

**HEALTH & HUMAN SERVICES COMMITTEE  
MINUTES  
JUNE 25, 2014**

The Health & Human Services Committee met on Tuesday, June 25, 2014 in the Committee Room, located on the second floor of the Administration Building beginning at 2:05 p.m. Mr. Jeffcoat, Council Chairman, presided.

Members Attending:

M. Kent Collins

Bobby C. Keisler

Absent:       \*K. Brad Matthews, Chairman  
              \*\*\*Frank J. Townsend, III

\*\*William B. Banning, Sr., V Chairman

Council Chairman is a member of all Committees.

- \* Mr. Matthews had a previously scheduled business trip.
- \*\*Mr. Banning had a family emergency.
- \*\*\*Mr. Townsend had a work schedule conflict.

Also attending: Joe Mergo, III, County Administrator; Chris Folsom, Deputy County Administrator; Randy Poston, Chief Financial Officer; Jeff Anderson, County Attorney; other staff members, citizens of the county and representatives of the media.

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and television stations, newspapers, posted on the County of Lexington website and bulletin board located in the lobby of the Lexington County Administration Building.

**2014 Local Emergency Management Performance Grant (LEMPG) Application - Public Safety/Preparedness - Michael Kalec, Emergency Manager** - Mr. Kalec presented a grant application for the 2014 Local Emergency Management Performance Grant (LEMPG). The application amount is for \$79,214 with a 64 percent in-kind match of \$140,350 which will come from the salaries of the Emergency Manager and Assistant Emergency Manager. The funds will be used to offset the Emergency Management program and operating costs.

There was not a quorum for the Health & Human Services Committee. However, members present voted to recommend that the Committee approve staff's recommendations as presented.

A motion was made by Mr. Keisler, seconded by Mr. Collins to recommend full Council approve staff's request for the grant application.

In Favor:       Council Chairman Jeffcoat   Mr. Keisler  
                  Mr. Collins



RECORD OF CHANGES  
LEXINGTON COUNTY EMERGENCY OPERATIONS PLAN  
FY 2014-15

6/1

- *Changes made to EOC address changes, phone numbers, name changes and modification of sentences throughout FY 2014-15 LCEOP - Changes made April-May 2014*
- *LEXINGTON COUNTY BASIC PLAN - changes made March 2014*

V. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

- A. The following Emergency Operations Center (EOC) organizational structure is based on the National Incident Management System (NIMS), the Incident Command System (ICS) and additionally utilizing the Emergency Support Functions (ESFs). Although not currently mandated for EOCs, the ICS component of NIMS is a proven management system for the command and control of resources used in responding to and recovering from emergencies or disasters thru a multi-agency coordination effort. It is designed to develop from the time an incident occurs until the need for management and operations no longer exists. Its structure can be established and expanded depending upon the changing conditions of the incident while maintaining a manageable span of control for the EOC Command. ESFs are specialized sections that support response operations with resources, program implementation and services and in addition, recovery operations.

The goal of the system is to integrate activities along functional lines at all levels of government while developing and maintaining a credible Emergency Management capability. Its specific objectives are to:

- Save lives and protect property threatened by hazards.
- Reduce duplication of efforts and resources.
- Increase inter-governmental cooperation and coordination.

This document is intended to assign and organize the areas of functional responsibility within the EOC structure. Key departmental personnel will participate in the development and planning process necessary to further these efforts. Standard Operational Guides (SOGs) and other implementation guidance, along with training and exercises, are necessary to insure the management system remains effective and meets its objective of responding effectively to the full range of emergencies.

The EOC will be organized as follows:

- a. Command
- b. Operations Branch
- c. Planning Branch
- d. Logistics Branch
- e. Financial Branch
- f. Recovery Branch

- *EMERGENCY OPERATIONS CENTER - changes made March 2014*

II. CONCEPT OF OPERATIONS

The EOC will be activated and operated on order of the EOC Commander (Public Safety Director) and/or his designee, in coordination with the County Administrator based on the best available information. Communication and coordination between the EOC, municipal jurisdictions and the various agencies will be coordinated as described in ESF 2 – Communications, Section IV. The level of activation will be determined by the intensity and speed of the event and will be staffed, commensurate with the Operating Condition (OPCON) level. The Emergency Manager will recommend and advise to the EOC Commander of the OPCON level.

- OPCON 5: Normal training and exercises. Pre-disaster preparedness activities that usually fall outside of the requirement to activate the EOC may begin during this time frame. Points of Contact and telephone numbers will be verified.

