



ESF 10: OIL & HAZARDOUS MATERIALS

Emergency Support Function #10 – Oil & Hazardous Materials describes local and regional hazardous materials plans, local and regional hazardous materials resources and specially trained personnel, as well as state and federal resources potentially available to assist with an incident involving hazardous materials.

Coordinating Agencies	Heart of America (HOA) Fire Chiefs Association Local Fire Departments
Cooperating Agencies	Regional HazMat Teams Local Emergency Planning Committees (LEPCs) Emergency Management Agencies (EMAs) Explosive Ordinance Disposal (EOD) Teams All Local Government Departments and Agencies Assigned Hazardous Materials Primary and Support Responsibilities in Local Emergency Operations Plans (EOPs)
NGOs	Volunteer and Community Organizations, Hospitals, Businesses and Other Private Sector Entities
State and Federal Agencies	All State and Federal Government Departments and Agencies Assigned Hazardous Materials Primary and Support Responsibilities in State and Federal Emergency Plans

Agency roles are described in Section VI – Organization & Assignment of Responsibilities



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COMPLIANCE NOTE: CPG-101 version 2 indicates the following for all "support annexes" and documents: "for consistency, the recommended structure for all annexes is the same as that of the basic plan." (page 3-15 of CPG-101 vs. 2). In order to eliminate unnecessary redundancy, the ESFs include only those sections that have direct application and relevance to each respective support function. Sections that are not included in each of the ESFs (e.g. Introductory Materials; Admin, Finance, and Logistics; and Plan Development and Maintenance) are addressed in the Base Guide section of the Regional Coordination Guide.

I. PURPOSE

1. The goal of all regional coordination activities conducted in the Kansas City metropolitan area is to ensure jurisdictions have the ability to:
 - a. Exchange and/or Clarify Information
 - b. Develop and Disseminate Common Messages
 - c. Share Available Resources and Assist Impacted Jurisdictions
 - d. Develop a Regional Common Operating Picture
 - e. Participate in the Coordination of Multi-Jurisdictional Actions
 - f. Participate in the Facilitation and Discussions Pertaining to the Prioritization of Resources and Services within the Region
2. The overall purpose of the Regional Coordination Guide (RCG), including ESF #10, is to facilitate the sharing of information and resources among jurisdictions, and promote a coordinated regional approach to accomplishing emergency activities. For more information on general regional coordination activities, see the RCG Base Guide and the summary of regional coordination activities included as **Attachment A**.
3. Specifically, ESF #10 of the RCG is designed to describe and discuss the following:
 - a. Local and regional hazardous materials plans
 - b. Regionally available hazardous materials resources and specially trained personnel
 - c. State and federal specialized resources and personnel
 - d. Regional coordination activities to be accomplished in a hazardous materials incident

II. SCOPE

The activities described in ESF #10 describes local and regional hazardous materials plans, local and regional hazardous materials resources and specially trained personnel, as well as state and federal resources potentially available to assist with an incident involving hazardous materials.

1. ESF #10 is one component of the RCG, which consists of a Base Guide and fifteen (15) ESFs developed for use by all of the jurisdictions, agencies and organizations in the nine (9) county, bi-state metropolitan region as described in the RCG Base Guide. To the extent possible, hazardous materials-related information contained in the RCG Base Guide and other ESFs will be referenced and not repeated in ESF #10.
2. ESF #10 is intended to support and complement, but never supersede, the functional annexes of local Emergency Operations Plans (EOPs), and the plans and protocols maintained by public and private agencies and organizations involved in the execution of hazardous materials-related activities. These plans are identified and described under Situational Awareness.
3. ESF #10 describes how to coordinate information and access regional resources, but intentionally provides limited operational guidance. The plans, protocols, procedures, checklists and other guidance maintained by responding agencies provide operational guidance for hazardous materials incidents.
4. It is recognized that the audience for ESF #10 will be varied and may range from those with limited knowledge of existing hazardous materials plans, resources and response capabilities, to those with extensive knowledge of hazardous materials operations.
5. ESF #10 will address or reference, where appropriate, the following Core Capabilities and desired outcomes associated with ESF #10 related activities. It incorporates the region's 2012 Threat and Hazard Identification and Risk Assessment (THIRA). The THIRA, which builds off the 2010 Regional Capabilities Assessment, re-evaluated the region's threats, hazards, and capabilities against the Core Capabilities outlined in the National Preparedness Goals.

The Regional THIRA expands on existing local and multi-state Hazard Identification and Risk Assessments (HIRAs) and other risk methodologies by broadening the factors considered in the process, incorporating the whole community throughout the entire process and by accounting for important community-specific factors. Copies of both the 2010 Regional Capabilities Assessment Report and THIRA may be obtained from MARC.

Table 1: ESF 10 Core Capabilities

CORE CAPABILITY	ESF #10 – OIL & HAZARDOUS MATERIALS	OTHER REGIONAL PLANS AND ESFs
<p>Environmental Response/Health and Safety</p> <p><i>2012 KC THIRA Desired Outcomes, as applicable:</i></p> <p><i>Within one hour, request and deploy hazardous materials teams to support environmental health and safety actions for response personnel and the affected population. Request further guidance and resources as needed.</i></p>	<ul style="list-style-type: none"> • Coordinate actions to detect and assess the nature and extent of oil and hazardous materials releases. • Coordinate actions as appropriate to stabilize the release and prevent the spread of contamination; coordinate environmental clean-up actions and decontaminate buildings and structures; and manage wastes. • Follow applicable health and safety requirements for ESF #10 responders and coordinate, as needed, with local, regional, and state worker health and 	<ul style="list-style-type: none"> • LEPC Plan



