



Cullman County

Elected Officials

Guide to

Emergency Management





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CULLMAN COUNTY ELECTED OFFICIALS GUIDE TO EMERGENCY MANAGEMENT



This guide is an informational summary of Cullman County Elected Officials' responsibilities before, during, and after an emergency or disaster.

What is Emergency Management?

Emergency Management is a network of government partners (local, state, and federal) working together with local volunteers, business, and others to mitigate, prepare for, respond to, and recover from all hazards affecting a community. Cullman County EMA is the local agency responsible for coordination of mitigation, preparedness, response, and recovery efforts to protect lives and property of the residents within the geographical boundaries of Cullman County.

Natural hazards affecting Cullman County include tornadoes, severe thunderstorms, lightning, flash flooding, winter storms, and wildfires. These events are both dangerous and unpredictable. Therefore it is important that you know what actions Emergency Management is taking before, during, and after an emergency. In addition, there are other manmade and technological hazards that pose an equal, if not greater threat to local citizens. These hazards require specific planning and programs. These plans and programs have been developed to respond to both natural and manmade events:

-Local Emergency Planning Committee (LEPC) – serves as the repository for information regarding hazardous materials utilized by local industry and also serves as the all-hazards planning group for Cullman County

-Cullman County All-Hazards Emergency Operations Plan – provides an overall guide for response to threats and hazards that affect Cullman County. In addition to the overall plan, each jurisdiction, agency, department, and volunteer response agency develops a specific Standard Operations Plan (SOP) for their particular discipline that is coordinated with the overall plan.

-Cullman County Natural Hazards Mitigation Plan – provides a guide for all local jurisdictions and qualified applicants to plan a mitigation strategy to reduce the threat and damage to persons and property. All mitigation projects listed are specific to the jurisdictions of Cullman County



-Debris Management Plans – provides priorities and guidelines for the County response to debris removal and management. Priorities include lists of the primary and secondary roadways to be kept open to provide access to critical facilities.

-Staging and Distribution Plans – provides a guide for the staging and distribution of commodities and supplies that may be needed following a catastrophic event in Cullman County. This plan includes the identification of potential sites for the staging and/or distribution of supplies across Cullman County.

-Strategic National Stockpile Plan (SNS) provides a guide for the distribution of pharmaceuticals that may be needed for events that pose a severe threat to the health of residents.

-Mass Fatality Management Plans – provides a guide for the local response to an event that result in the deaths of a large number of victims. This plan is activated upon request by the Cullman County Coroner when the number of victims overwhelms the capacity of local resources.

-Continuity of Government & Continuity of Operations Plans – provides a guide for the continuing operations of critical government operations.

-Superfund and Reauthorization Act (SARA) Title III

-Emergency Planning & Community Right-to-Know Act (EPCRA) - provides information regarding hazardous materials releases to the public.

-Public Education Programs – Severe Weather Awareness & Storm Spotter Class, Citizens Emergency Response Team (CERT) and

- Homeland Security

History of Emergency Management in Alabama

The roots of emergency management in Alabama go all the way back to World War I when Civil Defense Councils were developed in each state to encourage public support for the war effort. This consisted mainly of pushes to buy War Bonds. During WWII, the State of Alabama trained citizens to be air raid wardens, ambulance drivers, auxiliary police and enemy aircraft spotters.

When the atomic warfare era was ushered in at the war's conclusion; the emphasis shifted the Civil Defense program to public preparedness for a possible nuclear attack. By 1978, the realization that citizens faced recurring threats from natural and technological hazards prompted local, state, and federal governments to revamp the program and establish the Emergency Management Agency.



Alabama's civil preparedness actions mirror those of the national government. The Alabama Department of Civil Defense was established by Section 4, Alabama Law 1955, Act No. 47, to administer the emergency preparedness program for the State. The act was amended in 1978; Acts 1978, No. 852, to provide for the administration of grants to political subdivisions of the state; and on July 25, 1983, the act was amended again to rename the Department of Civil Defense as the Alabama Emergency Management Agency (AEMA).

Following in the footsteps of the State, the Cullman County Commission established the Cullman County Emergency Management Agency by resolution on February 27, 1984. Cullman County EMA is an “all-hazards” agency working and planning to mitigate, prepare for, respond to, and recover from natural, technological, and manmade threats in Cullman County.

Each county in Alabama is required by federal and state law to maintain a viable emergency management program due to the variety of natural, manmade and technological threats faced by the public and our fiscal and physical infrastructure. The emergency management program is not intended to undermine the authority and duties of the incident commander in the field or the local government agency or department heads. The emergency management agency is central to coordination of prevention, preparedness, response, and recovery activities. Prior to an event, during routine business days, the CCEMA director and staff will spend countless hours writing and reviewing plans and procedures, conducting and attending training, coordinating exercises, establishing working relationships with partner agencies and organizations, briefing elected officials, conducting public awareness campaigns and developing relationships with the media and other EMA directors in surrounding counties.

During an event, EMA activates the Emergency Operations Center (EOC) to serve as the center of, plan implementation, assessment of needs, decision making and assignment of available resources to the impacted area. The CCEMA staff provides overall incident situational awareness for elected officials, government departments and agencies, non-governmental agencies and emergency operations. CCEMA serves as the primary conduit to keep the public informed during an event. Events not requiring outside assistance are managed from the EOC and utilize local resources, county and municipal. Larger events requiring assistance, but not reaching the level of a State or Federal emergency are handled by requesting county-to-county assistance through the North Alabama Mutual Assistance Association. As available resources are exhausted the request for assistance moves statewide and requests are made through the Alabama Emergency Management Agency (AEMA). Cullman County EMA is the avenue for requests of state and federal resources as well as the conduit for requesting an emergency declaration. It is the key that opens the door to reimbursements once a Presidential disaster is declared.

Obtaining and keeping public and elected official support is critical to maintaining an effective emergency management program. Therefore it is important that elected officials maintain contact with EMA staff between events, and take a high-profile lead in emergency planning and preparedness.



Local EMA shoulders the bulk of emergency response. Only two percent (2%) of all disasters in the United States receive a Presidential Disaster Declaration and just 12% receive a State declaration. In the absence of a Presidential Disaster Declaration, State and local governments must absorb the cost of disasters. In the absence of a State Disaster Declaration, local government must absorb the entire cost of disaster response. The Alabama State Legislature created the *Alabama Disaster Fund* to assist communities affected by disaster but not eligible for a Presidential Disaster Declaration. The fund is overseen by a board of state and local emergency management professionals; the fund, established in 2009 (Sec. 31-9-81; (*Act 2009-342, p. 661, §2.*) remains unfunded.

The goals of Emergency Management are:

- Life Safety
- Incident Stabilization
- Protection of Property & the Environment

About Cullman County EMA

- ✚ Established by County Resolution on February 27, 1984
- ✚ Located at 2020 Beech Ave SE Cullman (basement of Cullman Co Water Dept Bldg)
- ✚ Mailing address... P.O. Box 924 Cullman AL 35056-0924
- ✚ Phone 256-739-5410 Fax 256-737-0876
- ✚ All-Hazards, Multi-Jurisdictional Planning Agency
- ✚ Coordinating agency for Cullman County Disaster Preparedness, Mitigation, Response, and Recovery activities
- ✚ Maintains and activates Cullman Co Outdoor Warning Sirens
- ✚ Point of Contact and Records Repository for Local Emergency Planning Committee (LEPC)
- ✚ Local Point of Contact for Alabama Homeland Security
- ✚ Member of the North Alabama Mutual Assistance Association
- ✚ Coordinating agency for the Alabama State Mortuary Operations Team (SMORT)
- ✚ Coordinating agency for Severe Weather Awareness Training
- ✚ Coordinating agency for National Incident Management System (NIMS) Compliance
- ✚ Two (2) full-time staff members (on-call 24/7/365)
- ✚ www.cullmanema.org



ROLE OF LOCAL ELECTED OFFICIALS

ELECTED OFFICIALS ROLE IN PREPAREDNESS

- ❖ **YOU PLAY A CRUCIAL ROLE IN PUBLIC SAFETY.** Your understanding and support of local emergency management is vital to the safety and well-being of the public and our communities. As an elected official, citizens will look to you for guidance and your message to “Be Prepared” will be a key component in protecting lives and property in your jurisdiction. Emergency management is a critical government function from mitigation through long-term disaster recovery and preparedness efforts. CCEMA can assist in getting your message out and getting citizens prepared.
- ❖ **BEFORE A DISASTER OCCURS,** elected officials are encouraged to meet with their local emergency management staff and establish solid relationships, request briefings on local preparedness efforts, learn about emergency plans and procedures, support training and preparedness efforts, and visit the emergency operations center.
- ❖ **DURING TIMES OF CRISIS,** elected officials can set the tone for the community by having a clear understanding of how government responds to emergencies and disasters, what resources are available, what types of assistance can be provided to citizens, and how much time it may take to deliver the assistance.
- ❖ **POLICY MAKERS HAVE A RESPONSIBILITY** to make decisions that will ensure the safety of their constituents and communities. Land use and building code decisions that factor in fire and/or flood potential and other significant disaster hazards can help contribute to increased public safety.
- ❖ **BE AWARE OF HAZARDS IN YOUR AREA.** Cullman County EMA uses multiple avenues to help keep you updated with emergency information and situation reports.

LEADERSHIP BEFORE A DISASTER STRIKES

- ✓ **VISIT YOUR LOCAL EMERGENCY OPERATIONS CENTER.**
- ✓ **MEET WITH YOUR EMERGENCY MANAGEMENT TEAM TO LEARN ABOUT THE HAZARDS THAT THREATEN YOUR JURISDICTION AND WHAT IS BEING DONE TO ADDRESS THOSE HAZARDS.**
- ✓ **LEARN ABOUT EMERGENCY MANAGEMENT AND DISASTER ASSISTANCE SERVICES, AS WELL AS LIMITATIONS.**
- ✓ **BECOME FAMILIAR WITH THE INCIDENT COMMAND SYSTEM. IT IS RECOMMENDED THAT ELECTED OFFICIALS TAKE THE FEMA INDEPENDENT STUDY COURSE “IS-700 NATIONAL INCIDENT MANAGEMENT SYSTEM – AN INTRODUCTION” AND “IS-100 AN INTRODUCTION TO THE INCIDENT COMMAND SYSTEM” (AVAILABLE AT WWW.TRAINING.FEMA.GOV)**
- ✓ **ENCOURAGE ALL GOVERNMENT AGENCIES AND BUSINESS LEADERS TO COORDINATE AND COLLABORATE WITH THE EMERGENCY MANAGEMENT AGENCY.**
- ✓ **ENCOURAGE INDIVIDUALS, FAMILIES, AND BUSINESSES TO DEVELOP AN EMERGENCY PLAN AND BE SELF-SUFFICIENT IN THE IMMEDIATE AFTERMATH OF A DISASTER.**
- ✓ **PREPARE TO BECOME A LEADER TO YOUR CONSTITUENTS DURING AN EMERGENCY.**



ELECTED OFFICIAL’S ROLE DURING RESPONSE

Response actions are taken during an emergency to save lives and prevent further property damage.

First – Know the priorities.

STANDING PRIORITIES	
1	Establish communication with impacted areas
2	Search and Rescue/Security
3	Meet basic human needs (medical, water, food, shelter, emergency fuel – in that order)
4	Restore critical infrastructure
5	Open schools and local businesses as soon as possible
6	Begin the recovery process

Second – Know who’s in charge

Local political subdivisions may request state assistance or invoke emergency-related mutual aid assistance upon a resolution declaring that emergency conditions exist within the political subdivision’s jurisdiction. Following adoption of a resolution declaring emergency conditions, the local political subdivision is responsible for conveying critical information to the public and maintaining “situational awareness” of local events. Responsibility for conveying the information to the public and maintaining situational awareness of local conditions shall fall primarily to the official designated by the local for political subdivision. Under a state declaration of emergency, the Governor is responsible conveying information to the public and maintaining “situational awareness” on a statewide level.

Third – Know your powers and limitation.

The local governing body of the jurisdiction has the power to initiate a declaration of emergency conditions within the jurisdictional limits of the governing body and to determine the duration of the emergency conditions. The local governing body should adopt a resolution making such declaration when there is a disaster or emergency or the imminent likelihood of a disaster or emergency and local capabilities and resources are likely to be exceeded and/or when it appears that resources from outside the jurisdiction may be necessary. CCEMA will forward copies of the resolution making the local declarations to the Alabama Emergency Management Agency through the Emergency Management Information Tracking System (EMITS) to provide both situational awareness and documentation at the state level. In addition, the political subdivision has the power and authority to waive the procedures and formalities otherwise required of the subdivision by law pertaining to:

- a. Performance of public work and taking whatever prudent action is necessary to ensure the health, safety, and welfare of the community.
- b. Entering into contracts.
- c. Incurring debt.



- d. Employment of temporary employees.
- e. Utilization of volunteer workers.
- f. Rental of equipment.
- g. Acquisition and distribution, with or without compensation, of supplies, materials, and facilities.
- h. Appropriation and expenditure of public funds.

