



All-Hazards Emergency Operations Plan

City of Greeley, Colorado
2019

TABLE OF CONTENTS

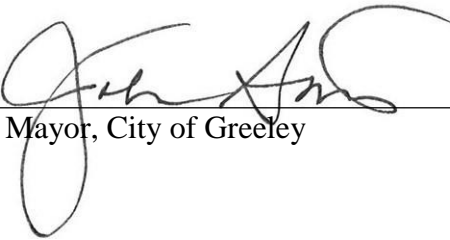
LETTER OF PROMULGATION	3
EMERGENCY OPERATIONS PLAN REVISIONS/UPDATES LOG	4
The Basic Plan	5
Emergency Management Policies.....	6
Summary of Hazards, Vulnerabilities, and Risk.....	8
Hazards Analysis Summary.....	9
Concept of Operations	11
Access and Functional Needs (AFN) Populations.....	13
The “Plan” Document.....	14
Preparedness Assumptions	15
Emergency Operations Center (EOC) Management.....	18
Incident Support Team (IST).....	19
Lead Department / Office and Primary Responsibilities	23
Organization and Assignments of Roles and Responsibilities.....	27
Emergency Operations Center (EOC)	49
ANNEX A CITY OF GREELEY	50
ANNEX B FLOODING	83
ANNEX C HAZARDOUS MATERIALS	98
APPENDICES TO HAZARDOUS MATERIALS ANNEX	109
ANNEX D SEVERE WEATHER	143
ANNEX E TERRORISM.....	155
ANNEX F TORNADO	165
ANNEX G PUBLIC HEALTH EMERGENCY	172
ANNEX H CULTURAL AND HISTORICAL CONSIDERATIONS	177
EOP APPENDIX # 1 Emergency Contact Information.....	184
EOP APPENDIX # 2 Glossary	188

All-Hazards Emergency Operations Plan - Greeley, Colorado

LETTER OF PROMULGATION

This emergency operations plan is approved and is hereby ordered published and distributed.

All City of Greeley department heads and personnel are directed to accept the responsibilities as herein assigned, develop the necessary supplemental plans and annexes as specified, and conduct the organizational planning and training necessary to implement the plan when and to the extent required.



Mayor, City of Greeley

03.03.2020

Date

This plan is a "living plan," and will be continuously updated as conditions change. Minor changes to update facts, as approved by the Greeley City Council, will be accepted without re-promulgation.



EMERGENCY OPERATIONS PLAN REVISIONS/UPDATES LOG
RECORD OF CHANGES

SECTION(S)	PAGE NUMBER(S)	CHANGE / UPDATE	DATE
EOP REVISIONS/ UPDATES LOG	4	UPDATES LOG ADDED	07/19/21
BASIC PLAN - AUTHORITY	5-6	FEDERAL LAWS UPDATED IN AUTHORITY / LEGAL	07/19/21
EMERGENCY MANAGEMENT POLICIES	7	DEPARTMENT-SPECIFIC PLANS ADDED	07/19/21
PLAN DEVELOPMENT AND MAINTENANCE	14	EMERGENCY MANAGER'S ANNUAL REVIEW ADDED	07/19/21
ALTERNATIVE EOC (AEOC)	18	AEOC LOCATION UPDATED TO NEW FIRE STATION #6	07/19/21
ACTIVATION LEVELS	19	PARTIAL EOC ACTIVATION LEVEL ADDED	07/19/21
POLICIES, ACTIVATION LEVELS, EOC, DEPARTMENT DIRECTORS	6, 19-22, 38-39	CULTURE, PARKS, AND RECREATION DEPT (CPRD) AND FINANCE ADDED TO THE CORE IST	07/19/21
ORGANIZATION OF ASSISGNMENTS	27	UPDATED ORGANIZATION CHART	07/21/21

The Basic Plan

Executive Summary

The purpose of the *City of Greeley All-Hazards Emergency Operations Plan (EOP)* is to provide general guidelines and principles for managing and coordinating the overall response and recovery activities before, during, and after major emergencies and disaster events that affect the City of Greeley. The plan's guidelines are consistent with the standards and principles of the National Incident Management System (NIMS) endorsed by the US Department of Homeland Security. The NIMS is the nationally mandated emergency management system for addressing all hazards and for integrating multiple agencies, jurisdictions, and disciplines into a coordinated disaster response and recovery.

Major emergencies and disaster incidents are unique events that present communities and emergency personnel with extraordinary problems and challenges that cannot be adequately addressed within the routine operations of local government. This all-hazards plan will provide a solid foundation for response to the consequences common to all disasters. Since disasters differ, it is impossible to plan for every contingency. Highly detailed operational procedures or tactical plans are not included in this EOP. The intent of this all-hazards plan is to provide Greeley officials with a basis for the coordinated management of disaster incidents so that impacts to people, property, and city services are minimized, and so that normal community conditions can be restored as quickly as possible. This all-hazards plan contains hazard-specific annexes with checklists and recommendations to support field operations.

Checklists are intended for use by the Incident Support Team (IST) members (emergency management specialists), liaisons, and other subject matter experts (SMEs) at the Emergency Operations Center (EOC). They provide, in general terms, a summary of the actions or possible actions that could be taken for each department (emergency support function) or in response to a specific hazard to avail resources or limit greater destruction and consequences.

The coordination and integration of emergency plans and procedures is an on-going process that should be collectively promoted by convening interagency meetings, formulating mutual aid agreements, and by conducting or participating in multi-agency and inter-jurisdictional emergency training exercises. These emergency plans and procedures are the responsibility of the entire City of Greeley.

AUTHORITY / LEGAL

- A. Robert T. Stafford Disaster Relief and Emergency Assistance Act (as amended)
- B. Post-Katrina Emergency Management Reform Act of 2006
- C. Homeland Security Presidential Directive 5, Management of Domestic Incidents
- D. Presidential Policy Directive 8 (PPD-8), National Preparedness
- E. Homeland Security Act of 2002
- F. Pets Evacuation and Transportation Standards (PETS) Act of 2006
- G. Americans with Disabilities Act (ADA) (with the ADA Amendments Act)
- H. Emergency Planning & Community Right-to-Know Act of 1986

All-Hazards Emergency Operations Plan - Greeley, Colorado

- I. Colorado Disaster Emergency Act (CRS 24-33.5-700 Series)
- J. Colorado Intergovernmental Agreement for EM (CRS 29-1-203)
- K. Local City of Greeley Ordinances adopting a comprehensive Emergency Management program (this Plan) and empowering the Greeley Fire Department's Office of Emergency Management (OEM)

Emergency Management Policies

- This local emergency operations plan has been developed in accordance with the requirements for local emergency planning, established under the State of Colorado Disaster Emergency Act of 1992, and also meets the requirements of other state and federal guidelines for local emergency management plans and programs. The guidelines and concepts of the Federal Emergency Management Agency (FEMA)'s Comprehensive Preparedness Guide 101 (CPG-101 Version 2) have been applied throughout the development of this document.
- The National Incident Management System / Incident Command System (NIMS / ICS) is the adopted method and organizational structure for managing emergency response operations in the field, usually at the scene of an emergency. In larger incidents, the ICS structure will be extended and supported by activation of the City of Greeley's EOC. The EOC will serve as the coordination point for supplemental resources and intergovernmental and non-governmental assistance.
- The IST is a City multi-disciplinary team that will assist and support incident commanders and unified command structures in all departments. The IST prioritizes: (1) Intra/Inter-Departmental Communication, (2) Supporting a Unified Command, (3) Consequence Management, and (4) Long-range Planning. The IST is comprised of a core group of emergency management specialists from different city departments: Public Works, Police, Water & Sewer, Fire, Communication & Engagement (C&E), Human Resources, IT, CPRD, and Finance. This team can expand to include subject matter experts (SME's) and Emergency Operations Center (EOC) Liaisons from other city departments and partner agencies when necessary for a full EOC activation.
- The Emergency Manager (EM) is responsible for (a) completing regularly scheduled EOP updates and revisions, (b) developing a training and exercise program to familiarize city employees, elected officials, and partner agencies with the provisions of the EOP, (c) leading the IST, and (d) managing the EOC during full or partial activations.
- The contents of this plan are intended to provide a basis for the coordinated management of all types of emergencies and disaster events that may occur in the City. The roles and responsibilities of all county, state, and federal agencies are organized according to the Emergency Support Functions (ESFs) provided in the National Response Framework (NSF). The City of Greeley has adopted a modified EOC structure consistent with the updated NIMS. This ICS/EOC structure identifies the responsible city departments and partner agencies for disaster response and recovery. The City's department-structured EOC is fully

All-Hazards Emergency Operations Plan - Greeley, Colorado

compatible with other jurisdictions' ESF structure, to include the State of Colorado.

- City departments, divisions and other organizations included in this plan are responsible for developing and maintaining current Standard Operating Procedures (SOPs) and/or department-specific response plans, including checklists necessary for implementing assigned duties and functions in an emergency incident or disaster.

Summary of Hazards, Vulnerabilities, and Risk

The City of Greeley is subject to a wide range of natural, human-caused, and technological hazards. This plan, which is based on the concept of all-hazards preparedness, response, and recovery - is intended to provide a flexible, effective structure that can rapidly adapt to the many variables that ultimately shape the City's response and recovery effort.

All of these hazards present some degree of risk to the Greeley community. Risk is the highly variable relationship between hazards and vulnerabilities. Risk that has not been reduced through prevention and mitigation must be addressed through effective preparedness, response, and recovery. This plan provides the general framework to identify resources, capabilities, departments, actions, and authorities for the coordination of an all-hazards response and recovery efforts made by the City of Greeley and its partner agencies.

Hazards + Vulnerability=Risk

- **Natural Hazards**

- Avalanche
- Drought
- Earthquake
- **Flood****
- Hail
- Heat Wave
- Land Subsidence
- Landslide
- Severe Storm/Wind
- **Thunderstorm/Lightning****
- **Tornado****
- Wildland Fire
- **Winter Storm/Freezing****
- Disease/Epidemics

- **Human-Caused Hazards**

- **Technical/Industrial Accident****
- **Hazardous Materials Release****
- Criminal Acts
- Terrorism
- War

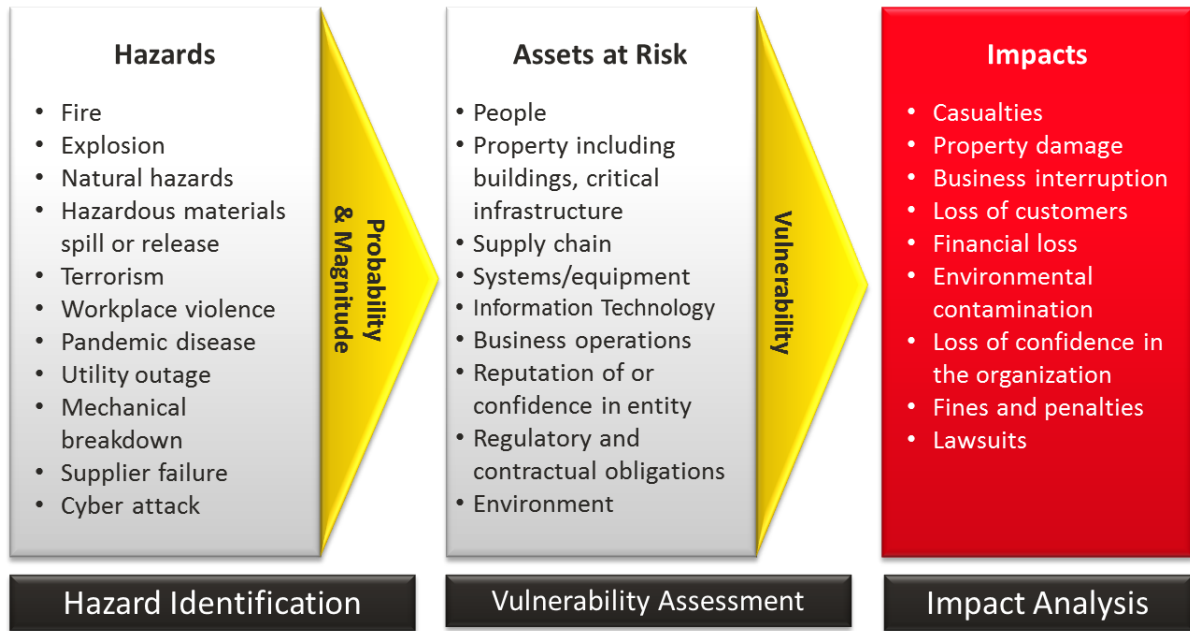


- **Vulnerabilities**

- Population
- Critical Infrastructure
- Homes
- Business/Economy
- Mental Health
- Environment
- Animal Populations
- Sense of Well-being/Security