CORE CAPABILITY	ESF #10 – OIL & HAZARDOUS MATERIALS	OTHER REGIONAL PLANS AND ESFs
<p><i>Within 24 hours of an incident, start to assess the incident in preparation for cleanup and recovery and request necessary resources; conduct health and safety hazard assessments and disseminate guidance and resources (including priority prophylaxis) to support environmental health and safety actions for response personnel and the affected population; and make requests from state/federal resources to begin remediation for 100 percent of impacted areas and determine long-term environmental impacts.</i></p>	<p>safety entities/authorities.</p>	
<p>Critical Transportation</p> <p><i>2012 KC THIRA Desired Outcomes, as applicable:</i></p> <p><i>Within 90 minutes of an incident, assess and initiate transportation response priority objectives to provide transportation (including accessible transportation services) for response priority objectives, including the evacuation of people and animals and the delivery of vital response personnel, equipment and services into affected areas by identifying transportation resources within the nine-county area prior to a disaster. Identify the need for and request resources from normal mutual aid partners, regional partners and state resources.</i></p> <p><i>Establish physical access through appropriate transportation corridors within eight hours for emergency response. Within one hour, identify the need for and request resources from normal mutual aid partners, regional partners and state resources.</i></p>	<ul style="list-style-type: none"> • For incidents where transportation infrastructure or routes are contaminated by oil or hazardous materials: Help to identify safe evacuation and ingress routes; assess the nature and extent of contamination; and coordinate/support clean up and/or decontaminate infrastructure and routes. • For incidents involving a blast or explosion associated with a chemical, biological, radiological, or nuclear (CBRN) threat agent resulting in a contaminated debris field: ESF #3 leads actions to clear critical transportation routes of CBRN-contaminated debris during the emergency phase, in consultation with ESF #10. ESF #10 assumes leadership for management of CBRN-contaminated debris after the emergency phase is over. 	<ul style="list-style-type: none"> • ESF #1 - Transportation • ESF #3- Public Works and Engineering • ESF #13 - Public Safety and Security • Kansas City Regional Evacuation Guide

III. SITUATION OVERVIEW

1. Hazardous Material Plans

- a. The Kansas counties of Johnson, Leavenworth and Wyandotte and the Missouri counties of Cass, Clay, Jackson, Platte and Ray comprise the Mid-America Local Emergency Planning Committee (LEPC). The LEPC brings private industry together with public emergency response agencies in the Kansas City metropolitan region. The purpose of the LEPC is to help reduce the community's risks from accidents involving hazardous chemical through training, exercising and maintenance of the Mid-America LEPC Regional Hazardous Materials Emergency Preparedness Plan. Miami County, while a member of the MARC region, maintains a separate County LEPC with its own Plan.
- b. The Mid-America LEPC Regional Hazardous Materials Emergency Preparedness Plan, as well as the Miami County LEPC Plan, describe the federal and state authorities governing planning for hazardous materials incidents, including the Emergency Planning and Community Right-to-Know Act (EPCRA) of 1986 (Public Law 99-499) and Title III of the Superfund Amendments and Reauthorization Act (SARA). Additional information on federal and state authorities governing hazardous materials planning, as well as mutual aid and first responder training is included in these LEPC plans.
- c. Both the Miami County LEPC Plan and the Mid-America LEPC Regional Hazardous Materials Emergency Preparedness Plan detail the hazards and risks associated with the transportation, production and storage of hazardous substances. The LEPC Plans further identify the specific locations of fixed facilities with reportable quantities of hazardous materials, major transportation routes carrying hazardous substances, the potential effects of hazardous materials releases and spills, and the ramifications to citizens and property.
- d. Tier II reports on hazardous chemicals used, manufactured or stored at fixed facilities are maintained by the Mid-America LEPC for the eight (8) counties in the Mid-America LEPC, as well as by the local fire departments in the region. The Miami County LEPC and the fire departments also maintain Tier II reports for the facilities in their county.
- e. The GIS mapping capabilities of local jurisdictions or MARC may be used to identify fixed facilities with hazardous materials and plan for the ramifications of a spill or release. The Emergency Management Situational Awareness Map (EMSAM) developed by the RHSCC GIS Subcommittee provides emergency service professionals the ability to share information about ground conditions at an incident site. EMSAM is a Web-based mapping application connected to live data (e.g., severe weather warnings and radar) which generates initial damage assessments for a defined area, and identifies the critical facilities and populations affected.
- f. Other mapping applications may also be used by hazardous materials emergency responders to identify and plan for a release from fixed facilities with hazardous chemicals, such as Computer-Aided Management of Emergency Operations (CAMEO). CAMEO contains both Areal Locations of Hazardous Atmospheres (ALOHA), a modeling program used to estimate threat zones associated with hazardous chemical releases, and Mapping Applications for Response, Planning, and Local Operational Tasks (MARPLOT), a mapping tool to plot information about infrastructure that could be impacted by hazmat releases.

- g. Local EOPs in both Kansas and Missouri include a hazardous materials functional annex describing local roles and responsibilities, response actions, capabilities and references to their respective LEPC Plans. These hazardous materials functional annexes reference and build upon the information included in the Mid-America LEPC Regional Hazardous Materials Emergency Preparedness Plan and the Miami County LEPC Plan.
- h. First responders (e.g., HazMat Teams, EMS agencies, law enforcement agencies, public works departments and other local agencies with hazardous materials support responsibilities) maintain procedures, protocols and guidelines specifying the appropriate specialized personnel protective equipment requirements and response actions for events involving hazardous materials.
- i. Businesses using, storing, manufacturing or transporting reportable quantities of hazardous chemicals are required to maintain inventories and provide LEPCs and local fire departments in their jurisdictions with Materials Safety Data Sheets (MSDS) on the hazardous chemicals in their communities. A list of LEPC and local fire department contacts in the region is maintained by MARC in a comprehensive contact list, and can be found in the Regional Resource Annex.
- j. Further, such businesses are required to develop emergency plans for responding to hazardous materials incidents and submitting this information to their respective State Emergency Response Commission (the Missouri Emergency Response Commission [MERC] in Missouri and the Commission on Emergency Planning and Response [CEPR] in Kansas), who maintain comprehensive lists of facilities, chemicals and hazardous materials plans in their respective states.
- k. Additionally, fixed facilities with reportable quantities of extremely hazardous substances (EHS) are required to designate a Facility Emergency Coordinator responsible for developing and maintaining on-site response and contingency plans. These plans contain specific information regarding the actions of facility personnel and their coordination with local emergency responders. Some of the larger fixed facilities in the region maintain onsite HazMat Teams, which will be integrated into the overall incident response per ICS and NIMS guidance.
- l. Both the Missouri State Emergency Management Agency (SEMA) and the Kansas Division of Emergency Management (KDEM) maintain state emergency plans outlining the roles and responsibilities of state agencies in support of a hazardous materials incident. Federal hazardous materials plans are also in place and maintained by the federal agencies assigned roles and responsibilities. For a current list of the state and federal agencies with general emergency responsibilities, see the RCG Base Guide.

