

STATE OF GEORGIA

COUNTY OF ROCKDALE

**A RESOLUTION OF THE BOARD OF COMMISSIONERS AUTHORIZING
ADOPTION OF THE ROCKDALE COUNTY LOCAL EMERGENCY OPERATIONS
PLAN**

WHEREAS, the primary role of government is to provide for the welfare and safety of its citizens in the occurrence of a natural disaster; and

WHEREAS, emergency management protocols are established to ensure that mitigation, preparedness, response, and recovery actions exist so that public welfare and safety are preserved.

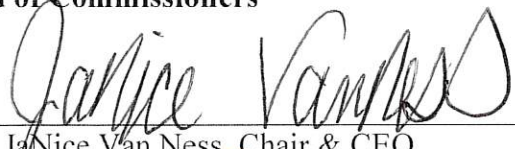
WHEREAS, the Rockdale County Local Emergency Operations Plan provides a comprehensive framework for County-wide emergency management. It addresses the roles and responsibilities of government organizations and provides a link to local, State, Federal, and private organizations and resources that may be activated to address disasters and emergencies in Rockdale County.

WHEREAS, The Rockdale County Local Emergency Operations Plan ensures consistency with current policy guidance and describes the interrelationship with other levels of government.

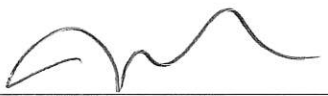
NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of Rockdale County authorizes adoption of the Rockdale County Local Emergency Operations Plan and to replace all others proceeding.

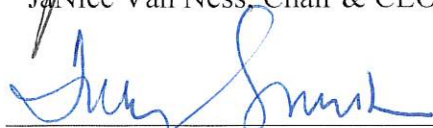
So resolved, this 24 day of June, 2025.

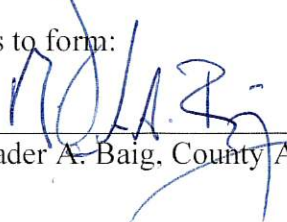
**Rockdale County, Georgia
Board of Commissioners**

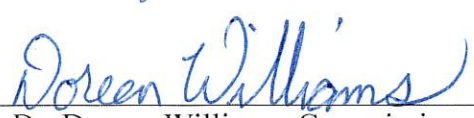
By: 
Janice Van Ness, Chair & CEO

Attest

By: 
Jennifer Rutledge, County Clerk

By: 
Tuwanya Smith, Commissioner Post 1

Approved as to form:
By: 
M. Qader A. Baig, County Attorney

By: 
Dr. Doreen Williams, Commissioner Post 2

Rockdale County

Local Emergency Operations Plan



Date of Adoption: June 24, 2025

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Promulgation Statement

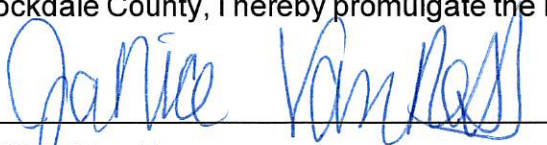
Rockdale County
ROCKDALE COUNTY LOCAL EMERGENCY OPERATIONS PLAN (LEOP)
PROMULGATION

The primary role of government is to provide for the welfare of its citizens. The welfare and safety of citizens are never more threatened than during disasters. The goal of emergency management is to ensure that mitigation, preparedness, response, and recovery actions exist so that public welfare and safety are preserved.

The Rockdale County Local Emergency Operations Plan provides a comprehensive framework for County-wide emergency management. It addresses the roles and responsibilities of government organizations and provides a link to local, State, Federal, and private organizations and resources that may be activated to address disasters and emergencies in Rockdale County.

The Rockdale County Local Emergency Operations Plan ensures consistency with current policy guidance and describes the interrelationship with other levels of government. The plan will continue to evolve, responding to lessons learned from actual disaster and emergency experiences, ongoing planning efforts, training and exercise activities, and Federal guidance.

Therefore, in recognition of the emergency management responsibilities of the Rockdale County government and with the authority vested in me as the Chief Executive Officer of Rockdale County, I hereby promulgate the Rockdale County Local Emergency Operations Plan.



JaNice Van Ness

Chair & CEO, Rockdale County

Approval and Implementation

This plan supersedes the Rockdale County Local Emergency Operation Plan (LEOP) dated May 10, 2017, and is valid for a period of four years from the date signed unless a revision is required sooner by the undersigned.

This LEOP describes the management and coordination of resources and personnel during periods of major emergencies. This comprehensive local emergency operations plan is developed to ensure mitigation and preparedness, appropriate response, and timely recovery from natural and man-made hazards that may affect residents of Rockdale County. This plan is also intended to clarify expectations for an effective response by local officials in support of first responders in the field, which can save lives, protect property and more quickly restore essential services.

This LEOP was developed by Rockdale County Emergency Management Agency, in conjunction with other local agencies, non-governmental organizations, and private sector partners, and is aligned with the National Response Framework, the National Disaster Recovery Framework, and guidance from the Georgia Emergency Operations Plan. It was also developed with lessons learned from previous disasters and emergencies that have threatened Rockdale County, as well as exercises and training events.

The Rockdale County Local Emergency Operations Plan delegates the Chair's authority to specific individuals if he or she is unavailable. The chain of succession in a major emergency or disaster is as follows:

Legislative:

Vice Chair

Other Post Commissioner

Probate Court Judge

Date

7/7/25


JaNice Van Ness

Chair & CEO, Rockdale County

Operational:

Chief Operating Officer

Signature Page

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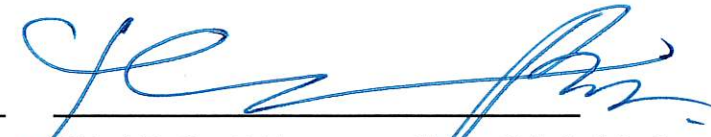
Sheriff Eric J. Levett, Sheriff
Rockdale County



Chief James Robinson, Fire Chief
Rockdale County



Sharon Webb, EMA Director
Rockdale County



Chief R. Scott Freeman, Ph.D. Chief of Police
City of Conyers

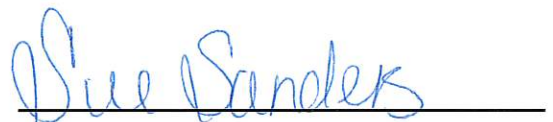


Mayor Vince Evans, Mayor
City of Conyers



Kameron Kelley, City Manager
City of Conyers

Gary W. Washington, Probate Judge
Rockdale County



Sue Sanders, Chief Operating Officer
Rockdale County

Record of Distribution

An official copy with signatures will be added after adoption.

Plan #	Office/Department	Representative	Signature
1	Board of Commissioners	Chair & CEO	
2	City of Conyers	Mayor	
3	Rockdale County EMA	Director	
4	Rockdale County Fire Rescue	Fire Chief	
5	Rockdale County Sheriff	Sheriff	
6	Rockdale County Probate Court	Probate Judge	
7	Rockdale County Board of Assessors	Director	
8	Rockdale County Board of Elections & Voter Registration	Supervisor	
9	Rockdale County Coroner	Coroner	
10	Rockdale County Finance	Chief Financial Officer	
11	Rockdale County General Services	Director	
12	Rockdale County Parks and Recreation	Director	
13	Rockdale County Planning & Development	Director	
14	Rockdale County Public Relations	Director	
15	Rockdale County Stormwater Management	Director	

16	Rockdale County Human Resources	Director	
17	Rockdale County Technology Services	Chief Information Officer	
18	Rockdale County Department of Transportation	Director	
19	Rockdale County Water Resources	Director	
20	Rockdale County E911 Communications	Deputy Director	
21	Rockdale County Animal Services	Deputy Director	
22	Rockdale County Clerk of Courts	Clerk of Courts	
23	Rockdale County Juvenile Court	Judge	
24	Rockdale County Magistrate Court	Judge	
25	State Court of Rockdale County	Chief Judge	
26	Superior Court of Rockdale County	Chief Judge	
28	Conyers Police Department	Chief of Police	
29	City of Conyers - Stormwater	Director	
30	City of Conyers – Public Works & Transportation	Director	

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Purpose, Scope, Situation, and Assumptions

1.1 Purpose

The Rockdale County Local Emergency Operations Plan (LEOP) is based on the hazards listed in the Hazard Mitigation Plan, which includes all natural, human-caused, and technological hazards that can be reasonably presumed to occur within the geographical boundaries of Rockdale County. The LEOP clarifies the actions taken for an effective response and describes the integration of the processes and procedures detailed in the National Response Framework (NRF), National Disaster Recovery Framework, as well as serving as a guide for all municipal Emergency Operations Plans.

The Rockdale County LEOP supports the five major mission areas set forth in the National Preparedness Goals; Prevention, Protection, Mitigation, Response, and Recovery. It supports the mission of protecting life and property against manmade and natural disasters by directing the county's efforts and restoring essential utilities and services at all levels of government through effective planning, preparation, response, and mitigation.

The LEOP incorporates best practices and procedures from various incident management disciplines - homeland security, emergency management, law enforcement, firefighting, hazardous materials response, public works, public health, emergency medical services, and responder and recovery worker health and safety - and integrates them into a unified coordinating structure.

The LEOP provides the framework for interaction with other county and municipal governments, the private sector, and NGOs in the context of incident prevention, preparedness, response, and recovery activities. It describes capabilities and resources and establishes responsibilities, operational processes, and protocols to help protect from natural and manmade hazards, save lives, protect public health, safety, property, and the environment, and reduce adverse psychological consequences and disruptions. Finally, the LEOP serves as the foundation for the development of detailed supplemental plans and procedures to effectively and efficiently implement incident management activities and assistance in the context of specific types of incidents.

The LEOP defines the actions and roles necessary to provide a coordinated response and provides a general concept of potential emergency assignments before, during, and following emergencies to the City of Conyers and Rockdale County, and the Departments and Agencies within Rockdale County. It also provides for the systematic integration of emergency resources when activated for emergencies and does not replace non-emergency operations plans or procedures.

1.2 Scope

Disasters or emergencies are high-impact events that require a coordinated and effective response by an appropriate combination of county, municipal, private-sector, and nongovernmental entities to save lives, minimize damage, and provide the basis for long-term community recovery and mitigation activities.

The LEOP addresses the threats and hazards extracted from the Rockdale County Hazard, Identification and Risk Assessment (THIRA) and the Rockdale County Hazard Mitigation Strategy.

The LEOP introduces the fundamentals of mitigation and long-term recovery but is not the primary document for these activities. It also references activities occurring in all phases of the emergency management cycle. However, the primary focus of this document remains an operational plan that describes the basic strategies, assumptions, operational goals, and objectives in coordinating and mobilizing resources to support emergency management response and recovery activities.

The LEOP applies to all participating departments and agencies of the jurisdictions contained within the geographical boundary of Rockdale County and distinguishes between incidents that require coordination from the City of Conyers and Rockdale County, termed disasters or emergencies, and most incidents that are handled by responsible jurisdictions or agencies through other established authorities and existing plans.

Key Concepts

Key concepts that are reflected throughout the LEOP are:

1. Systematic and coordinated incident management, including protocols for:
 - 1.0. Coordinated action;
 - 1.1. Alert and notification;
 - 1.2. Mobilization of County resources to augment existing municipal capabilities;
 - 1.3. Operating under differing threats or threat levels; and
 - 1.4. Integration of crisis and consequence management functions.
2. Proactive notification and deployment of resources in anticipation of or in response to catastrophic events in coordination and collaboration with municipal governments and private entities when possible.
3. Organizing interagency efforts to minimize damage, restore impacted areas to pre-incident conditions if feasible, and/or implement programs to mitigate vulnerability to future events.
4. Coordinating worker safety and health, private-sector involvement, and other activities that are common to most incidents (see Incident-Specific Annexes).
5. Organizing ESFs to facilitate the delivery of critical resources, assets, and assistance. Departments and agencies are assigned to lead or support ESFs based on authorities, resources, and capabilities.
6. Providing mechanisms for vertical and horizontal coordination, communications, and information sharing in response to threats or incidents. These mechanisms facilitate coordination among municipal entities and the County Government, as well as between the public and private sectors.
7. Facilitating support to the City of Conyers and County departments and agencies acting under the requesting department or agency's authorities.
8. Developing detailed supplemental operations, tactical, and hazard-specific contingency plans and procedures.

9. Providing the basis for coordination of interdepartmental and municipal planning, training, exercising, assessment, coordination, and information exchange.

