



**Banks County
Damage Assessment Team**

2012

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Acronyms and Definitions

EMA	Emergency Management Agency
EOC	Emergency Operations Center
GEMA	Georgia Emergency Management Agency
FEMA	Federal Emergency Management Agency
IA	Individual Assistance
PA	Public Assistance

IA – This identifies the unmet needs of the community, such as loss of power, shelter, food, water, special needs populations, long term housing needs etc.

PA – This program provides assistance to the government entity through Stafford Act Grants from FEMA to aid with debris removal, emergency protective measures and permanent restoration of infrastructure.

Introduction, Purpose, Scope and Concept of Operations

Introduction, Purpose and Scope

When disaster, natural or man-made, strikes a community, damage assessment is a priority in order to get the needed aid to the community as soon as possible and to enable vital decisions to be made in a timely and efficient manner.

In order to accomplish damage assessment, Banks County EMA has worked to identify vital expertise at a local level that may serve as able in helping with damage assessment.

This scope of this plan identifies local employees and volunteers trained in damage assessment to supplement the EMA staff in time of need.

This plan is to be implemented when a disaster of sizeable magnitude dictates the need and when local government measures are overwhelmed and upon the approval of the Banks County EMA / E-911 Director with approval received from the Banks County Board of Commissioners.

Concept of Operations

Upon activation of this plan the Banks County EMA / E-911 Director or the Director's appointed person will notify team members of the need to report to the EOC or other identified location for assignments.

The Banks County EMA / E-911 Director will provide needed documents on activation along with maps from GIS and other needed equipment to conduct damage assessment.

They will coordinate with appropriate agencies to determine the overall effort and available resources and needs. In smaller scale events, a single EMA Volunteer may coordinate damage assessment using responders currently in the field.

All activities will function under the NIMS Incident Command System.

Team Members

1. Deidra Moore, EMA / E-911
2. Toni Herbert, EMA / E-911
3. Denise Ferguson, CERT Volunteer
4. Joanie Ferguson, CERT Volunteer
5. Brian Eubanks, Fire / EMS
6. Darrell Crane, Sheriff's Office
7. Erin Decker, Road Department / BOC Assistant Clerk
8. Geter Owens, Tax Assessors Office
9. Kevin Whitman, Tax Assessors Office
10. Sonny Bellinger, E-911
11. Steve Reece, Water Department
12. Stoney Harness, Building Official
13. Rebecca Murray, GIS

Adjunct Team Members (may assist but have not had training)

1. Wayne Andrews, Road Department Director
2. Anita Bonds, CERT Volunteer
3. David Dunson, CERT Volunteer
4. Linda Pearson, CERT Volunteer
5. Kyle Bryant, CERT / EMA Volunteer
6. Greg Wells, Volunteer Fire Captain

Team Responsibilities

1. Monitor the unfolding situation. Upon a declaration of a Local State of Emergency there is a good possibility that you will be dispatched to aid with Preliminary Damage Assessments. You may also be asked to assist FEMA with a Joint Damage Assessment.
2. On dispatch, advise if you are able to assist and respond to the advised location for the briefing that will update you on the impacts of the disaster as well as the current status.
3. Work within assigned boundary utilizing forms attached to document the damages as you were trained. Remember to list Affected Habitable, Minor, Major, Destroyed or Inaccessible and be mindful of noting whether insurance is probable or not. Also remember your flooding levels.
4. Always work with a partner.
5. Always be conscious of safety hazards and exercise safety at all times. Remember the areas you are entering are heavily damaged, never cross a downed line as you do not know if it is a live power line and never enter a damaged building. If you need help, dial 911 and have a responder come to your location.
6. The Dispatch Center or EOC will check on you hourly as you are deployed, please be sure to have a working cell phone or radio (if one is issued).
7. Be thorough, accurate and neat in your documentation.
8. KEEP ALL PAPERWORK for submission at the end of your duty.
9. Return to the EOC or other advised location when you are finished with your area and turn in all of your paperwork.
10. This paperwork will be submitted to GEMA and FEMA and copies will be retained for County record.

Forms (attached at the end of the document)

Following is a list of the forms you will need. Do not forget to take paper and pen with you as well so that you may make notes. It doesn't matter if your forms are neat, the primary goal is documentation and if that is only on notebook paper we can accept that and transfer the data to the proper forms at a later time.