2. Hazardous Materials Resources and Capabilities

- a. There are nine (9) HazMat Teams in the region; eight (8) of these teams are Regional Enhanced WMD HazMat Teams developed using federal and state funding sources. These teams are available to deploy throughout the region. Their capabilities are described in the Regional Resource Annex. Deployment of these resources is described under Regional Coordination Activities and in **Attachment C**.
- b. Local EMAs and the Hazardous Materials Teams in the region maintain information regarding the resources available in their individual jurisdictions. This information is included in local EOPs and in the supporting documents (i.e., procedures, checklists, guidelines, operating manuals, etc.) maintained by first responders.

- c. Other regionally purchased resources include specialized equipment and teams for response to a variety of emergency events. These regionally available resources include communications equipment, command vehicles, heavy rescue teams and others. For more information on the all-hazard resources and capabilities available in the region, see the Regional Resource Annex.
- d. The need for additional resources and personnel from outside the region will be based on the extent to which the jurisdictions in the region are involved and what available resources are in use. When the event exceeds (or threatens to exceed) local and regional resources, local EOCs will maintain contact with their respective governing county or state EOCs and request state and/or federal assistance as appropriate.
- e. A variety of state and federal resources and technical assistance may be available to local officials from agencies tasked with responsibilities in state and federal plans. Requests for state and federal assistance will be made by local EOCs (county or city EOCs in Missouri and county EOCs in Kansas) to their respective state EOCs.

IV. PLANNING ASSUMPTIONS

1. Specially trained and equipped Hazardous Materials (HazMat) Teams will be required to respond and assist to an incident involving hazardous materials – the level of training and equipment required will depend on the event and will be determined with the IC/Safety Officer.
2. All responding agencies will be trained in accordance with OSHA 1910.120, which describes minimum levels of emergency responder skills, knowledge, and functional levels to meet health and safety requirements for response to a hazardous materials incident. Additionally, first responders will follow the guidance provide in NFPA 472, which defines competencies for personnel responding to hazardous materials emergencies.
3. Reporting facilities will submit chemical inventory lists and emergency plans in a timely manner to the Missouri and Kansas SERCs, the LEPCs, and local fire departments.
4. Each local jurisdiction in the region has an approved hazardous materials emergency response plan (the Mid-America LEPC Regional Hazardous Materials Emergency Preparedness Plan for the jurisdictions in Missouri and County LEPC Plans in Kansas).
5. ESF #10 is consistent with and complementary to the LEPC plans in the region, local EOPs, responding agency plans, procedures and guidelines, as well as state and federal plans.
6. Emergency response personnel maintain ongoing communication with the facilities in their communities using, manufacturing and storing hazardous materials. Emergency response personnel and the facilities will work to ensure continuing coordination during and after the event.
7. Response personnel, cleanup crews, and response equipment may have difficulty reaching the site of a hazardous materials release because of the damage sustained by the transportation infrastructure (roads, rails, bridges, airports, etc.).



8. Air transportation may be needed for damage reconnaissance and to transport personnel and equipment to the site of a release.
9. Incidents involving WMD may require additional coordination procedures and the need to follow specialized response actions. A WMD response might begin as a routine response action and then later be determined a WMD incident.
10. Facilities using and storing and/or manufacturing hazardous materials are aware of their legal responsibility to immediately report spills and releases to the appropriate authorities.
11. Hazardous materials events will require reliable and interoperable communications to effectively facilitate incident management. For information on the communications capabilities available to support a hazardous materials event, see ESF #2 – Communications.
12. Mutual aid agreements and agreements of understanding with other local agencies and the private sector regarding hazardous materials resources and personnel should be maintained. Further, jurisdictions should maintain procedures to provide available hazardous materials resources to other jurisdictions in the region.
13. Even if the disaster does not cause an actual release, there will be considerable concern about facilities that are located in or near the affected area. These facilities will need to be assessed and monitored by ESF #10.
14. All specialized hazardous materials resources and equipment from outside the region will be deployed with trained personnel.
15. When needed, evidence collection will be handled by appropriate law enforcement officials, such as the FBI in a WMD event.
16. Hospitals in the region have basic hazardous materials decontamination capabilities, but may need assistance from Regional HazMat Teams with decontamination activities.
17. In major events, state and federal resources may be available to assist jurisdictions in augmenting local and regional capabilities, but their availability may not be immediate. With this in mind, jurisdictions in the region should be prepared to manage the event without state and federal resources for at least seventy-two (72) hours.
18. Reimbursement for local costs related to hazardous materials incident response may not be available without a state and federal disaster declaration. Depending on the event, some reimbursement may be available for local response activities from the spiller of the hazardous substance (additional on information on spiller responsibilities is included in LEPC Plans).

V. CONCEPT OF OPERATIONS

General

1. The type and extent of regional coordination activities initiated and maintained in support of a hazardous materials incident will depend on the capabilities of the jurisdictions involved and the scope of the incident. In large-scale events, local EOCs may be activated to support incident operations.
2. Based on the needs of the event, local jurisdictions will work to ensure emergency functions such as mass care, transportation, communications, public works and others are activated in support of the incident. It is the responsibility of local jurisdictions to coordinate the dissemination of emergency public information regarding in-place shelter or evacuation operations (for more information, see ESF #15 – Emergency Public Information).
3. EOCs will work to coordinate information among other county and city departments, agencies and public officials. Local EOCs will initiate and maintain communications with the state (SEMA or KDEM) or the county (i.e., Kansas municipalities will work through their respective County EOC to communicate with KDEM).
4. The local EMAs/EOCs in the region may initiate and maintain regional coordination during a hazardous materials incident by using teleconferencing or WebEOC, an online EOC information management tool. WebEOC allows jurisdictions to communicate information regarding emergency events in real time via the Internet. Other technology, such as e-mails, facsimile, etc. may be used to help ensure regional coordination is accomplished.
5. For more information on the use of WebEOC and other regional coordination activities potentially initiated to support any type of emergency event, see ESF #5 – Information and Planning.