****Primary historical hazards**

All-Hazards Emergency Operations Plan - Greeley, Colorado



Hazards Analysis Summary

Greeley and Weld County have experienced natural disasters such as floods, wildfires, tornadoes, winter storms, technological emergencies, infrastructure failures, and hazardous material incidents. Greeley continues to be vulnerable to a multitude of hazards as are identified and discussed in the *Weld County Multi-Jurisdictional Hazard Mitigation Plan*. These include:

HIGH RISK

Hazardous Materials: Hazardous materials used in agriculture, industry, and in the home pose a daily hazard to people and the environment. Coloradoans are vulnerable to the adverse effects of accidental leakage of hazardous materials or a deliberate act using these materials. The potential for spills, leaks, ruptures and/or fires involving hazardous materials in Greeley exists primarily through transportation accidents (highway, railroad, pipeline, and aircraft). US Highway 34 and State Highway 85 are heavily traveled transportation routes which frequently carry a wide variety of hazardous materials. Storage and transfer facilities are potential sources of leakage although spills are principally attributed to human error. As a result, the time and location of a likely occurrence cannot be specifically foreseen. Planning must be directed toward a generalized and flexible response capability. Oil and gas emergencies and pipeline incidents are a major focus of the Greeley Fire Department's Community Safety Division (CSD). The City works closely with industry partners in oil and gas extraction and transportation. Weld County has over 1200 miles of pipeline underground and there are numerous oil and gas well sites within the city-limits of Greeley. See Annex (Greeley Risk Factor Rating 3.4)

Drought: Even in high moisture years, Colorado rainfall does not provide a consistent, dependable water supply throughout the year. Severe drought results in devastating consequences for agriculture, forestry, wildlife management, the

All-Hazards Emergency Operations Plan - Greeley, Colorado

environment, and tourism. Northern Colorado is accustomed to extreme temperatures and severe temperature changes. (Greeley Risk Factor Rating 2.8)

Public Health Hazards: Public health hazards/emergencies, including epidemics and pandemics, have potential to cause serious illness and death in Colorado. Those with compromised immune systems due to age or underlying medical conditions are especially vulnerable. Historically, the key public health hazard in Weld County is pandemic influenza. Those Greeley residents with elevated risk are: the elderly, the young, low income families, and the homeless. See Annex (Greeley Risk Factor 2.7)

Severe Storms: Severe storms include hail, lightning, and major snow events. Hail and lightning are most prevalent in the Spring and Summer months, and have historically caused significant damage in Northern Colorado. Winter storms in Colorado are occasionally severe enough to overwhelm snow removal efforts, transportation, utilities, livestock management, and business / commercial activities. Northern Colorado is vulnerable to storms of disastrous proportions, especially along the Front Range. Greeley is more vulnerable because of larger, more complex, and interdependent services and utilities. See Annex (Greeley Risk Factor Rating 2.6)

MODERATE RISK

Flooding: Flooding, (flash and riverine) is the single greatest potential hazard to property in Colorado with an average of over 20 floods each year. In Northern Colorado, riverine flooding-caused by rapid snowmelt-usually occurs in May and June. Flash flooding, usually caused by heavy, stationary thunderstorms, most often occurs in the spring and early summer months. The damage potential is greatest along the river basins and in the floodplains along the Front Range. Areas in and below land burned by wildfire have an increased risk of flooding. See Annex (Greeley Risk Factor Rating 2.4)

Wildfires and Prairie Fires: Wildfire, both natural and human-caused, is a risk to all of Colorado. The primary risk areas in Greeley are located in the urban interface zones and dry grasslands. Drought conditions and high winds also increase risk. (Greeley Risk Factor 2.3)

Tornadoes: Tornadoes are a common threat to those who live along the Front Range and on the Eastern plains of Colorado. Weld County leads the country, having the greatest number of tornadoes in the United States. The impact of damaging tornadoes to the Greeley Metropolitan Statistical Area increases as more people and business move here. April through October is considered “tornado season,” with May and June as the greatest risk months. See Annex (Greeley Risk Factor 2.1)

LOW RISK

Earthquakes: Northern Colorado is susceptible to natural and human-induced earthquakes. The Colorado Geological Survey asserts that Colorado has areas with low to moderate potential for damaging earthquakes. The presence of active faults is an indicator of potential earthquake risk. There are approximately 90 potentially active faults that have been identified in Colorado. These locations are documented on the National Earthquake Hazard Map. The largest earthquake in Colorado history (6.6 magnitude) occurred in Larimer County, 20 miles northwest of the City of Greeley. (Greeley Risk Factor 1.8)

Terrorism: Colorado is at risk for terrorism (domestic and international) and national security incidents. These incidents could take the form of threats and hoaxes, chemical, biological, radiological, nuclear, small-scale conventional weapons, high and low explosives, improvised devices, or cyber-attacks. See Annex (Greeley Risk Factor Undetermined)

Concept of Operations



All-Hazards Emergency Operations Plan - Greeley, Colorado

The City incorporates the Four Phases of Emergency Management into its all-hazards approach. The Emergency Management phases are: Preparedness, Response, Recovery, and Mitigation & Prevention. This plan is intended to apply during emergency and disaster events in the City and the surrounding area. These events are dynamic and demand a flexible, coordinated response and recovery effort tailored to the actual emergency and/or disaster. In order to effectively problem-solve, the City will involve the whole community – including but not limited to partner agencies, businesses, and other non-governmental organizations (NGOs). Proper preparation, response, recovery, mitigation, and prevention efforts will make the Greeley community more resilient.

Access and Functional Needs (AFN) Populations

The City of Greeley is committed to involving, preparing, and protecting the whole community. Historically, those with access and functional needs have been more vulnerable when disasters occur. Access and Functional Needs (AFN) populations are defined as those who may have additional needs before, during, and after an incident in functional areas, including but not limited to: maintaining independence, communication, transportation, supervision, and medical care. Individuals in need of additional response assistance may include those who have disabilities, live in institutionalized settings, are elderly, are children, are from diverse cultures, have limited English proficiency, are non-English speaking, or are transportation disadvantaged. An individual with a disability is defined by the Americans with Disabilities Act (ADA) as a person who has a physical or mental impairment that substantially limits one or more major life activities, a person who has a history or record of such an impairment, or a person who is perceived by others as having such an impairment.

The OEM prioritizes AFN populations within the community in all four phases of Emergency Management by working closely with the City's Commission on Disabilities and helping to lead the Weld County Whole Community Consortium. The OEM fosters relationships with partner agencies who service and/or support the AFN populations in Weld County, and maintains comprehensive contact and resource lists (e.g. EOP Appendix 1 Emergency Contact List and the Commission on Disabilities' AFN Resource List). The City recognizes the need to identify AFN populations and support practical solutions to their emergency needs.

The City of Greeley shall comply with applicable laws or regulations, to include those guidelines in the ADA, Title VI of the Civil Rights Act, and the Health Insurance Portability and Accountability Act (HIPAA).

Disaster Declarations

Local disaster or emergency declarations may be necessary in order to fully mobilize city, county, and state resources or to enact temporary restrictions such as curfews and price controls. A local declaration is a precondition for state emergency assistance in most cases. Per Colorado State law (CRS 24-33.5-709), the "principal executive officer" declares a "local disaster emergency." In the City of Greeley, City Council authorizes the Mayor to make the declaration. Requests for state and federal disaster assistance should be made through the Weld OEM, or directly to the Colorado Division of Homeland Security and Emergency Management (DHSEM) Regional Field Manager and/or the State Emergency Operations Center (SEOC) when appropriate.

The “Plan” Document

The City’s response and recovery will apply the principles of "scalability" embodied within the ICS and this all-hazards plan. The overall goal of this plan is to provide a clear blueprint of roles, resources, and responsibilities of city departments and our partner agencies to ensure a rapid, flexible, tailored response to any disaster event in the City and its surrounding area.

This plan provides a framework for the coordinated efforts of Greeley and its response partners at the county and state level to deal with the consequences of all-hazards emergencies and/or disasters. These consequences have been identified as:

1. Displaced people
2. Injured/ill people
3. Fatalities
4. Damaged or destroyed property
5. Loss of emergency/essential services
6. Loss of critical infrastructure
7. Economic damage
8. Environmental damage/health and safety hazards
9. Psychological damage
10. Companion animal, wildlife, or livestock issues
11. Litigation
12. Loss of confidence in public and/or private institutions

Plan Development and Maintenance

The City of Greeley’s EOP - which is maintained by the Emergency Manager (EM) - is a living document. Content can be reorganized and adapted to meet current hazards and community needs.

Review and Revision

The EM will conduct a detailed review of this Plan and make appropriate revisions when needed:

- A. As required, revisions will be made with input from affected department directors, and then circulated in draft form for review to all city departments prior to adoption.
- B. Department directors will work with the EM on any necessary changes to the EOP and on department-specific plans (e.g. C&E’s Crisis Communication Plan, Public Work’s Debris Management Plan, etc.).

Adoption and Distribution

The plan, as adopted by the City Council, enables the EM under the guidance of the City Manager, to amend the plan as needed. Following adoption and/or amendment, the EM shall be responsible for numbering and distributing the revised plan. City departments will review all revisions to the plan and develop and/or revise their respective SOPs as required.

Preparedness Assumptions

General

1. If an emergency incident or disaster occurs within the City of Greeley with little or no warning, immediate response will be required. Only trained personnel accomplishing prearranged plans and procedures will be prepared to make the coordinated efforts necessary to stabilize the incident and reduce the threats to life and/or property.
2. Publication of Emergency Declaration: Any emergency declaration by the City will be promptly and generally communicated to the public by the Communication & Engagement (C&E) Department. The EM will immediately file the declaration with the Colorado Division of Homeland Security and Emergency Management (DHSEM). The filing of an emergency declaration automatically activates this *City of Greeley All-Hazards Emergency Operations Plan (EOP)*.
3. When response to a disaster exceeds the City's capabilities, as well as mutual and county aid, assistance may be requested from the region and state. Except for routine state assistance that may normally be provided on a day-to-day basis, state or federal assistance will be requested through Weld County OEM, the DHSEM Field Manager for Northeast Colorado, and/or the SEOC as appropriate.
4. This EOP is based on the concept that the City of Greeley Incident Support Team (IST) or a fully-activated Emergency Operations Center (EOC) will generally parallel the normal operations of all city departments. Pre-designated emergency management specialists from designated city departments will work on the IST to support departments that need specific assistance in smaller incidents and they will lead in the EOC for larger incidents.
5. The City Manager may (a) determine that day-to-day functions of the City that do not contribute to emergency response and/or recovery operations may be suspended for the duration of the response or recovery period, or until he/she deems appropriate; and (b) redirect resources normally required for day-to-day city operations to accomplish emergency tasks. These tasks will prioritize: (1) Saving Lives, (2) Stabilizing the Incident, and (3) Preserving Property and the Environment.
6. The IST, EOC, and EOP may be activated fully, or in part, by the City Manager, the EM, or their designees as warranted. A Department Director or their designee, to include fire department and police department command staff members, may request an IST / EOC activation. IST Activation Levels will be discussed further in the EOC Management / Incident Support section of this plan.
7. A protocol will be established to request the activation of the IST. This protocol will involve contacting the EM directly during regular business hours. After hours, staff will contact Dispatch at the Weld County Regional Communications Center (WCRCC) or call the On-Duty Battalion Chief telephone number.
8. The duties and responsibilities for the emergency operations of each city department and partner agency are outlined in this plan.

All-Hazards Emergency Operations Plan - Greeley, Colorado

9. Tasks, activities, or operations in any functional area which lend themselves to definitive or standardized guidelines may be set forth in department-specific SOPs. Checklists are appropriate when a sequence of actions is critical or actions must be verified in incident response and recovery.
10. Departments, offices, partner agencies, and other organizations with responsibilities identified in this plan are responsible for ensuring that their staffs are familiar with provisions of the plan and are adequately trained to carry-out emergency assignments. Staff participation in periodic exercises provides the best opportunities for refining plans and procedures in preparation for actual disaster and emergency events. Multi-department, multi-agency, and multi-jurisdictional exercises will be coordinated by the EM.
11. The EM will provide for regular exercises and training sessions to ensure that provisions of the plan are well understood by all departments and offices with assigned responsibilities and that they are proficient in carrying out associated duties and tasks.
12. Departments with emergency responsibilities will ensure that their personnel are properly trained and familiar with this plan, its annexes, and individual department SOPs (or department-specific policies and procedures) so they are capable of implementing them in a timely and effective manner.
13. As a participant in the State of Colorado Mutual Aid Agreement (an Intergovernmental Agreement (IGA) signed by the City of Greeley in 2004), and as a member of the Colorado DHSEM's Northeast All-Hazards Region (NEAHR) located north of the Denver Metropolitan area, the City of Greeley may become a reception area. Evacuees from a major disaster in another part of Colorado will need care and shelter and the city may be called upon to provide assistance as appropriate.