(Section 31-9-10, Alabama Emergency Management Act)

Fourth – Understand the possibility for financial liability.

Keep in mind that your jurisdiction could be fully responsible for purchases during a response to a disaster. The local jurisdiction is responsible for all costs incurred during a non-declared disaster. Approximately 2% of disasters receive a Presidential Declaration and only about 12% of disasters will receive a State Disaster Declaration. In the case of a State Declaration only, there may or may not be financial assistance available from the State level.

Under a Presidential Disaster Declaration, the local government may not be reimbursed for all purchases following a disaster. In some cases, local government may still be liable for up to a 25% cost-share for eligible and approved purchases.

REQUESTING ASSISTANCE AND RESOURCES

To request additional resources (equipment, personnel, etc) contact the CCEMA office. All requests for outside assistance must be entered into the Emergency Management Incident Tracking System (EMITS) by CCEMA staff for tracking and documentation. Additional resources may come from another jurisdiction within the county, county-to-county mutual aid organizations such as the North Alabama Mutual Assistance Association (16 counties in north Alabama) or State & Federal resources. Cullman County maintains agreements with local agencies such as the Red Cross and DHR for mass care assistance, volunteer fire departments for emergency assistance to open roadways, local school systems for facility use, and local municipalities for facility use.

Information and requests for assistance and/or additional resources are submitted through the Emergency Management Incident Tracking System (EMITS) providing:

- Situational Awareness (state level)
- Coordination (of equipment & personnel)
- Tracking (for equipment, commodities, & personnel)
- Accountability (for equipment, commodities, & personnel)
- Documentation (for reimbursement)



EMERGENCY MANAGEMENT INCIDENT TRACKING SYSTEMS (EMITS)

Cullman County EMA posts details of all emergency response incidents in the EMITS database. This includes all requests for assistance whether county-to-county requests or state/federal requests.

The screenshot displays the EMITS Tracker LIVE interface within an IBM Lotus Notes environment. The main content area shows a search for 'All Messages By County' with a search bar and a 'Search' button. Below the search bar is a table of incident messages for Cullman County.

Msg #	Subject	Section/Branch	Tasked To
13-02876	Herbicide Drum Off-gassing Notifications		
13-02602	I65 NB MM 315-317 lane closure 10/28 thru 11/1		
13-02579	I-65 NB, MP 317		
13-02578	I-65 All Directions, MP 309 - 312		
13-02577	Hydraulic Fluid Leak Notifications		
13-02478	Explosive Disposal Assistance	es	DPS
13-02477	Dynamite Found Notifications		
13-02473	TEST MESSAGE SR 157 NB MM 2.3 , 2.4		
13-02357	Natural Gas Main Rupture		
13-02232	AL Hwy 31 Closed for Fair Parade		
13-01926	Flash Flood Damage		
13-01849	State Owned Generator	logis1	
13-01842	Missing Person Co. Rd. 55 Notifications		
13-01802	CSX Coal Train Derailment Notifications		
13-01610	CCEMA Status		
13-01555	EOC Activated		
13-01379	EOC ACTIVATED - Cullman County EOC >>> DEACTIVATED 05/17/2013		
13-01378	EOC Activated		



Disaster Response and Declaration Process

Overview

ALL disasters are local thus the initial response phase of emergency management includes the mobilization of the necessary emergency services and first responders in the disaster area. This will include the first wave of core emergency services, such as firefighters, law enforcement, emergency medical services, public health and public works. They may be supported by secondary responders such as specialized rescue teams, volunteers and non-governmental organizations (NGOs).

During emergency, the fire and law enforcement chiefs and other county department heads maintain responsibility for their personnel who may have been assigned functional assignments within the Incident Command structure. The Emergency Management Director acts as principal advisor or aide to the community's chief executive (Commission Chair and/or Mayor) on local government emergency operations and supports the Incident Commander in the field. A major responsibility of the EM Director is to assure coordination among the response agencies, primarily by seeing that the Emergency Operations Center (EOC) is activated and staffed, based on the complexity and duration of the incident. In those rare cases where the EM Director serves in the role of Incident Commander, the Deputy Director will be assigned to supervise the Emergency Operations Center.

Disaster Declaration Process

The local governing body of the jurisdiction is charged with taking immediate steps to warn citizens, alleviate suffering, and protect life and property. The person designated by the local governing body is charged with carrying out these duties with prior authorization of the governing body. These tasks are usually initiated by the Emergency Management staff and first responders following the initial notification of an imminent or occurring event. In addition, local authorities are responsible for conducting the initial damage assessment and notifying the appropriate state agencies.

The advice is to declare that the jurisdiction is under emergency conditions in any situation that may have a significant impact socially or economically on the citizens within your jurisdiction when the situation threatens to exhaust or overwhelm local resources (personnel, equipment, materials, money, etc.). Provisions for a declaration are covered in the Cullman County Emergency Operations Plan (EOP).

Some issues for local officials to consider in making a declaration include:

- Impact of disaster on community;
- Availability of adequate resources;
- Utilizing mutual aid agreements to obtain resources and personnel from nearby local jurisdictions;
- Additional powers under Alabama law; state and federal assistance which would otherwise be unavailable without a local declaration



- Any protective action that may require the evacuation of residents with special needs, such as day care/school age children, elderly residents, people with mobility problems, hospitalized or institutionalized populations, should be considered as a reason for a local disaster declaration.
- Effectively disseminate timely information to the public and media outlets
- An important resource for legal considerations will be the city or county attorney.
- The resolution making the declaration of emergency conditions must be signed by the Chief Elected Official (city or county), or their designee, in coordination with the local emergency manager.

Once a declaration is in place, it allows the following actions to be taken:

- Mobilization of resources
- Activation of Emergency Operations Plan
- Implementation of protective actions including evacuations, emergency shelters, shelter-in-place orders, emergency alerts, and warnings
- Initiation of mutual aid agreements
- Suspension of statutes
- Authorization of emergency funds
- Prompt notification of a resolution declaring emergency conditions must be made by the EMA Director to AEMA, which in turn reviews and submits it to the Governor.
- Should the disaster declaration warrant it; the Governor may issue a State of Emergency Declaration

Remember, the declaration of a jurisdiction's emergency does not guarantee the availability of financial support from the State or FEMA. To qualify for federal emergency financial support, the state and the affected jurisdiction must meet the damage expense thresholds as defined by FEMA. Per Capita Impact Indicator (effective 10/1/2013)

$$\$3.50 \times (\text{population}) = \text{Per Capita Impact}$$

$$\$3.50 \times 80,600 = \$282,100.00 \text{ for Cullman County}$$

$$\$1.39 \times 4,822,023 = \$67,026,119.70 \text{ Statewide}$$

If the Governor requests the President to issue a Major Disaster Declaration, the request is submitted through the FEMA Region IV in Atlanta. The Regional FEMA office reviews the Governor's request and makes a recommendation which it then submits to FEMA Headquarters and Department of Homeland Security in Washington. The President makes his decision based on the Governor's request. (It is critical that all damage be documented).

If the request is **APPROVED**, the Federal Disaster Declaration may make assistance available to individuals and families, businesses, political jurisdictions and/or certain private non-profit organizations that suffered loss in the declared jurisdiction. The assistance provided is dependent upon the State's request. The primary federal assistance programs are:



1. Individual Assistance
2. Public Assistance
3. Hazard Mitigation
4. Small Business Administration disaster loans
5. USDA assistance for agriculture damage

If the initial request is **DENIED**, the Governor may appeal the decision. The Governor has 30 days to provide additional **NEW** information to the original request for reconsideration.

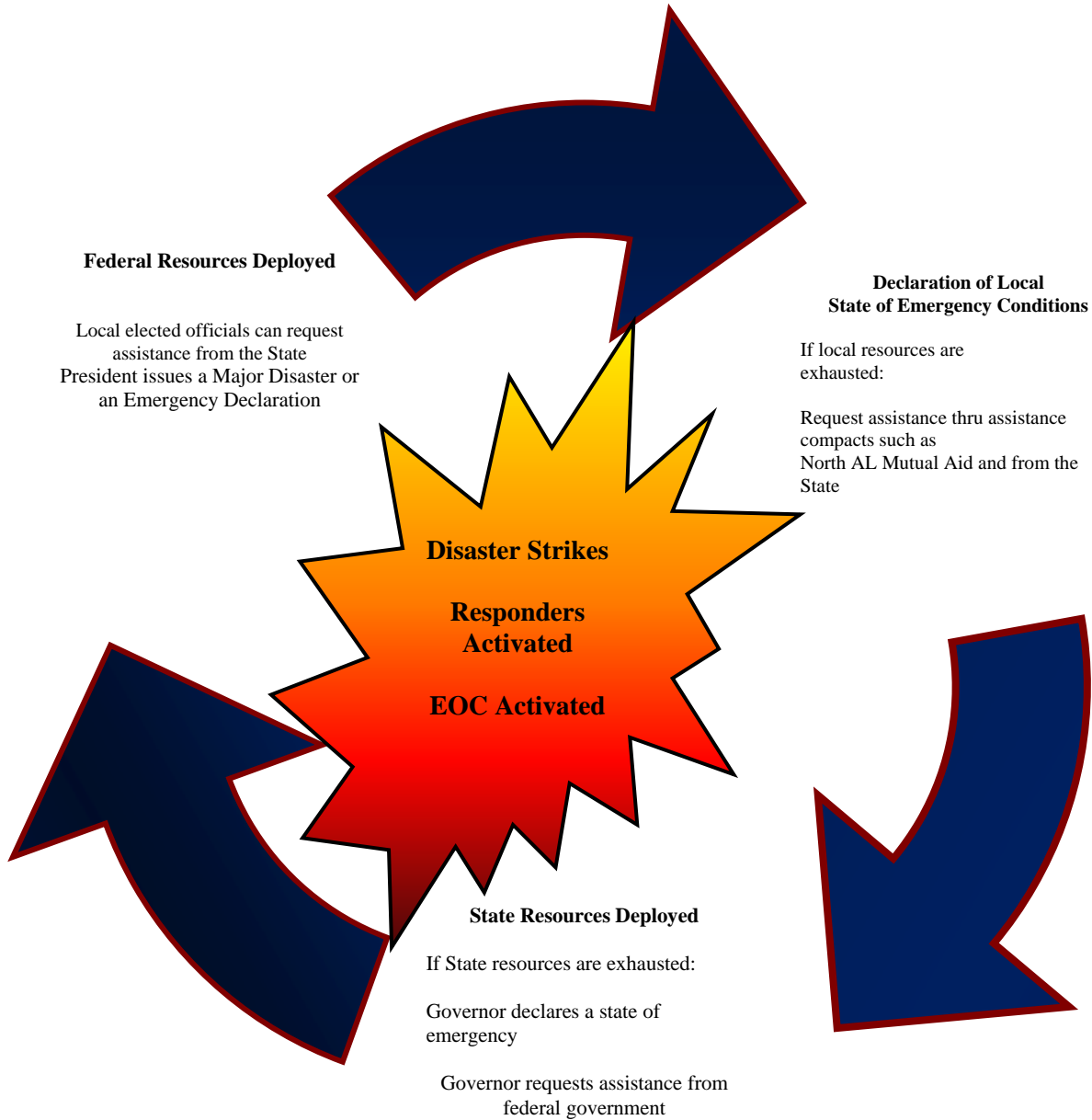
Under an event without a Federal Disaster Declaration, the local jurisdiction may request assistance from the State. This assistance may be provided as state agency services/assistance and/or funding assistance. However, the local jurisdiction may be required to absorb all costs of the disaster response.

Local Declaration Request Process

1. Windshield assessment of damage done by local EMA using damage reports as starting point.
2. Request from responding agencies for estimated expenditures for emergency measures, debris removal, structural damage, etc.
3. Submission of estimates to AEMA.
4. Request for Preliminary Damage Assessment (PDA) by AEMA/FEMA if estimates are within range of the required threshold. (based on FEMA formula)
5. Response/damage estimates updated as soon as possible and provided to CCEMA for submission to AEMA.
6. If estimates are within range of the required threshold, CCEMA will work with AEMA/FEMA to schedule a PDA.
7. Final determination for recommendation of inclusion in a Disaster Declaration is made by FEMA in conjunction with Alabama EMA following the PDA.
8. If the county is denied, the County/Municipality can appeal the decision but must submit **NEW** information regarding damage and costs to justify the appeal.
9. Inclusion of a declaration for Individual Assistance requires at least 50 or more **uninsured** residences with major damage or destroyed to be considered by FEMA.



DISASTER DECLARATION PROCESS





Types Of Emergency Declarations

There are several types of emergency declarations that can be instituted by various local, state, and federal agencies. Based on factors including location, severity, property, and population affected, many types of local, state, and federal assistance programs are available.

Local Declaration of Emergency Conditions....Proclaimed pursuant to resolution of the governing body of a local jurisdiction, a local emergency occurs when conditions become or are anticipated to exceed the resources of a local jurisdiction.

Factors to consider are: Scope and magnitude of the event; impact of the damage and losses; the ability of the local jurisdiction to respond.

A local declaration is the initial step when requesting assistance from the state and federal government and to qualify for possible reimbursement.