This LEOP consists of five components, which outline the State Emergency Management Program. These components include:

- Base Plan
- Emergency Support Function Annexes (or Agency/Department/Organization Function Annexes)
- Support Annexes (may include Continuity of Government/Operations, Warning, Population Protection, Financial Management, Mutual Aid/Multijurisdictional Coordination, Private Sector Coordination, Volunteer and Donations Management, Worker Safety and Health, Prevention and Protection, and Communications)
- Incident/Threat specific annexes (Weather-related, Earthquake, Tornado, Flood/Dam Failure, HAZMAT, Epidemic, Terrorism, Active Shooter, etc.)
- Companion Documents (Hazard Identification and Risk Assessments, Hazard Mitigation Plans), Plan Appendices & Standard Operating Guides

Each of these components is made up of various plans, guides, and documents that collectively describe how the County plans for, responds to, and recovers from natural and human-caused disasters. The five components are published separately but reviewed collectively to ensure seamless integration.

The LEOP is intended to capture and reflect the cooperative spirit of all senior elected and appointed leaders and their organizations to partner in a comprehensive emergency management program to protect the lives and property of all Rockdale County residents and visitors.

1.3 Situation Overview

1.3.1 Characteristics

Location

Rockdale County includes one incorporated city, the City of Conyers, which serves as the county's town seat.

Geographic

Rockdale County is the second-smallest county in the state of Georgia. The City of Conyers lies in the eastern portion of Rockdale County. Rockdale County is bordered by Dekalb and Gwinnett counties to the North, Henry and Newton counties to the south, and Walton County to the East. A map illustrating the areas covered by the plan is shown as follows.

Figure 1
Rockdale County – Location Map

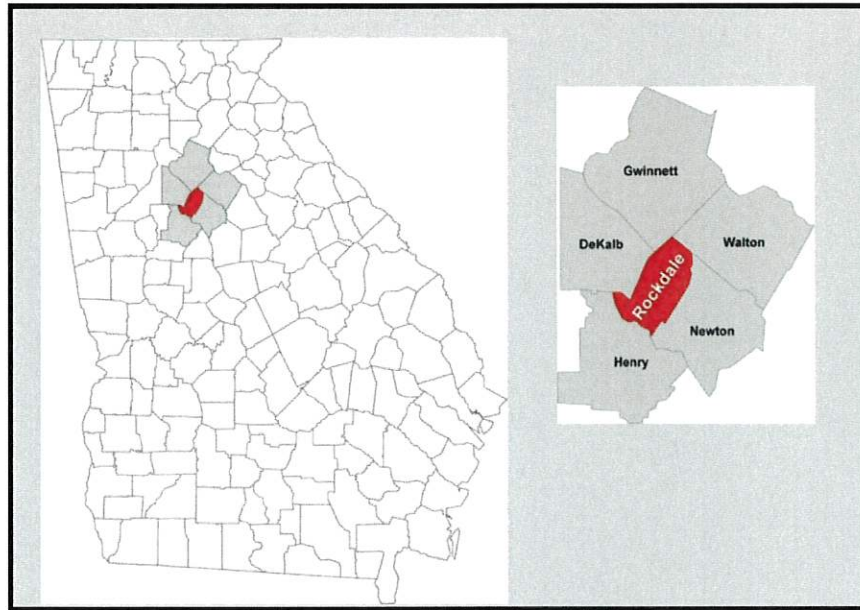


Figure 2
Rockdale County Map

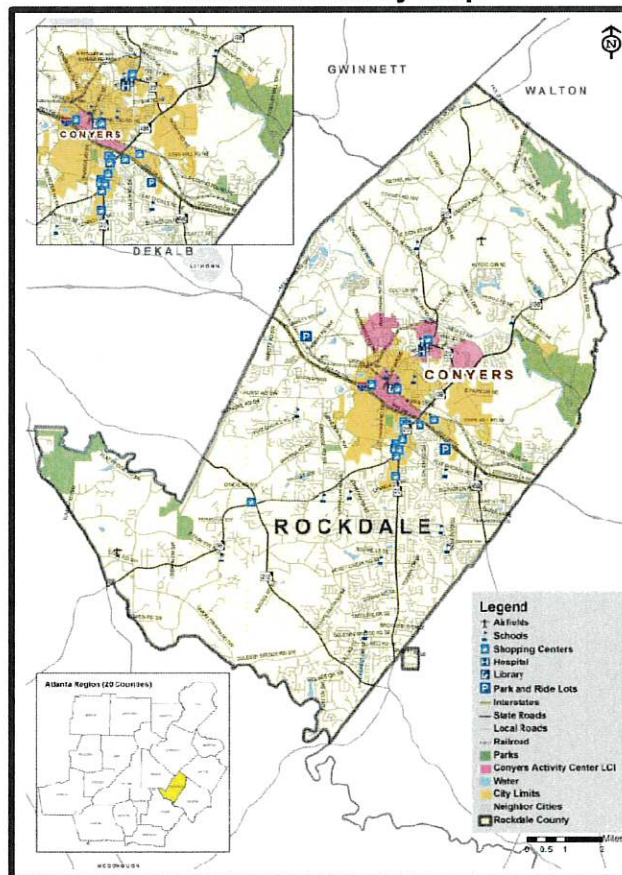
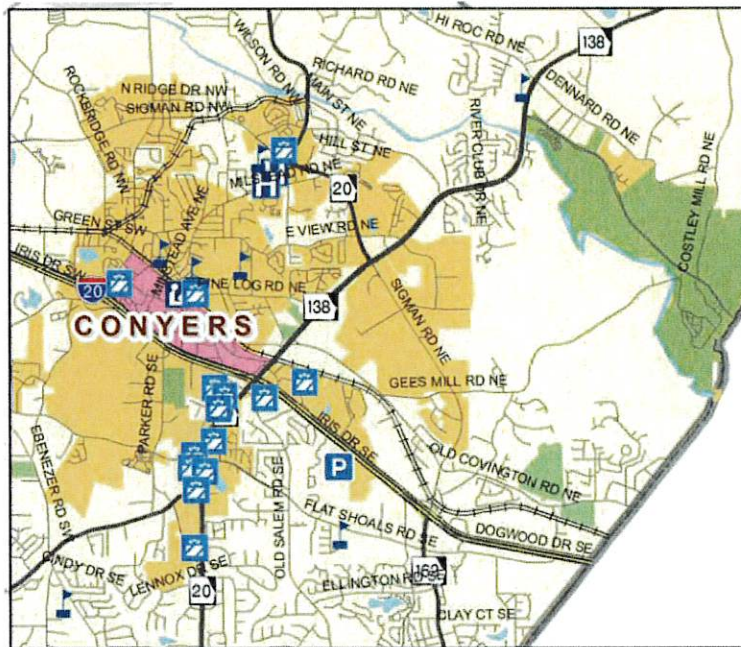


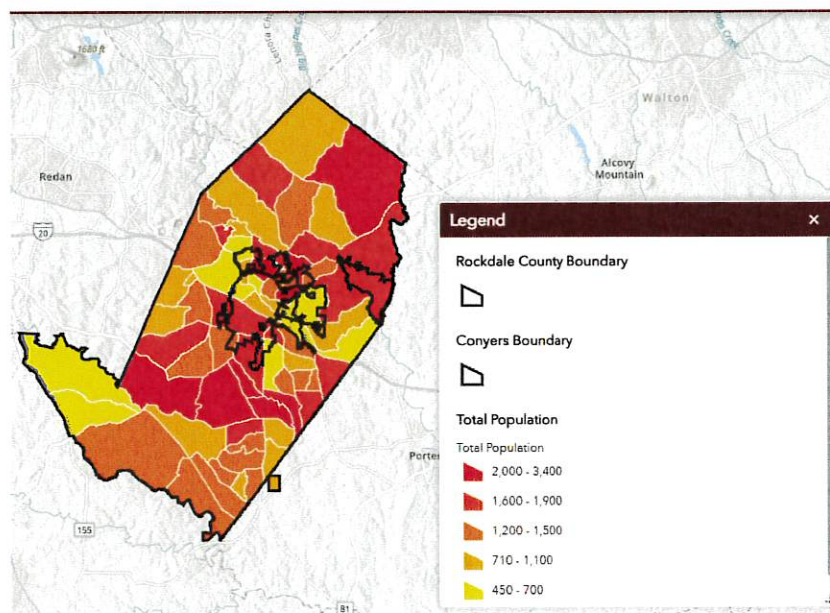
Figure 3
Map of the City of Conyers (Georgia)



Demographic

Rockdale County has a population of 94,984 (US Census Bureau) residents as of July 1, 2022. Making it the 28th largest County, by population, in the state. The daytime population in Rockdale County exceeds 100,000 due to large commercial and industrial areas in the jurisdiction. The jurisdiction is also a popular base for outdoor adventurers, attracting a large number of tourists each year. See the figure on the next page for a population map.

Figure 4
Rockdale County Population Distribution Map



Designated Area of Interest

These parks within the jurisdiction are visited by numerous citizens and tourists year-round. Each State Park has hiking, biking, and walking trails that run throughout.

State Parks

1. Georgia International Horse Park
2. Panola Mountain State Park

County Parks

1. Black Shoals Park @ Randy Poynter Lake
2. Costley Mill Park
3. DeCastro Trailhead
4. Veterans Memorial Park

Recreation Centers and Sports Complexes

Rockdale County Parks and Recreation Athletics division plays host to Georgia recreation & park Association state tournaments that bring in large crowds.

1. Earl O'Neal Sports Complex
2. Johnson Park Recreation Center

Special Events

Rockdale County Parks and Recreation coordinates and hosts an Annual Summer Concert Series, Easter Extravaganza, Beach Opening at Costley Mill Park, Trunk or Treat, and Autumn Festival that all have high attendance numbers that include 1500-3000 patrons. In mid-March, the City of Conyers hosts the Cherry Blossom Festival for two days. The event is usually attended by 15,000 people and hundreds of vendors.

During the Fall, the City of Conyers hosts a one-day Fall Festival. This event allows for a large number of shops and vendors to advertise and sell items in the district of Olde Town Conyers, as well as several non-profits and Government departments providing information and services to the public. Spring/Summer events include the Concert Series that is held 4 times a year with high attendance.

The City of Conyers also hosts several large events such as rodeos, horse shows, and sporting events. These events are becoming more frequent due to the increasing number of outdoor venues and activities.

Economic Base and Infrastructure

Rockdale County's economy has evolved from its traditional tourism and textile dependence into one of great diversity. Today's commercial and industrial manufacturing base is complemented by solid and growing trade and service sectors.

Much tourism activity is centered around the City of Conyers. This economic diversification has helped create new employment and smooth the impact of cyclical swings. As a result, unemployment rates have been above State and national averages recently (US Bureau of Labor Statistics).

1.3.2 Hazard Profile

1.3.2.1 Potential Hazards

Rockdale County is subjected to the effects of many disasters, varying widely in type and magnitude from local communities to statewide in scope.