Continuity of Government

1. Lines of Succession

The City of Greeley will provide continued government and services through all phases of an emergency incident or disaster. In the event that any key member of government (elected official) is unavailable, overall responsibility for leading will pass along the following line of succession:

- City Mayor
- Mayor Pro Tem
- Councilmember
- Councilmember
- Councilmember
- Councilmember
- Councilmember
- Councilmember

List to be amended annually by the Mayor as required by the City Charter.

2. Facilities and Services

All City of Greeley Department Directors shall have alternate leadership designated and lines of succession addressed in the *City of Greeley Continuity of Operations Plan (COOP)* and their own department SOPs. They will assure continuity of their department operations as well as assigning personnel to adequately staff or support the IST and/or the EOC, if 24 hour emergency operations are required. Their plans will include:

- A. Identification of priority services (critical and essential functions).
- B. Identification of back-up systems and procedures.
- C. Assignment of emergency personnel to the IST and/or EOC.
- D. Protection of important City records and official documents.
- E. Identification of alternate facilities and a relocation strategy.

Emergency Operations Center (EOC) Management

EOC Management & Incident Support via the Incident Support Team (IST) at the EOC

1. The City Manager has overall responsibility and command of all city operations and resources during disaster situations.
2. The EM will act as coordinator for the City Manager, leading the IST and supporting city departments and partner agencies working at the EOC. The EM will ensure messages, information, and data are kept current and that written/electronic communications are processed in a timely manner. Emergency status, incident objectives, damage assessment, and other pertinent incident information and situational awareness will be displayed in the EOC.
3. Each department or agency operating within the EOC will maintain a detailed log (ICS Form 214, Team Messaging, or other Electronic documentation) of actions including date, time, situation, action required, response taken or directed, and any other information of operational value. This information will be used in establishing cost or settlement of claims during the recovery phase of the event. Careful and thorough documentation is essential and the responsibility of all personnel participating in an emergency response and disaster recovery.
4. The NIMS and ICS will be utilized by all response agencies and the IST at the EOC.
5. The primary EOC is located at Greeley Fire Station #1 and the alternate EOC location is at the Greeley Fire Station #6.

Emergency Operations Center (EOC)	Alternate Emergency Operations Center (AEOC)
Greeley Fire Department Headquarters Station #1 Nusbaum Training Room 1155 10 th Avenue, Greeley, CO 80631	Greeley Fire Department Station #6 Training Room 10603 20 th Street, Greeley, CO 80634

6. The Policy Group will convene in the Greeley Fire Station #1 Conference Room, in the hallway north of the primary EOC.
7. When necessary, a Joint Information Center (JIC) will be set-up in the west bay of Greeley Fire Station #1, and press conferences and community meetings will be held in locations designated in C&E's *Crisis Communication Plan*.

Incident Support Team (IST)

Activation Levels:

(1) Awareness

Following notification of a potential event in or adjacent to the City, the IST will elevate its level of readiness. The EOC will be in a readiness phase, and the EM will notify the IST members and department directors of the event or potential event. Pre-designated IST personnel will be placed on stand-by. Normal city operations will remain in effect. Some emergency public information may be disseminated by Police or Fire Department Public Information Officers (PIOs) or the Communication & Engagement (C&E) Department.

(2) Partial EOC Activation

This is a limited activation status where the Emergency Manager or his/her designee anticipates that a city department or division may need support as an incident has the potential to increase in complexity, duration, or size. IST members and managers from the involved departments will be directed to respond or connect remotely to the Emergency Operations Center (EOC) for enhanced coordination, communication, and consequence management. Communication & Engagement (C&E) and the OEM will activate the City's *Crisis Communication Plan* to provide timely and accurate information to city employees, partner agencies, and the Greeley community. The incident response to flash flooding, winter snowstorms/blizzards, other severe weather events, and serious cyber-attacks will initiate a Partial EOC Activation.

(3) Core (IST) Activation

This is a limited activation status where a department director or his/her designee has determined that support is necessary to continue to provide an acceptable level of customer service to the citizens of Greeley. An incident of a limited impact has occurred, is occurring, or will occur. The EOC has been stood-up, and the primary members of the IST are activated. The primary IST members represent OEM, C&E, Fire, Police, Public Works, Information Technology (IT), Water & Sewer, Human Resources (Safety/Risk Management), the Culture, Parks, and Recreation Department (CPRD), and Finance. The EM notifies all Department Directors and the City Manager's Office. Possible actions initiated during this period include: activate and appropriately staff the EOC; establish and maintain communications with all affected city departments, partner agencies and mutual aid entities; warn community and evacuate if necessary; redirect city resources to support emergency response operations; notify area hospitals; request mutual aid; request assistance from the American Red Cross, Salvation Army, and other NGO's as appropriate; keep key management personnel apprised with situation reports; and notify Weld County OEM and Colorado DHSEM of the situation.

(4) Full EOC Activation

All City Departments are notified of a full activation. The EOC is fully staffed with IST members, EOC liaisons, and subject matter experts (SMEs) from all departments when an emergency or disaster is of such magnitude that it has or may cause: casualties or fatalities, major damage to buildings and structures, and/or infrastructure damage. A full activation should be considered when a major incident threatens the continuity of City of Greeley

All-Hazards Emergency Operations Plan - Greeley, Colorado

operations. Actions taken during this period include, but are not limited to: consequence management and strategic planning; resource requests to Weld OEM and the State of Colorado; assembling the Policy Group; initiating or updating emergency public information; considering emergency declarations; dispatching damage assessment teams; requesting aid from partner agencies as needed; and beginning recovery efforts.

(5) Recovery

This is the formal recovery phase, but recovery activities should commence during incident or disaster response. During the recovery period, actions include: coordinate recovery operations through the EOC; assess damage; initiate actions for immediate and/or long-term recovery; commence mitigation activities; foster Policy Group and financial meetings; review disaster declarations and documentation; coordinate with the county, state, and federal levels of government for aid and resources.

EOC Jurisdictional Distinctions

Disasters or other emergencies do not by nature confine themselves within specific jurisdictions. This plan recognizes that potential and adheres to the cooperative emergency response principals referred to in the NIMS. Potential emergencies or disasters requiring timely response within this city may occur within one of the following types of jurisdictional areas.

If one or more hazard threats occur and are confined to the incorporated city limits, the incident will be managed through the City's EOC. To ensure that early awareness of the situation occurs for possible resource assistance purposes, the City EM hierarchy -Fire Chief and City Manager- will always be advised and kept current as potential or actual emergency incidents or disasters progress.

If one or more of the hazard threats directly impacts two or more jurisdictions, the incident shall be managed from the EOC of each respective jurisdiction. Additionally, the City will provide a representative liaison to the Weld County EOC for composite decision-making requirements. A designated representative (liaison) will actively participate in the decisions at the Weld County EOC having direct (jurisdictional) impacts on the City of Greeley. Cooperative management principals defined in the NIMS such as Area Command and Unified Command shall be utilized.

Emergency Operations Center (EOC), and the Policy Group

1. Activation of the EOC will follow a graduated procedure. The initial activation will be for a Partial EOC Activation or for the City's Core IST. The EM will recognize the need for a higher level of coordination. The expanding incident(s) in or adjacent to the City are recognized as significant and may require a full EOC activation for support, coordination, consequence management, and/or strategic planning.
2. The EOC will be staffed as appropriate for the incident or local disaster emergency.

All-Hazards Emergency Operations Plan - Greeley, Colorado

3. The City's IST includes: OEM, C&E, Fire, Police, Public Works, Water & Sewer, IT, Human Resources (Safety/Risk Management), CPRD, Finance, and other partner agencies as appropriate.
4. As an incident grows and the need for additional personnel or resources increases, the EOC will be additionally staffed as appropriate. The EOC will assume overall control of all city response and recovery efforts and the EM will coordinate with the field Incident Commander (IC) or Unified Command (UC). The EOC will perform the ICS functions of Operational Period Planning, Logistics, and Finance/Administration. The on-scene IC/UC will perform the ICS function of Operations and on-scene short-term or tactical planning.
5. The Greeley EOC Policy Group (Emergency Management Board (EMB)), will convene as needed at the request of the City Manager or his/her designee.
6. The Greeley EOC Policy Group will generally be comprised of:
 - 1) City Manager
 - 2) Emergency Manager
 - 3) City Attorney
 - 4) Fire Chief
 - 5) Police Chief
 - 6) Other affected department directors
 - 7) Designees when appropriate
7. In a Post Disaster Declaration situation, the City Manager may invite the Mayor to join the Policy Group.

Incident Support Team (IST) and Lead City Departments

Historically, the Emergency Support Functions (ESFs) provided a common framework for all-hazards response and recovery. The City of Greeley, recognizing that multi-disciplinary problem-solving is more effective and all city departments are responsible for emergency management, now uses an IST concept and a departmental structure in the City's EOC. The IST is a multi-disciplinary group comprised of emergency management specialists from designated city departments (trained in ICS and emergency management processes) and other subject matter experts (SME's) as needed. The EM is responsible for the overall coordination of the IST and management of the EOC.

The departmental-structured EOC activities will support the ICS and be in response to specific resource requests from the Incident Commander (IC) or Unified Command (UC). All of the functions described in this section are potentially active EOC operations in the event of a large disaster or protracted government relief effort.

The attached chart on Page 22 identifies the Lead (Primary) and Support city departments and outside partner agencies that have been identified for each ESF, consistent with the National Response Framework (NRF). It is the responsibility of the Lead (L) city department to meet the roles and responsibilities assigned. Although the EOP designates the lead department or agency, this role may be shifted to meet the operational needs of response and recovery efforts. All city departments and partner agencies will remain involved in support roles as needed.

All-Hazards Emergency Operations Plan - Greeley, Colorado

The **green highlighted** departments are the Core group for the City's IST.

National Response Framework (NRF)'s Emergency Support Functions (ESFs)	ESF 1	ESF 2	ESF 3	ESF 4	ESF 5	ESF 6	ESF 7	ESF 8	ESF 9	ESF 10	ESF 11	ESF 12	ESF 13	ESF 14	ESF 15
City Department or Partner Agency	Transportation	Telecommunications & IT	Public Works & Engineering	Firefighting	Emergency Management	Mass Care/Housing & Human Services	Resources & Logistics	EMS, Hospitals & Public Health	Search & Rescue	Oil & Hazardous Materials	Agriculture and Natural Res.	Energy	Public Safety & Security	Long Term Recovery & Mitigation	External Affairs
Office of Emergency Management (OEM)					L		S			S	L		S	L	S
City Attorney's Office	S		S		S	S				S			S	S	S
City Clerk's Office					S	S	S								S
City Manager's Office					S		S							S	S
Community Development			S		S									S	
Comm. & Engagement (C&E)					S								S		L
Culture, Parks & Rec -CPRD	S				S	L							S	S	S
Finance	S	S	S	S	S	S	L	S	S	S	S	S	S	S	S
Greeley Fire Dept. (GFD)				L	S			L	L	L			S	S	S
Human Resources					S	S	S	S					S		S
Information Technology (IT)		L			S								S		S
Municipal Judge					S								S		
Greeley Police Dept. (GPD)					S				S		S		L		S
Public Works	L		L		S							L		S	
Water & Sewer			S	S	S			S				S			S
Univ. of Northern Colorado						S									S
A.R.E.S.		S			S										S
233 rd Space Group -CO ANG	S	S		S	S					S			S		
American Red Cross					S	S	S								
Greeley-Weld Co Airport				S			S			S					
ATMOS and Xcel Energy												S			
Civil Air Patrol (CAP)		S							S						
NCMC and UC Health Med								S							
Salvation Army				S	S	S					S				
Weld County Public Health								S							
Banner Health Paramedics								S							
Weld School District 6	S					S									
Aims Community College						S									
Immigrant & Refugee Center															S
United Way 211					S	S	S							S	S
L = Lead Department															
S = Supporting Department															

Lead Department / Office and Primary Responsibilities

Office of Emergency Management (OEM) in the Greeley Fire Dept.	Emergency Management
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Provide for the overall management and coordination of the City’s emergency operations in support of the local response. Maintain and activate the EOC as needed. Collect, analyze, and disseminate critical information on emergency operations for decision making purposes. Identify the roles and responsibilities of city department and partner agencies. Coordinate mutual aid, or regional, state, and federal assistance.

Office of Emergency Management (OEM) in the Greeley Fire Dept.	Long Term Recovery & Mitigation
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Ensure that procedures and experts are available to provide preliminary damage estimates and descriptions. Estimates of the extent of damage should be based on observations by engineers and inspectors on damage assessment teams; assessments will determine the need for a city and/or county “local disaster emergency” declaration. Coordinate with city planners and community development experts for a long-term recovery strategy.

Office of Emergency Management (OEM) in the Greeley Fire Dept.	Animal Issues (Agricultural & Natural Resources)
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Coordinate with the City and County Animal Control Officers (ACO’s), Colorado Department of Agriculture (CDA) (State Veterinarian’s Office), Colorado Division of Parks and Wildlife (CPW), and other NGOs for the evacuation, transportation, decontamination, care, shelter, treatment and/or disposal of companion animals, livestock, and wildlife impacted by disasters or foreign animal disease (FAD).

