

MINUTES
CITY COUNCIL MEETING
FOLLOWED BY PRYOR PUBLIC WORKS AUTHORITY MEETING
CITY OF PRYOR CREEK, OKLAHOMA
TUESDAY, JUNE 18TH, 2024 AT 6:00 P.M.

The City Council of the City of Pryor Creek, Oklahoma met in regular session on the above date and time in the Council Chamber upstairs at City Hall, 12 North Rowe Street in Pryor Creek, Oklahoma. This meeting was followed immediately by a meeting of the Pryor Public Works Authority. Notice of these meetings was posted on the East bulletin board located outside to the South of the entrance doors and the City website at www.pryorcreek.org. Notice was also emailed to The Paper newspaper and emailed to the Council members.

1. CALL TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE, ROLL CALL.

Mayor Doyle called the meeting to order at 6:00 p.m. The Prayer and Pledge of Allegiance were led by Kenneth Brashears. Roll Call was conducted by City Clerk Courtney Davis. Council members present included Terry Lamar, Choya Shropshire, Kenneth Brashears, Tyler Brown, Charles Tramel, Chris Gonthier and Bruce Smith. Members absent: Lori Bradshaw.

Department Heads and other City Officials present: Chase McBride, Jeremy Cantrell and Cari Rerat.

Others present: Gilbert Graybill, Autumn Graybill, Marshall Morrison and Paige Lamar.

2. PETITIONS FROM THE AUDIENCE:

(Limited to 5 minutes, must request in advance.)

Phil Rerat introduced Bridgette Nichols as the new Director of Pryor Main Street.

3. DISCUSSION AND POSSIBLE ACTION ON CONSENT AGENDA.

(Consent items are to be voted on for approval or denial by one single motion without discussion. Any Council member wishing to discuss an item may request it be removed and placed on the regular agenda. Only those items removed will be read aloud.)

- a. Approve minutes of the June 4th, 2024 Council meeting.
- b. Approve payroll purchase orders through June 21st, 2024.
- c. Approve claims for purchase orders through June 18th, 2024.

<u>FUNDS</u>	<u>PURCHASE ORDER NUMBER</u>	<u>TOTALS</u>
GENERAL	2320233079 - 2320233126	\$188,258.10
STREET & DRAINAGE	2320233126 - 2320232977	\$117,361.77
GOLF COURSE	2320232989 - 911380B	\$9,873.92
CAPITAL OUTLAY	2320232771 - 911453B	\$32,324.45
HOTEL/MOTEL TAX REVENUE	2220220686	\$5,000.00
RECREATION CENTER	2320233037 - 2320233126	\$216,346.53
P.P.W.A. SINKING FUND	911449B	\$9,000.00
LIBRARY SPECIAL CASH	2320233101	\$1,468.53
DONATIONS AND EARMARKED	2320233002 - 2320233046	\$1,186.25
EDTA	2320232109 - 2320233122	\$31,655.00
TOTAL		\$612,474.55
NO BLANKETS		

- d. Approve Mayor to sign a revised engagement letter for Hood & Associates.
- e. Approve Mayor to sign an agreement with the Board of Mayes County Commissioners for County Jail use in fiscal year 2024-2025.
- f. Approve a transfer in the amount of \$29,870.00 from Clerk Capital Outlay Account #44-445-5417 to Gen Software Account #02-201-5260 to correct errors on Purchase Orders paid to Caselle from February-May 2024.
- g. Approve a bid in the amount of \$1,000.00 from McWhirt Trucking for the Public Nuisance Abatement at 1210 NE 4th Street to be paid from Real Property Acquisitions Nuisance Abatement Account #46-465-5450. One other bid received: Dixon Lawn Service in the amount of \$1,200.00.
- h. Approve reappointing Paul Stevens to Library Board Seat #4, term expiring 6/30/2027.
- i. Approve accepting a bid in the amount of \$4,120.00 from Bostick Electric for exterior lighting on the west side of the Library building to be paid from Library Capital Outlay Account #44-445-5416. One other bid received: 2J's Electric in the amount of \$4,350.00. Electrical Services did not respond.