Table 1: Hazard Identification and Grouping

Natural Hazards		
Severe Weather • Thunderstorms • High Winds • Lightning • Hail • Tornado	Severe Winter Weather • Snow • Extreme Cold • Ice • Blizzard • Freezing Rain • Sleet	Tropical Cyclone • Storm Surge • High Winds • Heavy Rainfall • Tornado
Infectious Disease • Infectious Diseases • Foodborne diseases • Agricultural Disease Outbreak • Novel Disease Outbreak	Drought & Wildfire & Extreme Heat • Wildfires • Smoke • Water Shortage Heat Advisories • Heat Waves • Heat Index Warnings	Inland Flooding • River Flooding • Flash Flooding • Urban Flooding
Geologic Hazard • Sinkholes • Earthquake • Landslides		
Human Caused Hazards		
Cybersecurity Attack • Hacking/Phishing • Infrastructure Disruptions • Ransomware/Malware Attacks • Network Intrusion/Disruption Transportation	Active Shooter • Explosives/Improvised Explosive Devices • Vehicle Ramming • Sniper Attack • Hostage Taking	Radiological Release • Radiological Release Technical • Radiological Release Hostile
Hazardous Material Release • Transportation-Related • Storage-Related Spills and Leaks		
Technological Hazards		

Dam Failure • Downstream Flooding • Erosion • Property Damage • Environmental Damage • Transportation Disruption • Infrastructure Disruption	Infrastructure Failure • Communications • Transportation • Energy • Public Works	
--	--	--

Table 2: Hazard Identification Process

Hazard of Concern	How and Why Hazard Was Identified
Severe Weather • Thunderstorms • High Winds • Lightning • Hail • Tornado	• Review of historical disaster declarations and NWS Storm Events Database • In the last 13 years (2010 – 2023) there have been 35 major Severe Weather Events in Rockdale County. • Rockdale County had an EF-2 Tornado in April 2024 in the South Central (near Klondike Rd.) portion of the County, near I-20.
Inland Flooding • Rivers • Flash • Urban	• Review of historical disaster declarations and NWS Storm Database • Flooding impacts Georgia nearly every year and results in the majority of the damages associated with hazard events. • In the last 13 years (2010 – 2023) there have been 4 major flooding events in Rockdale County.
Tropical Cyclone/Hurricane Wind • Storm surge • High Winds • Heavy Rainfall • Tornado	• Review of historical disaster declarations and NWS Storm Database • In the last 13 years (2010 – 2023) there have been 4 Major events in Rockdale County as a result of a Tropical Cyclone or Hurricane. See Severe Weather.
Severe Winter Weather • Snow • Ice • Freezing Rain	• Review of historical disaster declarations and NWS Storm Database • In the last 15 years (2010 – 2025) there have been 7 major Severe Winter Weather events in Rockdale County. • Most recent event was in January 2025
Drought & Wildfire & Extreme Heat • Wildfires • High Temperatures • Heat Advisories • Heat Waves • Heat Index Warnings	• Review of historical disaster declarations, NWS NCDC Storm Events Database, U.S. Drought Monitor and Drought Impact Reporter • The entire State of Georgia is subject to the effects of droughts and wildfires. • In the last 13 years (2010 – 2023) there have been 12 Drought events in Rockdale County. • In the last 13 years (2010 – 2023) there have been 0 Wildfire events in Rockdale County. • In the last 13 years (2010 – 2023) there has been 1 Extreme Heat event in Rockdale County.
Geologic Hazards • Sinkholes • Earthquake	• Review of historical disaster declarations and NWS Storm Database • In the last 13 years (2010 – 2023) there have been 0 Geological Hazard events in Rockdale County.

Infectious Diseases: • Infectious Diseases • Food Foodborne diseases • Agricultural Disease Outbreaks • Novel Disease Outbreaks	• Numerous bodies of water within Rockdale County assist with the breeding of mosquitoes and other waterborne pathogens. • Most recent novel disease outbreak is the COVID-19 Pandemic (2020 – 2022).
Cybersecurity Attack • Hacking/Phishing • Infrastructure Disruptions • Ransomware/ Malware Attacks • Network Intrusion/ Disruption • Transportation	• Most of Rockdale County's infrastructure is linked to some technology-based platform, which is a key vector of attack in a cybersecurity incident.
Active Shooter • Explosives/Improvised Explosive Devices • Vehicle Ramming • Sniper Attack • Hostage Taking	• Terrorist attacks can occur anywhere. • Hosting a significant number of public events, Rockdale County is drawing much bigger crowds, making it more vulnerable.
Radiological Release (Technical, Hostile) • Individuals (Physical and Psychological Health) • Property • Environment • Infrastructure • Agriculture • Zoological • Economy	• Rockdale County has I-20 that runs through the middle part of the county, this is a main route for Radiological material transport.
Hazardous Material Release • Injury • Loss of life • Property damage • Environmental damage	• Rockdale County has several Hazardous Material sites within the county. • Three large incidents at Bio-lab, a chlorine manufacturer (2004, 2020, and 2024)
Dam Failure • Downstream Flooding • Erosion • Property Damage • Environmental Damage • Transportation Disruption • Infrastructure Disruption	• Review of historical disaster declarations and NWS Storm Database • In the last 13 years (2010 – 2023) there have been 0 Dam Failure events in Rockdale County. • Rockdale County is responsible for 4 Dams in the county.
Infrastructure Failure • Communications • Transportation • Energy • Water Wastewater	• Rockdale County is home to numerous pieces of critical infrastructure across all identified sectors.

1.3.3 Vulnerability Assessment

Vulnerability includes all populations and assets (environmental, economic, and critical facilities) that may be at risk from natural, human-caused, and technological hazards.

Vulnerability analysis measures the level of assets, populations, or resources within a given region, city, or town. Vulnerability is a function of the built environment, local economy, demographics, and environmental uses of a given region.

The damage and/or destruction of any of Rockdale County's six (6) critical lifeline sectors (Communications, Emergency Services, Energy, Information Technology, Transportation Systems, and Water/Wastewater Systems) represent enormous economic, social, and general functional costs to a community, while also impeding emergency response and recovery activities.

A nonfunctional road can have major implications for a community: general loss of productivity; disruption of physical access preventing residents from getting to work or other daily activities; prevention of emergency vehicles from reaching destinations; associated health and safety implications; and potential access difficulties causing the disruption of important lifeline supplies, such as food and other deliveries to the community.

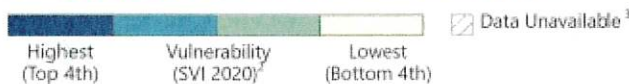
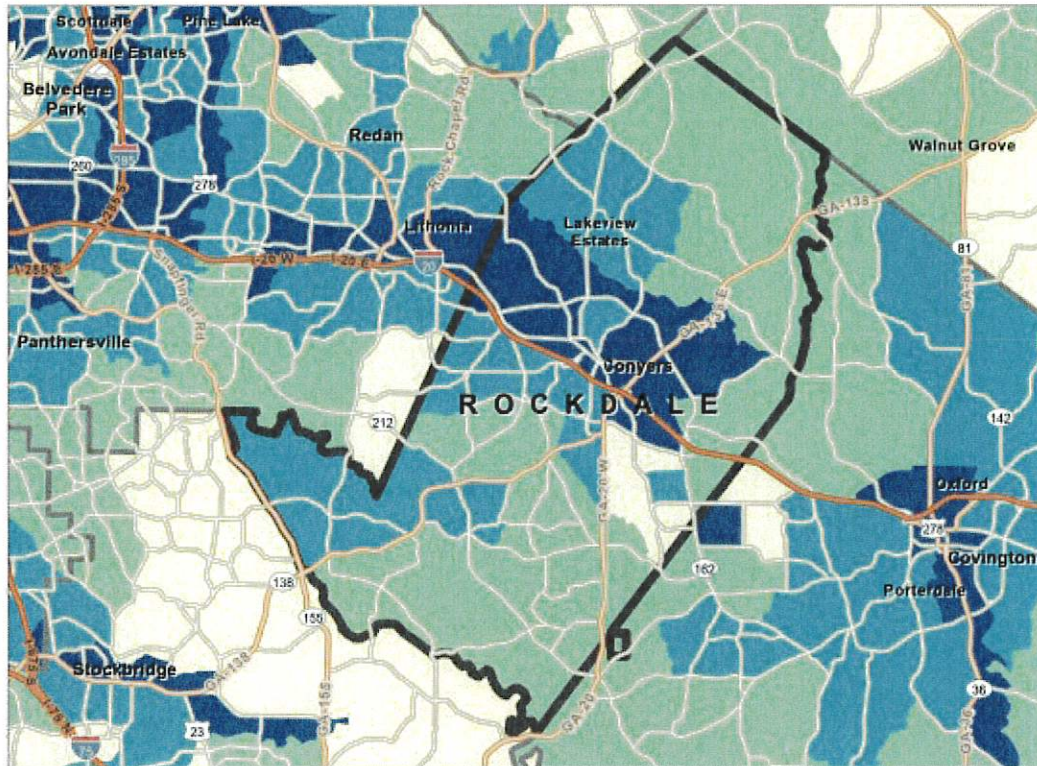
Damaged or destroyed utility lines and facilities, including electricity, computer and satellite links, gas, sewer, and water services can cripple a region after a disaster. Power lines are often badly damaged or destroyed, resulting in the loss of power for days, weeks, or even months. This is particularly critical considering modern societies' dependence on electricity. In addition to basic modern household appliances being affected, public water supplies, and water treatment and sewage facilities can also be impacted. Electric pumps cannot pump drinking water into an area without power, and even if they could, the water delivery system could be breached in several areas. The loss of level elevated water tanks also results in a lack of safe drinking water. Even disaster victims who do get water may have to boil it to eliminate waterborne pathogens introduced to the supply in breached areas.

Although not a complete representation of all the possible types of facilities, this dataset is a good representation of critical facilities in Rockdale County and the City of Conyers.

CDC/ATSDR Social Vulnerability Index 2020

ROCKDALE COUNTY, GEORGIA

Overall Social Vulnerability¹



Social vulnerability refers to a community's capacity to prepare for and respond to the stress of hazardous events ranging from natural disasters, such as tornadoes or disease outbreaks, to human-caused threats, such as toxic chemical spills. The **CDC/ATSDR Social Vulnerability Index (CDC/ATSDR SVI 2020)**⁴ County Map depicts the social vulnerability of communities, at census tract level, within a specified

county. CDC/ATSDR SVI 2020 groups **sixteen census-derived factors** into **four themes** that summarize the extent to which the area is socially vulnerable to disaster. The factors include economic data as well as data regarding education, family characteristics, housing, language ability, ethnicity, and vehicle access. Overall Social Vulnerability combines all the variables to provide a comprehensive assessment.



ATSDR Agency for Toxic Substances and Disease Registry

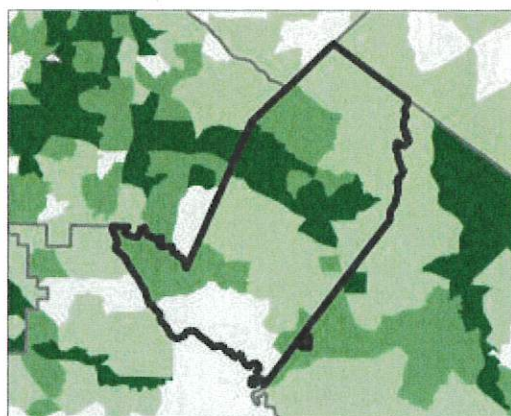


Geospatial Research, Analysis, and Services Program

CDC/ATSDR SVI Themes

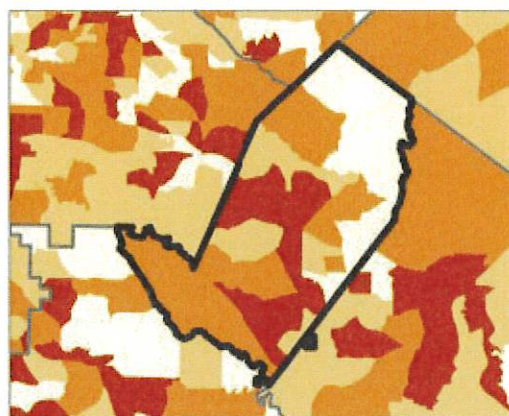


Socioeconomic Status⁵



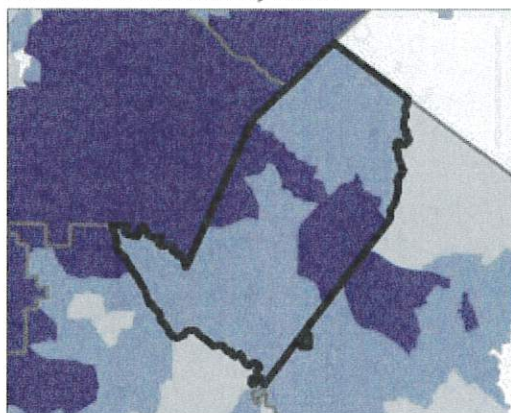
Highest (Top 4th) Vulnerability (SVI 2020)² Lowest (Bottom 4th)

Household Characteristics⁶



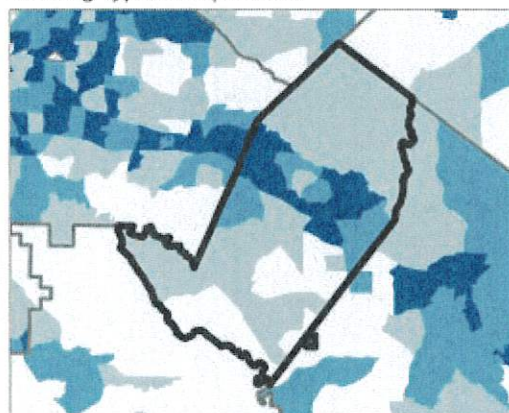
Highest (Top 4th) Vulnerability (SVI 2020)² Lowest (Bottom 4th)

Racial and Ethnic Minority Status⁷



Highest (Top 4th) Vulnerability (SVI 2020)² Lowest (Bottom 4th)

Housing Type/Transportation⁸



Highest (Top 4th) Vulnerability (SVI 2020)² Lowest (Bottom 4th)

Data Sources: CDC/ATSDR/GRASP, U.S. Census Bureau, Esri® StreetMap™ Premium.