Greeley Fire Department	Firefighting
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Provide for the mobilization, deployment, and coordination of all firefighting resources to combat urban, interface, and wildland (i.e. prairie and agricultural land) incidents.

Greeley Fire Department	Search & Rescue
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Provide resources for ground, water, and airborne activities to locate, identify and remove from a stricken area, persons lost or trapped in buildings, vehicles, and other structures. Provide for specialized emergency and rescue operations.

Greeley Fire Department	Hazardous Materials (Hazmat)
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Provide response, inspection, containment, decontamination, and mitigation of hazardous materials accidents or releases. Coordinate oversight of clean-up and removal with state.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Greeley Fire Department	Emergency Medical Services
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Coordinate on-scene triage, first aid, life support, and transportation of the injured. Coordinate with Banner Health Paramedic Services and local hospitals to ensure timely and appropriate delivery of injured to primary care facilities. Initiate Mass Casualty Incident (MCI) response plan as appropriate. Associated areas of concern include: public health, mental health, and fatalities management.

Greeley Police Department	Public Safety and Security
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Provide for the protection of life and property by enforcing laws, orders, and regulations. Provide for the timely and appropriate decision to evacuate and initiate the movement of persons from threatened or hazardous areas. Provide scene security, and traffic or access control. Coordinate the designation and implementation of effective traffic management to ensure safety and the expedient access of response resources.

Communication & Engagement (C&E)	Public Information (External Affairs)
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Provide for effective collection, review, and dissemination of public information to inform the general public adequately of emergency conditions and available assistance (timely, accurate, and informative). Coordinate efforts to minimize misinformation during an emergency incident and/or disaster.

Public Works	Transportation
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Provide for coordination, control, and allocation of transportation assets in support of the movement of emergency resources, including the evacuation of people and the redistribution of food and fuel supplies.

Public Works	Public Works & Engineering
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Evaluate, maintain, and restore public roads, bridges, and drainage. Support private utility company access in support of the restoration of non-publicly owned critical infrastructure that supports public needs and purposes (e.g. electrical, natural gas, communications, etc.).

Public Works	Energy & Critical Infrastructure
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Provide for the rapid restoration of emergency and government services, and publicly held critical infrastructures (i.e. utilities). Support the restoration of non-publicly owned critical infrastructure. Coordinate the distribution of emergency power and fuel when necessary.

Information Technology (IT)	Computer and Telephone Support (Communications)
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Provide communications, IT support, and data products to response and recovery efforts of first responders, city departments, and assisting or outside partner agencies.

All-Hazards Emergency Operations Plan - Greeley, Colorado

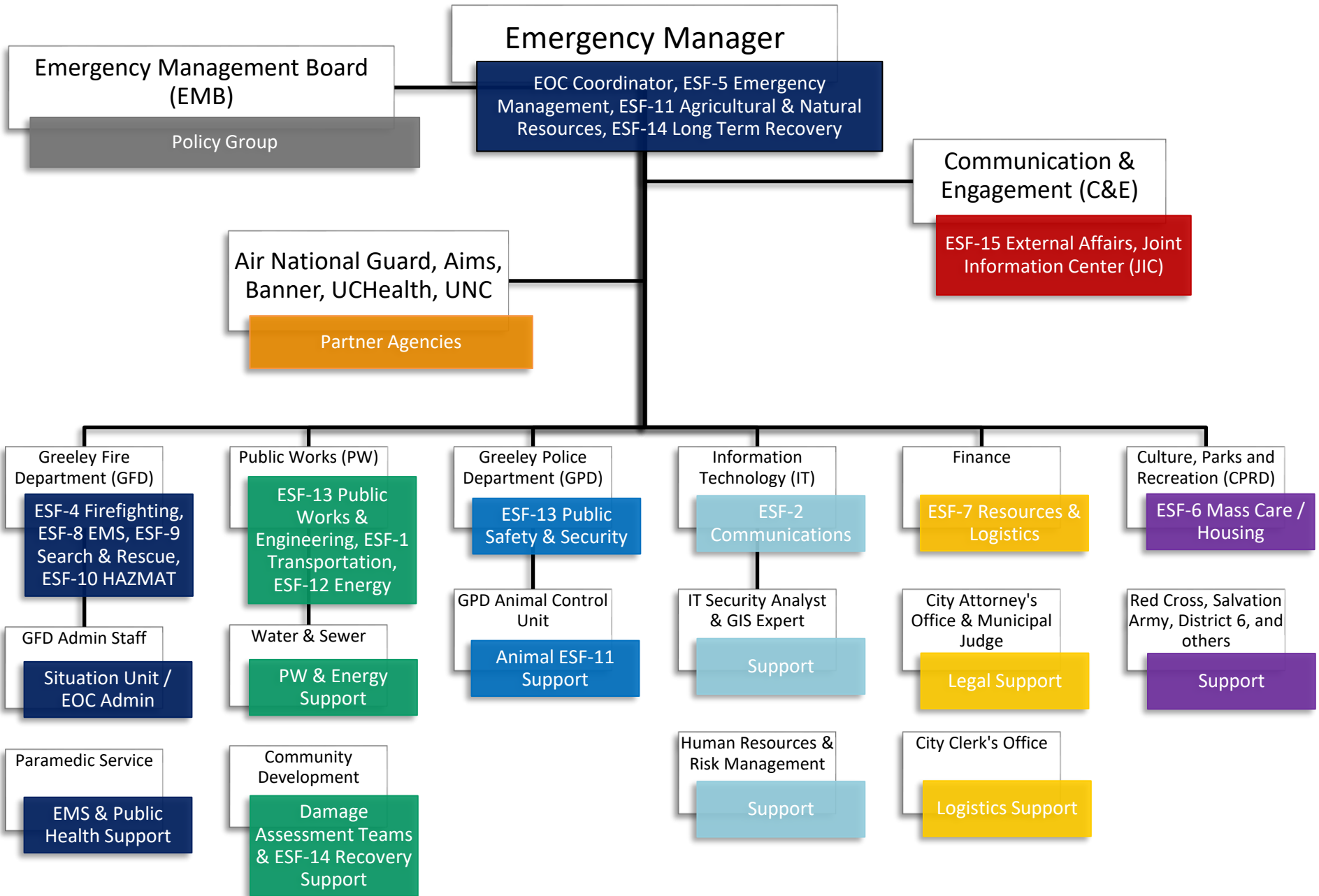
Finance	Resources & Logistics
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Secure resources (resource ordering) through mutual aid agreements, volunteer organizations, and procurement procedures for all city departments or partner agencies, as needed. Provide coordination and documentation of personnel, equipment, supplies, facilities, and services used during disaster response and initial relief and recovery operations. Support effective reception and integration of augmentation resources.

Culture, Parks, and Recreation (CPR)	Mass Care / Housing & Human Services
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Manage and coordinate sheltering, feeding, and other basic aid for disaster victims. Provide temporary housing, food, clothing, and special assistance in situations that do not warrant mass care. This assistance may continue after the emergency response phase of the incident. Assist in coordinating and managing volunteer resources with NGOs (e.g. American Red Cross, Salvation Army) as related to sheltering and feeding operations. Recognize AFN issues and coordinate with OEM.

All-Hazards Emergency Operations Plan - Greeley, Colorado



Organization and Assignments of Roles and Responsibilities

Most of the departments and agencies within local government have emergency functions in addition to their normal operations. Each city department or partner agency is responsible for developing and maintaining its own emergency management procedures within its own SOPs.

- General responsibilities are outlined in this section of this plan.
- Specific responsibilities and/or tasks in the EOC are outlined in Annex A of this plan.
- Various organizations -referred to as partner agencies- that are not a part of local government are also listed.

Executive Management and Policy

1. Mayor and/or Greeley City Council

As the Chief Executive and Governing Body in the City, the Mayor and/or the City Council are responsible for:

- A. Ensuring implementation of this plan (through the City Manager), all or in part, as the situation requires.
- B. Managing and supporting all City departments before, during, and after a disaster, through the Emergency Management Board (EMB).
- C. Monitoring the status of mutual aid agreements.
- D. Implementing an emergency public information program and coordinating with the City's C&E Department for all public information announcements.
- E. Issuing official orders or public proclamations relative to the local disaster emergency through the EMB, such as: evacuation directives, establishment of curfews, and requests for price controls.
- F. Issuing the formal declaration of a city emergency or local disaster emergency.
- G. Issuing formal requests to the Governor's office through the Colorado Division of Homeland Security and Emergency Management (DHSEM) for the declaration of a state emergency - for the purposes of obtaining state and/or federal assistance.
- H. Establishing policy with the City Manager for expenditure of funds and for the management of distribution of resources during the emergency.
- I. Approving and committing City resources and funds for disaster or emergency purposes.

All-Hazards Emergency Operations Plan - Greeley, Colorado

2. City of Greeley Emergency Management Board (EMB) (Policy Group)

The EMB will develop policy measures relating to emergency management and commitment of resources, and advise the Greeley City Council in case of an emergency. The board members are senior level officials and referred to as the Policy Group while in the EOC. The EMB (Policy Group) will be comprised of the City Manager, Emergency Manager, Fire Chief, Police Chief, City Attorney, and other affected department directors and designees as appropriate.

As the primary advisory board to the City Council, the EMB will:

- A. Provide general oversight to the IST and develop critical strategies to stabilize an emergency incident and/or disaster to expedite transitioning to a recovery phase.
- B. Monitor and support operations of city departments and partner agencies during all phases of the incident or local disaster emergency.
- C. Monitor and support implementation of this plan and mutual aid agreements.
- D. Issue public orders and directives (via the C&E Department and Mayor) on emergency matters such as evacuations and movements to shelters.
- E. Monitor and support the ICS.
- F. Support the needs of the C&E Department for external affairs.
- G. Implement policy for emergency funding, control of expenditures, and allocation of resources to achieve optimum utilization.
- H. Evaluate the disaster emergency in terms of the need for a local disaster declaration, and advising the Mayor and City Council.

All-Hazards Emergency Operations Plan - Greeley, Colorado

The Mayor and City Council, as Chief Executive and Governing Body will:

- Enact ordinances that authorize the City Manager to initiate all actions necessary to develop an EOP and to implement all or part of the plan prior to, during, and after an emergency or disaster to protect the lives and property of the citizens of Greeley.
- Approve an annual budget to include the authorization of expenditures during major emergencies and/or disasters.
- Direct and oversee the implementation of the provisions of this EOP, all or in part, as the potential, or actual, emergency/disaster situation develops.
- Ensure the early development of an initial situational status through the use of the National Incident Management System (NIMS), the continuous update of the status thereafter, policy decisions on matters not covered in the EOP, and the support of timely information exchange with other intra-and inter-county jurisdictions or agencies and with the state emergency management structure (Weld County Multi-Agency Coordination (MAC) Group, DHSEM Field Manager, etc.).
- Issue timely public proclamations and emergency / disaster declarations, as appropriate to the situation.

The City Manager will:

- Direct the EM to implement the EOP, all or in part, as the situation requires.
- Manage and support all city departments before, during, and after an emergency or disaster.
- Implement an emergency public notification and warning system with the City's OEM and C&E Department.
- Assist the Mayor and City Council in issuing of a local disaster declaration.
- Establish a policy for expenditures and allocations of funds with the EMB.
- Support the City Clerk's plan to ensure that all important records and official documents are identified and protected in an emergency incident and/or disaster.
- Issue directives to City departments and personnel reference changes in normal work schedules and duties, temporary reassignments, and the employment of temporary workers as needed.
- If unavailable, provide a designee (e.g. Assistant City Manager) to the EMB or Policy Group in the EOC.

The Emergency Manager will:

Act as the local disaster expert, coordinator, and principal advisor to the City Manager, EMB, Mayor, and City prior to, during, and following potential or actual, emergency incidents and disasters.

- Develop internal procedures for, and oversee the operation of the city's IST and EOC; maintain contact with other appropriate emergency management offices and facilities (e.g. incident command posts, JICs, city EOCs, county EOCs, and the SEOC), when activated.
- Keep the City Manager, Mayor, and City Council apprised of the overall readiness of the City to respond to recognized hazard threats.
- Lead the IST and be accountable for its training and operation.
- Coordinate the compilation and presentation of requests to state and federal government for disaster relief assistance.
- Function as overall coordinator of emergency/disaster response and recovery operations until normal government operations can be resumed.
- Evaluate the need for an emergency and/or local disaster declaration and advise the City Manager.
- Prepare an EOP for the City and conduct training exercises necessary for maintaining and improving the response capabilities of all elements of the City.
- Conduct necessary studies and surveys of private and local government resources, industries, and facilities to determine their emergency preparedness and posture, and negotiate agreements for their effective utilization during major emergencies or disasters.
- Establish and facilitate a cooperative working group for disaster planning, operations, and training exercises with local military installations, public utilities, welfare agencies, public and private agencies, and emergency preparedness/management directors of other local and regional political jurisdictions to enhance the integrated emergency management system.
- Develop an Emergency Alert System (EAS) and Public Notification & Warning access and use plan with the C&E Department.
- Obtain the assistance of Amateur Radio Emergency Service (ARES) personnel in establishing a back-up communications network.
- Represent the City, as directed, on matters relating to Emergency Management.
- Carry out all instructions issued by the City Manager and Fire Chief.
- Maintain an on-going dialogue with the region's Colorado DHSEM Field Manager prior to, during, and following a potential, or actual, emergency incident and/or disaster situation.