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- OPCON 4: Possibility of Emergency exists or disaster situation that may require County coordination during emergency management operations.
- EOC Commander (Public Safety Director) notified of escalation in threat level. Prepare to activate EOC.
- All essential county personnel should make arrangements for the welfare of family. Public Safety Command Staff will be prepared for immediate response.
- EMS: Determine available personnel and resources.
- Fire: Alter response to automated alarms and weather related calls.
- Contact Fleet Services to verify fleet and determine status of vehicles in for repairs.
- Verify available personnel for EOC.
- Law Enforcement: Essential personnel prepare equipment and clothing for immediate response.
- All vehicles will be fueled and prepared for response.
- OPCON 3: Disaster or emergency situation is likely. The Lexington County Emergency Operations Plan is activated.
- EOC is partially/fully activated. EOC is made ready for operations. Telephones are connected and radio contact with key personnel established. WebEOC will be operational.
- EMS: Implement Mass Casualty SOP.  
Contact surrounding EMS services including private services.  
Contact local hospitals, urgent care centers, and Medical Control Physicians.  
Order/distribute extra supplies: linen, oxygen.  
Staff 2 additional units and 2 QRV's.
- Fire: Verify staffing at stations, recall personnel as needed.  
Hold regular briefings for regional chiefs.
- Law: Order general personnel callout as needed.
- Emergency Manager will activate the Lexington County Community Emergency Response Team (LCCERT), as deemed necessary.
- OPCON 2: Disaster or emergency situation is imminent or in effect. The Lexington County Emergency Operations Center is fully activated.
- All EOC personnel report to EOC immediately. Personnel notified by Command Page.
- EMS: Cancel personnel leave.  
Call in resources from EMS Resource List.  
Contact Lexington physician offices to treat minor injuries.  
Call in Medical Control Physicians.  
Call DHEC EMS for additional assistance.
- Fire: Prepare to distribute push packs.  
All call notification for activation of personnel.  
Fully staff all stations.  
Contact mutual aid agencies to determine available resources.

Cancel days off for essential personnel.

Law: Cancel days off for essential personnel.  
Contact surrounding agencies for mutual aid as needed.

OPCON 1: Major disaster or emergency situation is in effect. The Lexington County Operations Center is fully activated and is in the highest state of emergency preparedness.

EOC continues full activation. EOC personnel set up shifts to maintain 24-hour capability. All agencies are in maximum engagement.

Partial activation will be ordered when the emergency is minor and requires relatively few personnel to handle the situation.

Full activation will be ordered when widespread destruction has occurred or there is an imminent threat of such destruction which requires the combined and concentrated efforts of county personnel to control available resources.

Initial situation briefing will be provided by the Emergency Manager.

Direction and control of county forces and resources employed in support of disaster operations is exercised by the department or agency furnishing support.

All requests for state and federal resources will be made through the South Carolina Emergency Management Division. Each department or agency assigning personnel to the EOC should allow for additional relief personnel on a shift basis for extended operations.

The Emergency Operation Center is located at 434 Ball Park Road, Lexington. The alternate EOC is located at the Fire Services Training Center at 436 Ball Park Road. The EOC phone number is 803-785-1280.

- ***ANNEX 25B -INCLEMENT WEATHER - changes made May 2014***

OPCON 2: Preparation

The Emergency Manager may suggest a "Recommended Evacuation" to the Public Safety Director for the general public, the OPCON level will automatically move to OPCON 2. The EOC will be under Full Activation at this level. At this level shelters will be prepared for opening. Public notification will be coordinated and press conferences conducted.

OPCON 1: Evacuation

Once a "Mandatory Evacuation" is ordered by the Governor's Office and announced to the public, the OPCON automatically moves to OPCON 1. The EOC will remain at full activation throughout the evacuation and landfall. If deemed necessary by the SC Department of Public Safety, Traffic Control Points will be staffed by the Lexington County Sheriff's Office and the City of Cayce Public Safety Department (see Attachment 2).

ATTACHMENT 1: HURRICANE SHELTER INFORMATION - **\*\*NEW TIER SYSTEM C1-C5, CR\*\***

Shelter Type	# Shelter	Capacity (15 sq. ft.)	Contact
<b>Lexington County</b>			
<b>C1</b>	1 White Knoll High School 5643 Platt Springs Road Lexington, SC 29073	2,602	Jo Mayer, Principal 821-5200 Tim Step, Transportation Plug-in capacity for generators
<b>C2</b>	2 Pelion High School 600 Lydia Drive Pelion, SC 29123	2,149	Jean Haggard, Principal 821-2201 (has no generator power)
<b>C3</b>	3 Gilbert High School 840 Main Street Gilbert, SC 29054	1,712	Anne O'Cain, Principal 821-1901
<b>C4</b>	4 Chapin High School 300 Columbia Avenue Chapin, SC 29036	1,698	Dave Weissman, Transportation c-530-2471, w-732-8015 h-345-0304
<b>C5</b>	5 Sandhills Middle School 582 Meadowfield Road Gaston, SC 29053	900	Dave Toole, 568-1100, c-518-2873 has limited generator capacity in place
<b>CR</b>	6 Batesburg/Leesville Leisure Center 227 Highland Avenue Batesburg, SC 29006	84	Christy Weed 532-3810
Reception Center	7 Crossroads Middle School 6949 St Andrews Road Irmo SC	50	Dave Weissman, Transportation c-530-2471, w-732-8015 h-345-0304

**\*C1 - NEW TIER SYSTEM (Central Conglomerate C1 first shelter to open)**