State Declaration of Emergency.... Proclaimed by the Governor when conditions exceed the control of local government and require the combined resources of mutual aid regions. **This is the initial step when requesting a Presidential Declaration.**

The Governor may declare a state of emergency through this process:

- The Governor receives notification of emergency from a local jurisdiction
- An assessment is made for damage or potential for damage
- A declaration may cover specific areas of the state or the entire state
- An executive order includes the type of emergency, where it occurred and the authority by which it is made.

A state declaration allows for:

- Activation of the emergency response, recovery, and mitigation phases of the state's plan.
- Authority for mobilization and deployment of resources or any other provision of law relating to emergencies.

The Governor may request a federal disaster declaration, which is formally submitted to the FEMA Region IV office in Atlanta, GA.

Factors considered by FEMA when deciding whether to recommend a federal disaster declaration are:

- Number of homes with major damage or destroyed
- Size of impacted area
- Imminent threats to public health and safety
- Impact to essential government services and functions



- Insurance coverage in place for homeowners and public facilities
- Assistance available from other resources
- State and local resource commitments from previous declared and undeclared events
- Frequency of disaster events over recent period of time
-

[Alabama must meet a \$67,026,119 threshold. (Cullman's threshold is \$282,100.00)]

Types of Federal (Presidential) Disaster Declarations

Emergency Declarations...This declaration usually supplements state and local efforts in providing emergency services and in mitigating the threat of a catastrophe. The amount of emergency assistance is capped at \$5 million per single event but can be increased if the threshold is exceeded.

Presidential Declaration of Major Disaster.... The President can declare a Major Disaster Declaration for any natural event, fire, flood, or explosion that the President believes has caused damage of a severity that is beyond the capability of the state and local governments to respond. A Major Disaster Declaration provides a wide range of federal assistance programs including:

- Teams and equipment such as hazardous materials teams search & rescue teams, etc.
- Supplies such as food, water, and tarps
- Public assistance (emergency work, repair & restoration, debris removal)
- Individual Assistance for household needs and temporary housing
- Mitigation grants to reduce long-term risk to life and property

Pre-Disaster Declaration....This type of declaration establishes the circumstances in which a state can request a declaration in advance of an incident that could result in a major disaster. It is specific to threats from an existing hurricane or typhoon, but other natural or man-made incidents may be considered and certain conditions met.

US SBA Designation....This designation is automatically turned on when the President issues a major Disaster Declaration that includes Individual Assistance or Public Assistance. Should a Presidential Disaster Declaration not be issued, the SBA may declare a disaster and provide assistance to impacted individuals. The SBA provides low-interest disaster loans to individuals and business that may be used to repair or replace real estate, personal property, machinery and equipment, inventory, and business assets.

To be eligible for an SBA physical disaster declaration, at least 25 homes or businesses or a combination of these in our jurisdiction must have sustained uninsured losses of 40% or more of the estimated fair replacement value or pre-disaster fair market value, whichever is lower. Other factors that are considered are at least three businesses each sustain uninsured losses of 40% or more of the estimated fair replacement value or pre-disaster fair market value (whichever is lower) and as a direct result, 25% or more of the work force in the community would be unemployed for at least 90 days. The Governor must also submit a written request for a physical disaster declaration by the SBA.



USDA Disaster Declaration.... It is possible, if a disaster specifically threatens the agriculture industry in Alabama, to obtain an agricultural disaster declaration from the U.S. Secretary of Agriculture. To receive the declaration, damages and losses must be due to a natural disaster and a minimum of 30% production loss of at least one crop in the county must have occurred. Once this is determined, the Governor submits a request in writing to the Secretary of Agriculture for a disaster declaration.

The Secretary's Declaration will allow eligible producers in the designated counties access to low-interest farm loans, up to 10% of actual production or physical losses, not to exceed a total amount of \$500,000.

ELECTED OFFICIAL'S ROLE IN RECOVERY

First – Know the process for estimating the damage to your community

Preliminary Damage Assessment (PDA)

After communicating with local emergency management and depending on the severity of the damage, Preliminary Damage Assessment Teams may arrive to verify the impact and magnitude of destruction caused by the event. PDA teams are comprised of personnel from FEMA, the Alabama EMA, local and county officials, and the U.S. Small Business Administration. The PDA is used as the basis for the Governor's request for a major disaster or emergency declaration when it documents that the cost of response efforts and damage to residents is beyond state and local capabilities. Local officials should ensure that teams are made aware of **ALL** damage suffered by the jurisdiction.

Second – Know the difference between a local disaster declaration, a state disaster declaration, and a Presidential disaster declaration.

Third – Know the types of assistance available to your community and the thresholds your community and the state must meet to be eligible for federal disaster assistance. Eligibility for assistance begins on the date of the occurrence of an event resulting in a major disaster declaration. Reasonable public assistance expenses incurred in anticipation of and immediately preceding the event may also be eligible. These expenses must be fully documented.

There are two main types of disaster assistance: Individual Assistance (IA) and Public Assistance (PA). FEMA will deploy separate IA and PA assessment teams.



Types of Federal Disaster Assistance

Individual Assistance (IA)

Immediately following a Presidential Declaration, disaster workers arrive and begin to coordinate the recovery effort by setting up a Joint Field Office. Disaster Recovery Centers (DRC) are opened to provide a site where disaster survivors can meet with program representative and obtain information regarding available programs.

To facilitate establishment of these centers as quickly as possible, local officials can work in advance to develop a list of primary and alternate locations that will best serve the local population.

There are two types of federal Individual Assistance:

- Housing Assistance which may provide rental assistance or government-provided housing units when rental properties are not available
- Other Assistance which may provide assistance with expenses and serious needs caused by a disaster including personal property, medical, funeral, and general expenses

To be eligible for IA, your county must be covered under a Presidential Disaster Declaration. In addition, a county must be able to provide justification in the form of documentation including a significant number (50+) of uninsured residences with major damage or destroyed.

Public Assistance (PA)

Under the PA program, FEMA awards grants to assist state and local governments with debris removal, implementation of emergency protective measures, and permanent restoration of public infrastructure. The program encourages protection from future damage by providing assistance for hazard mitigation measures during the recovery process. Local officials can assist in establishing a more efficient and effective PA recovery by:

- Designating at least 1 staff member to become familiar with the PA process
- Update the local debris management plan
- Ensure that county/municipal facilities are adequately covered by the jurisdiction's insurance policy.
- Ensuring that local staff are made available to assist in the development of Project Worksheets

Eligibility for Public Assistance requires that two thresholds are met under the Stafford Act; a state threshold and a county threshold. FEMA uses a formula based on the last official U.S. Census: population multiplied by \$3.50 per capita for counties and \$1.39 per capita for the state.

During emergency events, Cullman County EMA coordinates the integration of state and federal resources into local response and recovery operations. The Cullman County EMA partners with local government, businesses, community-based organizations and volunteers to maximize the use of resources during emergencies.



Local, regional, and state mutual assistance is an important part of response in Cullman County. Cullman County is a member of the North Alabama Mutual Assistance Association which is made up of 16 counties in north Alabama who share information and resources. In addition, the NAMAA provides assistance with planning, training, exercise, and best practices as a matter of routine. The NAMAA provides county-to-county mutual assistance during times of emergency in the form of personnel and resources as needed. Cullman County is also a signatory of the Alabama Mutual Assistance Agreement receiving and providing assistance to other areas of the state as requested.

ELECTED OFFICIALS ROLE IN MITIGATION

Mitigation is defined as any activity that prevents, reduces the chance of a disaster, or reduces the impact of unavoidable disasters.

First – Understand the economic importance of mitigation

Mitigation creates safer communities by reducing the loss of life and property damage. Studies show that each dollar spent on mitigation saves an average of four dollars.

Second – Know what kinds of mitigation programs your community may be eligible for. All proposed projects must be coordinated with the Cullman County Hazard Mitigation Plan for funding consideration. Examples of mitigation projects include, but are not limited to: community and individual shelters/saferooms, outdoor warning sirens, property acquisition in flood prone areas, drainage projects such as culverts for flood control, etc. Each of Alabama's 67 counties maintains approved, updated plans that address risk and vulnerability to disasters at the local level. These multi-jurisdictional plans develop a prioritized list of mitigation measures and are integrated with other local plans.

DO'S AND DON'TS

- **DO** visit your local Emergency Operations Center and meet your local emergency management staff.
- **DON'T** assume a disaster automatically means your community will be eligible for assistance from FEMA
- **DO** remember that emergency preparedness is a civic responsibility but managing constituent expectations is your responsibility.
- **DON'T** wait until a disaster strikes to learn your role. Take advantage of your county's training and exercise programs to practice before a disaster occurs.
- **DO** remember that assistance is available if your jurisdiction is overwhelmed and that your local EMA staff is working to ensure that all needs are met.



ATTACHMENTS



ATTACHMENT A

Cullman Co Resolution February 27, 1984

“**WHEREAS**, there exists the possibility of an attack on the United States of unprecedented size and destructiveness; and

WHEREAS, there is a constant danger of natural, man-made, and technological disasters with the potential of substantial destruction; and

WHEREAS, it is necessary to maintain a high state of Emergency Preparedness coordinated with the State and Federal governments to minimize the loss of life and property during such times of emergency, and

WHEREAS, Chapter 9, Title 31 of the Code of Alabama 1975, as amended, known as the State of Alabama Emergency Management Agency Act, authorizes the local governments to organize emergency management organizations for the purpose of promptly reacting in the event of a disaster to save life and property.

NOW THEREFORE BE IT RESOLVED by the Cullman County Commission of Cullman County, Alabama, in order to insure that the proper state of Emergency Management exists to minimize the loss of life and property during times of emergency in this County, and Emergency Management Agency and the position of Emergency Management Coordinator are hereby established. The Statement of Purpose of this emergency organization is as follows: It is the assumption of purpose of the Emergency Management Program that existing agencies of government will perform emergency activities related to those they perform in normal times; auxiliary groups will be formed and trained, under the direction and control of the department of government they are to support; and non-governmental groups will be assigned emergency missions as necessary to develop a capability to augment or supplement existing agencies of government in responding to emergencies. A basis purpose of the local Emergency Management Agency and its Coordinator shall be to provide for coordination of the operations of all such governmental and non-governmental forces in emergencies, provide those unique emergency preparedness skills, capabilities, and facilities not available in existing government organizations, as well as the planning necessary to achieve these results. The Emergency Management Coordinator shall also inform the operation departments of those special conditions arising out of a nuclear attack which would call for a modification of traditional operating techniques.

BE IT FURTHER RESOLVED that this Resolution supersedes the action of the governing body of Cullman County in establishing a county civil defense organization. The Civil Defense facility, property and personnel are hereby transferred to the Cullman County Emergency Management Agency.”



ATTACHMENT B

WHY AN EOC AND WHAT SHOULD IT DO?

An **Emergency Operations Center**, or **EOC**, is a central command and control facility responsible for carrying out the principles of emergency preparedness and emergency management, or disaster management functions at a strategic level in an emergency situation, and ensuring the continuity of operations of the governing body.

An **EOC** is responsible for the strategic overview, or "big picture", of the disaster, and does not normally directly control field assets; instead it makes operational decisions and leaves tactical decisions to field commands. The common functions of all **EOCs** is to collect, gather and analyze data; make decisions that protect life and property, maintain continuity of the organization, within the scope of applicable laws; and disseminate those decisions to elected officials and all concerned agencies and individuals.

In most **EOCs** there is one individual in charge, and that is the Emergency Management Director. The Director should answer directly to the local governing body or if designated by the governing body, the Chief Elected Official of the jurisdiction.

An **EOC** can be set up two ways: via **Emergency Support Functions (ESFs)** or by agency/department liaisons. An ESF lists primary and support agencies/departments for various sections of the Emergency Operations Plan (i.e.: ESF #8 Health, Department of Public Health - Primary, Local Hospital – Support). Each ESF would have a liaison who responds to the **EOC** during activations. This liaison would maintain communication between the **EOC** and all Primary and Support agencies/departments during the crisis.

The liaison model is reflected by each agency involved in a response to have a representative in the **EOC** to maintain communications and situational awareness.

An **EOC** should have at least minimal staffing during activation so a response can be quickly mounted should a large-scale emergency or disaster occur.

The **EOC** is critical in a CEO's attempt to maintain overall situational awareness in a large-scale emergency or disaster.

Emergency Operation Center Sample Activation Levels

Level Description

1

Full-Scale Activation Phase - Involves a declared disaster which requires extensive state and possible Federal response. The county & State EOCs are fully staffed. The state activated Alabama EOP and possibly requests implementation of the National Response Framework and the presence of FEMA.



2

Partial Activation Phase - Involves an event which is becoming, or has become an emergency or disaster and requires significant local response. Most EOC staff is assigned to emergency/disaster functions. The CEO declares a state of emergency, and the County EOP is implemented. State EMA will routinely support local operations.

3

Monitoring Phase – Minimal EOC Staff required. Elected officials and 1st responders notified of possible event. This phase is most generally used during Tornado and Severe Storm Watches and large non-routine public events.

4

Daily Operations – This phase encompasses routine daily operations and off hours Duty Officer response to such events as small hazardous materials spills.