ESF #10 - Specific Actions

1. Notification and Initial Response

- a. Initial notification of a hazardous materials event will normally be made to the local Public Safety Answering Point (PSAP), frequently referred to as the local 9-1-1 Center. This initial notification may come from a variety of sources, such as citizens or emergency responders. In the event of a spill or release from a fixed facility, the facility is responsible for immediately notifying the local fire department and/or local 9-1-1 Center/PSAP.
- b. Upon notification, the local 9-1-1 Center/PSAP will obtain as much information as possible regarding the event from the initial source of notification and alert the local fire department. The local 9-1-1 Center/PSAP will relay the information received (e.g., the chemical and quantity, safe routes of entry, injuries, etc.) to the fire department and other responding agencies. The IC or EOC (or their designee) will notify the appropriate state and federal agencies as needed.
- c. If the potential need for regional hazardous materials resources is recognized, the appropriate Public Safety Answering Point (PSAP) will provide initial notification to the Regional HazMat



Teams that an incident has occurred possibly requiring their assistance. When and if needed, the appropriate Regional HazMat Teams will be deployed through the Lee's Summit Fire Department and/or the Johnson County Communications Center (CCC) using the SOG included as **Attachment C**.

- d. Mutual aid assistance during hazardous materials incidents will be provided in accordance with local and regional mutual aid agreements, as appropriate, and should not be in conflict with the Missouri State Mutual Aid Plan – Missouri Systems Concept of Operational Planning for Emergencies (MoSCOPE), and the Kansas Mutual Aid System (established by KSA 48-950) allowing all political subdivisions in the State of Kansas to render mutual aid assistance to any other jurisdiction upon request.
- e. As appropriate and feasible, responding agencies will relay critical information regarding the CBRNE agent involved to other appropriate agencies and organizations, such as law enforcement agencies and the TEW Group. During a CBRNE or WMD event, responding agencies will work closely with appropriate law enforcement agencies to deploy regional Explosive Ordinance Disposal (EOD) Teams, if required by the event.
- f. For information regarding the exchange of information with the TEW Group, law enforcement agencies and the deployment of EOD Teams, see ESF #13 – Public Safety and Security.

2. Incident Management

- a. A major hazardous materials incident may require a multi-agency and/or multi-jurisdictional response; therefore, it is critical that the Incident Command System (ICS) be implemented to assist in effectively managing the event. Responding agencies will implement ICS in compliance with the National Incident Management System (NIMS), local EOPs, and agency/departmental procedures and guidelines.
- b. Upon their arrival, a qualified emergency responder will assume the role of IC and direct response operations using ICS. The IC will make all tactical field decisions using their agency's hazardous materials operating procedures and guidelines. The IC (or their designee) will maintain communications with their local EOC to ensure the EOC is available to support field operations, request additional resources and maintain appropriate coordination with other departments, agencies and jurisdictions.

3. Operations

- a. Using the principles of ICS and NIMS, the IC will coordinate and arrange for the deployment of appropriate resources and personnel to support response to the hazardous material event. These resources and personnel will be activated and organized based on pre-established procedures, guidelines and protocols. All operational activities will be carried out in accordance with these procedures, guidelines and protocols.
- b. It is critical that the IC work to ensure timely and continuous communication is established with key ESF #10 Coordinating and Cooperating Agencies (e.g., law enforcement, public health, EMS agencies, local EMAs, etc.) as needed. The level of involvement and support required by these agencies will vary greatly depending on the severity and type of incident, but such coordination activities will promote an accurate, common operating picture for all agencies and organizations involved.

- c. All responding departments and agencies will initially use their existing equipment for communicating with their field operations and will request additional communications resources as needed to support the event per agency protocols in accordance with ICS and NIMS. For additional information on emergency communications activities, see ESF #2 – Communications.
- d. As per existing procedures, the IC will direct responding agencies to accomplish the following activities as needed:
 - Identify, assess and evaluate the risks involved with the hazardous substance or CBRNE agent
 - Activate and direct WMD/hazardous material response tactical operations
 - Conduct rescue and decontamination activities
 - Take appropriate mitigation actions
 - Request additional resources and personnel to assist with the event
- e. In addition to these actions, **Attachment B** provides a checklist of initial actions to be considered in a hazardous materials event. Further, local EOPs and LEPC Plans, as well as responding agency procedures and guidelines, include standard operating guidelines, procedures and checklists detailing the actions to be performed by those with hazardous materials roles and responsibilities.
- f. Regional coordination will be maintained throughout the event by EMAs and EOCs in cooperation with responding agencies. For a significant hazardous materials incident or when multiple incidents are occurring simultaneously throughout the region, the Regional Coordination System may be utilized to facilitate the coordination and prioritization of resources. Regional coordination actions during a hazardous materials event may include the dissemination of public information regarding in-place shelter or evacuation operations, safe routes, shelter locations or other issues potentially involving more than one jurisdiction, as well as including information in the regional WebEOC boards, as appropriate. Regional coordination may also be required to identify and deploy regionally available resources and personnel.

4. Hazardous Materials Resource Request Process

- a. The IC for the event will determine what resources should be assembled for response, what resources are immediately available and what additional resources need to be obtained to manage the incident. If local hazardous materials resources are inadequate, assistance will be requested from other unaffected or less affected jurisdictions in the region through the Regional Coordination System. See **Attachment A** and the RCG: Base Guide.
- b. If regional hazardous materials resources are needed, the responsible agency (i.e., the agency maintaining the resource) will deploy the resource at the request of the IC, unless the resource is already in use or other limitations prevent the responsible agency from deploying the resource.
- c. As described under “Situation Overview”, there are nine (9) HazMat Teams, eight (8) of which are Enhanced WMD HazMat Teams. These teams are located throughout the region and have specialized resources and personnel potentially available to assist with a hazardous materials incident. Specific information regarding the capabilities of these teams is included in the Regional Resource Annex. Guidelines for deployment of the Regional HazMat Teams are included as **Attachment C**.