Notes: ¹Overall Social Vulnerability: All 16 variables. ²Census tracts with 0 population. ³The CDC/ATSDR SVI combines percentile rankings of US Census American Community Survey (ACS) 2016-2020 variables, for the state, at the census tract level. ⁴Socioeconomic Status: Below 150% Poverty, Unemployed, Housing Costs Burden, No High School Diploma, No Health Insurance. ⁵Household Characteristics: Aged 65 and Older, Aged 17 and Younger, Civilian with a Disability, Single-Parent Household, English Language Proficiency. ⁶Race/Ethnicity: Hispanic or Latino (of any race), Black and African American, Not Hispanic or Latino, American Indian and Alaska Native, Not Hispanic or Latino, Asian, Not Hispanic or Latino, Native Hawaiian and Other Pacific Islander, Not Hispanic or Latino, Two or More Races, Not Hispanic or Latino, Other Races, Not Hispanic or Latino. ⁷Housing Type/Transportation: Multi-Unit Structures, Mobile Homes, Crowding, No Vehicle, Group Quarters.

Projection: NAD 1983 Georgia Statewide Lambert

References: Flanagan, B.E., et al., A Social Vulnerability Index for Disaster Management, *Journal of Homeland Security and Emergency Management*, 2011. 8(1).
CDC/ATSDR SVI web page: <https://www.atsdr.cdc.gov/placeandhealth/svi/index.html>

Table 3: Types of Facilities

Jurisdiction Owned Holdings	67
Interstate roads within Jurisdiction (in miles)	8.577
State-Maintained Roads (in miles)	67.36
County Maintained Roads (in miles)	521.93
City Maintained Roads (in miles)	73.54
Bridges	20
Law Enforcement Agencies	2
Fire Stations	10
Schools	22
Hospitals	1
Dispatch Centers	2
First Responders Communication Towers	6
TV Digital Station Transmitters	N/A
AM Transmission Towers	N/A
FM Transmission Towers	N/A
Cellular Towers (FCC Registered)	303
City Halls	1
Housing Units	35,427
Mobile Homes	1,175
Airports	1
Helipads	2
Dams	54
Fishing and Boating Access/Marinas	1
Power Transmission Lines (in miles)	N/A
Power Distribution Lines (in miles)	820
Power Substations	8
Water/Wastewater Stations	2
Natural Gas Lines (in miles)	15-16 miles

1.3.4 Planning Assumptions

1. A disaster may occur within Rockdale County with little or no warning and may escalate more rapidly than Rockdale County and the City of Conyers can handle. Incidents are typically managed at the lowest possible organizational and jurisdictional level. Initial actions to mitigate the effects of emergencies or potential conditions will be conducted as soon as possible by the local government.
2. During a State of Emergency, the EMA Director, as the individual responsible for carrying out Rockdale County's emergency management programs, has command and control authority over all operational areas necessary to help Rockdale County respond to, recover from, and mitigate against natural and manmade emergencies.
3. It is assumed that any of the disaster contingencies could individually, or in combination,

cause a grave emergency within Rockdale County. It is also assumed that these contingencies will vary in scope and intensity, from an area in which the devastation is isolated and limited to one that is wide-ranging and extremely devastated. For this reason, planning efforts are made as generally as possible so that great latitude is available in their application, considering they could occur in several locations simultaneously.

4. Agencies/departments/offices assigned responsibilities in the LEOP develop and maintain necessary plans, standard operating procedures, mutual aid agreements, and model contracts to accomplish the mission.
5. Agencies are prepared to fulfill assigned responsibilities from the LEOP, supporting plans, and joint operational or area plans.
6. Mutual Aid to the affected jurisdiction by response organizations from another jurisdiction is expected to supplement the efforts of the affected jurisdiction in an efficient, effective, and coordinated response when the County officials determine their resources to be insufficient.
7. Federal and State disaster assistance, when provided, will supplement, not substitute, the relief provided by local jurisdictions.
8. It is the responsibility of elected officials and designated responders under this plan to save lives, protect property, relieve human suffering, sustain survivors, repair essential facilities, restore services, and protect the environment.
9. Effective prediction and warning systems have been established that make it possible to anticipate certain disaster situations that may occur throughout the jurisdiction or the general area beyond the jurisdiction's boundaries.
10. When an emergency exceeds Rockdale County's resource and response capabilities, the local government will request assistance from neighboring jurisdictions and may elevate requests for assistance from the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) if needed.
11. When a jurisdiction receives a request to assist another jurisdiction, reasonable actions will be taken to assist as requested. This includes all agencies, departments, and offices in support of this LEOP, as well as any neighboring jurisdictions.
12. Incidents, including large-scale emergencies or events, require full coordination of operations and resources and may:
 - a. Require significant information sharing across multiple jurisdictions and between the public and private sectors;
 - b. Involve single or multiple jurisdictions and/or geographic areas;
 - c. Have significant local and/or statewide impact and may require significant inter-governmental coordination;
 - d. Involve multiple, highly varied hazards or threats on a local, regional, statewide, or national scale;
 - e. Result in mass casualties, displaced persons, property loss, environmental damage, and disruption of the economy and normal life support systems, essential public services, and basic infrastructure;

- f. Require resources to assist individuals with access and functional needs;
 - g. Impact critical infrastructures across multiple sectors;
 - h. Exceed the capabilities of local agencies, Non-Government Organizations (NGOs), and Private Sector Partners (PSPs) (to include private sector infrastructure owners and operators);
 - i. Attract a sizeable influx of public, private, and voluntary resources, including independent and spontaneous volunteers;
 - j. Require short-notice asset coordination and response; and
 - k. Require prolonged incident management operations and support activities for long-term community recovery and mitigation.
13. Factors influencing the need for state involvement in response and recovery may include, but are not limited to:
- a. Severity and magnitude of the incident.
 - b. Local needs exceeding available resources.
 - c. Incident type or location.
 - d. Protection of public health, welfare, or the environment.
 - e. Economic ability of the jurisdiction and/or affected localities to recover from the incident.

Concept of Operations

2.1 General

Communication is maintained between affected jurisdictions and GEMA/HS Area Emergency Management and/or Homeland Security Field Coordinators. GEMA/HS personnel may respond to the jurisdiction to facilitate ongoing information exchange.

The Board of Commissioners and Mayor (City of Conyers) may declare local states of emergency and request State assistance. All requests for State assistance should be entered into WebEOC and coordinated with the assigned Area Field Coordinator to the State Operations Center (SOC).

County EOCs will serve as clearing houses for response and recovery operations and for the deployment of resources within the counties, including cities within the counties.

This plan is based on three organizational levels of emergency management: local, state, and federal. Each level works together to provide a delivery system to meet the needs of the public. Emergency operations are initiated at the lowest level able to respond to emergencies and disasters.

Supporting agencies and volunteer organizations are incorporated in this plan for a whole community approach.

2.2 Goals and Objectives

2.2.1 Goals

1. Promote all phases of emergency management and provide the community with a coordinated effort in the mitigation of, preparation for, response to, and recovery from injury, damage, and suffering resulting from a localized or widespread disaster.
2. Facilitate effective use of all available resources during a disaster.
3. Maintain the quality of life for our citizens before, during, and after a disaster.

2.2.2 Objectives

1. Meet the needs of disaster victims: Save human lives, treat the injured, warn the public to avoid further casualties, evacuate all who are potentially endangered, coordinate with other agencies to shelter, and care for those evacuated.
2. Protect property: Take action to prevent property damage; provide security for property, especially in evacuated areas; prevent contamination of the environment.
3. Restore the Community: Re-establish essential utilities, transportation routes, public infrastructure, and facilities, as well as encourage economic activity.

2.3 National Incident Management System and the Incident Command System

1. Rockdale County has adopted the National Incident Management System (NIMS) as the standard incident management structure. The Incident Command System (ICS) is the standard for on-scene emergency management throughout Rockdale County. First responders in all organizations are encouraged to implement the training, exercise, and everyday use of ICS.
2. All Rockdale County emergency response agencies utilize the ICS to direct emergency response activities. The ICS provides an important framework from which all agencies can work together most efficiently and effectively. The EOC link to the incident scene is via an Emergency Management staff member located at the Incident Command Post.
3. If the incident affects multiple agencies and jurisdictions, a transition may occur from a single Incident Commander to a Unified Command structure. Unified Command may appoint a single spokesperson to carry out the command decisions. The remaining response functions (planning, operations, logistics, and finance) will also be “unified” by the responders of the various organizations.

2.4 Emergency Operations Center (EOC) Operating Conditions and Activation

2.4.1 EOC Operating Levels

- a. **Level 3 - Active Monitoring:** Minimal staff on duty for monitoring of daily activities.
- b. **Level 2 - Elevated (or Partial) Activation:** EOC leadership and selected ESFs are activated for monitoring or specific response activities.
- c. **Level 1 - Full Activation:** All EOC staff are required to report for operations. An **emergency** is imminent or in progress.

2.4.2 Field Operations

1. The EMA staff is on-call 24/7 with one person designated as the primary contact. EMA staff will be available to respond and assist with field operations as requested through Public Safety Communications when the EOC is not activated.
2. Small-scale incidents or emergencies may be mitigated on scene without opening the EOC.
3. As the incident complexity increases, resources must increase, requiring the Incident Command (IC) to expand the incident management organization with additional levels of supervision. The requested agency should utilize its departmental staff to fill the ICS command and general staff positions needed to successfully manage the incident.
4. Once an incident has escalated and all typical mission-specific resources are exhausted or at the discretion of the IC, the on-call primary EMA representative can be dispatched to serve in a logistical or planning role and request additional outside resources in support of the operation.
5. EMA staff are cross-trained to fill ICS Command and General staff positions. However, due to their function, the Incident Commander and Operations Section Chief should be staffed by the lead agency.
6. If all local resources have been utilized and the on-scene command is overwhelmed due to long operational periods and /or a shortage of staff, the on-call primary EM representative will contact the remaining EM staff for additional support.
7. When required or requested, a Mobile Command Post may be utilized for on-scene direction, coordination, and control.

2.4.3 Activation of the Emergency Operations Plan (LEOP)

The Chair/CEO oversees the county's activities relating to an emergency or disaster. The Chair/CEO may designate these responsibilities to the EMA Director.

The EMA Director will make a recommendation to the Chair/CEO regarding the activation/implementation of the LEOP. In the event the Chair/CEO is not available, the EMA Director has the authority to order the activation. If the EMA Director is not available, then the EMA Designee has the authority to order the activation.

1. When the LEOP is implemented, all county and supporting municipality resources are available to respond to and facilitate recovery from the disaster. In the event of an emergency, personnel may be tasked to accomplish a mission outside of their normal area of responsibility.
2. Activation of the plan is also associated with the EOC Operating Level. At Elevated Activation, when there is a possibility of an emergency or disaster, the LEOP may be partially or fully activated, as required. At Full Activation, when a disaster or emergency is imminent or in progress, the LEOP activation is required.
3. The EMA will establish and maintain journals, records, and reporting capabilities in accordance with state and federal laws and regulations.

2.4.4 Emergency Operations Center (EOC) Operations

2.4.4.1 General

Anytime a disaster or emergency goes beyond the capability of a single jurisdiction or requires multiple agencies or departments, the EOC may be activated. If the disaster is countywide, the EOC activation is mandatory. The EOC is an essential tool for successful response and recovery operations. With decision-makers and policymakers located together, personnel and resources can be used efficiently. Coordination of activities will ensure that all tasks are accomplished, minimizing duplication of efforts. The EMA Director or EMA Designee will determine if the EOC needs to be activated.

2.4.4.2 Location

Rockdale County's EOC is located at the Rockdale County Sheriff's Office -911 Chambers Dr. - If an alternate EOC is needed, it will be designated by the EMA Director or Designee at the time of the event. The alternate location for the EOC is at the Rockdale County Emergency Management Agency Office - 3500 E. Fairview Rd.

2.4.4.3 Activation Options

In the event the EOC is activated, the EMA Director or EMA Designee has options available. As all emergencies do not require full activation of the EOC, another level of activation is available. In some instances, the EOC activation process might step from one level to another, while other situations might require immediate Full Activation.