The Cullman County Emergency Operations Center is activated for severe weather watches and warnings including thunderstorms, tornado, flood, winter precipitation, extreme drought, etc. In addition the EOC may be activated for a hazardous materials spill, civil unrest, pandemic disease, terrorist threats and/or events, special events (by request), and exercises. CCEMA staff responds to site events such as hazardous materials spills and by request (with Commission approval) large events such as Rock the South, Cullman County Fair Parade, OktoberFest, 4th of July Fireworks shows, etc. especially when large groups of people are congregated in a relatively small venue.

Cullman County EMA serves all of Cullman County including the eleven (11) municipalities and provides overall all-hazards planning for Emergency Operations, Mitigation Planning, Continuity of Operations, SNS/MMRS Planning, Mass Fatality Operations Planning, Recovery Planning, Communications Planning, Browns Ferry Radiological Planning, and specific planning for special events. In addition, CCEMA works with local agencies to provide training, exercises, and resources as needed. Pre-planning for special events is provided as needed.

CCEMA serves as the coordinating agency for the Alabama State Mortuary Operations Team (SMORT) and maintains SMORT-1 equipment. CCEMA also provides grant management for Alabama SMORT. CCEMA maintains a cache of communications equipment (STR A) and 2-55kw generators with distribution panels.



ATTACHMENT C

SUMMARY OF EMERGENCY PROCLAMATIONS & DECLARATIONS LOCAL STATE OF EMERGENCIES

The Alabama Emergency Management Act of 1955 (the "Act") is set forth at Code of Alabama (1975) §§ 31-9-1 through 31-9-24. The local level emergency powers and authorities are contained in Alabama Code § 31-9-10. If the governing body of a local government determines that certain conditions have occurred or *are imminently likely to occur*, then the governing body has certain special emergency powers. The conditions are described in Ala. Code § 31-9-2(a) as the occurrence of disasters or emergencies of unprecedented size and destructiveness resulting from enemy attack, sabotage, or other hostile action, or from fire, flood, earthquake or other natural causes.

All disasters begin with a local response. City and County resources are used to respond locally to a disaster. A local government should adopt a resolution declaring that emergency conditions exist, when there is a disaster or emergency or the imminent likelihood of a disaster or emergency, and the capabilities and resources of the local government are likely to be exceeded. Any political subdivision can, and should, make such declaration when it appears that resources from outside the jurisdiction may be necessary. Local governments should forward copies of their local Declaration of Emergency Conditions resolutions to the Alabama Emergency Management Agency ("AEMA") through the Emergency Management Information Tracking System ("EMITS").

In the event of a disaster or emergency or the imminent likelihood of a disaster or emergency, then Ala. Code § 31-9-10(b)(5) provides that the local government shall have the power to waive the procedures and formalities pertaining to:

- (a) The performance of public work;
- (b) Entering into contracts;
- (c) The incurring of debt;
- (d) The employment of temporary workers;
- (e) The use of volunteer workers;
- (f) The rental of equipment;
- (g) The purchase and distribution with or without compensation of supplies, materials, and facilities; and
- (h) The appropriation and expenditure of public funds.

In addition, a local government can impose a public safety curfew for its inhabitants. If a public safety curfew is imposed, the appropriate law enforcement agency within the local government has the authority to enforce the curfew. Exempted from the curfew are employees of utilities and cable telecommunications companies and their contractors performing activities necessary to maintain or restore utility and cable communications services. Also, exempted from the curfew are official emergency management personnel performing emergency management activities.



ATTACHMENT D

Declaration of Emergency Conditions Checklist

Local

Can be declared ...

- ✓ If certain conditions have occurred or are imminently likely to occur, then the local governing body has certain special emergency powers.
- ✓ The conditions are as the occurrence of disasters or emergencies of unprecedented size and destructiveness resulting from enemy attack, sabotage, or other hostile action, or from fire, flood, earthquake or other natural causes
- ✓ A local government should declare that emergency conditions exist when there is a disaster or emergency or the imminent likelihood of a disaster or emergency, and the capabilities and resources of the local government are likely to be exceeded.
- ✓ Any political subdivision can, and should, declare that emergency conditions exist when it appears that resources from outside the jurisdiction may be necessary.
- ✓ In the event of a disaster or emergency or the imminent likelihood of a disaster or emergency, the local government shall have the power to waive the procedures and formalities pertaining to:
 - the performance of public work;
 - entering into contracts;
 - the incurring of debt;
 - the employment of temporary workers;
 - the use of volunteer workers;
 - the rental of equipment;
 - the purchase and distribution with or without compensation of supplies, materials, and facilities; and
 - the appropriation and expenditure of public funds.
- ✓ The Act prohibits the local government from compelling evacuation of an area.
- ✓ All evacuation orders must be issued under the direction and supervision of the Governor or the Alabama Emergency Management Agency, or both.



State

Can be declared...

When conditions of disaster or extreme peril to safety of persons and/or property has occurred or is reasonably anticipated in the immediate future and is likely to exceed the resources of any single county, city and county, or city and the combined force of a mutual aid region or regions is required, a State of Emergency may be declared.

Anywhere within the state where the conditions of extreme peril/disaster exist or reasonably anticipated to exist in the immediate future.

The County usually requests a State of Emergency proclamation through the Alabama Emergency Management Agency, though the Governor may make his own determination absent a local request. Both the Governor and the Legislature are authorized to proclaim a State of Emergency.

When one or more local governments have proclaimed local emergencies and request assistance from the State, the Governor may proclaim a State of Emergency that will provide certain privileges for state and local authorities responding to the emergency.

During a State of Emergency there are certain emergency powers of the Governor:

- enforce laws, rules and regulations relating to emergency management;
- to sell, lend, lease, give, transfer, or deliver materials or perform services for emergency management purposes w/o regard to existing law and to account to the treasurer for money received
- to procure, construct, lease, transport, store, maintain, renovate, or distribute materials and facilities for emergency management w/o regard to existing law; provided, can't do it to news services; and must make compensation;
- mandatory evacuation
- perform and exercise such other functions for the protection and safety of civilians;
- utilize services and facilities of existing officers and agencies of state and political subdivisions
- with consideration to local authorities, formulate & execute plans for the control of traffic



DECLARATION OF EMERGENCY CONDITIONS

_____ COUNTY

WHEREAS, _____ County (the "County") has experienced [severe thunderstorms, flash-flooding, tornados, ice, snow, straight-line winds, hail, and flooding] [is forecasted to be affected by Hurricane ____; which began on or around [date], and is continuing;

WHEREAS, storm damage [has/may] occurred on public and private property;

WHEREAS, [it is anticipated that] numerous homes and businesses [have been/will be] damaged, disruption of utilities [has occurred/will occur] and [restoration/preparation] efforts and activities must [continue/begin];

WHEREAS, all of the above could adversely affect the health, safety, and economy of the people of the County;

WHEREAS, [the preliminary damage assessments confirmed/we anticipate] that these damages, by reason of their magnitude, [are/will be] beyond the control of the services, personnel, equipment and facilities of the County and will require the combined forces of a mutual aid region or regions to alleviate the adverse affects to the health, safety and economy of the County.

WHEREAS, the situation does create a emergency conditions in ____ County within the intent of the Alabama Emergency Management Act of 1955, as amended; and

WHEREAS, the _____ County Commission has been requested by the Director of the _____ County Emergency Management Agency to implement its emergency powers as set out in Code of Alabama 1975, § 31-9-10.

NOW THEREFORE, IT IS HEREBY PROCLAIMED that emergency conditions exist throughout _____ County warranting the exercise of emergency powers as provided by law and the activation of the _____ County Emergency Operations Plan (EOP) and all appropriate annexes. In addition, the appropriate county agencies are directed to exercise their statutory authority to assist the communities and entities affected.

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said local emergency conditions the powers, functions, and duties of the Director of the _____ County Emergency Management Agency and the emergency organizations of this County shall be those prescribed by state law, and the ordinances and resolutions of this County approved by the _____ County Commission on _____, _____.



IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of the local emergency conditions all procedures and formalities described in Ala. Code § 31-9-10(b) (5) are hereby waived.

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of the local emergency conditions and without limiting any other manner or method by which a person or entity may be deemed an “emergency management worker”, all persons or entities tasked pursuant to, or at the request of, the _____ Emergency Management Agency (“EMA”) by or through its Emergency Management Information Tracking System (“EMITS”) or subject to the order or control of any agency, department, board, commission, bureau, committee, institution, corporation, authority, or office tasked by EMA by or through EMITS shall be deemed an “emergency management worker” for purposes of Ala. Code Section 31-9-16.

By: _____

Commission Chairman

Attest: _____

County Administrator



DECLARATION OF EMERGENCY CONDITIONS
THE (CITY/TOWN) of _____

WHEREAS, the [City/Town] of _____ (the “Municipality”) has experienced [severe thunderstorms, flash-flooding, tornados, ice, snow, straight-line winds, hail, and flooding] [is forecasted to be affected by _____; which began on or around [date], and is continuing;

WHEREAS, storm damage [has/may] occurred on public and private property;

WHEREAS, [it is anticipated that] numerous homes and businesses [have been/will be] damaged, disruption of utilities [has occurred/will occur] and [restoration/preparation] efforts and activities must [continue/begin];

WHEREAS, all of the above could adversely affect the health, safety, and economy of the people of the Municipality;

WHEREAS, [the preliminary damage assessments confirmed/we anticipate] that these damages, by reason of their magnitude, [are/will be] beyond the control of the services, personnel, equipment and facilities of the City/Town and will require the combined forces of a mutual aid region or regions to alleviate the adverse affects to the health, safety and economy of the Municipality.

WHEREAS, the situation does create a emergency conditions in the City/Town of _____ within the intent of the Alabama Emergency Management Act of 1955, as amended; and

WHEREAS, the _____ [City/Town Council/Mayor] has been requested by the Director of the Cullman County Emergency Management Agency to implement its emergency powers as set out in Code of Alabama 1975, § 31-9-10.

NOW THEREFORE, IT IS HEREBY PROCLAIMED that emergency conditions exist throughout [City/Town] of _____ warranting the exercise of emergency powers as provided by law and the activation of the [City/Town] of _____ Emergency Operations Plan (EOP) and all appropriate annexes. In addition, the appropriate municipal agencies are directed to exercise their statutory authority to assist the communities and entities affected.

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said local emergency conditions the powers, functions, and duties of the Director of the Cullman County Emergency Management Agency and the emergency organizations of this Municipality shall be those prescribed by state law, and the ordinances and resolutions of this municipality approved by the _____ [City/Town] Council on _____, _____.



IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of the local emergency conditions all procedures and formalities described in Ala. Code § 31-9-10(b) (5) are hereby waived.

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of the local emergency conditions and without limiting any other manner or method by which a person or entity may be deemed an “emergency management worker”, all persons or entities tasked pursuant to, or at the request of, the Cullman County Emergency Management Agency (“EMA”) by or through its Emergency Management Information Tracking System (“EMITS”) or subject to the order or control of any agency, department, board, commission, bureau, committee, institution, corporation, authority, or office tasked by EMA by or through EMITS shall be deemed an “emergency management worker” for purposes of Ala. Code Section 31-9-16.

By: _____
Mayor

Municipality

Attest: _____
City/Town Clerk



JOINT DECLARATION OF EMERGENCY CONDITIONS

_____ COUNTY AND EXECUTING MUNICIPALITIES

WHEREAS, _____ County (the “County”) and the municipalities executing this local state of emergency (the “Municipalities”) have experienced [severe thunderstorms, flash-flooding, tornados, hail, ice, snow, straight-line winds and flooding] [are forecasted to be affected by Hurricane ____; which began on or around [Date], and is continuing;

WHEREAS, storm damage [has/may] occurred on public and private property;

WHEREAS, [it is anticipated that] numerous homes and businesses [have been/will be] damaged, disruption of utilities [has occurred/will occur] and [restoration/preparation] efforts and activities must [continue/begin];

WHEREAS, all of the above could adversely affect the health, safety, and economy of the people of the County and the Municipalities;

WHEREAS, [the preliminary damage assessments confirmed/we anticipate] that these damages, by reason of their magnitude, [are/will be] beyond the control of the services, personnel, equipment and facilities of the County and Municipalities and will require the combined forces of a mutual aid region or regions to alleviate the adverse affects to the health, safety and economy of the County and the Municipalities.

WHEREAS, the situation does create emergency conditions in _____ County and the Municipalities within the intent of the Alabama Emergency Management Act of 1955, as amended; and

WHEREAS, the _____ County Commission and each municipalities [City Council/Mayor] has be requested by the _____ County Emergency Management Agency to implement its emergency powers as set out in Code of Alabama 1975, § 31-9-10.

NOW THEREFORE, IT IS HEREBY PROCLAIMED that emergency conditions exist throughout _____ County and the Municipalities warranting to exercise of emergency powers as provided by law and the activation of the _____ County Emergency Operations Plan (EOP) and each Municipalities EOP and all appropriate annexes. In addition, I direct the appropriate county and city agencies to exercise their statutory authority to assist the communities and entities affected.