City Department Director Responsibilities

General

- City department directors or their designee will notify the Office of Emergency Management (OEM) of any information regarding possible or pending incidents and disasters.
- All city departments are mandated under the authority of this plan to carry out assigned activities related to mitigating the effects of a major emergency or disaster and to cooperate fully with each other, the OEM, and other political subdivisions in providing emergency assistance.
- Each city department will develop and maintain current its own internal procedures and checklists necessary for accomplishing assigned tasks. Department plans may delegate authority and assign responsibility to personnel and work groups of the department. Such department-specific plans and checklists should be written to be consistent with this plan.
- City departments retain administrative control of their personnel and equipment when tasked to support other City departments or local jurisdictions.
- City departments will maintain detailed logs of personnel and other costs for possible reimbursement.
- All city departments, within their authority, may monitor and coordinate with their county, state, or federal counterparts during the implementation of emergency assistance programs in Greeley. This occurs within the EOC formal communications system and will be tracked on unit logs.
- In addition to assigned functional responsibilities, all departments will take the following general actions, as appropriate and in accordance with the phases of emergency operations:

(1) Preparedness and Prevention Stages

- a) Designate employees to work on the City IST or appoint an EOC Liaison (with a minimum of two alternates) to act on behalf of the department and provide representation at the EOC during activations and exercises. IST members and EOC Liaisons will be empowered to make decisions and allocate resources in providing operational and technical support to other City departments or partner agencies, prioritizing: 1) Saving Lives, 2) Stabilizing the Incident, and 3) Preserving Property and the Environment. The IST members, EOC Liaisons, and other subject matter experts (SMEs) will track all actions taken by their department. Names and 24-hour contact phone numbers will be furnished to the EM.
- b) Develop and maintain department plans, SOPs, and checklists that describe in detail how the department will implement its assigned responsibilities. Instructions will be included for notification of key personnel, setting up 24-

All-Hazards Emergency Operations Plan - Greeley, Colorado

hour shifts and other appropriate measures. Plans and checklists will be written to be consistent with this plan.

- c) Departments that have a lead role in an emergency will develop and maintain the appropriate preparedness and response policies that will coexist with this plan.
- d) Maintain a current resource database of all departmental equipment, specialty personnel, and materials available to perform assigned functions.
- e) Ensure that all personnel assigned specific functional responsibilities in support of this plan are adequately trained and prepared to assume those responsibilities.
- f) Coordinate plans, procedures, and preparations with participating federal, state, local, private, and volunteer agencies. As appropriate, enter into working agreements with these agencies in order to promote effective and efficient emergency response and relief efforts.
- g) Coordinate the release of departmental emergency public information through the C&E Department and OEM (in a Joint Information System), or via a JIC if one is activated.
- h) Ensure that all staff are trained to appropriate levels in the National Incident Management System (NIMS) per the 2020 City's *NIMS Compliance Plan*, and they can function in their assigned roles in the ICS and/or at the EOC.

(2) Response Stage

- a) Implement departmental emergency plans and department-specific SOPs, as appropriate and when requested by the EM.
- b) Alert personnel and mobilize resources in affected and adjacent areas.
- c) Upon request, provide IST members, EOC Liaisons, and SMEs.
- d) Coordinate emergency response activities with local, state, federal and other agencies through the IST at the EOC, when activated.
- e) Coordinate the release of departmental emergency public information through the C&E Department and OEM, or the JIC if one is activated.
- f) Assist in assessing damages to any city-owned facility or property under departmental jurisdiction and reporting it to the IST / EOC.
- g) Record all costs incurred in carrying out emergency operations and report them to the Finance Department experts (Logistics Section) at the EOC. Best practices must be followed on all financial/logistical record keeping.

(3) Initial Recovery Stage

- a) Upon request, provide personnel, equipment and other required resources to support initial recovery operations.

City of Greeley Department Directors:

The Fire Chief will:

- Provide incident management for those hazard threats identified in this plan, and to other unidentified threats and disaster emergencies when necessary and appropriate.
- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Conduct regularly assigned fire protection, suppression, and control activities; perform assistance/support roles as outlined in established mutual aid agreements.
- Direct and conduct search and rescue activities within the City.
- Provide SMEs for hazardous materials mitigation and response (i.e. GFD's Regional Hazardous Materials Response Team (HMRT)).
- Assign the Regional HMRT to decontamination / assistance missions when necessary.
- Establish and maintain the Greeley Emergency Medical Services (GEMS) plan.
- Maintain a multi-departmental (public safety) drone program to support disaster response and recovery with OEM.
- Provide representation on the IST, to include SMEs for: emergency management, fire suppression, fire investigation, hazardous materials, EMS, wildland firefighting, and documentation.

The Police Chief will:

- Establish and maintain law and order within the City.
- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Update the Greeley Police Department General Orders 700-705 and the police department's Patrol Manual as needed.
- Coordinate evacuation of persons who are or may be threatened by an imminent emergency/disaster.
- Design and implement (when appropriate): secure perimeters, traffic control plans, road closures, and evacuation routes.
- Establish mutual aid agreements with local jurisdictions.
- Establish a methodology to govern the admission of persons and/or vehicles into secured buildings and areas within the emergency/disaster area.
- Designate personnel to deal with all arrestee / prisoner issues in the event that the Weld County Jail is unavailable for housing. (In the event the Weld County Jail is damaged and the safety of the public and/or prisoners is threatened, the Weld

All-Hazards Emergency Operations Plan - Greeley, Colorado

County Sheriff's Office (WCSO) will be responsible for relocating prisoners in its custody).

- Coordinate with the WCSO, Colorado State Patrol (CSP), and other law enforcement agencies in providing riot control, when necessary.
- Provide assistance in crisis counseling and reunification plan activation with Victim Advocate professionals.
- Provide representation, technical support (e.g. surveillance cameras, drones, etc.), and SMEs to the IST.

The Public Works Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Provide emergency traffic engineering and control measures to include signalization, barricading and maintenance of emergency traffic routes in coordination with police and fire personnel.
- Coordinate clearing of major thoroughfares and removal of debris, including but not limited to demolition of dangerous and unsafe buildings – in accordance with the Public Works Department's *Debris Management Plan*.
- Conduct regularly assigned functions; maintain routes, facilities, and equipment in an operational mode.
- Provide materials, equipment, and/or personnel for the emergency maintenance and/or restoration of basic services to the public under the direction of the EM; and coordinate with outside services (private sector / third party vendors), where appropriate.
- Coordinate damage assessment activities by engineers and other public works experts - in conjunction with the Community Development Department.
- Keep designated routes passable during winter storm conditions – in accordance with the Public Works Department's *Snow and Ice Control Plan*.
- Provide transportation for city personnel, equipment, and supplies.
- Provide emergency transportation to move residents to shelters when necessary.
- Working with the purchasing function within the Finance Department, ensure emergency contracting procedures are in place (e.g. equipment rentals, SMEs).
- Maintain agreements and coordinate with private contractors / third party vendors for emergency construction and/or debris removal.
- Update Department / Division resource lists for OEM.
- Provide representation on the IST.

All-Hazards Emergency Operations Plan - Greeley, Colorado

The Water & Sewer Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Provide experts and appropriate resources that will initiate emergency shut-down of water and sewer services and locate emergency sources of potable water for essential City relief and recovery activities.
- Lead and coordinate essential infrastructure repairs on the water and sewer systems.
- Ensure there are processes to decontaminate the City's water system.
- Direct regularly assigned functions relating to the provision and maintenance of the water and sewer service for the city.
- Update Department / Division resource lists for OEM.
- Provide engineers and other experts for damage assessment teams - working with the Community Development and Public Works Departments.
- Provide representation on the IST.

The City Attorney and Municipal Judge will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City for their respective departments.
- Provide legal counsel and representation to the City Manager, Mayor, Council, Boards, Commissions, and departments in the conduct of official business.
- Prepare emergency/disaster declarations, emergency ordinances, and delegations of authority ("local disaster emergency" per CRS 24-33.5-709).
- Provide interpretation of federal and state regulations that relate to emergencies and disasters.
- Assist law enforcement, and participate as part of a risk management team with the human resources department in insurance issues.
- Provide appropriate representation (including but not limited to legal counsel) to the IST at the EOC when requested.

The Human Resources Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Coordinate all insurance issues.
- Coordinate all workers compensation issues.
- Coordinate the hiring of all temporary help needed.

All-Hazards Emergency Operations Plan - Greeley, Colorado

- Maintain ICS training records for city employees in compliance with the National Incident Management System (NIMS).
- Identify important human resources records (e.g. personnel, insurance, retirement, other benefits), and coordinate with the City Clerk's Office for back-up and/or digital storage.
- Provide Safety / Risk Management representation on the IST, and other experts as needed.

The Communication & Engagement (C&E) Director (formerly the Lead PIO) will:

- Develop departmental SOPs for internal and external communications to address all natural, man-made, and technological hazards which occur within or impact the City.
- Develop and update the C&E's *Crisis Communication Plan*.
- Develop an incident/disaster-specific public information plan and Joint Information System (JIS).
- Establish a media area to facilitate the flow of information.
- Consider establishing a JIC with cooperating agencies.
- Coordinate the distribution of essential public information during an emergency and/or disaster.
- Assist with the scripting of messages for use in the activation of the CodeRED Community Notification System - the City's community notification and public warning system -, the EAS, and for other communication methods (such as social media, web pages, etc.).
- Clear and release emergency information to the public.
- Provide representation on the IST.

The Information Technology (IT) Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Provide the necessary communications equipment to the EOC, including but not limited to computers and telephones.
- Provide production support for centralized and specialized computer systems.
- Coordinate and allocate cellular telephones and Wi-Fi capabilities for emergency use.
- Maintain a list of vendors and coordinate with contractors to help repair equipment or move equipment as needed.
- Provide technicians and appropriate resources that will assist with mapping, video surveillance, and other technologies in the EOC.

All-Hazards Emergency Operations Plan - Greeley, Colorado

- Provide support to the IT Security Analyst coordinating with the EM for emergency preparedness/response/recovery and cyber incident management, including but not limited to updating the City's *Cybersecurity Incident Response Plan (IRP)* as needed.
- Provide representation (i.e. Security Analyst & GIS Expert) on the IST.

The Finance Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Function as principal advisor to the City Manager on all fiscal matters.
- Develop and maintain a hazard-related financial record-keeping system.
- Provide a financial status report to the EMB aka Policy Group as requested by the City Manager.
- Coordinate contracting for private/third-party vendor services during an emergency.
- Maintain updated WebEOC accounts with the State of Colorado for resource ordering.
- Designate a minimum of 3 finance department specialists for disaster response and recovery.
- Provide SMEs and support staff to the IST at the EOC for a Logistics Section when requested.
- Provide representation on the IST.

The Culture, Parks & Recreation (CPR) Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Act as the Mass Care Coordinator, leading City resources working with the American Red Cross (ARC), Salvation Army, Weld County Department of Human Services, and other organizations in meeting the needs created by any emergency and/or disaster.
- Assist with developing a Shelter Plan (day, night, warming) with the IST during disaster response.
- Maintain and update a list of temporary feeding and shelter facilities; surveyed and approved by the ARC (e.g. Recreation Center, Island Grove Regional Park, FunPlex, etc.) with OEM.
- Serve as coordinator of resources provided through the Assist Public Works with developing a plan to keep vital City facilities operating during an emergency and/or disaster to support the City's COOP. (e.g. Recreation Center and FunPlex rooms will be used as back-up offices by other City departments).

All-Hazards Emergency Operations Plan - Greeley, Colorado

- Design, implement, and coordinate recreational programs for disaster victims in public shelters.
- Provide for the food needs of those City employees staffing the EOC or shelters during an emergency and/or disaster (e.g. Salvation Army Emergency Disaster Services' (EDS) mobile cantina).
- Provide SMEs for mass care / sheltering to the IST at the EOC when requested.
- Provide representation on the IST.