Full Activation occurs when all ESFs are fully staffed and operate 24 hours a day. This will occur during major emergencies and disasters and will be the priority activity in the county when activated.

Partial Activation occurs during small-scale incidents requiring minimal resources and personnel, but still not requiring full activation of the EOC. The EMA Director or EMA Designee will determine which ESFs are needed and the time of operations.

Active Monitoring occurs during daily operation/normal activities for Rockdale County and the City of Conyers. The EOC is staffed by Rockdale County EMA staff at this level. County and City Departments will be notified if an incident occurs or if the decision is made to move to a Level 2 or Level 1 activation.

2.4.4.4 Notification of EOC Activation

When an Emergency Operations Center (EOC) is activated, it is crucial to promptly notify key representatives and stakeholders to ensure a coordinated and effective response. The activation process typically begins with the identification of an incident or situation that warrants a coordinated emergency response, such as a natural disaster, major accident, or significant threat. Once the decision to activate the EOC is made, notifications are sent out immediately to all relevant personnel, including government officials, emergency services, public health leaders, and other critical partners. The notification message will come from RAVE and will read as follows:

“EOC ACTIVATION: The EOC has been activated at [LOCATION]. You and/or a department designee must report immediately to prepare for response to [INCIDENT]”

There is also a call-down procedure that notifies Rockdale County leadership of

incidents. This is handled by RCEMA staff.

Once the emergency or disaster necessitating the EOC activation is over, the EMA Director or Designee, with the Chair/CEO authorization, will determine the means of deactivation of the EOC. Some incidents will allow full and immediate closing of the EOC, while others will require a slower transition.

2.4.4.5 Emergency Support Functions

To assure maximum response and efficient use of personnel and other resources, Emergency Support Functions (ESFs) are as indicated:

Table 4: ESF Primary and Alternate Responsible Agencies

ESF	Function	Primary	Support
ESF-1	Transportation	RDOT	Parks and Rec, Senior Services, BOE / RCPS (Bus Barn) GDOT
ESF-2	Communications & Technology	E-911 Rockdale County Technology Services	Conyers 911 Ham Radio/ARES
ESF-3	Public Works	Rockdale Water & Stormwater RDOT Conyers Public Works	GA Department of Transportation
ESF-4	Firefighting	RCFR	Mutual Aid GA Forestry Com.
ESF-5	Emergency Management	RCEMA	GEMA CERT / VOADs
ESF-6	Mass Care	Red Cross	RCEMA GNR Local Non-Profits, Salvation Army Health and Human Services
ESF-7	Resource Support	GEMA	FEMA RCEMA
ESF-8	Public Health	GNR	RCEMA
ESF-9	Search & Rescue	RCFR	RCSO Conyers Police

ESF-10	HAZMAT	RCFR	LEPC Environmental Health GDOT GNR EPD EPA
ESF-11	Agriculture	Animal Services GA Dept. of Agriculture Dept. of Agriculture	UGA Extension BOE Environmental Health Historic Society of Conyers 4-H
ESF-12	Energy	GA Power, Snapping Shoal EMC, Walton EMC, Atlanta Gas Light	RCEMA RCFR
ESF-13	Public Safety	Rockdale County Sherriff RCFR	Conyers PD RCEMA
ESF-14	Recovery	RCEMA	Red Cross Local Non-Profits, VOADs CERT
ESF-15	Public Affairs / External Affairs	Rockdale County Government Rockdale County PR RCEMA	Conyers PR City of Conyers

2.4.4.6 Activation

When the decision is made to activate the EOC, the EMA Director or designee will notify the appropriate staff members to report to the EOC. The EOC is the central point for emergency operations.

The EMA staff will take action to notify and mobilize the appropriate ESFs and organizations on the EOC Activation List. Notification can take place through several different methods depending on the situation and availability of communication systems.

Once the EOC is fully operational, all personnel and resources will be coordinated in support of the following general response activities:

1. Saving lives and property

2. Warning and emergency public information
3. Supplying basic human needs
4. Maintaining or restoring essential services
5. Protecting vital resources and the environment
6. Transportation, logistics, and other emergency services
7. Manage the evacuation process
8. Damage assessment operations
9. Initial decontamination

2.4.4.7 EOC Organization Structure

Multi-Agency Command (MAC)/ Executive Group is composed of the following:

- a. Chair/CEO of Rockdale County
- b. Mayor of The City of Conyers
- c. Conyers City Manager
- d. Chief Operating Officer of Rockdale County
- e. EMA Director
- f. Incident Commander

1. Command is composed of the following:

- a. EMA Designee (EOC Manager)
- b. ESF – 15 Public Information (PIO)
- c. Safety & Liaison Officer

2. Operations Section is composed of the following ESF:

- a. ESF – 2 Communications & Technology
- b. ESF – 3 Public Works
- c. ESF – 4 Firefighting
- d. ESF – 5 Emergency Management
- e. ESF – 8 Public Health
- f. ESF – 9 Search & Rescue
- g. ESF – 10 Hazardous Material
- h. ESF – 11 Agriculture
- i. ESF – 12 Energy
- j. ESF – 13 Law Enforcement

3. Planning Section is composed of the following ESF:

- a. ESF – 5 Emergency Management

b. ESF – 14 Recovery

4. Logistics Section is composed of the following ESF:

- a. ESF – 1 Transportation
- b. ESF – 2 Communications & Technology
- c. ESF – 3 Public Works
- d. ESF – 5 Emergency Management
- e. ESF – 6 Mass Care
- f. ESF – 7 Resources Support

5. Finance Section is composed of the following:

- a. County Chief Financial Officer and supporting staff
- b. ESF – 7 Resources Support
- c. ESF – 15 External Affairs

2.4.4.8 Situation Reports (SITREP)

Every day that the EOC is open, a Situation Report (SITREP) will be produced for each operational period. The EOC Manager will set the operational period, which usually will be 12 hours. The initial SITREP will be completed within the first four (4) hours after activation. Additional SITREPS will coincide with the EOC briefings. This SITREP does not replace the requirement to enter a Resource Request for all State-level assistance.

Each ESF will complete their part of the SITREP, providing a comprehensive and accurate report, and submit it to the RCEMA Planning Specialist or the Planning Section Chief. This report will include, but not be limited to, the following:

- 1. Name of Incident/Event
- 2. Date and time of incident/event
- 3. Status of mobilization of county/municipal resources
- 4. Initial damage
- 5. Immediate support required by the state government
- 6. Casualties/Fatalities – Number dead, injured, and missing
- 7. Roads and bridges damaged or destroyed
- 8. Utility status – locations and number of homes/facilities without power, water, gas, communications, etc.
- 9. Public facility damage
- 10. Critical Infrastructure damage (Communications, Emergency services, etc.)
- 11. Status of local government
- 12. POD status
- 13. Shelter status

14. School status

15. Other damage

Upon review and approval by the EOC Manager, the SITREP will be sent to the State Operations Center (SOC) by entering it into WebEOC under Statewide Significant Events and SOC Significant Events and titled **ROCKDALE COUNTY SITREP** the beginning of each operational period.

2.4.4.9 Briefings Schedules

1. Once the EOC has been activated, the EOC Manager will conduct an Activation Briefing. This will detail the situation and give the operational period objectives.
2. Once the EOC becomes operational, the EOC Manager will conduct regularly scheduled situational briefings. Briefing times will be determined at the beginning of activation and will be based on the type and speed of the incident. All ESFs may be expected to give a brief description of their priority issues related to the EOC objectives and any unresolved concerns they have.
3. Additional briefings may be required depending on the circumstances. This may include briefings for VIPs, media, special visitors, or newly arrived state or federal representatives.

2.4.4.10 Coordinating Local, State, and Federal Operations

1. Local responders are the first to arrive and the last to leave an emergency. All emergencies and/or disasters are managed at the local level. If local capabilities are exceeded and a local emergency has been declared, state government agencies can augment assistance to meet the emergency needs of victims.
2. When the municipal government determines that municipal resources are not adequate, additional resources may be requested through the EMA or the County EOC if activated.
3. State government will supplement local efforts upon request or in accordance with the Emergency Support Function (ESF) Annexes described herein.
4. The Governor or designee may execute the Georgia Emergency Operation Plan (GEOP) to support local situations when local resources are not adequate to sustain an effective response operation or when a significant state presence is required for immediate assistance.
5. State-level assistance activities normally will consist of coordination and support.
6. Federal assistance will supplement state and local efforts and shall be provided under government secretarial or statutory authorities.
7. To the extent that public law provides, any federal assistance made available to relieve the effects of an emergency or disaster in Rockdale County will be coordinated by the State Coordinating Officer (SCO) or designated authorized representative.
8. If the President authorizes federal assistance, the President will appoint a Federal Coordinating Officer (FCO). The FCO is authorized to use the full authority of the Stafford Act to reimburse response and recovery claims.

2.4.4.11 County/Local Logistical Staging Areas (LSAs)

For emergencies requiring major mobilization of supplies, materials, equipment, and personnel prior to, during, and after the emergency, a Logistical Staging Area (LSA) may be established. The LSA will receive, classify, and account for emergency relief and sustainment supplies. This area will be determined based on areas of damage and needs.

2.5 Phases of Emergency Management and Corresponding Actions

2.5.1 Preparedness

Preparedness encompasses the full range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to enhance readiness and minimize the impacts of disasters. General preparedness activities include but are not limited to the following:

1. Update all emergency management plans to include risk and vulnerability assessments.
2. Disaster exercises/drills (Full-scale, functional, and tabletop)
3. Emergency communications tests
4. Training and workshops for EOC staff and emergency responders
5. Public awareness campaigns and educational presentations

2.5.2 Response

Response includes activities to address the immediate and short-term actions to preserve life, property, environment, and the social and economic structure of the community. The active use of resources to address the immediate and short-term effects of an emergency or disaster constitutes the response phase and is the focus of department/agency emergency and disaster standing operating guidelines, mutual aid agreements, and the ESF Annexes of this plan.

2.5.3 Recovery

Recovery involves actions and the implementation of programs needed to help individuals and communities return to pre-disaster conditions. Short-term recovery actions are taken to assess the situation and return critical infrastructure systems to minimum operating status. Long-term involves the total restoration of the county's infrastructure and economic base.

2.5.4 Mitigation

Mitigation includes those 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 before, during, or after an incident. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation may include efforts to educate governments, businesses, and the public on measures they can take to reduce loss or injury.

2.6 Public Information

1. Public Information Officer (PIO)

- a. In the event of an emergency or disaster, the Rockdale County PIO will closely monitor the situation, receive information from the EMA Director or Designee, and disseminate timely written and verbal information to the public. The PIO will be set up in the Joint

Information Center (JIC) to provide a central location for information to flow in and out of. The PIO will utilize all available media sources, including radio, television, newspaper, social media, and other internet sources, and any other sources that are feasible.

- b. The PIO's primary purpose is to provide information to the public regarding the disaster and how it impacts the community. This information includes warning citizens of impending danger, the status of active disaster, and pertinent information regarding evacuation, re-entry, and recovery efforts.
- c. The PIO for Rockdale County is a member of the Command Group and will be present for all executive-level meetings during emergency or disaster operations.
- d. Public Information operations will include the County and City of Conyers PIO and will be supplemented with additional administrative staff. This additional staff will include PIO's from other departments, agencies, and businesses as required.
- e. More detailed information can be found in the ESF – 15 Public Information Annex.

2. Coordination

During an emergency or disaster, the Rockdale County PIO will be the official spokesperson for the County. Coordination with all appropriate departments and municipalities will ensure proper emergency public information is being disseminated.

3. Media Procedures

The PIO will be responsible for escorting media members into the EOC and for arranging interviews with EOC Staff. The media will not be allowed in the EOC during briefing without prior approval from the EMA Director or Designee.

2.7 Alert and Notification

2.7.1 Emergency Management Staff

- 1. Emergency Management Staff maintain several methods of communication for alert and notification. The primary communication method is county cell phones with texting, talking, and email capability, and Rave (Emergency Alert System).
- 2. The EMA Director, or their designee, will coordinate with all appropriate departments/agencies and organizations to ensure timely notification at the onset of a human-caused or natural incident.

2.7.2 State Warning Point

- 1. The primary method of notification for the State Warning Point is by telephone at 1-800-TRY-GEMA (1-800-879-4362).

When notifying or alerting the State Warning Point, all reports will be done following the GEMA/HS Field Reporting Standard Operating Guide.