- d. The resources and personnel used to support hazardous materials operations will remain under the direct control of the agency maintaining the resources, but will be assigned by the IC or their designee at the ICS Staging Area. The sharing of hazardous materials resources between jurisdictions will be accomplished via established mutual aid systems. For more information on mutual aid between jurisdictions in the region, see ESF #7 - Logistics and the RCG: Base Guide.
- e. Once the EOC is activated, the IC (or their designee) will maintain communications with the EOC to ensure it is available to request and/or coordinate additional resources as needed. The local EOC will assist with resource identification and coordination as requested by the IC in support of field activities.
- f. When the local EOC is activated, all resource requests should be coordinated through the EOC. In the event of a major incident, an inventory of available hazardous materials resources and personnel in the region may be coordinated through the Regional Incident Coordination Group (RICG). See **Attachment A** and the RCG: Base Guide.

5. Recovery and Clean-up Operations

- a. As needed, clean-up and remediation will be accomplished following the emergency period. These activities are frequently handled by the EPA, the spiller, or private sector organizations with specialized personnel and resources available to accomplish remediation operations.
- b. Regional coordination activities will continue as needed throughout the recovery period. For more information, see ESF #14 – Community Recovery.

Training and Exercises

- a. The RHSCC Training and Exercise Subcommittee will work closely with the RHSCC Subcommittees and other organizations representing the emergency services disciplines in the region to identify individuals and agencies in need of training and exercises to support the hazardous materials function.
- b. Particular attention should be paid to incorporating elements of the core capabilities addressed in ESF #10 (WMD/Hazardous Materials Response and Decontamination and CBRNE Detection) into regional training and exercise activities to reinforce the actions described in ESF #10 and improve the region's capability to manage such incidents.
- c. As noted in the Regional Capabilities Assessment Report, additional training activities should be considered for first responders in Hazardous Materials Incident Management and the use of specialized CBRNE equipment. The RHSCC Training and Exercise Committee will work with the HOA Fire Chiefs Association to ensure this training, as well as other enhanced WMD training activities, is made available to first responders in the region.
- d. The Mid-America LEPC offers a series of basic hazardous materials training courses. These courses are posted on the MARC Regional Emergency Services Calendar and may be accessed through the following Website: <http://www.marc.org/emergency/training/>.
- e. For additional information on regional training and exercises, see the RCG Base Guide.

VI. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

General

1. The roles and responsibilities of local government agencies are formally assigned and defined in EOPs and their supporting procedures and guidelines. Hazardous materials roles and responsibilities are also defined in the plans and procedures maintained by emergency responders, volunteer agencies, the private sector and state and federal government agencies.
2. The responsibilities described below are not meant to be all inclusive, but rather to complement the responsibilities assigned in local plans and reinforce the activities described in ESF #10 of the RCG.

Coordinating Agencies

1. As a Coordinating Agency for ESF #10, the **HOA Fire Chiefs Association** is responsible for providing oversight for enhanced WMD training activities.
2. As Coordinating Agencies for ESF #10, **Local Fire Departments** are responsible for response to hazardous materials incidents in their jurisdictions and will work to accomplish the following:
 - a. Coordinate hazardous materials response activities through the implementation of ICS and NIMS and when appropriate, request Regional HazMat Teams to support response activities.
 - b. Work with local EMAs/EOCs to share information, coordinate resource requests and relay the need for support with hazardous materials activities.
 - c. Support regional hazardous materials preparedness activities, including resource acquisition and maintenance.
 - d. Ensure specialized hazardous materials equipment and personnel information is appropriately entered into the regional resource database and accessible to appropriate regional stakeholders.

Cooperating Agencies

1. As a Cooperating Agency for ESF #10, **LEPCs (the bi-state Mid-America LEPC and the Miami County, Kansas LEPC)** are responsible for overall hazardous materials preparedness and planning activities in their jurisdictions, including developing and maintaining a LEPC Plan and maintaining compliance with federal and state authorities.
2. As a Cooperating Agency for ESF #10, the **Regional HazMat Teams** are responsible for providing specialized resources and personnel to support local fire departments when requested.



3. As a Cooperating Agency for ESF #10, **EMAs** (and EOCs when activated) will work to ensure overall regional coordination. Additionally, EMAs will work to accomplish the following:
 - a. Ensure the EOC is prepared to provide resource support, accomplish coordination activities and conduct other appropriate actions in support of hazardous materials events.
 - b. As needed, maintain contact and provide information to state and federal agencies regarding the need for additional hazardous materials resources.
 - c. Make appropriate references to ESF #10 of the RCG in the hazardous materials annexes of local EOPs.
 - d. For additional information on EMA responsibilities in support of regional coordination activities, including those described in ESF #10, see ESF #5 – Information and Planning.

All Other Cooperating Agencies, NGOs, State, and Federal Agencies

1. All Cooperating agencies and organizations will provide resources, personnel and special expertise to support ESF #10-related activities as needed and requested.
2. All Cooperating Agencies will participate in training and exercises in support of the hazardous materials function, as well as include regional coordination activities in their standard operating procedures, guidelines and/or checklists.

VII. ATTACHMENTS

- A. Regional Coordination Guide Summary
- B. First-Hour Checklist for Regional Emergencies - Oil & Hazardous Materials
- C. Regional HazMat Team Deployment Standard Operating Guide (SOG)
- D. Useful Hazardous Materials Web sites

Regional Resource Annex

The ESF 10 regional resources are maintained in the Regional Resource Annex.

Attachment A. Regional Coordination Guide Summary

Overview

- The RCG provides an overall framework for regional coordination activities and may be initiated and maintained when there is a need for the jurisdictions in the metro area to provide common messages, and share information and resources.
- The protocols described in the RCG are intended to assist participating jurisdictions, agencies and organizations (whether government, volunteer or private sector) in augmenting their emergency resources and maximizing their emergency capabilities.
- The RCG is not intended to be an operational document. Operational emergency activities are coordinated through local Emergency Operations Centers (EOCs) and described in local Emergency Operations Plans (EOPs), standard operating guides, and the operating procedures maintained by local emergency response agencies.
- The RCG is flexible and scalable and was developed for use during any type or size of incident or event. Use of the principles and actions described in the RCG will be determined by the incident or event and the needs of the involved jurisdictions, agencies and organizations. Furthermore, the RCG is applicable for both planned events (i.e. MLB All-Star Game), which are scheduled nonemergency activities; and incidents (i.e. natural and manmade hazards), which are occurrences that require a response to protect life and property. Because events can sometimes turn into incidents, and because regional coordination may be needed in both instances, the application and use of these terms and their meaning throughout the RCG may be interchangeable and are not necessarily mutually exclusive.
- Local participation in the activities described in the RCG is voluntary. Therefore, the RCG represents a voluntary agreement among participating organizations, and as such, no participating organization has “control” or authority over another participating organization except where stated elsewhere in federal, state or local laws.

