Army Ammunition Plant Exercises:
 - A. Illinois Emergency Management Agency
 - B. Federal Emergency Management Agency
 - C. Department of the Army
 - D. Oak Ridge National Laboratory

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ATTACHMENT E

WRITTEN EVALUATION ANSWER SHEET

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WRITTEN EVALUATION ANSWER SHEET

1. D
2. D
3. D
4. B
5. E
6. B
7. C
8. C
9. A
10. B

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ATTACHMENT F

WORKSHOP EVALUATION

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WORKSHOP EVALUATION

WORKSHOP TITLE: _____ INSTRUCTOR(S): _____
DATE: _____
LOCATION: _____

Thank you for taking the time to help us improve this program.

SECTION I: *Please rate the following areas by placing a check (✓) in the most appropriate box.*

	Excellent	Good	Fair	Poor	Not Applicable
<u>Handouts Were:</u>					
• Well organized	<input type="checkbox"/>				
• Complete	<input type="checkbox"/>				
<u>Audio-Visual Materials Were:</u>					
• Related to the course	<input type="checkbox"/>				
• Good quality	<input type="checkbox"/>				
<u>Course Content</u>					
• Subject was thoroughly covered	<input type="checkbox"/>				
• Met my professional needs	<input type="checkbox"/>				
• New and useful information was obtained	<input type="checkbox"/>				
• Presented in a logical sequence	<input type="checkbox"/>				
• Presented appropriate examples	<input type="checkbox"/>				
<u>Instructor(s)</u>					
• Clearly explained the course objectives	<input type="checkbox"/>				
• Was prepared and organized	<input type="checkbox"/>				
• Encouraged participation	<input type="checkbox"/>				
• Respected difference of opinions	<input type="checkbox"/>				
<u>Course</u>					
• Length of course was appropriate	<input type="checkbox"/>				
• Important ideas were explained	<input type="checkbox"/>				
• Worth recommending to others	<input type="checkbox"/>				
• Overall evaluation of the course	<input type="checkbox"/>				

PLEASE COMPLETE REVERSE SIDE

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SECTION II: *Please respond to the following comments.*

1. Indicate whether there are other topics that can be added to this course to make it more meaningful to you.

2. How would you improve this course?

3. Additional comments.