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said local emergency the powers, functions, and duties of the Director of the _____ County Emergency Management Agency and the emergency organizations of the County and the Municipalities shall be those prescribed by state law, and the ordinances and resolutions of this County and the Municipalities.



IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of the local emergency conditions, all procedures and formalities described in Ala. Code § 31-9-10(b)(5) are hereby waived.

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of the local emergency conditions and without limiting any other manner or method by which a person or entity may be deemed an “emergency management worker”, all persons or entities tasked pursuant to, or at the request of, the _____ County Emergency Management Agency (“EMA”) by or through its Emergency Management Information Tracking System (“EMITS”) or subject to the order or control of any agency, department, board, commission, bureau, committee, institution, corporation, authority, or office tasked by EMA by or through EMITS shall be deemed an “emergency management worker” for purposes of Ala. Code Section 31-9-16.

_____ **COUNTY**

By: _____, Chairman
Cullman County Commission

Attest: _____
County Administrator

City/Town of _____

By: _____
Mayor

City/Town of _____

By: _____
Mayor

City/Town of _____

By: _____
Mayor



PROCLAMATION TO TERMINATE A LOCAL EMERGENCY

WHEREAS, _____ [County/Municipal] [Resolution/Ordinance] dated _____, the _____ day of _____, _____ issued a Declaration of Emergency Conditions due to severe weather; and

WHEREAS, the joint response of City, County and State Agencies have eliminated the extreme peril to the safety of persons and property within the _____ County area; and

WHEREAS, there is no longer a need for an emergency response to ensure the continued safety of persons and property;

NOW, THEREFORE, IT IS HEREBY PROCLAIMED that the above referenced Declaration of Emergency Conditions is terminated effective on the _____ day of _____, 2014.

Dated: _____

County Commission, County of Cullman

Attest: _____
County Administrator

Chairman

Associate Commissioner

Associate Commissioner



GLOSSARY Of Emergency Management Terms

Below are just a few of the Emergency Management terms and acronyms Elected Officials should be familiar with:

After Action Report (AAR): The document describing the incident response, performance of responsibilities and achievement of objectives.

Alabama Association of Emergency Managers (AAEM): The non-profit professional support organization for emergency managers in Alabama.

Alabama Department of Homeland Security (ALDHS): This cabinet level agency was designed by the legislature to mirror its Federal namesake. With a mission to prevent acts of terrorism in Alabama; ALDHS is divided into four major functional areas: Borders, Ports and Transportation, Science and Technology, Information Management and Budget and Preparedness and Response. The department works closely with public and private stakeholders to provide funding for resources, training and exercises.

Alabama Disaster Recovery Program (ADRP): Approved by the legislature in April 2009 ADRP provides assistance to counties and municipalities during and immediately following certain disasters. The impacted jurisdiction must meet certain criteria to be eligible to receive assistance.

Alabama Emergency Management Agency (AEMA): The State Emergency Management Agency's director is a member of the Governor's Cabinet. AEMA provides direct support to local emergency management agencies through grants, training and exercises. AEMA also provides a Field Coordinator assigned to each of seven areas in the state in an effort to support individual emergency management agencies and their governing bodies in policy and program development.

Amateur Radio Emergency Services (ARES): Licensed amateur radio operators who provide emergency communications, before, during and after a disaster voluntarily participate in ARES. This Amateur Radio Relay league program is divided into local, state and national operational levels.

Capability Assessment: A comprehensive assessment of the emergency management program elements conducted periodically to determine operational capability and readiness to address the identified hazards and risks.

Catastrophe: An event in which society incurs, or has threatened to incur, such losses to persons and property that the entire society is affected or extraordinary resources and skills are required, some of which must come from other nations.



Checklist: Written enumeration of actions to be taken by an individual or organization.

Chief Elected Official (CEO): The Chair of the County Commission is considered the CEO of each county in Alabama. In some counties, the chairperson of the commission is the Probate Judge, in others a member of the commission elected by members of the commission board or a member of the board serving on a rotating basis. In the case of cities and towns, it means the mayor in those cities and towns with mayor-council or commission forms of government, where the mayor is directly elected, and it means the city manager in those cities and towns with council manager forms of government.

Command Post (CP): Location of incident commander for command, control and communications necessary for management of an event.

Continuity of Government (COG): Proposed strategy and tactics used to keep government activities operating during disaster operations.

Continuity of Operations Plan (COOP): A plan devised and record to ensure the safety of employees, provide for an alternative location for operations and the proper resumption of normal operations and services as a result of a disaster.

Cooperative Agreement (CA): A written agreement between local government and the state whereby certain participation requirements in grant programs are agreed to.

Damage Assessment: An appraisal or determination of the effects of a disaster on human, physical, economic and natural resources.

Disaster: An event or set of circumstances which: (1) demands immediate action to preserve public health, protect life, protect public property, or to provide relief to any stricken community overtaken by such occurrences, or (2) reaches such a dimension or degree of destructiveness as to warrant the governor declaring a state of emergency pursuant to Alabama Law.

Disaster Recovery Center (DRC): This is a readily accessible facility or mobile office where applicants may go for information about FEMA, State and Local assistance programs after a Presidential Disaster Declaration. Local EMA Director should pre-identify potential DRC sites.

Emergency: Any event requiring increased coordination or response above the routine in order to save lives, protect property, protect public health and safety, or lessen/avert the threat of a disaster.

Emergency Management Information Tracking System (EMITS): A Lotus Notes based software provided to local emergency management agencies for tracking events and requesting resources. EMITS provides direct access to the Alabama EOC.



Emergency Management: A comprehensive set of policies, procedures, guidelines and practices designed to protect people and property from natural, technological and manmade disasters. It includes programs, resources and capabilities to mitigate, prepare for, respond to and recover from effect of all hazards.

Emergency Management Agency: An organization created in accordance with the provisions of State and local laws, ordinances and resolutions to perform local emergency management functions. Federal and State Law require each county in the United States to operate a functioning emergency management agency.

Emergency Management Director/Coordinator: The person appointed to oversee emergency management agency day-to-day and emergency operations. They typically report directly to the local jurisdiction's Chief Elected Official. Criteria for this position should be described in local ordinances or resolutions creating the position.

Emergency Support Function (ESF): All State agencies and non-governmental organizations tasked with an emergency management mission in Alabama are grouped into 15 Emergency Support Functions. Each ESF is comprised of one or more primary agencies serving as the lead and several others in a support role. ESFs represent specific response activities common to all disasters.

Emergency Operations Center (EOC): The secure physical location where government officials monitor a large-scale emergency or disaster event. The EOC maintains overall situational awareness, analyzes information, conducts media briefings, coordinates resources and supports field operations. An EOC may be a full-time facility or setup temporarily once an event occurs. The physical size, staffing and equipping of an emergency operations center will depend on the size and complexity of the local government. However, EOCs should be activated during most large-scale emergencies and disasters to facilitate coordination of resources and documentation activities. The level of EOC staffing will be dependent upon the size and complexity of the specific emergency situation.

Emergency Operations Plan (EOP): The public policy document developed by a jurisdiction as a counterpart to the Alabama EOP and National Response Framework (NRF). It serves as a framework for coordination and organization of emergency management activities described in the document. Each county MUST develop and maintain an EOP.

Emergency Management Assistance Compact (EMAC): A congressionally ratified organization providing form and structure to interstate mutual aid. Through EMAC an impacted state can request and receive assistance from other member states quickly and efficiently, resolving issues of liability and reimbursement.

Emergency Management Information Technology System (EMITS): Is software made available to each Emergency Management Agency in the state to track emergency events and request State and Federal resources.



Evacuation: Organized, phased and supervised removal and dispersal of civilians from a dangerous or potentially dangerous area and their reception and sheltering in a safe area. In Alabama, only the governor can legally issue an evacuation order.

Exercise: A scripted, scenario driven activity designed to evaluate a jurisdiction or agency's capabilities and capacity to achieve functional objectives and demonstrate competency in response and recovery operations. Exercises vary greatly in size and there are seven types of exercises:

1. Orientation or Seminar is an informal, no stress discussion of roles and responsibilities as guided by policies, procedures and plans during an emergency response. It takes place in a meeting room.
2. Workshop resembles a seminar but is employed to build specific products such as a draft plan or policy (i.e. Multi-year Training and Exercise Plan).
3. Tabletop exercise is an informal discussion of a simulated emergency. Key players sit around a table and discuss their responses to inputs.
4. Game is a simulation of operations often involving two or more teams, usually in a competitive environment, using rules, data and procedures.
5. Drills involve a single agency testing a single emergency response function.
6. Functional exercise tests the EOC and emphasizes emergency functions utilizing a plausible scenario with scripted realistic inputs.
7. Full-scale exercise takes place in real time and employs real responders and equipment. This requires coordination of several agencies and tests several emergency functions.

Exercise Plan: A progressive multi-year program designed to test plans, procedures and guidelines.

Federal Emergency Management Agency (FEMA): The Federal level agency charged with building and supporting the nation's emergency management system. FEMA leads federal efforts to prepare for, respond to, and recover from disasters that overwhelm state and local resources. FEMA's services include planning and training, coordinating federal resources, and offering financial assistance to individuals, businesses, and communities to aid in recovery. FEMA provides grant support to State and Local EM Agencies. The agency also manages the National Flood Insurance Program (NFIP) as well as programs designed to reduce future losses due to floods, earthquakes, tornadoes, hurricanes, and other natural disasters.

Federal (Presidential) Disaster Declaration (PDD): A declaration issued by the President of the United States as requested by the Governor. Such a declaration turns on a myriad of Federal funds and support. (Description of a PDD can be found elsewhere in this document).

Government Emergency Telecommunications Service (GETS): A Federal Government card providing emergency access to the nation's telecommunications system on a priority basis. Local directors may apply for a GETS Card free. Click on <http://gets.ncs.gov> for details.



Governor's Office of Faith-Based and Community Initiatives (GFBCI): Serves as the lead for the State Citizens Corps Program and Volunteer and Donations management.

Hazard: A potential or actual force, physical condition or agent with the ability to cause human injury, illness and/or death. It may also cause significant damage to property, the environment, infrastructure, agriculture, and/or business operations. Hazard types are natural, technological and man-made.

Hazard Analysis: The identification and evaluation of all hazards that potentially threaten a jurisdiction in an effort to determine the degree of threat posed by each.

Hazardous Materials (HazMat): Any material that because of its quantity, concentration or physical/chemical characteristics, may pose a hazard to health, safety and/or the environment. There are nine categories of hazardous materials. (1) flammable and combustible, (2) Toxic, (3) Corrosive, (4) Oxidizers, (5) Aerosols, (6) Compressed Gasses, (7) Radioactive, (8) Explosive, (9) Miscellaneous.

Hazard Mitigation: Any action taken to reduce or eliminate the risk to human life and property from hazards. The term is often used in a more restrictive nature referring to cost effective measures to reduce the potential for damage to a facility or facilities from a disaster.

Homeland Security Exercise and Evaluation Program (HSEEP): Doctrine and policy provided by USDHS for exercise design, development, conduct and evaluation. HSEEP provides an interactive website for local emergency management agencies to use in planning, conducting and evaluating an exercise.

Hot Wash: A general performance review of an exercise that is less formal than an After Action Report Meeting and generally occurs just after exercise conclusion.

Incident Action Plan (IAP): Written or verbal plans reflecting the overall incident goal (objectives) and incident strategy, tactical actions, assignments and supporting information for a specified operational period.

Incident Commander (IC): The senior, most qualified person on scene in charge of response activities, including development of tactics and strategies and ordering of resources. The IC has overall authority and responsibility for on-scene operations.

Incident Command Post (ICP): The same thing as defined above by the term Command Post. Location of the ICP is designated by the Incident Commander.

Incident Command System: An all-hazard, on-scene functional management system that establishes common standards in organization, terminology, and procedures; provides a means for the establishment of a common set of incident objectives and strategies during multi-agency / multi-jurisdictional operations while maintaining individual agency / jurisdiction authority, responsibility, and accountability; and is a component of the National Incident Management System (NIMS).



Joint Field Office (JFO): A temporary Federal facility established locally to coordinate operational Federal assistance activities to an affected jurisdiction as a result of a Presidential Disaster Declaration.

Local Emergency Planning Committee (LEPC): Comprised of a membership reflective of the community, the LEPC is required by Federal law to identify a public exposure to hazardous materials (hazmat), coordinate hazardous materials information to responders and the public, develop and maintain a hazmat response plan and provide the public with information about hazardous materials within the community.

Mass Care: The capability to provide immediate shelter, feeding centers, basic first aid, bulk distribution of needed items and related services to persons affected by a large-scale incident.

Medical Surge: Capability to rapidly expand the capacity of the existing healthcare system to provide triage and subsequent medical care.

Mutual Aid: Reciprocal emergency aid and assistance from other jurisdictions in the event an incident becomes too great to deal with unassisted. Mutual aid is typically a service derived from a written Mutual Aid Agreement.

National Flood Insurance Program (NFIP): A federal program administered by FEMA, the state and local governments to make subsidized flood insurance available in communities that agree to adopt corrective and preventative floodplain management regulations that will reduce future flood damages.