2.7.3 Warning

The ability to warn the public of impending danger or orders of evacuation is a priority in any emergency operation. There are many methods to communicate emergency messages to the general public, the business community, and the transient population. Official warnings can come from the local, state, and federal governments.

The county 911 Telecommunications Center serves as the County Public Safety Answering Point (PSAP) for all incidents and is located at **3500 E. Fairview Rd SW, Stockbridge, GA 30281**.

2.7.4 Evacuation

1. Evacuation is the controlled movement and relocation of persons and property necessitated by the threat of a natural, technological, or human-caused disaster. The evacuation of large numbers of citizens/residents or people from vulnerable areas will stress the limited capabilities of the county's road network. Therefore, a major evacuation must be initiated as soon as feasible. Direction, control, and coordination with all appropriate departments/agencies will be conducted through the County EOC.
2. The EMA Director or designee will coordinate the evacuation routing to shelters and the provision of transportation, shelter, and congregate care.
3. The EMA Director or designee will provide detailed evacuation information to the public through the Public Information Officer to facilitate the evacuation

2.8 Request for Assistance

1. If local capabilities are exceeded, and a local emergency has been declared, a Resource Request for state and/or federal assistance shall be presented to the SOC through WebEOC, or through the Area Field Coordinator if WebEOC is unavailable.
2. When municipal governments determine that municipal resources are not adequate, additional resources may be requested through the EMA Director or the County EOC if activated.
3. All needs must go through the process of being filled with local resources, resources for which contracts are in place, or donated resources before a request is made to the state. Once all local resources have been exhausted, the Operations Desk will make the appropriate request to the State for resources.
4. There are many methods of resource requests that can be utilized. The primary method is the State WebEOC. All required information is included in the Resource Request board. If the system fails or is unavailable, the following methods are acceptable:

Area 7 Field Coordinator Liaison – Sheri Russo

Phone: (404) 290-9105

E-mail: Sheri.russo@gema.ga.gov

Organization and Assignment of Responsibilities

3.1 General

Most departments/agencies of government have emergency functions in addition to their normal, day-to-day duties. These emergency functions are usually parallel or complement normal functions. Each department/agency is responsible for developing and maintaining its emergency management procedures.

3.2 Organization

1. Elected & Appointed Officials
2. ESF 1 – Transportation
3. ESF 2 – Communications & Technology
4. ESF 3 – Public Works
5. ESF 4 – Firefighting
6. ESF 5 – Emergency Management
7. ESF 6 – Mass Care
8. ESF 7 – Resource Support
9. ESF 8 – Public Health
10. ESF 9 – Search and Rescue
11. ESF 10 – HAZMAT
12. ESF 11 – Agriculture
13. ESF 12 – Energy
14. ESF 13 – Public Safety
15. ESF 14 – Recovery
16. ESF 15 – External Affairs

3.3 Assignment of Responsibilities

3.3.1 Elected & Appointed Officials

1. Disaster declarations
2. Evacuation orders
3. Re-entry decisions
4. Other protective action decisions as necessary
5. Providing legal advice as required
6. Performing other necessary legal functions
7. Serving as a liaison with other legal and judicial agencies and sections of the government

3.3.2 Emergency Support Functions (ESFs)

The LEOP applies a functional approach that groups the capabilities of municipal and county departments and some volunteer and non-government organizations into ESFs to provide the planning, support, resources, program implementation, and emergency services that are most likely to be needed during disaster or emergency incidents. The County's response to actual or potential disasters or emergencies is typically provided through the full or partial activation of the ESF structure as necessary. The ESFs serve as a coordination mechanism to assist municipal governments or to County departments and agencies conducting missions of primary County responsibility.

Each ESF is comprised of primary and support agencies. The LEOP identifies primary agencies on the basis of authorities, resources, and capabilities. Support agencies are assigned based on resources and capabilities in each functional area. The resources provided by the ESFs reflect categories identified in the NIMS. ESFs are expected to support one another in carrying out their respective roles and responsibilities. Additional discussion on the roles and responsibilities of ESF primary agencies and support agencies can be found in the introduction to the ESF Annexes.

Note that not all disasters or emergency incidents result in the activation of all ESFs. It is possible that an incident can be adequately addressed by agencies through the activation of certain LEOP elements without the activation of ESFs. Similarly, operational security considerations may dictate that activation of LEOP elements be kept to a minimum, particularly in the context of certain terrorism prevention activities.

The primary department/departments for each ESF maintain(s) working relations with its associated private-sector counterparts through partnership committees or other means (e.g., ESF 2, Communications - telecommunications industry; ESF 10, Hazardous Materials - oil and hazardous materials industries; etc.).

3.3.2.1 ESF 1 – Transportation

1. Support and assist municipal, county, private sector, and voluntary organizations requiring transportation.
2. Coordinate rail management with state and PSP partners.
3. Movement restrictions, evacuation, and re-entry coordination.
4. Restoration and recovery of transportation infrastructure.
5. Debris management.
6. Damage and impact assessment.

3.3.2.2 ESF 2 – Communication & Technology

1. Provide communication plans and systems for disaster response
2. Communications with telecommunication providers and operators
3. Coordination of restoration and repair of telecommunication systems
4. Protection, restoration, and sustainment of cyber systems and resources
5. Damage assessment of critical communication systems in disasters
6. Protecting critical infrastructure and technology systems
7. Enabling the flow of information and communication channels (county network)
8. Support County IT operations while providing security and sustainability of network operations

3.3.2.3 ESF 3 – Public Works

1. Water Sector Critical Infrastructure Assessment, Protection, and Technical.
2. Boil water advisories.

3. Infrastructure restoration and coordination.
4. Damage assessment to critical infrastructure system.
5. Water sample collection assistance.
6. Maintaining designated major streets and avenues, highways, and other designated routes of travel
7. Assisting with heavy rescue
8. Decontamination
9. Engineering services as required
10. Transportation
11. Debris removal
12. Inspection of shelter sites for safe occupancy
13. Inspection of damaged buildings, public and private, for safe occupancy
14. Enforcement of building codes
15. Maintenance of vehicles and other essential equipment of the various departments and agencies
16. Maintenance of a reserve supply of fuel
17. Provisions for the immediate repair of emergency service vehicles and equipment, both in the field and in the shop, as the situation permits.

3.3.2.4 ESF 4 – Firefighting

1. Command and coordination of firefighting activities.
2. Search and rescue.
3. Decontamination.
4. Damage assessment.

3.3.2.5 ESF 5 – Emergency Management

1. Coordination of emergency management program and LEOP.
2. Staff and manage EOC.
3. Comprehensive all-hazard emergency preparedness planning.
4. Manage all-hazard emergency preparedness training and education.
5. Coordination of incident management and response efforts.
6. Disseminate emergency public information.
7. Preparation and management of Incident Action Plan.
8. Maintain situational awareness.
9. Coordinate assistance from other jurisdictions.

10. Coordinate resource requests through the State Operation Center (SOC).
11. Financial management coordination in disasters.
12. Collection, compilation, and dissemination of damage assessment reports. |

3.3.2.6 ESF 6 – Mass Care

1. Status reporting on mass care, shelter, and human services activities to SOC.
2. Providing the use of facilities for emergency public education.
3. Providing facilities for emergency housing of evacuees and relief forces.
4. Providing facilities for emergency first aid stations, emergency hospitals, or emergency morgues.
5. Providing personnel for shelter managers and staff.
6. Providing recreation plans for shelter occupants' use during the shelter-stay period.
7. Coordinating transportation.
8. Supporting shelter managers.
9. Emergency welfare services.
10. Emergency lodging.
11. Emergency feeding.
12. Emergency clothing.
13. Emergency registration and inquiry.
14. Coordinating services for the area's homeless population.
15. Coordinating religious services.
16. Coordinating private welfare groups.
17. Identifying non-English-speaking persons and provisions for translation.
18. Identifying special needs populations (by culture, language, or age-specific requirements).
19. Maintaining an up-to-date list and supporting memorandums of agreement (MOAs) with shelter facilities and their points of contact. |

3.3.2.7 ESF 7 – Resource Support

1. Maintaining a list of suppliers, vendors, and items of critical emergency need.
2. Supports volunteer services, County agencies, and municipal governments tracking, providing, and/or requiring resource support.
3. Logistics planning, management, and coordination (Mutual Aid).
4. Coordination of incident facilities, equipment, and supplies in disasters.
5. Coordination of contract services in disasters (food, water, commodities, and transportation).
6. Status reporting of logistics and resource activities to the SOC. |

3.3.2.8 ESF 8 – Public Health

1. Emergency medical treatment and triage.
2. Emergency medical care information and coordination.
3. Emergency hospital treatment information and coordination.
4. Traditional hospital medical services.
5. Limited on-site decontamination.
6. Identification of local health facilities, including hospitals, clinics, dialysis centers, and nursing or rehabilitation centers, and supplying and using medical and health items.
7. Medical support to shelters.
8. Health advisories.
9. Inoculations for the prevention of disease.
10. Identification of special needs populations, including the elderly and very young, and populations requiring specific life-saving services (e.g., dialysis or assistance with breathing).
11. Assisting with special needs evacuation.
12. Hospital evacuation.
13. Emergency medical transportation.
14. Emergency interment coordination.
15. Sanitation and pest control as required.

3.3.2.9 ESF 9 – Search & Rescue

1. Coordination of search activities in disasters.
2. Coordination of rescue activities in disasters.
3. Coordination of search and rescue resources.

3.3.2.10 ESF 10 – Hazardous Materials (HAZMAT)

1. Coordination of hazardous material response activities.
2. Coordination of environmental protection and long-term clean-up.

3.3.2.11 ESF 11 – Agriculture

1. Coordination with ESF 6 and County Board of Education for nutrition assistance.
2. Control and eradicate an outbreak of a highly contagious or economically devastating animal/zoonotic disease.
3. Assurance of food safety and food security.
4. Coordination with ESF 6 and ESF 8 for the safety and well-being of household pets during an emergency response or evacuation.
5. Protection of natural and cultural resources and historic properties.

3.3.2.12 ESF 12 – Energy

1. Assessment, repair, and restoration of damaged energy systems and components.
2. Coordinate private sector energy industry and fuel industry restoration efforts.
3. Prepare energy forecasts and assessments for disasters.
4. Coordination for fuel resupply of emergency vehicles & generators.

3.3.2.13 ESF 13 – Public Safety

1. Maintaining law and order.
2. Traffic and crowd control.
3. Protecting vital installations.
4. Controlling and limiting access to the scene of the disaster.
5. Assist with movement restrictions, evacuation, and re-entry coordination.
6. Support transportation strike teams.
7. Supplementing communications.
8. Assisting with all evacuation efforts.
9. Assisting with search and rescue.
10. Security planning and technical resource assistance.

3.3.2.14 ESF 14 – Recovery

1. Damage, social, and economic impact assessment in disasters.
2. Long-term community recovery assessment and coordination.
3. Analysis of mitigation program activities.

3.3.2.15 ESF 15 – External Affairs

1. Public information and protective action guidance dissemination.
2. Media and community relations.
3. Coordination of Joint Information Centers.
4. VOAD and donation management.

3.3.2.16 Local Emergency Planning Committee

1. Furnish information, including maps or materials, as needed, for the EMA Director. This includes Tier II reports and other industry-specific information to produce general detailed planning for chemical, transportation, or industrial accidents.
2. Augment EOC staff as necessary.

3.3.2.17 State Government Departments and Agencies

Support from other State government departments and agencies can be requested through the Georgia Emergency Management and Homeland Security Agency (GEMA/HS) State Operations Center by submitting a Resource Request through WebEOC.

3.3.2.18 Private Sector Organizations

LEOP primary and support agencies coordinate with the private sector to effectively share information, form courses of action, and incorporate available resources to prevent, prepare for, respond to, and recover from disasters and emergencies.

3.4 Roles

The roles, responsibilities, and participation of the private sector during a disaster or emergency incident vary based on the nature of the organization and the type and impact of the incident. The roles of private-sector organizations are summarized below.

1. Impacted Organization or Infrastructure

Private-sector organizations may be affected by direct or indirect consequences of the incident, including privately owned critical infrastructure, key resources, and those main private-sector organizations that are significant to regional economic recovery from the incident. Examples of privately owned infrastructure include transportation, telecommunications, private utilities, financial institutions, and hospitals.

2. Response Resource

Private-sector organizations provide response resources (donated or compensated) during an incident - including specialized teams, equipment, and advanced technologies - through public-private emergency plans, mutual aid agreements, or incident-specific requests from government and private-sector-volunteer initiatives.