The Community Development Director will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Conduct preliminary damage assessments and initial surveys of damage (e.g. Survey123 program).
- Develop and distribute damage assessment reports and maintain a system for receiving, recording, and utilizing the results of damage assessments conducted during an emergency and/or disaster.
- Prepare the necessary administrative summaries of damage assessment data collected, and participate in the analysis of impacts resulting from the reported losses, and document recovery actions – in conjunction with role in Long-term recovery and mitigation.
- Maintain a translation resource list with OEM and C&E for Non-English speaking populations (e.g. EOP Appendix #1 Emergency Contacts Information).
- Advise the IST on the status of social services assistance needs and capabilities; maintain and update the status of each type of support, maintain unit log for lead responsibility for Long Term Recovery & Mitigation (ICS Form 214 or Electronic).
- Determine fitness of buildings and structures for occupancy and declare unsafe for occupancy when appropriate; and maintain an inventory of those to be retained or demolished following an emergency and/or disaster.
- Ensure follow-up on the mitigation of unsafe buildings and structures; ensure all such structures proceed through the development application review and building permit process as determined at that time.
- In accordance with the City's COOP, develop and implement a plan to maintain essential City services during an emergency and/or disaster.
- Designate a Local Recovery Coordinator to assist the EM in the Recovery Stage of an emergency and/or disaster, as appropriate.
- Provide SMEs to the IST at the EOC as requested.

All-Hazards Emergency Operations Plan - Greeley, Colorado

The City Clerk will:

- Develop departmental SOPs to address all natural, man-made, and technological hazards which occur within or impact the City.
- Maintain a central storage or central records location.
- Maintain copies of official documents (e.g. proclamations, emergency/disaster declarations) generated through the partial or full activation of the EOC, and during other emergency/disaster deliberations.
- Coordinate with all city departments in identifying important records and lead the process of recovery or salvage of those important records.
- Provide for the preservation and safeguard of the City's important records (i.e. digital Laser fiche with IT and the Colorado State Archives).
- Identify and provide a temporary back-up storage location for the City's cultural and historical artifacts that are jeopardized by an emergency and/or disaster.
- Receive damage assessment reports from Community Development and Public Works and assist OEM with forwarding the reports to county, state, and federal emergency management agencies.
- File, store, and maintain updated Intergovernmental Agreements (IGAs) and Memorandums of Understandings (MOUs) associated with city departments.
- Create and maintain a database of all Intergovernmental Agreements (IGAs) and Memorandums of Understanding (MOUs) for the City that identifies expiration dates or timelines for updates; notify the appropriate City Department and City Attorney of need to update or upcoming expiration.
- Establish back-up records and salvage systems with other municipalities (e.g. City of Greenwood Village).
- Designate a City Clerk's Office staff member to lead Volunteer and Donation Management (as the Disaster Volunteer Manager) working under the direction of the OEM during emergencies and/or disasters.
- Provide representation and SMEs to the IST at the EOC when requested.

Partner Agencies supporting the City of Greeley:

The School Superintendents in the City of Greeley will:

- Provide for the safety of all District 6 and all Charter School students and staff.
- Provide District 6 or Charter school bus support (if available) for evacuation and other life-saving purposes, when requested by the EM or EMB.
- Assist the City of Greeley with the identification and selection of school facilities to be used as shelters before, during, and after an emergency/disaster.
- Coordinate with designated shelter management personnel when use of the schools or other facilities are directed for emergency care requirements (i.e. warming, feeding, and/or sheltering.)
- Act as principal advisors and liaisons to the City Manager and EM on the availability of school district and/or charter school resources.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

The Weld County Department of Public Health and Environment will:

- Advise the City Manager and EM on actions necessary for the Public Health and Environment function that are necessary and appropriate for the emergency and/or disaster (e.g. public health and animal disease emergencies).
- Issue precautionary health warnings, information, and updates working with the City's C&E Department in the Joint Information System (JIS).
- Provide advice on all public health matters and regional health services.
- Provide air contamination surveillance.
- Detect and monitor the disposal of hazardous and radiological materials.
- Inspect all food service facilities at relocation centers and/or designated shelters.
- Examine the safety of the region's food and water supply.
- Inoculate City residents for the prevention of diseases as necessary utilizing the County's Points of Distribution (PODs) plan.
- Provide information on the disinfection of public and private water supplies.
- Provide information on the serviceability of damaged foodstuffs.
- Following the appropriate MOU's, coordinate with the OEM on Points of Distribution (PODs) during pandemics, epidemics, and other public health emergencies.
- Provide representation to the IST at the EOC when requested.

All-Hazards Emergency Operations Plan - Greeley, Colorado

The Weld County Coroner will:

- Provide for the handling and processing of mass fatalities in the event of a major emergency or disaster.
- Establish a temporary morgue should the existing facilities become overwhelmed. (The use of the Greeley Ice Haus and/or refrigerated trailers should be considered.)
- Perform all functions relating to the identification, registration, and disposition of fatalities during and following an emergency and/or disaster.
- Establish and implement a procedure for identifying next of kin and releasing the names of verified fatalities during an emergency and/or disaster.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

The Weld County Department of Human Services (Social Services) will:

- Assist with evacuation and sheltering of disaster victims.
- Provide food and clothing to disaster victims.
- Assist the American Red Cross (ARC) with disaster assistance inquiries.
- Assist with shelter management and volunteer management.
- Help prioritize AFN and/or At-Risk Populations.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to IST at the EOC when requested.

The Banner Health Paramedic Services (BHPS) will:

- Ensure the provision and availability of ambulance services to areas of emergencies and/ or disasters where medical assistance is required; develop and implement a plan to utilize ambulance resources from outside the City and/or county as the emergency and/or disaster response warrants.
- Provide or support a medical liaison or transportation officer to the Incident Commander or Unified Command at the scene.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested to assist the Fire Department in accordance with the Greeley EMS (GEMS) system.

All-Hazards Emergency Operations Plan - Greeley, Colorado

The Greeley-Weld County Airport Director will:

- Maintain an Airport-specific EOP (i.e. the Airport Emergency Plan).
- Provide staff to supplement the Greeley Fire Department's Aircraft Rescue and Firefighting (ARFF) unit.
- Direct ARFF assets to combat fires on and off airport property (i.e. oil and gas emergencies).
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation and SMEs to the IST at the EOC when requested.

The North Colorado Medical Center (NCMC) will:

- Activate the hospital emergency plan upon notification that the City is in a level III or greater emergency response and/or for a mass casualty incident (MCI).
- Maintain a site-specific EOP.
- Prepare to receive and treat mass casualties.
- Establish and maintain communications with the IST at the EOC.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

The UC Health Greeley Hospital & Medical Center will:

- Activate the hospital emergency plan upon notification that the City is in a level III or greater emergency response and/or for a mass casualty incident (MCI).
- Maintain a site-specific EOP.
- Prepare to receive and treat mass casualties.
- Establish and maintain communications with the IST at the EOC.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

All-Hazards Emergency Operations Plan - Greeley, Colorado

The University of Northern Colorado (UNC) will:

- Provide for the safety of students, faculty, staff and visitors on campus during an emergency and/or disaster. .
- Maintain an EOP.
- Assist the City with the identification and selection of UNC facilities to be used as shelters before, during, and after an emergency and/or disaster.
- Advise the EM or IST on the availability of UNC facilities for mass care, sheltering, and safe landing zones for air operations.
- Coordinate with designated shelter management personnel when the use of university facilities has been designated for mass care (i.e. feeding and/or sheltering).
- Upon request by the City, provide support for evacuation services and other life-saving activities.
- Provide emergency language translation for public notifications/emergency messaging through the university's Center for International Education.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

Aims Community College will:

- Provide for the safety of students, faculty, staff and visitors on campus during an emergency and/or disaster.
- Maintain an EOP.
- Assist the City with the identification and selection of Aims Community College facilities to be used as shelters before, during, and after an emergency or disaster.
- Advise the EM or IST on the availability of Aims Community College facilities on the various campuses for mass care, sheltering, and safe landing zones for air operations (inside and outside the city-limits of Greeley).
- Coordinate with designated shelter management personnel when the use of Aims Community College facilities have been designated for mass care (i.e. feeding and/or sheltering).
- Upon request by the City, provide support for evacuation services and other life-saving activities.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Xcel Energy and Poudre Valley REA will:

- Coordinate with the City to expedite restoration of electric disruptions caused by an emergency and/or disaster.
- Update the City on emergency response protocol and coordinated response tactics for electrical emergencies and explosions.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide a liaison or SME to the IST at the EOC when requested.

The ATMOS Energy Company will:

- Coordinate with the City to expedite restoration of natural gas disruptions caused by an emergency and/or disaster.
- Update the City on emergency response protocol and coordinated response tactics for natural gas emergencies and explosions.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation and SMEs to the IST at the EOC when requested.

Private Telecommunications Companies (CenturyLink, Xfinity, AT&T, Etc.) will:

- Coordinate with the City to expedite restoration of telephone disruptions caused by an emergency and/or disaster.
- Provide a liaison or SME to the IST upon request.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation at the EOC when necessary.

The American Red Cross (ARC) will:

- Establish and manage emergency shelters for mass care with the CPR Department, and in cooperation with the Weld County Department of Human Services (Social Services); which may include but is not limited to: registration, feeding, lodging, social services, and public inquiries, and security issues related to sheltering.
- Provide temporary and immediate housing for displaced disaster victims.
- Assist with food, beverages, and other assistance to emergency response personnel and emergency relief workers.
- Provide damage assessment information upon request.

All-Hazards Emergency Operations Plan - Greeley, Colorado

- Coordinate mental health services with the Weld County Department of Human Services – Social Services, North Range Behavioral Health, GFD Squad 1 staff, GPD Victim Advocates, Greeley’s Community Grief Center, and other resources.
- Coordinate emergency public information with the City’s C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

NOTE: The City of Greeley’s CPR Department Director is designated as the Mass Care Coordinator for the City. The American Red Cross (ARC) has been designated as the primary support agency for the CPR Department and will provide immediate assistance to disaster victims; including: food, water, shelter, clothes, physical and mental health counseling, and referrals.

The Salvation Army will:

- Provide immediate assistance to disaster victims in conjunction with ARC, including food, water, and counseling services.
- Provide food, water, and other assistance to emergency response personnel and emergency relief workers.
- Coordinate emergency public information with the City’s C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide representation to the IST at the EOC when requested.

Colorado Voluntary Organizations Active in Disasters (COVOAD) will:

- Maintain relationships with the City.
- Maintain current registration and contact information on the State of Colorado's COVOAD website.

Amateur Radio Emergency Services (A.R.E.S.) will:

- Upon request, support OEM, IT, C&E, and partner agencies in establishing and maintaining emergency communications capabilities to supplement normal communications as required via HAM/amateur radio operators (State ESF-2 Communications).

All-Hazards Emergency Operations Plan - Greeley, Colorado

The United Way of Weld County will:

- Utilize the 211 Call Center to assist with an information line.
- Provide resource and recovery information to those affected.
- Assist with volunteer development and management.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.

The Weld County Sheriff's Office will:

- Maintain public safety and law enforcement in county jurisdictions (unincorporated Weld County) and coordinate with the Police Department as required.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.

The Colorado State Patrol will:

- Maintain public safety and law enforcement in state jurisdictions (specifically highways and roadways), and aid, support, and coordinate with the Police Department and other law enforcement agencies in the county as required.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.

Colorado National Guard and Air National Guard will:

- Secure all guard facilities.
- Update OEM on the state's capabilities and available mission packages (NG and ANG resources to support disaster response/recovery).
- Provide equipment and personnel as directed by the Governor.
- Liaison and communicate with the Wyoming National Guard and Air National Guard when there is a regional disaster requiring both Colorado and Wyoming to work cooperatively.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Activate emergency response / support by 233rd Space Group on or near the Colorado Air National Guard Base in Greeley.

Civil Air Patrol (CAP) will:

- Aid the City in airborne search and rescue operations when requested.
- Provide communication and technology assets when appropriate.

All-Hazards Emergency Operations Plan - Greeley, Colorado

- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.
- Provide SMEs to the IST at the EOC.

Other State Agencies will:

- Prepare and execute the State of Colorado's EOP and department-specific plans as appropriate, and conduct mutual aid and otherwise support and coordinate with county and municipal agencies as required.
- Coordinate emergency public information with the City's C&E Department, any locally established JIC, and other emergency responders, as required.

Federal Agencies will:

- The Federal Emergency Management Agency (FEMA) has specific responsibilities for consequence management and will be the lead federal agency for response and recovery in disasters that the President designates with an (1) emergency declaration or (2) major disaster declaration.
- The Federal Bureau of Investigation (FBI) has specific responsibilities for crisis management and investigation in all terrorism-related incidents.

Radio and Television Stations in the Emergency Alert System (EAS) will:

- Disseminate emergency warnings as directed by the warning coordinator or other appropriate city/county authority.
- Participate in disseminating emergency public information cooperating with the OEM and C&E Department.

Local Media Organizations (not part of the EAS) will:

- Participate in disseminating emergency public information and warnings in cooperation with the OEM and C&E Department.