National Incident Management System (NIMS): Issued by USDHS in 2004, NIMS provides a comprehensive and coordinated consistent national approach to all hazard incident management at all jurisdictional levels and across all functional emergency management disciplines. NIMS requires the use of the Incident Command System (ICS), the Multi-agency Coordination System and a Joint Information System. All EOPS, SOPS and SOGS must incorporate NIMS components, principles and policies in all aspects of emergency management.

National Response Framework (NRF): The guide describing how the Federal Government responds to disasters. It is built on scalable, flexible and adaptable coordinating structures to align key roles and responsibilities across the nation, linking all levels of government, non-governmental organizations and the private sector.

Non-Governmental Organization (NGO): An entity with an association based on interests of its members, individuals or institutions which is not created or controlled by government. Such organizations are generally public service, not for profit in nature. (i.e. American Red Cross, Salvation Army etc.).

National Wireless Priority Service (WPS): WPS allows high priority calls to bypass congested communications access and receive priority by dialing an access number.



Operational Period: A designated time period during which incident response strategies and tactics are performed. Can be 1, 8, 12 or 24 hour increments.

Public Assistance (PA): Federal assistance provided pursuant to a Presidential Disaster Declaration for government and some not-for-profit organization facilities damaged by a disaster and for debris removal.

Program Evaluation: An activity focusing on carefully collected information about a program or some aspect of a program in order to evaluate the program's readiness. Program evaluations are conducted by AEMA Field Coordinators for each county within their management area.

Radio Amateur Civil Emergency Services (RACES): A FEMA backed program of licensed amateur radio operators providing civil and emergency communications during and after a disaster. RACES generally cease operation after the disaster is cleared

Resources Management: Actions taken to identify sources and obtain resources needed to support disaster response activities; coordinate the supply, allocation, distribution and delivery of resources so they arrive where and when most needed. It includes maintaining accountability for resources expended.

Resource Typing: Classification of resources whether human or otherwise.

Risk: The estimated impact a hazard would have on people, services, facilities, structures and infrastructure in a jurisdiction. This includes the likelihood of a hazard event resulting in an adverse condition that causes injury or damage.

Situational Awareness: Being aware of what is happening and understanding how events, information and your own actions will impact goals and objectives in the near and distant future.

Situation Report (SitRep): A report for a standard period of time describing events and actions in response to an occurrence.

State of Emergency (SOE): A declaration of emergency conditions having a significant impact socially or economically within a jurisdiction that is expected to overwhelm local resources.

Stafford Act: Federal Law designed to bring an orderly and systemic means of federal disaster assistance to State and Local governments victimized by disaster. It was amended in 1988 to establish the Presidential Disaster Declaration (PDD) process.

Stakeholder: A person, group, organization or system who affects or can be affected by an organization's actions. They have a 'stake' in the outcome.



Standard of Performance: A consistent and expected level of personnel or organizational performance.

U.S. Department of Homeland Security (USDHS): The executive department of the Federal government responsible for protecting the security of the U.S. homeland. Its primary mission is the prevention of terrorist attacks within the United States and minimizing the damage from potential attacks and natural hazards. FEMA and 51 other Federal agencies comprise this mega-department.

Virtual Alabama: This high tech, internet based, project began in 2005 to provide secure 3D visualizations of structures, land mass and maps to allow an enhanced common operating picture and situational awareness for first responders and public officials.

Voluntary Organizations Active in Disaster (VOAD): Serves as the central point between government and volunteer organizations in the coordination of information activities such as donation and volunteer management. VOAD is structured on national, state and local levels. VOAD is critical to meeting long-term unmet needs in a community after a disaster.

Vulnerability: The level of exposure or susceptibility of an asset to damage.

Vulnerability Assessment: Addresses the impact(s) of hazard events on the existing and future environment.

Weapons of Mass Destruction (WMD): Generally referred to as chemical, nuclear, biological agents or explosive devices that could be deployed against civilian populations.



State of Alabama, Code of

Section 31-9-1

Short title.

This chapter may be cited as the "Alabama Emergency Management Act of 1955."

(Acts 1955, No. 47, p. 267, §1.)

Section 31-9-2

Findings and declarations of necessity; purpose of article and public policy.

(a) Because of the existing and increasing possibility of the occurrence of disasters or emergencies of unprecedented size and destructiveness resulting from enemy attack, sabotage, or other hostile action, or from fire, flood, earthquake, or other natural causes, and in order to insure that preparations of this state will be adequate to deal with such disasters or emergencies, and generally to provide for the common defense and to protect the public peace, health, and safety, and to preserve the lives and property of the people of the state, it is hereby found and declared to be necessary:

(1) To create a State Emergency Management Agency, and to authorize the creation of local organizations for emergency management in the political subdivisions of the state.

(2) To confer upon the Governor and upon the governing bodies of the political subdivisions of the state the emergency powers provided in this article.

(3) To provide for the rendering of mutual aid among the political subdivisions of the state, and with other states, and with the federal government with respect to the carrying out of emergency management functions.

(4) To authorize the establishment of such organizations and the taking of such steps as are necessary and appropriate to carry out the provisions of this article.

(b) It is further declared to be the purpose of this article and the policy of the state that all emergency management functions of this state be coordinated to the maximum extent with the comparable functions of the federal government including its various departments and agencies, of other states and localities and of private agencies of every type, to the end that the most effective preparation and use may be made of the nation's manpower, resources and facilities for dealing with such disaster or emergency.

(c) It is further declared to be the purpose of this article and policy of the State of Alabama to assist and encourage emergency management and emergency preparedness activities on the part of the political subdivisions of the state by authorizing the State of Alabama to make grants, as funds are appropriated for such specific purpose, to any political subdivision of the



state in amounts not to exceed the amounts expended, or to be expended, for personnel and administrative costs by such political subdivisions for emergency management and emergency preparedness.

(Acts 1955, No. 47, p. 267, §2; Acts 1978, No. 852, p. 1276, §1.)

Section 31-9-3

Definitions.

As used in this article, these terms shall have the following meanings:

(1) **EMERGENCY MANAGEMENT.** The preparation for and the carrying out of all emergency functions, other than functions for which military forces or other federal agencies are primarily responsible, to prevent, minimize, and repair injury and damage resulting from disasters caused by enemy attack, sabotage, or other hostile action, or by fire, flood, earthquake, or other natural cause. These functions include, without limitation, fire-fighting services; police services; medical and health services; rescue, engineering, air raid warning services; communications; radiological, chemical, and other special weapons of defense; evacuation of persons from stricken areas; emergency welfare services (civilian war aid); emergency transportation; plant protection; temporary restoration of public utility services; and other functions related to civilian protection, together with all other activities necessary or incidental to the preparation for and carrying out of the foregoing functions.

(2) **LOCAL ORGANIZATION.** The organization of local emergency management forces designed principally for operation within their community but capable of moving to other areas.

(3) **POLITICAL SUBDIVISION.** Any county or municipality created pursuant to law.

(4) **STATE PUBLIC HEALTH EMERGENCY.** An occurrence or imminent threat of an illness or health condition that does all of the following:

a. Is believed to be caused by any of the following:

1. Bioterrorism.
2. The appearance of a novel or previously controlled or eradicated infectious agent or biological toxin.
3. A natural disaster.
4. A chemical attack or accidental release.
5. A nuclear or radiological attack or accident.

b. Poses a high probability of any of the following harms:



1. A large number of deaths in the affected population.
2. A large number of serious or long-term disabilities in the affected population.
3. Widespread exposure to an infectious or toxic agent that poses a significant risk of substantial future harm to a large number of people in the affected population.

(5) **STATE OF EMERGENCY.** When the Governor duly proclaims the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by fire, flood, storm, epidemic, technological failure or accident, riot, drought, sudden and severe energy shortage, plant or animal infestation or disease, earthquake, explosion, terrorism, or man-made disaster, or other conditions, other than conditions resulting from a labor controversy or conditions causing a state of war emergency, which, by reason of their magnitude, are or are likely to be beyond the control of the services, personnel, equipment, and facilities of any single county, city and county, or city and require the combined forces of a mutual aid region or regions to combat, or energy shortage requires extraordinary measures beyond the authority vested in the Alabama Public Service Commission.

(6) **STATE TECHNOLOGICAL EMERGENCY.** An emergency caused by a technological failure or accident, including, but not limited to, an explosion, transportation accident, radiological accident, or chemical or other hazardous material incident.

(Acts 1955, No. 47, p. 267, §3; Act 2006-522, p. 1210, §1.)

Section 31-9-6

Powers and duties of Governor with respect to emergency management.

In performing his or her duties under this article, the Governor is authorized and empowered:

- (1) To make, amend, and rescind the necessary orders, rules and regulations to carry out the provisions of this article within the limits of the authority conferred upon him or her in this article, with due consideration of the plans of the federal government.
- (2) To prepare a comprehensive plan and program for the emergency management of this state, such plan and program to be integrated and coordinated with the emergency management plans of the federal government and of other states to the fullest possible extent, and to coordinate the preparation of plans and programs for emergency management by the political subdivisions of this state, such plans to be integrated into and coordinated with the emergency management plans and programs of this state to the fullest possible extent.
- (3) In accordance with such plan and program for the emergency management of this state, to ascertain the requirements of the state, or the political subdivisions thereof, for food or clothing or other necessities of life in the event of disaster or emergency and to plan for and procure supplies, medicines, materials, and equipment for the purposes set forth in this article; to make surveys of the industries, resources and facilities within the state as are necessary to carry out the purposes of this article; to institute training programs and public



information programs; and to take all other preparatory steps, including the partial or full mobilization of emergency management organizations in advance of actual disaster, to insure the furnishing of adequately trained and equipped forces of emergency management personnel in time of need.

(4) To make, amend, and rescind the necessary orders, rules, and regulations looking to the direction or control of practice blackouts, air raid drills, mobilization of emergency management forces, and other tests and exercises, warnings, and signals for drills or attacks, the mechanical devices to be used in connection therewith, the effective screening or extinguishing of all lights and lighting devices and appliances, the conduct of civilians and the movement or cessation of movement of pedestrians and vehicular traffic, public meetings or gatherings, the evacuation and reception of civilian population, and shutting off water mains, gas mains, electric power connections, and the suspension of all other public utilities, during, prior and subsequent to drills or attacks.

(5) To create and establish mobile support units and to provide for their compensation.

(6) To cooperate with the President and the heads of the Armed Forces, with the Emergency Management Agency of the United States and with the officers and agencies of other states in matters pertaining to the emergency management of the state and nation and the incidents thereof.

(7) With due consideration to the recommendation of the local authorities, to appoint full-time state and regional area directors.

(8) To utilize the services and facilities of existing officers and agencies of the state and the political subdivisions thereof.

(9) On behalf of this state, to enter into reciprocal aid agreements or compacts with other states and the federal government, including federally recognized Indian tribes. Such mutual aid agreements shall be limited to the furnishing or exchange of food, clothing, medicine, and other supplies; engineering services; emergency housing; police services; national or state guards while under the control of the state; health, medical and related services; fire fighting, rescue, transportation, and construction services and equipment; personnel necessary to provide or conduct these services; such other supplies, equipment, facilities, personnel, and services as may be needed; and the reimbursement of costs and expenses for equipment, supplies, personnel, and similar items for mobile support units, fire fighting and police units, and health units. Such agreements shall be on such terms and conditions as are deemed necessary.

(10) To sponsor and develop mutual aid plans and agreements between the political subdivisions of the state, similar to the mutual aid agreements with other states referred to in subdivision (1) of this section.

(11) To delegate any administrative authority vested in him or her under this article, and to provide for the sub-delegation of any such authority.



(12) To take such action and give such directions to state and local law-enforcement officers and agencies as may be reasonable and necessary for the purpose of securing compliance with the provisions of this article and with the orders, rules, and regulations made pursuant thereto.

(Acts 1955, No. 47, p. 267, §6; Act 2011-546, §1.)

Section 31-9-9

Powers and duties of directors of local emergency management organizations as to mutual aid agreements.

(a) The director of each local organization for emergency management may develop or cause to be developed mutual aid agreements with other public and private agencies within this state for reciprocal emergency management aid and assistance in case of disaster too great to be dealt with unassisted. Such agreements shall be consistent with the state emergency management plan and program, and a copy of each such agreement shall be filed with the State Director of Emergency Management immediately after being entered into. In time of emergency it shall be the duty of each local organization for emergency management to render assistance in accordance with the provisions of such mutual aid agreements.

(b) The director of each local organization for emergency management may assist in negotiation of reciprocal mutual aid agreements between the Governor and adjoining states or political subdivisions thereof, and shall carry out any such agreement relating to the local and political subdivision.

(c) The directors of each local organization for emergency management may develop or cause to be developed mutual aid agreements with federally recognized Indian tribes located within the state.

(Acts 1955, No. 47, p. 267, §9; Act 2011-546, §1.)

Section 31-9-10

Local emergency management organizations; emergency powers of political subdivisions.