3. Regulated and/or Responsible Party

Owners/operators of certain regulated facilities or hazardous operations may bear responsibilities under the law for preparing for and preventing incidents from occurring and responding to an incident once it occurs. For example, some activities are required by law or regulation to maintain emergency preparedness plans, procedures, and facilities and to perform assessments, prompt notifications, and training for a response to an incident.

4. Emergency Organization Member

Private-sector organizations may serve as active partners in emergency preparedness and response organizations and activities.

3.5 Responsibilities

Private-sector organizations support the LEOP (voluntarily or to comply with applicable laws and regulations) by sharing information with the government, identifying risks, performing vulnerability assessments, developing emergency response and business continuity plans, enhancing their overall readiness, implementing appropriate prevention and protection programs, and donating or otherwise providing goods and services through contractual arrangement or government purchases to assist in response to and recovery from an incident.

Certain organizations are required by existing laws and regulations to bear the cost of planning and response to incidents, regardless of cause. In the case of an Emergency or disaster, these private-sector organizations are expected to mobilize and employ the resources necessary and available following their plans to address the consequences of incidents at their facilities or incidents for which they are otherwise responsible.

Response Resources

Unless the response role is inherently governmental (e.g., law enforcement, etc.), private-sector organizations are encouraged to develop and maintain capabilities to respond to and manage a complete spectrum of incidents and emergencies. The County Government maintains ongoing interaction with the critical infrastructure and key resource industries to provide coordination for prevention, preparedness, response, and recovery activities. When practical, or when required under law, private-sector representatives should be included in planning and exercises. In some cases, the government may direct private-sector response resources when they have contractual relationships, using government funds.

3.6 Non-Governmental and Volunteer Agencies

Volunteer agencies, such as the American Red Cross, faith-based organizations, and assistive organizations, such as the Salvation Army, are available to assist with sheltering, feeding, and other issues, as necessary.

Nongovernmental and volunteer organizations collaborate with first responders, governments at all levels, and other agencies and organizations to provide relief services to sustain life, reduce physical and emotional distress, and promote recovery of disaster victims when assistance is not available from other sources. For example, the American Red Cross is an NGO that provides relief at the local level and supports the Mass Care element of ESF 6. Community-based organizations receive government funding to provide essential public health services.

The Voluntary Organizations Active in Disaster (VOAD) is a consortium of over 60 recognized organizations of volunteers active in disaster relief. Such entities provide significant capabilities to incident management and response efforts at all levels. For example, wildlife rescue and rehabilitation activities conducted during a pollution emergency are often carried out by private, nonprofit organizations working with natural resource trustee agencies.

3.7 Citizen Involvement

Strong partnerships with citizen groups and organizations provide support for incident management prevention, preparedness, response, recovery, and mitigation.

Rockdale County Emergency Management Agency brings these groups together and focuses the efforts of individuals through education, training, and volunteer service to help make communities safer, stronger, and better prepared to address the threats of terrorism, crime, public health issues, and disasters of all kinds.

Community Emergency Response Team (CERT)

The CERT volunteer group works to bridge the gap between Rockdale County Emergency Management Agency and local citizens who have an interest in emergency response and preparedness. CERT uses education, training, and volunteer service to make communities safer, stronger, and better prepared to respond to all hazards and all threats.

The Rockdale County Sheriff's Officer Ambassador program grants interested citizens the opportunity to serve the Rockdale County community. The Ambassador Program is designed to create an environment where all people involved (community, volunteers, and deputies) are comfortable with building a positive encounter between citizens and law enforcement. In

addition, the program will allow volunteers to have a true understanding of some of the functions a deputy sheriff is required to handle. RCSO Ambassador Program has a volunteer foundation; however, it allows citizens to operate as the face of the agency.

Rockdale County also has a group of Amateur Radio Operators. In the event of an emergency that might require the activation of Rockdale County ARES (RCA) members. The role of RCA in any such emergency is simply to support our served agencies with communications via ham radio.

Continuity of Government (COG)/Continuity of Operations Plan (COOP)

Local governments and jurisdictions must be prepared to continue their minimum essential functions throughout the spectrum of possible threats, from natural disasters to acts of terrorism. COG/COOP planning facilitates the performance of local government and services during an emergency that may disrupt normal operations. Contingency plans for the continuity of operations of vital government functions and jurisdictions will allow agencies to continue their minimum essential operations and maintain authority. These plans include the spectrum of possible threats from natural disasters through acts of terrorism.

Continuity of Government (COG) and Continuity of Operations (COOP) measures will establish lines of personnel succession, ensuring that authority is delegated to appropriate personnel before an emergency. Executive office personnel and department managers will identify, notify, and train the individuals next in line. In addition, personnel will be familiar with alert, notification, and deployment procedures to provide for command and control of response and recovery operations.

The Chair/CEO, with assistance from the EMA director, is responsible for the following, but not limited to:

1. Identifying essential positions and Lines of Succession.
2. Determining essential functions and processes that must be maintained during an emergency or disaster.
3. Establishing measures for the protection and safeguarding of vital records and critical applications.
4. Maintaining essential communications resources.
5. Identification of alternate operating facilities and capabilities.
6. Priorities for recovery of processes, functions, critical applications, and vital records.

4.1 Succession of Command for Local Government

1. County Chair/CEO
2. Post 1 & Post 2 Commissioner
3. Chief Operating Officer
4. Probate Judge

4.2 Mission Essential Positions

Rockdale County executes its mission through numerous separate agencies. The following positions within those agencies are designated as Priority Employees for Rockdale County.

1. County Commissioners
2. Chief Operating Officer
3. Director of Government Affairs
4. EMA Director
5. County Sheriff
6. Fire Chief
7. Tax Assessor
8. Chief Information Officer
9. Public Relations Director

4.3 Mission Essential Functions and Processes

4.3.1 Mission Essential Functions

When confronting events that disrupt normal operations, Rockdale County is committed to providing mission-essential functions that must be continued even under the most challenging emergency circumstances. The Chair/CEO for Rockdale County has identified mission essential functions as only those most critical activities that ensure the safety and security of system users, employees, contractors, and the general public; support the restoration of internal operations; and facilitate emergency response operations.

During activation of the COOP, all activities not identified as essential may be suspended to enable Rockdale County to concentrate on providing mission-essential functions and building the internal capabilities necessary to increase and eventually restore operations. Appropriate communications regarding the restoration of the suspended functions with regular or expected users will be a priority.

Rockdale County's essential mission functions, organized by area of responsibility, are identified below in descending order of priority:

1. Technology
2. Communications (911)
3. Law Enforcement
4. Fire/Hazmat services
5. Emergency Management
6. Medical Services
7. Sheltering, Feeding
8. Power, Electricity, Fuel
9. Transportation
10. Water, Wastewater Services

11. Agricultural Services

Rockdale County has also identified essential processes, services, systems, and equipment necessary to support each mission's essential function, as well as key personnel required.

Rockdale County's essential business processes are identified below in **descending order of priority**. Priority 1-6 processes are essential to immediate needs.

1. Emergency Operations Center
2. Public Safety (Law Enforcement, Fire, EMS)
3. Technology
4. 911 Communications
5. Public Relations
6. Finance and Administration

Priority 7-10 processes can be deferred until post-event and reconstitution activities. Selected staffing resources supporting Priority 6-10 processes will be cross-trained and redeployed to support and sustain immediate needs to execute Rockdale County's role.

7. Education services
8. Business/Commerce Management
9. Non-essential County Operations (Tax assessment, Zoning commission, etc.)
10. Hazard Mitigation
11. Training

4.4 Relocation of Government

4.4.1 Alternate Facilities

Rockdale County recognizes that normal operations may be disrupted and that there may be a need to perform mission-essential functions at alternate facilities. The objective of this plan is to ensure that the capability exists to continue Rockdale County's functions for mission-essential internal business processes.

In selecting the alternate facility, Rockdale County identified its capability to support mission essential functions. In addition, depending on the emergency conditions, Rockdale County has access to additional facilities that could support essential functions.

To ensure adequate support for personnel located at alternate facilities, Rockdale County has addressed requirements for food, transportation, lodging, daycare, and counseling services (if necessary).

Telework / Microsoft Teams has been designated as the primary alternate site for Rockdale County. The site is designated as such for the following reasons:

1. The facility is located outside of metropolitan Atlanta, providing a lower-threat setting;
2. Existing security access controls.

3. Ready access via interstate highway.
4. Available configured space and utilities to support pre-positioned equipment and supplies, support center operations, and large numbers of staff.
5. Minimum essential communications capabilities.
6. Capabilities for on-site housing, food service, and health care of personnel for sustained operations.

4.4.2 Logistics Support

Logistics support for the alternate site:

1. Cleaning, Sanitation, and trash removal at least once per day.
2. Inventory and prioritize records, documents, and information systems vital to COOP; provide for their security, access, and redundancy as necessary.
3. Provide for the collection of data during the execution of COOP activities and post-event analysis.
4. Develop an after-action report to document the chronology of events and lessons learned.
5. Update COOP plans based on actual operational experience.

4.3.3 Resource Requirements

Resources requirements for the alternate site during COOP issues/incidents:

1. Expansion of temporary workstations to support additional state and/or federal partners (incident dependent)
2. Facility Management Services to include additional electrical power availability, increased HVAC operations due to the increased number of personnel working in the area, and clear access from the parking lots to the building entrances.
3. Security operations to confirm that all personnel entering the facility are authorized.

4.3.4 Vital Records and Data Management

Preservation of Records addresses the protection of essential records (e.g., vital statistics, deeds, corporation papers, operational plans, resource data, personnel and payroll records, inventory lists, laws, charters, and financial documents) by the appropriate agency following an emergency or disaster. Governments will plan for the preservation of succession and delegation of authority and records necessary for carrying out government legal and financial functions and the protection of the legal and financial rights of citizens.

Rockdale County has identified vital records and databases, which must be available to support essential functions. Rockdale County has also identified vendors and contractors available to support the restoration of vital records, systems, and/or processes. Per the state of Georgia (LG-19-032), all Emergency Management/Operations Reports are required to be retained for a minimum of 5 years. During operations where the EOC is activated, Rockdale County Emergency Management Agency will collect and maintain all documents recording the type of emergency operation and assistance provided.

4.3.5 Communications

Communications systems must support connectivity to internal organizations, other agencies, critical customers, and the public. To ensure communications during COOP events, Rockdale County has identified primary and alternate modes of communication.

1. Primary: landline and/or Rockdale County-issued cellular telephones, internet e-mail
2. Alternate: Handheld Radios and satellite phones.

4.3.6 Information Technology

1. Wireless network infrastructure support, to include network hardware and connectivity to available internet access.
2. Wired network infrastructure support includes network hardware and connectivity to vendor-provided internet access.
3. Prepositioned phones and switches to support wired and wireless networks.
4. Establish alternate connectivity to agency resources if HQ is inaccessible via the internet.
5. Protecting critical infrastructure and technology systems
6. Enabling the flow of information and communication channels (county network)
7. Support County IT operations while providing security and sustainability of network operations
8. Public Information

4.3.7 Public Information

1. Communicate key messages to help protect citizens.
2. Educate Georgians on emergency preparedness.
3. Document important information for future use.
4. Provide Public Information Officers for website support, respond to media inquiries, and be spokespersons for TV/Radio interviews.
5. Constituent/Elected Officials Liaison to respond to inquiries from elected officials and the public.
6. Administrative support for information technology, publications, and general administrative support for staff.

4.3.8 Finance and Administration Section

1. Initiates processing and tracking of expenditures.
2. Assists with the logistical efforts related to purchasing and travel.
3. Provides internal direction for tracking staff overtime and compensatory time.
4. Provides coordination among affected state agency finance officers relating to the event reimbursement process.
5. Coordinates with the Governor's Office of Planning and Budgeting concerning

requirements related to budget authority, state match funding, and funding of other state costs incurred because of the event.

4.3.9 Vital Records (Safeguards)

Records and data consist of those documents, publications, and other information, regardless of media, that are essential to the execution of Rockdale County's emergency management mission, the reconstitution of Rockdale County's emergency management infrastructure, and the reconstitution of Rockdale County's organization. Records and data management also include provisions for backup IT (Technology Services) capabilities.