1. State of Emergency (filled out by the EMA Director and Commissioners, copied here for illustration)
2. Ending State of Emergency (filled out by the EMA Director and Commissioners, copied here for illustration)
3. Preliminary Damage Assessment Field Sheet
4. Public Assistance Worksheet
5. Post Incident Report (filled out by the EMA Director and copied to GEMA and Commissioners, copied here for illustration)

Other Materials You Will Need:

1. Telephone Book
2. Map
3. Address Print Out
4. Vehicle Signage
5. Pen
6. Paper
7. Highlighters
8. Spray Paint for marking
9. Safety Vests
10. Radios / Phones

Example State of Emergency
Form of Declaration of Local Emergency

Upon the declaration of local emergency, an official "Declaration of Local Emergency," in substantially the same form set forth below, shall be signed and filed in the office of the County Clerk and shall be communicated to the citizens of the affected area using the most effective and efficient means available. The declaration shall state the nature of the emergency or disaster, the conditions that require the declaration and any sections of this chapter which shall be in effect.

"DECLARATION OF LOCAL EMERGENCY

WHEREAS, _____ County, Georgia has experienced an event of critical significance as a result **of [description of event]** on **[date]**; and

WHEREAS, in the judgment of the Chair of the _____ County Board of Commissioners, with advice from the _____ Emergency Management Agency, there exist emergency circumstances located in **[describe geographic location]** requiring extraordinary and immediate corrective actions for the protection of the health, safety and welfare of the citizens of _____ County, including individuals with household pets and service animals; and

WHEREAS, to prevent or minimize injury to people and damage to property resulting from this event.

NOW, THEREFORE, pursuant to the authority vested in me by local and state law;

IT IS HEREBY DECLARED that a local state of emergency exists and shall continue until the conditions requiring this declaration are abated.

THEREFORE, IT IS ORDERED:

(1) That the _____ County Emergency Management Agency activates the Emergency Operations Plan;

(2) That the following sections of the _____ County Code be implemented: **[If deemed appropriate, choose from the following: Section 5 Registration of Building and Repair Services to be effective only if the Governor has declared a state of emergency; and/or Section 6 Closed or Restricted Areas and Curfews]**; and

(3) That the following measures also be implemented: **[If deemed appropriate, select items from Section 2(a)(iv)(C) or (D) or such other measures as appropriate.]**

ENTERED at **[time]** on **[date]**.

[Signed]
Chair, _____ County Board of Commissioners"

Example Ending State of Emergency

County Letterhead

Ending a State of Emergency

WHEREAS: On the ____ day of _____, 200__, the County of _____ declared a local state of emergency due to (name/type of event) and;

WHEREAS: Conditions resulting from the event have returned to a manageable, and safe state,

NOW THEREFORE: The County of _____ declares that the local state of emergency has ended.

_____ O'clock, ____M.; this the _____ day of _____, 200__.

Chair, _____ County Commission

Public Assistance Worksheet

	DEBRIS		ROAD SYSTEM				PUBLIC/GOVERNMENT FACILITIES								
L X W X H ÷ 27 = Cubic Yards (CY) 15 trees that measure 8 inches at breast high may produce as much as 40 CY of debris.	1 refrigerator size debris pile equals 1 cubic yard (CY) of debris ----- 1 Crown Vic patrol car equals 10 CY of debris (objects must be fully filled)		Road System					Public/Government Facilities							
List locations of debris piles - names of roads/bridges or culvert locations List names of public or government owned facilities. Include waste water treatment plant, water purification facility.	Cubic Yards		Road Closed	Bridges	Culverts	Paved	Dirt	State Route	Miles Affected		Affected	Minor	Major	Destroyed	Insurance
Totals															

POST INCIDENT REPORT

Name/Date of Event
 City/County

Date/Time
 Submitted by:

Individual Assistance (IA)						Un-insured
	Affected	Minor	Major	Destroyed	Total	Losses
Single Family						
Mobile Homes						
Multi-family						
Totals						

Unable to Assess Total

Business						Un-insured

Public Assistance (PA)						Un-insured
Public/Government Facilities						Un-insured

Non-Profits					

	Paved	Dirt	St. Route	Total
Number of Roads Closed				
Number of Bridges Affected				
Number of Culverts Affected				
Total Number of Road Miles Affected				

Percentage of County Assessed

Report in Percentages Damaged or Not in Service			
Police		Water	
Fire		Sewage	
EMS			Report as Days of Supply
Hospitals		Fuel	

Pending Issues:

Total
Number of Families Affected
Number of Multi-Family Units
Number of Families Without insurance

School System	
Open	<input type="checkbox"/>
Closed	<input type="checkbox"/>

Shelters	Red Cross	Good Samaritans
Number Open		
Number in Shelters		
Total in Shelters		

Number of Customers without Power		
Georgia Power		Total
EMCs / MEAGs		

Number of Customers without Natural Gas		
		Total

Number of Customers without Phone Service		
AT&T		Total
Privately Owned		
Cell Service		

Number Injuries	
Number Fatalities	
Number Evacuated	

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