(a) Each political subdivision of this state is hereby authorized and directed to establish a local organization for emergency management in accordance with the state emergency management plan and program and may confer or authorize the conferring, upon members of the auxiliary police, the powers of peace officers, subject to such restrictions as shall be imposed. The governing body of the political subdivision is authorized to appoint a director, who shall have direct responsibility for the organization, administration, and operation of such local organization for emergency management, subject to the direction and control of such governing body. Each local organization for emergency management shall perform emergency management functions within the territorial limits of the political subdivision within which it is organized, and, in addition, shall conduct such functions outside of such territorial limits as may be required pursuant to the provisions of this article.



(b) The governing body of each political subdivision shall have the power and authority:

(1) To appropriate and expend funds, make contracts, obtain, and distribute equipment, materials, and supplies for emergency management purposes; to provide for the health and safety of persons and property, including emergency assistance to the victims of any disaster; and to direct and coordinate the development of emergency management plans and programs in accordance with the policies and plans set by the federal and state emergency management agencies.

(2) To appoint, employ, remove, or provide, with or without compensation, air raid wardens, rescue teams, auxiliary fire and police personnel, and other emergency management workers; provided, that compensated employees shall be subject to any existing civil service or Merit System laws.

(3) To establish a primary and one or more secondary control centers to serve as command posts during an emergency.

(4) To assign and make available for duty the employees, property, or equipment of the subdivision relating to fire fighting, engineering, rescue, health, medical and related service, police, transportation, construction, and similar items or services for emergency management purposes, within or outside of the physical limits of the subdivision.

(5) In the event that the governing body of the political subdivision determines that any of the conditions described in Section 31-9-2(a) has occurred or is imminently likely to occur, the governing body shall have the power:

a. To waive procedure and formalities otherwise required by law pertaining to the performance of public work, entering into contracts, the incurring of obligations, the employment of temporary workers, the utilization of volunteer workers, the rental of equipment, the purchase and distribution with or without compensation of supplies, materials, and facilities, and the appropriation and expenditure of public funds.

b. To impose a public safety curfew for its inhabitants. If a public safety curfew is imposed as authorized herein, it shall be enforced by the appropriate law enforcement agency within the political subdivision. A public safety curfew imposed under this subsection shall not apply to employees of utilities, cable, and telecommunications companies and their contractors engaged in activities necessary to maintain or restore utility, cable, and telecommunications services or to official emergency management personnel engaged in emergency management activities.

(6) To close, notwithstanding Section 11-1-8, any and all public buildings owned or leased by and under the control of the political subdivision where emergency conditions warrant, whether or not a local state of emergency has been declared by the governing body of the political subdivision. In the event that any documents required to be filed by a time certain deadline cannot be filed in a timely manner due to the closing of an office under this



subdivision, the deadline for filing shall be extended to the date that the office is reopened as provided in Section 1-1-4.

(c) No local governing body of a political subdivision shall have the authority to provide for and compel evacuation of the area except by the direction and under the supervision of the Governor or the State Emergency Management Agency, or both. Any action taken by the governing body of the political subdivision shall remain in full force and effect unless revoked by proclamation of the Governor, issued as provided in Section 31-9-8.

(d)(1) Nothing in this section shall authorize the seizure or confiscation of any firearm or ammunition from any individual who is lawfully carrying or possessing the firearm or ammunition except as provided in subdivision (2).

(2) A law enforcement officer who is acting in the lawful discharge of the officer's official duties may disarm an individual if the officer reasonably believes that it is immediately necessary for the protection of the officer or another individual. The officer shall return the firearm to the individual before discharging that individual unless the officer arrests that individual for engaging in criminal activity or seizes the firearm as evidence pursuant to an investigation for the commission of a crime or, at the discretion of the officer, the individual poses a threat to himself or herself or to others.

(Acts 1955, No. 47, p. 267, §10; Act 2006-522, p. 1210, §1; Act 2009-572, p. 1679, §1.)

Section 31-9-12

Reimbursement of expenses of operation of mobile support units of other states; operation of Alabama mobile support units in other states.

(a) Whenever a mobile support unit of another state shall render aid in this state pursuant to the orders of the governor of its home state and upon the request of the Governor of this state, this state shall reimburse such other state for the compensation paid and actual and necessary travel, subsistence, and maintenance expenses of the personnel of such mobile support unit while rendering such aid, and for all payments for death, disability, or injury of such personnel incurred in the course of rendering such aid, and for all losses of or damage to supplies and equipment of such other state or a political subdivision thereof resulting from the rendering of such aid; provided that the laws of such other state contain provisions substantially similar to this section or that provisions to the foregoing effect are embodied in a reciprocal mutual aid agreement or compact or that the federal government has authorized or agreed to make reimbursement for such mutual aid as provided in this section.

(b) No personnel of mobile support units of this state shall be ordered by the Governor to operate in any other state unless the laws of such other state contain provisions substantially similar to this section or unless the reciprocal mutual aid agreements or compacts include provisions providing for such reimbursement or unless such reimbursement will be made by the federal government by law or agreement.

(Acts 1955, No. 47, p. 267, §12.)



Section 31-9-13

Orders, rules and regulations of Governor - Effect; distribution.

All orders, rules, and regulations promulgated by the Governor as authorized by this article shall have the full force and effect of law when a copy thereof is filed in the office of the Secretary of State. All existing laws, ordinances, rules, and regulations or parts thereof inconsistent with the provisions of this article or of any order, rule, or regulation issued under the authority of this article, shall be suspended during the period of time and to the extent that such inconsistency exists. The Secretary of State shall cause to be printed and distributed to the probate judges of the several counties and to the clerks of the several municipalities of this state a copy of each order, rule, or regulation issued under the authority of this article.

(Acts 1955, No. 47, p. 267, §13.)

Section 31-9-17

Exemption from tort liability of persons granting license or privilege for use of real estate, etc., for shelters.

Any person owning or controlling real estate or other premises who voluntarily and without compensation grants a license or privilege, or otherwise permits the designation or use of the whole or any part or parts of such real estate or premises for the purpose of sheltering persons during an actual disaster or an actual, impending, mock, or practice attack, shall, together with his successors in interest, if any, not be civilly liable for negligently causing the death of, or injury to, any person on or about such real estate or premises, or for the loss of, or damage to, the property of such person.

(Acts 1955, No. 47, p. 267, §17.)

Section 31-9-18

Governor, etc., may accept services, etc., from federal government, private persons, etc.

(a) Whenever the federal government or any agency or officer thereof shall offer to the state, or through the state to any political subdivision thereof, services, equipment, supplies, materials, or funds by way of gift, grant, or loan for purposes of emergency management, the state, acting through the Governor, or such political subdivision acting through its governing body may accept such offer, and upon such acceptance the Governor of the state or governing body of such political subdivision may authorize any officer of the state or of the political subdivision, as the case may be, to receive such services, equipment, supplies, materials, or funds on behalf of the state or such political subdivision.

(b) Whenever any person, firm, or corporation shall offer to the state, or to any political subdivision thereof, services, equipment, supplies, materials, or funds by way of gift, grant, or loan for purposes of emergency management, the state, acting through the Governor, or such political subdivision acting through its governing body may accept such offer and upon



such acceptance the Governor of the state or governing body of such political subdivision may authorize any officer of the state or of the political subdivision, as the case may be, to receive such services, equipment, supplies, materials, or funds on behalf of the state or such political subdivision.

(Acts 1955, No. 47, p. 267, §18.)

Section 31-9-19

Political activities by emergency management organizations.

No organization for emergency management established under the authority of this article shall participate in any form of political activity, nor shall it be employed directly or indirectly for political purposes.

(Acts 1955, No. 47, p. 267, §19.)

Section 31-9-20

Employment of subversives by emergency management organizations; loyalty oath.

No person shall be employed or associated in any capacity in any emergency management organization established under this article who advocates a change by force or violence in the constitutional form of the government of the United States or of this state, or the overthrow of any government in the United States by force or violence, or who has been convicted of, or is under indictment or information, charging any subversive act against the United States. Each person who is appointed to serve in an organization for emergency management shall, before entering upon his or her duties, take an oath, in writing, before a person authorized to administer oaths, or the State Emergency Management Director, or his or her duly authorized representatives, which oath shall be substantially as follows:

"I, _____, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of Alabama, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

"And I do further swear (or affirm) that I do not advocate, nor am I a member of any political party or organization that advocates, the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am a member of the (name of emergency management organization) I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence."

(Acts 1955, No. 47, p. 267, §20.)

Section 31-9-24



Regular and emergency appropriations; state grants to political subdivisions.

(a) The funds appropriated by the Legislature in the general appropriation act for the support and maintenance of this article shall be expended solely for the purposes designated in the appropriation act and shall be limited to the amounts provided therein and shall be disbursed, in the same manner as all other state funds are disbursed, by warrant of the Comptroller authorized by the Director of the Emergency Management Agency and approved by the Governor, subject to the terms, conditions, provisions, and limitations of Article 4 of Chapter 4 of Title 41. In addition to any other appropriation, there is hereby appropriated out of any moneys in the State Treasury the sum of \$250,000, or so much thereof as may be necessary, for the expenses incident to the operation and enforcement of the provisions of this article during an emergency as described in Section 31-9-8 hereof and the expenditure and disbursement of such funds shall be in the same manner as other funds of the Emergency Management Agency are expended and disbursed.

(b) The State of Alabama is hereby authorized to make grants, as funds may be appropriated for the specific purpose, to any political subdivision of the state in amounts not to exceed the amounts expended, or to be expended, by such political subdivision for personnel and administrative costs of local emergency management and emergency preparedness. The State Office of Emergency Management and Emergency Preparedness shall be the agency responsible for the administration of the grant program authorized by this section. In allocating state grants under this section, the administrative agency shall invoke and apply the same standards, criteria, and measures of eligibility for matching funds as prevail in the administration of the Federal Civil Defense Act of 1950, as amended by Public Law 85-606, and no state grant funds authorized by this section shall be allocated to any political subdivision whose emergency management and emergency preparedness program is not eligible for such matching federal grant funds. The amounts of the annual state grants is that amount (50-50) which is appropriated by the local governments for the sole purpose of emergency management emergency preparedness programs at the local level which is programmed in their annual submission to the State Emergency Management Agency. In the event the state appropriation for this grant program in any given fiscal year is insufficient to match all eligible local expenditures for the same purposes in full, the State Office of Emergency Management shall prorate the allocation of available state grants among eligible local programs in the proportion which the eligible local expenditures of a given local program bears to the total eligible local expenditures of all local programs.

(Acts 1955, No. 47, p. 267, §26; Acts 1978, No. 852, p. 1276, §2.)

Section 31-9-60

Fund established; disbursements.

(a) There is established a Local Emergency Management Agency Assistance Fund to provide supplemental funding for local emergency management agencies created and operating under Section 31-9-10, for the purposes and under the conditions set out in this article. The local emergency management agency supplement shall be funded by an annual allocation from the budget of the State of Alabama Emergency Management Agency sufficient to make annual



disbursements up to twelve thousand dollars (\$12,000) for each local emergency management agency in the state certified as meeting the criteria and procedures for payment as set out in this article.

(b) All necessary and appropriate disbursements shall be made by the Comptroller as provided in this article.

(Act 2007-462, p. 968, §1.)

Section 31-9-61

Certified local emergency management director.

(a) The following requirements are hereby established for the position of certified local emergency management director created herein:

(1) Satisfactory completion of two years of college level education.

(2) At least three years of work experience in the area of emergency response, emergency management, or qualified military service.

(3) Two hundred hours of course work in emergency management as established by the Director of the Alabama Emergency Management Agency.

Any person who is serving as a local emergency management director on June 14, 2007, shall be deemed to satisfy the requirement for two years of college level education if he or she has a minimum five years' work experience as a local emergency management director provided he or she meets all other requirements for certification.

(b) Any local emergency management director meeting the standards set out in subsection (a) shall be granted the designation of local emergency management director without the completion of any further requirements unless the requirements are approved by the governing board of the Alabama Local Government Training Institute established in Section 11-3-44.

(Act 2007-462, p. 968, §2.)

Section 31-9-62

Salary supplement; allocation of federal funds.

(a) Each state-recognized local emergency management agency that employs and retains a local emergency management director who completes the requirements to be a certified local emergency management director and is so designated by the Director of the Alabama Emergency Management Agency shall receive an annual salary supplement from the Alabama Emergency Management Agency in an amount necessary to provide the local director with a total salary of forty thousand dollars (\$40,000) per year. The amount of the



salary supplement shall be the difference between the salary paid to the local director on the date of his or her certification and forty thousand dollars (\$40,000) per year. In no case shall the salary supplement paid as provided herein be more than twelve thousand dollars (\$12,000) per county and such supplement shall not be paid to any local agency that does not increase the salary of such certified local emergency management director to at least forty thousand dollars (\$40,000) per year. The subsidy shall be paid quarterly as a reimbursement for the salary paid to the local director in the prior three months, under rules and procedures established by the Director of the Alabama Emergency Management Agency. There is annually appropriated from the State General Fund to the Alabama Emergency Management Agency such funds as are necessary to meet the requirements of this subsection.