Miscellaneous Private Utilities (including electrical, natural gas and telephone) will:

- Shut-down service to affected areas as needed.
- Expedite restoration of service to public facilities and other utilities.
- Coordinate with the IST and the EOC for prioritization.
- Provide SMEs when requested.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Irrigation Ditch Companies will:

- Provide proper maintenance and professional operation of their facilities, and provide timely warning of any potential emergencies (e.g. infrastructure problems or flooding) to the OEM.
- The EM will maintain an updated Irrigation Ditch Contact List in the Flooding Annex of this plan.

Livestock Owners will:

- Cooperate with City departments and partner agencies in all matters concerning human and animal safety with regards to livestock.

All Tasked City Departments / Partner Agencies / Outside Organizations

- Adhere to all professional and legal standards in the performance of duties.
- Provide for continuity of services (City Departments refer to the *City of Greeley Continuity of Operations Plan (COOP)*):
 - Ensure that personnel are assigned to emergency response, recovery, and continuing operations; and personnel succession plans are written.
 - Identify alternate facilities and alternate sources for equipment in the event normal facilities and equipment are unavailable in an emergency and/or disaster.
 - Ensure that important records and official documents are backed-up or copies are stored off-site, so as to survive or be available in an emergency.
- Prepare and maintain detailed emergency SOPs that include:
 - Call-down rosters, call-out lists, and telephone trees for notifying personnel;
 - Step-by-step procedures for performing assigned tasks;
 - Telephone numbers and addresses/locations of similar services in other jurisdictions;
 - Telephone numbers, addresses, type, quantity, location, and procedures for obtaining similar resources from federal, state, local, and private organizations;
 - A listing of the radio communications call signs and frequencies that each responding organization uses.
- Provide training and exercises as required to ensure the effective execution of responsibilities under this plan.

All-Hazards Emergency Operations Plan - Greeley, Colorado

The City's IST and Department-specific sections correspond to the NRF and State of Colorado's EOP, in designating Lead Agencies and Scope of responsibility.

Emergency Operations Center (EOC)

1. The City's primary EOC is the Nusbaum Training Room at Greeley Fire Station #1 and it houses the IST. The alternate EOC is the Donahue Community Room at the Greeley Police Department.
2. The Policy Group meeting room and Joint Information Center (JIC) will encompass other conference and common areas near the primary or alternate EOC location.
3. During an emergency, access to this center shall be restricted to the IST, department liaisons, key city officials, and representatives of partner agencies, as appropriate.
4. The City EOC provides a functional area for operational support staff, administration support staff, and policy-making officials to operate. The role of the EOC is to support field operations, make policy decisions, coordinate activities with outside agencies, manage resource requests, and conduct consequence management.
5. The EOC provides communication capabilities, resources for logging data, and conference areas (actual and remote).
6. City departments not assigned to specific duties will serve as a reserve of personnel resources, which may be required to perform previously unassigned tasks or supplement other departments supporting response or recovery efforts.
7. Specific supporting role functions may be assigned to volunteer and private organizations. Volunteer organizations must be COVOADs, have a pre-established relationship with the City, or be designated as a partner agency in this plan.
8. Private organizations, other NGOs, and businesses that are committed to providing disaster response, relief, or recovery assistance will be referred to the Disaster Volunteer Manager (See the Volunteer and Donation Management section in Annex A), or encouraged to contact established COVOADs who can determine what and where assistance is needed.

NOTE: The (+) symbol in the Annexes of this plan denotes that there are additional plans and documents on the Emergency Operations Center (EOC) Resources shared drive, back-up flash drives, and in department-specific resource books.

**To view ANNEX A - ANNEX H
and Appendix #1 of this document,
please contact Dan Frazen,
Emergency Manager
970-350-9598 or
Dan.Frazen@greeleygov.com**

EOP APPENDIX # 2

Glossary

Glossary of Terms and Abbreviations

AAR - After Action Report

Agency Representative – Individual assigned to an incident from an assisting or corroborating agency that has been delegated full authority to make decisions on all matters affecting that agency’s participation at the incident.

Alternate Emergency Operations Center (AEOC) - An established location to evacuate to in the event that the primary EOC is not available due to natural or man-made causes.

Amateur Radio Emergency Services (ARES) - Volunteer amateur radio operators who support state and local governments with amateur radio transmission support during times of emergencies.

Amateur Radio Relay League (ARRL) – A separate group that functions similarly to ARES (above).

American Red Cross (ARC) - A volunteer organization which works closely with government at all levels in planning for and providing assistance to disaster victims. The ARC operates under a US Congressional Charter.

Base or BoO - Base of Operations

Branch – The organizational level having functional/geographical responsibility for major segments of the incident operations. The branch level is organizationally between section and division/group.

Capability Assessment – Provides information designed to help the planning team evaluate preparedness, mitigation (prevention), and response resources and capabilities. This includes an assessment of community and industry response capabilities.

Casualty - A person injured, and needing treatment, or killed because of natural or manmade disaster.

Catastrophic Incident – Any natural or manmade incident, including terrorism that results in extraordinary levels of mass casualties, damage, or disruption severely affecting the population, infrastructure, environment, economy, national morale and/or government functions. A catastrophic event could result in sustained national impacts over a prolonged period of time; almost immediately exceeds resources normally available to State, local, tribal and private sector authorities; and significantly interrupts governmental operations and emergency services to such an extent that national security could be threatened. All catastrophic incidents are Incidents of National Significance.

CBRNE – Chemical, Biological, Radiological, Nuclear, and Explosive (agents) – military term referring to types of Weapons of Mass Destruction (WMD).

CDOT – Colorado Department of Transportation

CDPHE (Colorado Department of Public Health and Environment) – The state department with authority for EMTS development and oversight through its Prehospital Care Program (PCP); also responsible for mitigating environmental hazards, addressing public health emergencies, and ensuring air & water quality (pollution control).

All-Hazards Emergency Operations Plan - Greeley, Colorado

CERT (Community Emergency Response Team) – A volunteer program developed to supplement a community’s disaster response capability - a FEMA training program that educates citizens in safely responding to emergencies/disasters in their community.

CIAC (Colorado Information Analysis Center) – The state’s terrorism fusion center prioritizing the collection, analysis, and dissemination of all hazards/all crimes intelligence including counter-terrorism and providing a suspicious activity reporting (SAR) system.

CodeRED – The City of Greeley’s Community Notification and Public Warning system. CodeRED is also the system used by public safety departments for Reverse 911’s in Weld County.

Colorado S.T.A.R.T. Triage – The Colorado Simple Triage and Rapid Treatment Triage is a method used to assess and prioritize patients based on the severity of their injury. General categories are: RED – Immediate care required; YELLOW – Care can be delayed; GREEN – Minor injuries; BLACK – Dead or non-salvageable.

Colorado Voluntary Organizations Active in Disaster (COVOAD) – A group of organizations providing voluntary assistance following an emergency or disaster.

Command – The act of directing, ordering, and/or controlling resources by virtue of explicit legal, agency, or delegated authority.

Command Post - The physical location from which the incident commander or unified command exercises direction over the entire incident.

Command Staff – The command staff consists of the information officer, safety officer, and liaison officer, who report directly to the incident commander (on an Incident Management Team (IMT)).

Continuity of Government (COG) - All measures that may be taken to assure the continuity of essential functions of governments during or after an emergency or disaster – Greeley’s COOP.

Continuity of Operations Plan (COOP) – A road map for the implementation and management of the continuity of operations / government / business - to ensure that critical or primary essential functions continue to be performed during a wide range of emergencies, including localized acts of nature, accidents and technological or attack-related incidents.

Coordination – The process of systematically analyzing a situation, developing relevant information, and informing appropriate personnel of viable alternatives for selection of the most effective combination of available resources to meet specific objectives.

Critical Incident Stress Management (CISM) - Regional and local teams of mental health and peer support staff which have been trained and are available through the City of Greeley, Weld County, and the State of Colorado.

Declaration (Presidential) – Emergency (under \$5 million, less federal assistance) versus Major Disaster (\$5 million +, more federal assistance)

Decontamination – The process of removing or neutralizing contaminants that have accumulated on victims / patients, personnel, and equipment. The process is designed to protect and lessen exposure to individuals, to prevent mixing of incompatible substances, and to protect the community by preventing uncontrolled transportation of contaminants from the incident site.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Disaster - The occurrence or imminent threat of widespread or severe damage, injury, or loss of life or property, or significant adverse impact on the environment, resulting from any natural or technological hazards, including but not limited to fire, flood, earthquake, wind, storm, hazardous materials incident, water contamination requiring emergency action to avert danger or damage, epidemic/pandemic, air contamination, blight, drought, infestation, explosion, civil disturbance, or hostile military or paramilitary action. Two types: major and catastrophic.

Division – The organization level having responsibility for operations within a defined geographic area or with functional responsibility.

DHSEM – Division of Homeland Security and Emergency Management in the State of Colorado’s Department of Public Safety (formerly Colorado OEM or CDEM).

DMAT – Disaster Medical Assistance Team

DMORT – Disaster Mortuary Operations Response Team

Drill - A practice/simulated response to a natural or technological disaster involving planning, preparation, and execution. It is carried out for the purpose of training and/or evaluation. A drill is usually of a smaller scale than an exercise. (See exercise).

Emergency – A suddenly occurring and often unforeseen situation which is determined by the Governor to require state response or mitigation actions to supplement local governments in protecting lives and property

Emergency Alert System (EAS) - The replacement system for the Emergency Broadcast System, EBS), See below). This national system, based on the same structure as EBS, will allow local government representatives, to put out local warnings and alerts from and for their geographic areas.

Emergency Management – Organized analysis, planning, decision-making, and assignment of available resources to mitigate, prepare for, respond to, and recover from the effects of all-hazards incidents.

Emergency Operations Center (EOC) – A pre-designated facility established by an agency or jurisdiction to coordinate the overall agency or jurisdictional response and support to an agency.

Emergency Operations Center Liaison (EOCL) – Staff from governmental and non-governmental agencies assigned to the Emergency Operations Center to act in decision-making processes concerning their agency.

Emergency Operations Plan (EOP) - A brief, clear and concise document describing actions to be taken, or instructions to all individual and local government services concerned, stating what will be done in the event of an emergency. The plan will state the method or scheme for taking coordinated action to meet the needs of the situation. It will state the action to be taken by whom, what, when and where based on predetermined assumptions, objectives and capabilities.

Emergency Public Information (EPI) - Information which is disseminated primarily, but not unconditionally, at the actual time of an emergency and in addition to providing information as such, of an emergency and in addition to providing information as such, frequently directs actions, instructs, and transmits direct orders.

All-Hazards Emergency Operations Plan - Greeley, Colorado

EMS Control/Medical Group Supervision - The first emergency medical services response at the incident scene, or designated by the local response plan or incident command to be responsible for the overall management of the incident's EMS operation.

EMS Provider – Any person “responsible for the direct provision of Emergency Medical Services (EMS) in a given medical emergency” as described in the State’s EMS and Trauma Bill.

EMSystem® - A web-based system for real-time reporting of status, capabilities and other information between hospitals and other interested entities. Often is used to coordinate casualty routing in a mass casualty incident (MCI).

Emergency Support Functions (ESFs) is the grouping of governmental and certain private sector capabilities into an organizational structure (usually 14 within the EOC) to provide support, resources, program implementation, and services that are most likely needed to save lives, protect property and the environment, restore essential services and critical infrastructure, and help victims and communities return to normal following domestic incidents – transfer to Recovery Support Functions (RSFs) in a Recovery Plan.

Emergency Management Board (EMB) – A board of government officials (designated Greeley City Department Directors) who retain direction and control of all strategic planning and goals during an emergency. Referred to as the Policy Group in the City of Greeley EOC.

EMTS (Emergency Medical and Trauma Services) – An organized, coordinated effort that delivers a full range of care to all persons who experience, or are at risk of experiencing trauma. It is located in a defined geographic area and is integrated with the local public health system. Local EMTS systems are organized to meet the unique needs of the population they serve, and are often regionalized in order to make most efficient use of the health care resources available. A comprehensive EMTS system encompasses injury prevention, communication, pre-hospital care, transportation, trauma care facilities, and linkages with rehabilitative services, and must determine and provide the appropriate level of care for all types of injuries.

Evacuation - The organized, timed and supervised dispersal of people from a hazardous area.

Evacuees - All persons moved or moving from disaster areas to reception / reunification areas.

Executive Order - A rule or order having the force of law, issued by an executive authority in government.

Exercise - A practice/simulated response to a natural or technological disaster involving planning, preparation, and execution. It is carried out for the purpose of training and/or evaluation.

Extrication Management - The function of supervising personnel who remove entrapped victims.