Key Concepts & Organizations

Some disaster events may overwhelm the resources of a single jurisdiction or impact multiple jurisdictions within the region, necessitating assistance from regional partners or collective decision-making to meet the needs of the situation. The **Regional Coordination Guide** (RCG) was developed to document and outline these protocols for regional action in order to maximize the sharing and coordination of information and resources and to improve the surveillance, early detection and mitigation of hazards and threats. These regional protocols can be best understood to comprise a **Regional Coordination System** (RCS). The RCS is a comprehensive concept to describe the mechanisms for how planning and response occur on a regional level, and to ensure the efforts of jurisdictions impacted or potentially impacted by a disaster are appropriately inter-connected and complementary, rather than duplicative. It reinforces interoperability among area jurisdictions and organizations, and makes response efforts more efficient and effective by coordinating available resources, services, and aid.



Furthermore, another foundational component of the RCS is the Regional Incident Coordination Group (RICG). This group is meant to be adaptable and scalable to any incident/event, and will serve as the primary coordinating body during a significant disaster event necessitating regional coordination. The nature of the incident/event and corresponding and evolving response and recovery needs will largely determine which participants will make up the RICG at any given time during the incident/event.

KEY CONCEPTS

Resources:

Resources are defined as personnel, vehicles, established teams, equipment, supplies and facilities available for assignment.

Impacted Jurisdiction(s):

The area defined as the "Impacted Jurisdiction" encompasses the jurisdiction and all the political subdivisions located within that jurisdiction, including special districts. The "Impacted Jurisdiction" is the jurisdiction that has or will be adversely impacted by an incident/event.

Assisting Jurisdiction(s) and/or Disciplines:

The Assisting Jurisdiction and/or discipline(s) provides timely emergency resources, services, and manpower to the Impacted Jurisdiction(s) -- and in some cases, the Host Jurisdiction -- in accordance to the provisions set forth by the RCS.

Host Jurisdiction(s) and/or Facility:

In situations where evacuation and/or mass care operations are necessary, the Host Jurisdiction serves as the jurisdiction that receives and shelters residents and animals coming from the Impacted Jurisdiction(s), and provides mass care and other needs as appropriate.

Regional Incident Coordination Group (RICG): This group is meant to be adaptable and scalable to the incident/event. The nature of the incident/event and corresponding and evolving response and recovery needs will largely determine which participants will make up the RICG at any given time during the incident/event. Specifically, the RICG may be comprised of those designated representatives from the Impacted and Assisting/Host jurisdictions' key leadership, emergency management, first responder disciplines (i.e. Law Enforcement, Fire, EMS, SAR, HAZMAT), public health/medical, other regional disciplines, nongovernmental organizations, and ESF representatives (i.e. Transportation, Mass Care, Communications, Public Works, etc.). Other groups and organizations may be included, depending on the type and scale of the incident.

Activation & Initiating Regional Coordination

Although the criteria for initiating regional coordination are subjective, the Regional Coordination System (RCS) encourages a proactive approach to enhance regional vigilance/surveillance, information sharing, and, if necessary, a coordinated approach to incident/event management.

- Activation procedures may vary depending on the nature of the incident/event. The activation of the RCS, as the Regional Coordination Levels below indicate, are only meant to provide possible courses of action that can easily be adapted to the situation.



Pre-Planned Events

For pre-planned events, the decision to utilize components of the RCS will vary. However, because the RCS is scalable and flexible, the Region can utilize the RCS as long as it is not in conflict with existing laws and/or agreements between all of the involved parties.

The RCS may be activated:

- When planning for large or high profile public gatherings that affect multiple jurisdictions.
- When similar past events have required multi-agency coordination within the Region.

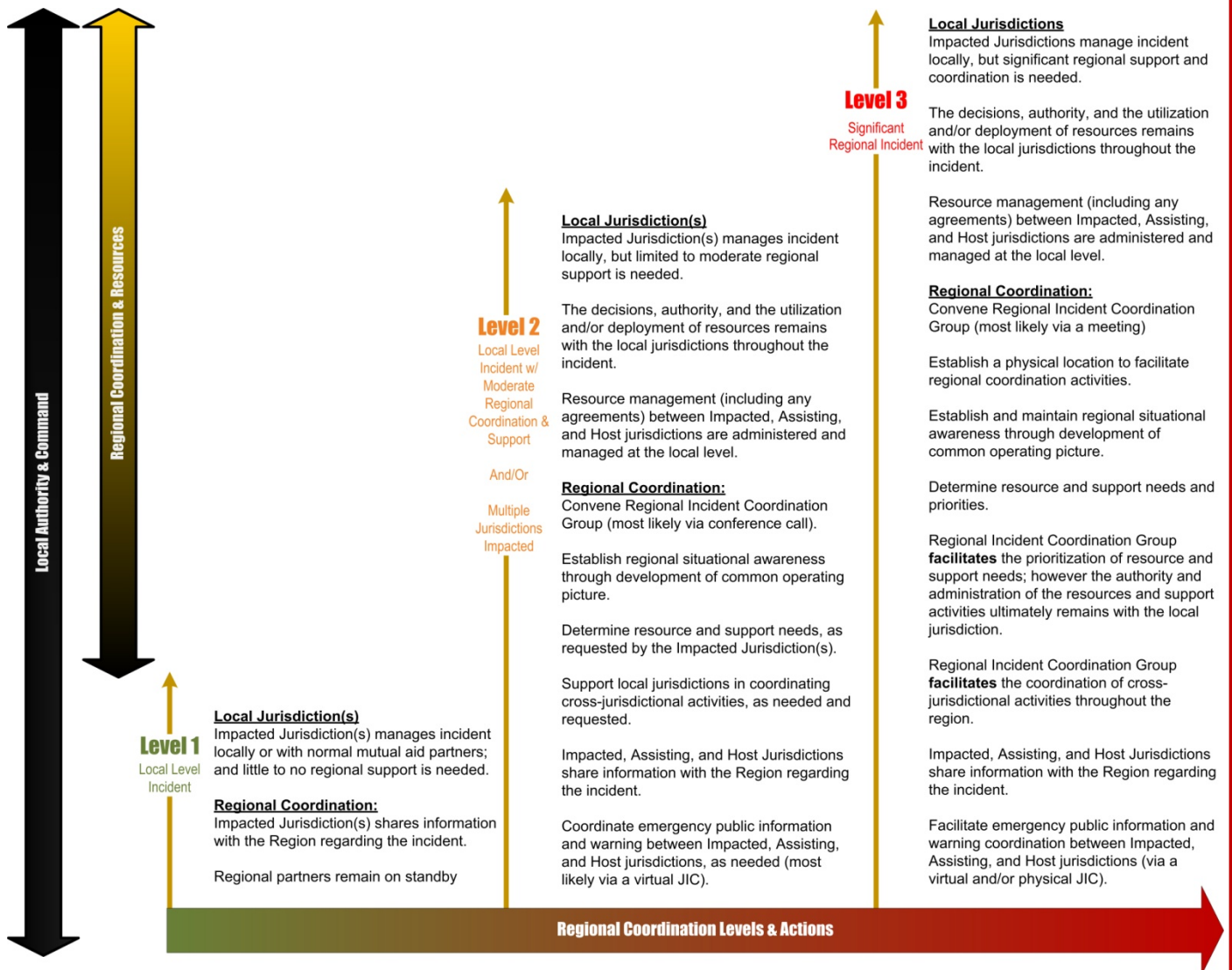
Notice and No-Notice Incidents (Hazards and Threats)