(b) If the amount of the supplement provided in subsection (a) is less than twelve thousand dollars (\$12,000), the local agency shall be eligible for the additional allocation of federal funds as provided in subsection (c). However, the total supplement received by any local agency from the provisions of subsection (a) and the additional allocation of federal funds provided in subsection (c) shall not exceed a total of twelve thousand dollars (\$12,000) per year.

(c) Each state-recognized local emergency management agency that employs and retains a local emergency management director who completes the requirements to be a certified local emergency management director, is so designated by the Director of the Alabama Emergency Management Agency and is receiving total salary of forty thousand dollars (\$40,000) or more on the date of his or her certification shall not be eligible for the supplement provided in subsection (a). However, such local emergency management agencies, employing such certified directors shall be entitled to an additional allocation of federal funds made available to the department for local mitigation, planning, and program purposes as provided herein. Beginning on October 1, 2007, and each year thereafter, the department shall set aside federal funds in an amount equal to 25 percent of the total increase in such funds above those amounts received in the fiscal year ending September 30, 2007. These funds shall be divided equally among those state-recognized local emergency management agencies qualifying as provided herein. However, the total supplement received by any local agency from the provisions of subsection (a) and the additional allocation of federal funds provided in this subsection shall not exceed a total of twelve thousand dollars (\$12,000) per year.

(d) No monies provided for in this article may be expended for any purpose unless they have been appropriated by the Legislature and allocated pursuant to this article. Any funds appropriated shall be budgeted and allotted pursuant to the Budget Management Act in accordance with Article 4 (commencing with Section 41-4-80) of Chapter 4 of Title 41, and only in the amounts provided by the Legislature in the general appropriations act or other appropriations act.

(Act 2007-462, p. 968, §3.)

Section 31-9-81

Program created; fund.



There is hereby created the Alabama Disaster Recovery Program for the purpose of providing financial assistance to eligible counties and municipalities for meeting local needs during and immediately following a disaster that affects a county or municipality. The recovery program shall be funded by the Alabama Disaster Recovery Fund. The Legislature may make appropriations to the recovery fund from State General Fund revenues, available federal monies, revenues made available by future legislative acts, or from any other source available except insurance policy surcharges. All revenues appropriated to the recovery fund shall be paid to the Emergency Management Agency and deposited into a separate fund account. All revenues paid into the recovery fund shall remain in the recovery fund until such time as expended as provided in this article, and shall not revert to the State General Fund or be expended for any purposes other than those set out in this article. Distribution of funds shall be made to eligible counties and municipalities pursuant to procedures established by the Emergency Management Agency in accordance with this article. The recovery fund revenues shall be expended for purposes set out in Section 31-9-83.

(Act 2009-342, p. 661, §2.)



TYPES OF FEDERAL DISASTER ASSISTANCE

INDIVIDUAL ASSISTANCE

***Individual assistance applies to individuals, families, and small businesses. Programs may include Emergency Food Stamp Program, IRS, Insurance Counseling, Crisis Counseling, Individual & Family Grant Program, Disaster Housing Program, Social Security Administration & Veterans Administration Assistance, Legal Counseling, Disaster Loans, and Disaster Unemployment Assistance**

Temporary Housing – homeowners and renters receive funds to rent a different place to live or a temporary housing unit when rental properties are not available.

Repair – homeowners receive grant to repair damage from the disaster that is not covered by insurance. The goal is to make the damaged home safe & sanitary.

Replacement – under rare conditions, homeowners receive limited funds to replace their disaster damaged home.

Permanent Housing Construction – homeowners and renters receive direct assistance or a grant for the construction of a new home. This type of assistance occurs only in very unusual situations, in insular areas or remote locations specified by FEMA/EPR where no other type of housing is possible.

Other Needs Assistance (ONA) – applicants receive grants for necessary and serious needs caused by the disaster. This includes medical, dental, funeral, personal property, transportation, moving & storage, and other expenses that FEMA/EPR approves. The homeowner may need to apply for a SBA loan before receiving assistance.

Small Business Administration Disaster Loans

Home disaster Loans – to homeowners and renters to repair or replace disaster related damages to home or personal property

Business Physical Disaster Loans – to business owners to repair or replace disaster damaged property including inventory & supplies

Economic Injury Disaster Loans – provide capital to small business and to small agriculture cooperatives to assist them thru the disaster recovery period.



Disaster Unemployment Assistance (DUA) - provides unemployment benefits and reemployment services to individuals who have become unemployed because of major disasters. These benefits are made available to individuals not covered by other unemployment compensation programs, such as self-employed, farmers, migrant & seasonal workers, and those who have insufficient quarters to qualify for other unemployment compensation.

Legal Services - provided thru FEMA/EPR with agreement with the Young Lawyers Division of the American Bar Association, provides free legal assistance to disaster victims. Legal advice is limited to cases that will not produce a fee and may include assistance with insurance claims, counseling on landlord/tenant problems, assisting in consumer protection matters, remedies, and procedures, replacement of wills and other important legal documents destroyed in a major disaster.

Other Services - other services available may include **Special Tax Considerations** and **Crisis Counseling**.

MITIGATION ASSISTANCE

***Mitigation Assistance is defined as technical assistance and funding for community projects that will prevent or significantly reduce future effects of a natural disaster**

Through the Hazard Mitigation Grant Program (HMGP), communities can apply for mitigation funds through the State. The State, as the grantee, is responsible for notifying potential applicants of the availability of funds, defining a project selection process, ranking and prioritizing projects, and forwarding projects to FEMA for funding. The applicant or sub-grantee carries out approved projects. The State or local government must provide a 25% match, which can be from a combination of cash and in-kind sources. Federal funding from other sources cannot be used for the 25% non-federal share with one exception. Funding provided to the State under the Community Development Block Grant program from the Department of Housing and Urban Development can be used for the non-federal share.

PUBLIC ASSISTANCE*Public Assistance applies to public and certain non-profit entities for emergency services and the repair or replacement of disaster damaged facilities

Public Assistance (PA) Assistance to local government, private non-profit organizations, and special districts who have suffered damage. Repairs, restoration, reconstruction or replacement of eligible public facilities and infrastructure. May include assistance for emergency protective measures, debris removal, repairs to



damaged public infrastructure (buildings, roads, bridges, utilities, parks)

Public Assistance is broken down into 7 categories:

Category A – Debris Clearance

Category B – Emergency Protective Measures

Category C – Road Systems (damage to roads, streets, right-of-way elements such as culverts, curbs, gutters, public sidewalks, bridges, etc)

Category D – Water Control Facilities (dikes, levees, drainage channels irrigation work, dams, etc.)

Category E – Public Buildings & Related Equipment

Category F – Public Utility Systems

Category G – Parks, Recreational, & Other, (damage to improved areas in parks and recreational facilities; any other disaster related costs incurred by local governments that are not already accounted for in the above sections.)



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FEMA Region IV (AL, FL, GA, KY, MS, NC, SC, TN)

Physical Address: Federal Emergency Management Agency
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Atlanta GA 30341

Website: www.fema.gov



REFERENCES

Code of Alabama “Emergency Management Act of 1955”

Cullman County Commission Minutes, February 27, 1984

Cullman County Emergency Operations Plan, 2013

Alabama Emergency Manager’s Reference Guidebook, 2010

Alabama County Commission Association (ACCA)

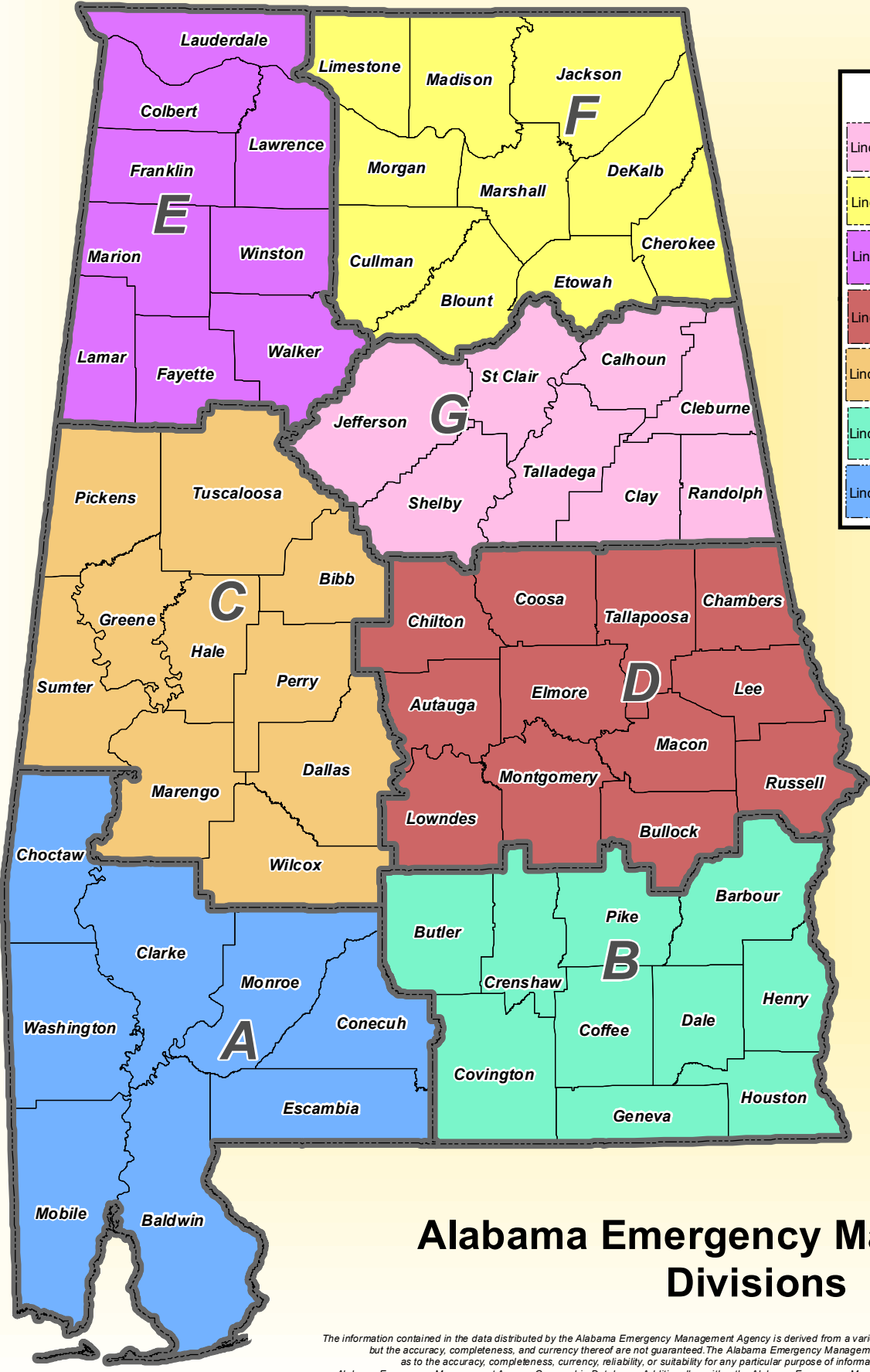


TOP 10 STEPS OF CRISIS COMMUNICATIONS

1. **Anticipate Crises** – If you're being proactive and preparing for crises, gather your Crisis Communications Team for intensive brainstorming sessions on all the potential crises that could occur at your organization.
2. **Identify Your Crisis Communications Team** – A small team of senior executives should be identified to serve as your organizations Crisis Communications Team. Ideally, the organizations CEO will lead the team, with the organization's public relations representative and legal counsel as his/her chief advisors.
3. **Identify Spokespersons** – Categorically, any organization should ensure, via an appropriate policy and training that only authorized spokespersons speak for it and this is particularly important during a crisis.
4. **Spokesperson Training** – Spokesperson training teaches you to be prepared, to be ready to respond in a way that optimizes the response of all stakeholders. It's your responsibility to minimize the chance of misunderstandings.
5. **Establish Notifications Systems** – It is absolutely essential, pre-crisis, to establish notification systems that will allow you to rapidly reach your stakeholders using multiple modalities. Technology you can trigger with a single call or message.
6. **Identify Your Stakeholders** – Who are the internal and external stakeholders that matter to your organization?
7. **Develop Holding Statements** – While full message development must await the outbreak of an actual crisis, "holding statements," messages designed for use immediately after a crisis breaks, can be developed in advance to be used for a wide variety of scenarios. (i.e. "*We have implemented our crisis response plan, which places the highest priority on the health and safety of our citizens.*")
8. **Assess the Crisis Situation** – Receive information from first responders and determine the appropriate response measures.
9. **Finalize Key Messages** – With holding statements available as a starting point, the Crisis Communications Team must continue to develop the crisis-specific messages required for any given situation.
10. **Post-Crisis Analysis** – A format analysis of what was done right, what was done wrong, what could be done better next time, and how to improve various elements of crisis preparedness.

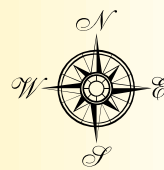
Preparing for the Interview

- Stand Up!
- If you don't know, say so! Never say "No Comment"
- Avoid using jargon or acronyms
- Stay calm. Don't rush answers
- 5W's + 1. Prepare talking points
- Look at the reporter, not at the camera



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Alabama Emergency Management Divisions

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Unified State Regions Map