Fatality Management - The function designated by existing plans, or the EMS control/medical group supervisor, to organize, coordinate, manage, and direct morgue services.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Federal Emergency Management Agency (FEMA) - The federal agency responsible for the U.S. government's portion of the comprehensive emergency management program. It consists of a national office in Washington, D.C. and ten regional offices, one of which (Region VIII) is located in the Denver Federal Center in Lakewood, Colorado.

FRP - Federal Response Plan – how the federal government implements the Stafford Act.

General Staff – The group of incident management personnel comprised of: Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administrative Section Chief.

Group - A functional division.

Hazard Analysis – Provides information on situations that have the potential to cause injury or damage.

Hazardous Materials (HazMat) – Hazardous materials are substances or materials (dangerous goods), which may pose unreasonable risks to health, safety, property and/or the environment; when used, transported, stored, or disposed of. This may include materials which are solid, liquid or gas. Hazardous materials may include toxic substances, flammable and ignitable materials, explosives, corrosive materials, and radioactive materials. Also defined as: Any element, compound, or combination thereof, which is flammable, corrosive, detonable, toxic, radioactive, an oxidizer, an etiologic agent, or highly reactive, and which, because of handling, storing processing, or packaging, may have detrimental effects upon operating and emergency personnel, the public, equipment and/or the environment.

Healthcare Facility – Any hospital, clinic, infirmary or other healthcare facility that offers emergency or acute care services

Healthcare Facility Evacuation - An event resulting in the need to evacuate any number or patients from a health care facility on a temporary basis when the movement of those patients exceeds the EMS capabilities of the local hospital, and surge hospital within the jurisdiction and region.

ICC – International Code Council (Colorado Chapter – Professional organization for Building Inspectors); has a Disaster Mitigation Committee and response team.

IGA – Intergovernmental Agreement

Incident Action Plan (IAP) – The incident action plan contains objectives reflecting the overall incident strategy, resources, communications, safety issues, and specific action/work plans for the next operational period (for disasters and special events).

Incident Commander (IC) – The individual responsible for the management of all incident operations; maybe co-located in a Unified Command (UC).

Incident Command Post (ICP) – The location at which the primary command functions are executed and usually collocated with the incident base

Incident Command System (ICS) - A standardized on-scene emergency management concept specifically designed to allow its user(s) to adopt an integrated organizational structure equal to the complexity and demands of single or multiple incidents, without being hindered by jurisdictional boundaries (part of the NIMS).

All-Hazards Emergency Operations Plan - Greeley, Colorado

Incident Management Team – a team of qualified all-hazards incident management personnel able to deploy and assist jurisdictions through a delegation of authority (5 – Type 3 teams in the State of Colorado).

Integrated Emergency Management System (IEMS) - A system designed to coordinate responses to all of the major hazards that face a community or government; it is based on the premise that there are common functions required in all emergency situations (e.g. warning, command and control, etc.)

IST – Incident Support Team; a municipal, multi-disciplinary team used to support small incidents in the jurisdiction and lead in the EOC during larger-scale local disaster emergencies.

JFO – Joint Field Office (for FEMA and other federal operations)\

JIS – Joint Information System – Public Information Officers (PIOs) collaborating and issuing one consistent and accurate message in times of emergencies; basis of a good crisis communication plan.

JIC – Joint Information Center – the physical location where Public Information Officers (PIOs) meet and collaborate for the JIS (see above).

Local Disaster Emergency – (from CRS 24-33.5-709) what is declared by the “principal executive officer of a political subdivision” per Colorado statute to activate State response and recovery assistance.

Local Government – Refers to county level government and includes all legally recognized political subdivision therein, to include municipalities.

Logistics Resources Management - The function responsible for acquiring personnel, equipment (including vehicles), facilities, supplies and services as requested by the incident commander or unified command.

Major disaster – As defined by the *Robert T. Stafford Disaster Relief and Emergency Assistance Act*, as amended (42 USC 5121-5206), a major disaster is “any natural catastrophe, including, among other things, hurricanes, tornadoes, storms, earthquakes, or, regardless of cause, any fire, flood, or explosion” determined by the President to have caused damage of sufficient severity and magnitude to warrant major disaster assistance under the Act.

Mass Casualty Incident (MCI) – An event resulting from man-made or natural causes which result in illness and/or injuries which exceed the capabilities of a hospital, locality, jurisdiction and/or region.

Mass Fatalities – Mass fatalities incident is any situation where there are more bodies than can be handled using local resources.

MCI Medical Control - The medical facility designated by the hospital community, which provides remote overall medical direction of the MCI evacuation scene out of the jurisdiction, predetermined by guidelines for the distribution of patients throughout the healthcare community.

Medical Communications Management - The function designated by the incident commander or EMS control/medical group supervisor to establish, maintain, and coordinate effective communication between on-site and offsite medical personnel and facilities.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Medical Disaster - A significant medical incident which exceeds, or overwhelms the capability of local resources and of routinely available regional or multi-jurisdictional medical mutual aid, and for which extraordinary medical aid / assistance from state or federal resources is likely required.

Memorandum of Agreement (MOA) - An agreement document between two or more agencies proscribing reciprocal assistance to be provided upon request (and if available from the supplying agency) and laying out the guidelines under which this assistance will operate.

Memorandum of Understanding (MOU) - see MOA

Mental Health Coordinator - A qualified mental health professional responsible for coordinating the psychological assessments and interventions for responders, affected individuals, and groups

Message Center – Receives, records, and routes information about the emergency or provides resource information / referrals (Call Center, Hotline) (i.e. United Way 211).

Mitigation – Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with lessons learned from prior incidents. The NRP distinguishes between hazard mitigation and incident mitigation. Hazard mitigation includes any cost-effective measure, which will reduce the potential for damage to a facility from a disaster event. Measures may include zoning and building codes, floodplain property acquisitions, home elevations or relocations, and analysis of hazard-related data. Incident mitigation involves actions taken during an incident designed to minimize impacts or contain the damages to property or the environment.

MMA – Multi-Mission Aircraft – 2 fixed-wing aircraft used by Colorado’s Division of Fire Protection and Control (DFPC) for aerial spotting, firefighting support, search & rescue, and other missions as determined by the State.

Multi-Agency Coordination (MAC) Group – a county group comprised of subject matter experts (SMEs) from different jurisdictions and different disciplines who coordinate and support emergency management. A MAC Group is responsible for establishing priorities, locating and obtaining resources, de-conflicting policy and procedural conflicts between agencies, building partnerships/capabilities, and maintaining relationships.

Mutual Aid - The coordination of resources, including but not limited to facilities, personnel, vehicles, equipment and service pursuant to an agreement between jurisdictions providing for such interchange on a reciprocal basis in responding to a disaster or emergency

Mutual Aid Agreement – A written agreement between agencies and/or jurisdictions in which they agree to assist one another, upon request, by furnishing personnel and equipment in an emergency situation.

Needs Assessment – A preliminary survey of real or potential hazards in a specific geographic area or region.

NIMS – National Incident Management System

NMRT – National Medical Response Team

NRF – National Response Framework

All-Hazards Emergency Operations Plan - Greeley, Colorado

NRP – National Response Plan

OEM – The governmental office where the process of comprehensive emergency management is pursued. Mitigation & Prevention, Preparedness, Response and Recovery activities of/to all-hazards disasters are the primary missions of this office.

PCP (Prehospital Care Program) – The Prehospital Care Program is within the CDPHE’s Health Facilities & Emergency Medical Services Division. The program focuses on coordination and development of care provided to sick and injured persons before they reach the hospital.

Plan – The term “Plan” refers to the *City of Greeley All-Hazards Emergency Operations Plan* (EOP).

PPE – Personal Protective Equipment

Prehospital/EMS Agency – Any volunteer, career, private or governmental Emergency Medical Services (EMS) agency or service that is certified by the State of Colorado to render prehospital emergency care and provide emergency transportation for sick and/or injured people.

Preparedness – The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process involving efforts at all levels of government and between government and private sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources. In the context of the NRP, preparedness is operationally focused on actions taken in response to a threat or incident.

Prevention – Involves actions taken to avoid an incident or to intervene to stop an incident from occurring. For the purposes of this plan, this includes applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing; and law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending perpetrators.

Public Information - A function designated by the incident commander or unified command for the dissemination of factual and timely reports to the news media and general public.

Public Information Officer (PIO) – The individual responsible for interface with the media or other appropriate agencies requiring information and for disseminating information to the public.

Radio Amateur Civil Emergency Services (RACES) - Volunteer amateur radio operators who support state and local governments with amateur radio transmission support during times of emergencies.

Recovery – Involves actions and the implementation of programs necessary to help individuals, communities, and the environment directly impacted by an incident to return to normal where feasible. These actions assist victims and their families, restore institutions to regain economic stability and confidence, rebuild or replace destroyed property, address environmental contamination, and reconstitute government operations and services.

All-Hazards Emergency Operations Plan - Greeley, Colorado

Recovery actions often extend long after the incident itself. Recovery programs may include hazard mitigation components designed to avoid damage from future incidents.

Remote Pilot – The Federal Aviation Administration (FAA)'s designation for a drone (sUAS) pilot (certification per 14 CFR 107).

Response – Involves activities and programs that address the short-term, direct effects of an emergency or disaster. These activities include immediate actions to preserve life, property, and the environment; meet basic human needs; and maintain the social, economic, and political structure of the affected community. Response also includes the execution of emergency operations plans and incident mitigation activities designed to limit loss of life, personal injury, property damage, and other unfavorable outcomes.

Resources – All personnel and major items or equipment available, or potentially available, for assignment to incidents. Resources are described by kind and type (FEMA definitions).

Responder – For the purposes of this plan, responder means anyone who would work in the response phase of emergency or disaster management.

RETAC (Regional EMS and Trauma Advisory Council) – A region consisting of 5 or more counties that participate through a local advisory council for emergency medical issues (Northeast Colorado RETAC covers Greeley, Weld County).

Risk Analysis – Assessing the probability of injury or damage due to a hazard and estimation of the actual damage that may occur.

Safety Management - The function that identifies real or potential hazards, unsafe environment or procedures at the incident scene, and recommends the appropriate corrective or preventive actions under the authority of the incident commander, to ensure the safety of all personnel at the incident scene.

Section – The organization level having functional responsibility for primary segments of incident operations such as; operations, planning, logistics, and finance/admin. The section level is organizationally under the Incident Commander or Unified Command.

Secondary Event – A potentially destructive, injurious or lethal event following a primary event such as an explosion, fire or hazmat release - A secondary event may be deliberate, as in the case of an explosive device timed to detonate once emergency responders are on a scene. Secondary devices are increasingly common in acts of terrorism.

SEOC – State Emergency Operations Center, the location in Centennial, Colorado where DHSEM coordinates state response and resources to natural and man-made disasters.

Span of Control – The supervisory ratio of three (3) to seven (7) individuals with five (5) being optimal that are assigned to a single supervisor.

Staging Area – The location where incident personnel and equipment are assigned.

Staging Management - The function designated by the incident commander that is responsible for the orderly assembly and utilization of resources in a designated area.

Standard Operating Procedures (SOPs) - A set of instructions having the force of a directive, covering those features of operations which lend themselves to a definite or standardized procedure without loss of effectiveness.

All-Hazards Emergency Operations Plan - Greeley, Colorado

State Agencies - As used herein is an all-inclusive term referring to all state level governmental departments, agencies, commissions, etc.

State Emergency Operations Plan (SEOP) - The state level plan for actions to be taken by government and citizens when disaster threatens or strikes. It consists of assignment of responsibilities to state agencies, coordinating instructions, staffing, essential facilities, and general operations common to most major emergencies. The SEOP is also referred to as the CHIRRP – Colorado Hazard and Incident Response and Recovery Plan.

sUAS – Small Unmanned Aircraft System; smaller drone

Terrorism - the unlawful use of force or violence committed by a group or individual against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political, religious, or social objectives.

Treatment Area - The site at or near the incident for emergency medical treatment prior to transport.

Treatment Management - The function that is responsible for the definitive on-scene medical treatment of patients.

Triage - The process of sorting and prioritizing emergency medical care of the sick and injured on the basis of urgency and type of condition present, and the number of patients and resources available in order to properly treat and transport them to medical facilities appropriately situated and equipped for their care.

Triage Area - A location near the incident site to which injured persons should be brought for evaluation.

Triage Management - The function that is responsible for triage and preliminary treatment of casualties.

Unified Command – Incident Command conducted jointly by several agencies with jurisdictional responsibility and/or technical expertise.

USAR – Urban Search & Rescue

UAV – Unmanned Aerial Vehicle; larger drone

Vulnerability Analysis – Identifying who or what in the community is susceptible to damage if a local disaster emergency occurs.

WCRCC – Weld County Regional Communications Center is the Public Safety Answering Point (PSAP) for Weld County. The radio communications center (Dispatch) where 911 telephone calls are received and multi-channel radio traffic is coordinated.

WMD – Weapons of Mass Destruction (WMD), relating to CBRNE, sometimes used by criminal or terrorist organizations.