The RCS may be activated:

- When an impacted local jurisdiction’s chief executive OR designee initiates the activation of the RCS.
- During a Level 1, 2, or 3 Regional incident/event. (i.e. When there is the possibility or reality that more than one jurisdiction could become involved in the incident response and recovery)
- When the incident could expand rapidly and involve cascading events.

Implementing Regional Coordination: Regional Coordination Levels

The type, scope and nature of the incident/event will dictate when it has regional significance and when regional coordination activities are initiated. Regional coordination within the RCS can be understood to occur across three “levels”. The levels are meant to illustrate how regional coordination activities should increase in operational function and complexity as the magnitude or severity of incidents increases. The levels are not meant to be concrete with distinct transition points from Level 1 to Level 2 to Level 3, but rather are defined by planning considerations to generally describe how regional coordination needs and activities differ with the scale of an incident. The figure below provides a summary of key actions for each level. For specific information and detail, see RCG: Base Guide.



(Note: For specific actions for each level, see RCG: Base Guide.)



Attachment B. First-Hour Checklist for Regional Emergencies - Oil & Hazardous Materials

The following actions should be carried out as needed based on the specifics of the incident by local officials tasked with responsibilities for accomplishing emergency functions. In addition to the ESF #10 checklist below, the **RCG: Base Guide** includes an initial checklist of actions for all emergency functions and discusses the immediate actions for situational awareness, gaining regional awareness, overall response status, and emergency public information (see **RCG: Base Guide**).

Immediate Actions - RESPONDING AGENCIES -

- Identify the hazardous substance(s) involved.
- Implement hazardous materials tactical operations using the principles of ICS.
- Determine what assets may be available to assist with the event and if appropriate, request Regional HazMat Teams (see Attachment C).
- Ensure emergency communications procedures are in place, and implement alternate communications if primary communications systems are inoperable or not functioning properly (see ESF #2 – Communications).
- Determine the need for protective actions.
- Conduct emergency decontamination and rescue operations.
- Ensure communications is established with the EOC and support is requested as needed.
- Identify any special facilities and/or vulnerable populations potentially affected by the incident.
- Ensure appropriate state and federal agencies with hazardous materials resources, capabilities and technical assistance have been notified.

Ongoing Initial Response Actions - RESPONDING AGENCIES -

- Implement appropriate hazardous materials SOGs needed to manage the event.
- As dictated by the substance(s) involved, implement protective actions (i.e., in-place shelter or evacuation) and work with EMAs to initiate appropriate public information actions and if needed, mass care activities.
- Ensure special facilities, such as nursing homes and schools, are aware of the situation and are both prepared and capable of taking appropriate protective actions.
- Work with EMAs to ensure the functional and access needs of populations are addressed.
- If decontamination actions are needed, identify the resources and personnel needed to accomplish the task.
- Provide support to other entities (e.g., hospitals, special facilities) as appropriate and practical with decontamination activities.
- Determine the need to request additional regional support resources (e.g., communications equipment, command vehicles, etc.).
- Work with EMAs to request and deploy other local agencies and organizations as needed in support of the event (e.g., barricade teams, traffic control, heavy equipment, etc.).
- Ensure the appropriate IAP steps have been initiated.
- Perform appropriate mitigation activities.
- If necessary, assess the availability of potential staging areas.
- If the incident is a WMD, coordinate with the appropriate federal officials (i.e., the FBI).
- Work closely with local EOCs to ensure appropriate public information activities are initiated and maintained.
- As requested, provide information to local EOC(s) regarding the need for state or federal resources, and other information needed to support the event and to help support regional coordination activities.
- Determine the need for private sector contractors to assist with containment, disposal and remediation activities.



Attachment C. Regional HazMat Team Deployment Standard Operating Guide (SOG)

- Jurisdictions will make all requests for Regional HazMat Teams by contacting their local dispatch center, which will contact the appropriate mutual aid resource center in Missouri and/or Kansas as follows:

- ✓ In Missouri, requests for Regional HazMat Teams will be made through the Lee's Summit Fire Department (Region A).
- ✓ In Kansas, requests for Regional HazMat Teams will be made through the Johnson County Communications Center (CCC).