Refer to the Georgia State Government Record Retention Schedule and Policies

https://www.georgiaarchives.org/records/retention_schedules

Emergency Operating Records

The Rockdale County Chief Financial Officer has identified internal records specific to the administration of Rockdale County not accessible in state systems and databases. Those financial files are backed up daily to tape and securely stored by Rockdale County Technology Services procedures. All records are scanned and uploaded to a cloud-based server (MCCI Laserfiche).

1. Items essential to the functioning of Rockdale County's critical business processes are maintained in hard copies, on network servers, and secured tape backup system in accordance with Rockdale County IT procedures. These records include local emergency operations plans (LEOPs; documentation associated with declarations of state emergencies as determined by the Public Assistance Division of Rockdale County's applications for a state or presidential disaster declaration; recall lists and process-specific documentation such as Public Assistance generated documents and electronic files for projects and associated financial records necessary for grant administration. These public assistance records are used in conjunction with the data and information available through FEMA.
2. Items essential to the execution of Rockdale County's emergency management mission include Geographic Information System (GIS) -based data and information products created and maintained by other county and local organizations.

4.4 Designation of Rockdale County's Essential Records and Data

The following records are designated as essential to Rockdale County's mission:

- Local Emergency Operations Plans (LEOPs) and Mutual Aid Agreements
- Continuity of Operations Plans (COOPs)
- Declarations of Emergency
- Requests for approved State or Presidential Disaster Declarations
- EOC Procedures and Protocols
- Master Contacts and Recall Lists
- Inventories for equipment, communications, and IT systems

- Delegations of authority for Rockdale County
- Strategic and Domestic Preparedness Plans
- Threat and Vulnerability Analyses
- Training records
- Public Assistance regulations and associated documents to include NEMIS capabilities
- Crisis Communication Plan
- Pre-scripted Press Releases
- Field Coordinator, School Safety, GA DOT road maps
- Demographic information on areas within Rockdale County
- Access to Master Contacts and other databases
- Necessary financial documents

4.4.1 The Rockdale County Chief Operating Officer

Shall coordinate with state agencies designated as Priority Organizations to ensure that records and documents needed by those agencies to execute their ESF and EOC responsibilities are available at the EOC, or alternate facility as needed.

Ensure the alternate site at Microsoft Teams provides the functional capabilities for Rockdale County's mission-critical applications and databases.

4.4.2 Information Technology Recovery

Rockdale County's IT section is responsible for all of Rockdale County's information and networking systems. Rockdale County is dependent upon the IT's ability to implement the IT Disaster Recovery Plan.

Rockdale County IT staff shall:

1. Create a "hot site" at any available county facility to provide functional capabilities for Rockdale County's mission-critical applications and databases. This includes capabilities for remote access and networks. System requirements are specified in the Rockdale County IT Recovery Protocol.
2. Ensure the backup of all server-based shared applications and associated databases supporting the EOC daily.

Direction, Control, and Coordination

5.1 Authority to Initiate Actions

The decision to activate the LEOP will be made by one of the following responsible public officials(s) and the on-scene commander within the jurisdiction.

- a. County Chair/CEO

- b. Post 1 or Post 2 Commissioner
- c. Chief Operating Officer
- d. EMA Director

5.2 Command Responsibility for Specific Actions

5.2.1 General Guidance of Emergency Operations

Direction and control of disaster situations and other emergency operations will be coordinated from the County EOC, located at 911 Chambers Drive.

5.2.2 Direction of Response

Responsible for the overall direction of the disaster response activities of all the jurisdiction's departments and agencies. During emergencies, those responsibilities will be carried out normally by the EOC.

1. The Chair/CEO has the responsibility to address threats to his or her jurisdiction. This authority shall include, but not limited to, the declaration of an emergency condition or disaster declaration within the political jurisdiction.

The EMA Director will act as the chief advisor to the Chair/CEO during any declared emergency affecting the people and property of the jurisdiction. Various agencies and departments under the direction of the jurisdiction's EMA Director will conduct emergency operations.

Personnel assigned to the following roles will be required to complete NIMS Incident Command System and position-specific training annually.

EOC Director

Incident Commander

Planning Chief

Operations Chief

Logistics Section Chief

Finance and Administration Chief

ESF Leads

2. State and Federal officials will coordinate their operations through the jurisdiction's elected or appointed officials or their designated representatives.

Information Collection and Dissemination

Disaster information managed by Rockdale County's EOC is coordinated through Emergency Support Function representatives located in the EOC. These representatives collect information from and disseminate information to counterparts in the field. These representatives also disseminate information within the EOC that can be used to develop courses of action and manage emergency operations.

Detailed procedures that identify the type of information needed, where it is expected to come

from, who uses the information, how the information is shared, the format for providing the information, and specific times the information is needed are maintained at the Rockdale County EOC.

Administration, Finance, and Logistics

6.1 Appointment of Officials

All departments, offices, or other authorities should appoint personnel who have decision-making authority under emergency conditions before an event.

6.2 Administration

A large-scale emergency or disaster will place great demands on Rockdale County's resources. The distribution of required resources may be made difficult by such emergencies. Coordination with appropriate departments will be conducted to ensure that operational readiness is always maintained. Administrative procedures will be conducted following existing county rules, regulations, and policies.

6.3 Finance

1. Expenditures of county monies for emergency operations will be conducted in accordance with the county ordinance or policy. In addition, state and federal monies may become available to assist in the disaster effort. Accounting for the expenditures of the federal, state, and county monies will be subject to audits, both internally and externally.
2. Individual departments are responsible for collecting, reporting, and maintaining records documenting disaster costs. The County Chief Financial Officer will be responsible for collecting the data from all departments and compiling it for a total cost.

6.4 Logistics

1. Individual government agencies and augmentation forces will utilize and track supplies, operational aids, and transportation under the control of their organizations. Additional supplies, transportation, and manpower required will be requested through the County EOC.
2. Resource management including but not limited to financial records, reporting, and resource tracking) is included in ESF 7- Resource Support.
3. Augmentation of the response staff will be carried out in compliance with published Rockdale County ordinances.

6.5 Local Agreements and Understandings

See Appendix A for a copy of the following agreements:

1. First Baptist Church of Conyers Sheltering Agreement, POD Agreement
2. Conyers United Methodist Sheltering Agreement
3. Heritage Hills Baptist Church POD Agreement
4. Springfield Baptist Church POD Agreement

5. Camp Westminster Sheltering Agreement
6. Georgia International Horse Park POD Agreement
7. National EMS Agreement
8. RCPS Mass Evacuation Agreement

6.6 Additional Policies

See Appendix B for a Copy of the Current Additional Policies:

Rockdale County Telework Policy

Emergency Procurement Policy

Emergency Pay Policy

Plan Development and Maintenance

7.1 Development

1. The EMA Director is responsible for coordinating emergency planning.
2. ESF representatives for each agency are responsible for supporting emergency planning.

7.1.1 Maintenance

7.1.1.1 Requirements

1. Changes should be made to plans and appendices when the documents are no longer current. Reasons to review and update a plan may include, but are not limited to:
 - A major incident, disaster, or emergency;
 - The impacts of an incident based on an exercise or AAR;
 - Change in operational resources or elected officials;
 - Change in the concept of operations for emergencies;
 - Change in warning and communications systems;
 - Change in hazards or threats;
 - Updated planning standards or guidance;
 - New and/or amended laws and;
 - Grammatical errors or programmatic changes.

The EMA Director will maintain, distribute, and update the LEOP. Responsible officials in County or municipal agencies should recommend changes and provide updated information periodically (e.g., changes in personnel and available resources). Revisions will be forwarded to people on the distribution list.

2. To comply with requirements outlined in Nuclear Regulatory Commission Regulation 0654/FEMA-REP-1, the plans of jurisdictions located within the emergency planning zones

with nuclear power plants must be annually reviewed, updated (if needed), and certified to be current.

3. Directors of supporting agencies have the responsibility of maintaining internal plans, SOPs, and resource data to ensure prompt and effective response to and recovery from emergencies and disasters.

7.1.2 Review and Update

7.1.2.1 Review

All Plans, Policy Manuals, and/or Standard Operating Guides/Procedures are required to be reviewed annually. Any plan “reviewed” will have three potential findings:

1. No Action Required,
2. Partial Update Required (Admin Update), or
3. Full Update Required (Operational or Organizational changes to plan)

If the Plan, Policy Manual, and/or Standard Operating Guide/Procedure has a “No Action Required” finding, then it will be given an automatic 12-month extension. If the Plan, Policy Manual, and/or Standard Operating Guide/Procedure has an “Update Required” finding, then it will be scheduled for a (Partial or Full) update. Partial Updates will not change the approval date of the original plan.

7.1.2.2 Update

1. **Partial update:**

Partial Updates are generally categorized as administrative updates or corrections and do not substantially change the original intent and purpose of the plan. Partial updates can be annotated on the Record of Change table of the plan. Those changes will be distributed to those listed on the Distribution List table.

2. **Full Update:**

All Plans, Policy Manuals, and/or Standard Operating Guides/Procedures are required to be fully updated within 48 months of the Promulgation date. Based on the Review, the original Planning Lead or Section Manager responsible will determine the level of effort of the plan Update. Full Updates require that the formal planning process be used: stakeholder engagement, content review, and comment. The entire plan will require a new signature and distribution to those listed on the Distribution List table. All Updates of existing plans will have the following statement inserted in the Record of Changes table (Description of Change column): “This version supersedes Rockdale County local Emergency Operations Plan, May 10, 2017, which is rescinded.”

3. **Rescind:**

Any plan that has outlived its usefulness or that has become obsolete may be rescinded. In consultation with the Chair/CEO, the EMA Director may recommend that applicable plan(s) be rescinded. Any plan scheduled for Rescindment will require formal notification to all plan stakeholders stating that the plan is rescinded.

Authorities and References

8.1 Legal Authority

8.1.1 Federal

1. The Robert T. Stafford Disaster Relief and Emergency Assistance, Public Law 93-288 as amended;
2. 42 USC, Chapter 139 Volunteer Protection

8.1.2 State

1. O.C.G.A. § 38-3 Emergency Management
2. O.C.G.A. § 51-1-29.2 Liability of Persons/Entities Acting During Catastrophic Acts of Nature

8.1.3 Local

1. Local Emergency Management Agency ordinance; Sec. 26-30 – Sec. 26-38
2. County emergency expenditure ordinance; Sec. 2-215, Sec. 2-217
3. County emergency staff augmentation ordinance; Sec. 26-39, Sec. 26-40

8.2 References

8.2.1 Federal

1. Comprehensive Preparedness Guide (CPG) 101: Developing and Maintaining State, Territorial, Tribal, and Local Government Emergency Plans, March 2009.
2. Homeland Security Exercise and Evaluation Program (HSEEP), February 2007.
3. National Incident Management System (NIMS), December 2008.
4. National Response Framework, Federal Emergency Management Agency, January 2008.

8.2.2 State

1. Georgia Emergency Operations Plan (GLEOP), 2017
2. State of Georgia Continuity of Government Plan, 2017
3. Georgia Emergency Management and Homeland Security Agency Plans Standardization and Maintenance, May 2018

8.3.3 Local

1. Georgia Emergency Management Agency- Homeland Security Statewide Mutual Aid and Assistance Agreement
2. Rockdale County Local Emergency Operations Plan
3. Rockdale County Hazard Mitigation Plan
4. Rockdale County Government Continuity of Operation Plan (COOP)

5. Memorandum of Understanding Agreements with Local facilities.

Appendix A – Local Agreements

1. Camp Westminster
2. Conyers First Methodist Church
3. First Baptist Conyers Church
4. Georgia International Horse Park
5. Heritage Hills Baptist Church
6. Springfield Baptist Church

Appendix B – Additional Policies

1. Rockdale County Telework Policy
2. Purchasing and Procurement Policies and Procedures
3. Inclement Weather Policy

Annexes – ESFs and Corresponding Department and Agency

1. ESF 1 - Transportation
2. ESF 2 - Communication & Technology
3. ESF 3 - Public Works and Engineering
4. ESF 4 - Firefighting
5. ESF 5 - Emergency Management (Information and Planning)
6. ESF 6 - Mass Care
7. ESF 7 - Resource Support (Logistics)
8. ESF 8 - Public Health
9. ESF 9 - Search and Rescue
10. ESF 10 - HazMat
11. ESF 11 - Agriculture
12. ESF 12 - Energy
13. ESF 13 - Public Safety and Security
14. ESF 14 - Long-Term Recovery and Mitigation
15. ESF 15 - External Affairs

Annexes – Hazard Specific

1. Severe Weather