- The requested team(s) will respond as a *HazMat Task Force consisting of a minimum of:
 - Five (5) HazMat Personnel
 - Four (4) Operations Level personnel
 - One (1) Chief Officer
 - Two (2) ALS/BLS Medical Personnel
- In addition to personnel, the apparatus and equipment making up this Task Force will provide stand-alone capability including:
 - One (1) Fully Equipped Engine Company and a Supervisor
 - Medical Support for HazMat Personnel (ALS ambulance is preferable)
- The apparatus carrying HazMat-specific resources will vary among the different teams in the region, but will provide the necessary equipment to fulfill a **Type I HazMat Team.
- It is intended the requested HazMat Team(s) respond as quickly as possible and within two (2) hours or less of asset request.
- Any pre-existing mutual aid agreement regarding hazardous materials response supersedes these guidelines.

** Unless otherwise specified by the requesting jurisdiction, a HazMat Task Force will be the minimum asset assembled for response. The five (5) personnel minimum is consistent with the FEMA Type I HazMat Entry Team guidelines.*

*** Meets FEMA Type I requirements with the exception of secure communications and evidence collection. Evidence collection for a WMD incident will be conducted by the Regional FBI Evidence Collection Team located in Kansas City.*

Attachment D. Useful Hazardous Material Web sites

- **Emergency Planning and Community Right-to-Know Act (EPCRA)** of 1986 (Public Law 99-499) and **Title III of the Superfund Amendments and Reauthorization Act (SARA)**. This federal legislation outlines the requirements for emergency planning and notifications pertaining to emergencies involving hazardous materials:
<http://www.epa.gov/emergencies/content/epcra/index.htm>
- **Revised Statutes of Missouri (RSMO) Sections 292.600 to 292.625** is the state level implementation of SARA, Title III and defines the roles and responsibilities of Missouri state agencies. This RSMO gives counties the option of forming a single or multi-county LEPC:
<http://www.moga.mo.gov/statutes/c292.htm>
- **Kansas Statutes Annotated (KSA) 65-5701 through 65-5711** is the state level implementation of SARA, Title III. It defines the hazardous materials roles and responsibilities of state agencies and establishes a LEPC in each Kansas County: following:
http://kansasstatutes.lesterama.org/Chapter_65/Article_57/
- The National Fire Protection Association (NFPA) established **NFPA-1600 (Standard on Disaster/Emergency Management and Business Continuity Programs)** to provide guidance for fire services agencies in managing emergency events, including hazardous materials incidents:
<http://www.nfpa.org/assets/files/pdf/nfpa1600.pdf>
- **The Mid-America Regional Hazardous Materials Emergency Preparedness Plan** (the regional LEPC Plan for the Missouri counties in the region):
<http://www.marc.org/emergency/pdfs/lepcbasicplan.pdf>
- **LEPC Plans for the Kansas counties** in the region are available by contacting the County EMA or LEPC Chair for each county located at:
<http://www.kansastag.gov/kdem.asp?PageID=183>
- **The Kansas Response Plan (KRP)** describes the roles, responsibilities and actions of Kansas state agencies for all types of emergencies, including a major hazardous materials incident:
http://www.kansastag.gov/AdvHTML_doc_upload/2011%20Final%20Plan.pdf
- **The National Response Framework (NRF) – ESF #10: Oil and Hazardous Materials Response** describes the roles and responsibilities of federal agencies in response to a significant hazardous materials event: <http://www.fema.gov/national-preparedness-resource-library>
- **OSHA 1910.120** establishes rules and regulations regarding hazardous materials safety and training standards:
http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=standards&p_id=9765
- Title III of the Superfund Amendments and Reauthorization Act (SARA), the Clean Air Act Amendments of 1990, the Oil Pollution Act of 1990, and the Hazardous Materials Transportation Uniform Safety Act of 1990 will be useful in identifying facilities that are located in or near the affected area.



- The **Missouri Department of Natural Resources (DNR)** is tasked with addressing environmental emergencies including "any chemical, petroleum, or other material spilled on to the land, water, or atmosphere" that might impact the public health/safety and/or the environment. The Missouri "[Spill Bill](#)"* ([Section 260.500 to 260.550 RSMo](#)) requires the department to maintain a 24-hour EER Hotline, and provides the authority to initiate a cleanup or provide cleanup oversight for chemical releases. Additional information on DNR, including emergency contact information is found at the following Website:
<http://www.dnr.mo.gov/env/esp/esp-eer.htm>
- The **Missouri Emergency Response Commission (MERC)** is mandated to protect public health and the environment by assisting communities with chemical incident prevention, preparedness, response and recovery; and by receiving, processing and reporting on chemical information received under the community right-to-know laws. For additional information on the MERC, see <http://sema.dps.mo.gov/about/merc.asp>
- The **Kansas Commission on Emergency Planning and Response (CEPR)** is tasked with facilitating a coordinated effort to accomplish mitigation, preparedness, response, and recovery from emergencies and disasters in Kansas, as defined in K.S.A. Chapter 48, Article 9 of the Kansas Emergency Management Act. For more information, see <http://www.kansastag.gov/kdem.asp?PageID=408>
- The **Kansas Department of Health and the Environment (KDHE)**, Division of the Environment assists in addressing hazardous material incidents by working with operators to achieve compliance with state and federal environmental statutes and regulations. The regulatory programs rely upon compliance inspections and monitoring to determine compliance. The Division also conducts financial or technical assistance programs such as the Wastewater Revolving Loan Fund and the Pollution Prevention Program to assist the regulated community. For additional information on KDHE, see the following Website: <http://www.kdheks.gov/environment/index.html>
- The **U.S. National Response Team (NRT)** provides technical assistance, resources and coordination on preparedness, planning, response and recovery activities for emergencies involving hazardous substances, pollutants and contaminants, hazmat, oil, and weapons of mass destruction in natural and technological disasters and other environmental incidents of national significance. For additional information on the NRT, see their Website at: <http://www.nrt.org/>
- **CHEMTREC** is a 24-7 resource for obtaining immediate emergency response information for chemical releases. CHEMTREC is linked to the largest network of chemical and hazardous material experts in the world including chemical and response specialists within the American Chemistry Council membership, response specialists within the carrier community, public emergency services, and private contractors. CHEMTREC is one way to assist shippers of hazardous materials with compliance with government regulations, such as U.S. Department of Transportation regulation 49 CFR § 172.604 – the following is a link to the CHEMTREC Website:
<http://www.chemtrec.com/Chemtrec/>