- j. Approve declaring surplus the Police Department's 2011 Chevrolet Tahoe (VIN#2843) and the Street Department's 2005 Ford Pickup (VIN#8205) to OMAG for salvaging due to total loss determination of insurance claims.
- k. Approve an expenditure in the amount of \$12,212.00 to Saltus Technologies (DigiTicket) for six additional licenses and sets of hardware to be paid from Police Dept - Vehicles Capital Outlay Account #44-445-5418. Saltus is a sole source provider for integrating with current Police Department software.
- l. Approve the Police Department to accept a financing bid from Bank of Commerce for three Chevy Tahoes and equipment in the amount of \$240,000.00. This would be a 60 month term at a 5.25% interest rate for \$4,565.33 per month to be paid from Police Dept - Vehicles Capital Outlay Account #44-445-5418. Other bids received: RCB Bank with a 60 month term at a 5.81% interest rate for \$4,633.80 per month and Red Crown with a 60-month term at a 7.49% interest rate for \$4,837.91 per month.
- m. Approve a Hotel / Motel Grant application from Pryor Area Arts and Humanities for Missoula Children's Theater's production of "Hercules" held June 10th-June 14th, 2024, in the amount of \$1,300.00.
- n. Approve the Hotel / Motel Grant Final Expense Report from the Lake Area Softball Association in the amount of \$5,000.00 for installation of shading over six bleachers. This grant was initially approved August 25th, 2022 and will be paid from 2022-2023 grant funds.

Motion was made by Shropshire, second by Gonthier to approve the consent agenda less item a. Voting yes: Lamar, Shropshire, Brashears, Brown, Tramel, Gonthier and Smith. Voting no: none.

3a. Approve minutes of the June 4th, 2024 Council meeting.

Motion was made by Brown, second by Gonthier to approve the minutes of the June 4th, 2024 Council meeting. Voting yes: Shropshire, Brashears, Brown, Gonthier, Smith and Lamar. Abstaining, counting as a no vote: Tramel. Voting no: none.

4. MAYOR'S REPORT

(These are items possibly requiring discussion and action.)

a. Discussion regarding outstanding Infrastructure Solutions Group invoices.

No action taken. Council discussed the outstanding Infrastructure Solutions Group invoices.

Mayor moved to the addendum.

ADDENDUM CITY COUNCIL MEETING TUESDAY, JUNE 18TH, 2024 AT 6:00 P.M.

A1. Discussion and possible action regarding an expenditure in the amount of \$34,400.00 to Infrastructure Solutions Group, LLC for PRY-23-01-01 to be paid from Street Outside Services - Engineering Account #14-145-5075. (Scrivener's Error: Agenda read "PRY-03-01-01")

Motion was made by Lamar, second by Smith to approve an expenditure in the amount of \$34,400.00 to Infrastructure Solutions Group, LLC for PRY-23-01-01 to be paid from Street Outside Services - Engineering Account #14-145-5075. Voting yes: Brashears, Brown, Tramel, Gonthier, Smith, Lamar and Shropshire. Voting no: none.

A2. Discussion and possible action regarding an expenditure in the amount of \$58,776.00 to Infrastructure Solutions Group, LLC for PRY-23-04-01 to be paid from Street Outside Services - Engineering Account #14-145-5075.

Motion was made by Brashears, second by Gonthier to approve an expenditure in the amount of \$58,776.00 to Infrastructure Solutions Group, LLC for PRY-23-04-01 to be paid from Street Outside Services - Engineering Account #14-145-5075. Voting yes: Brown, Tramel, Gonthier, Smith, Lamar, Shropshire and Brashears. Voting no: none.

Mayor moved back to the regular agenda.

5. CITY ATTORNEY’S REPORT:

No report.

6. COMMITTEE REPORTS:

(Items, such as next meeting date, needing to be reported. No open discussions. Any items requiring discussion are to be added to the Mayor’s report prior to posting of agenda.)

a. Budget and Personnel

Shropshire reported that the next meeting will be Tuesday, July 9th.

b. Ordinance and Insurance

Gonthier reported that a special meeting will be scheduled soon, and the next regular meeting will be Tuesday, July 30th.

c. Street

Mileur reported that the next meeting will be Tuesday, June 25th.

7. UNFORESEEABLE BUSINESS.

(ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

There was no unforeseeable business.

8. ADJOURN.

Motion was made by Lamar, second by Brashears to adjourn. Voting yes: Tramel, Gonthier, Smith, Lamar, Shropshire, Brashears and Brown. Voting no: none.

PRYOR PUBLIC WORKS AUTHORITY

1. CALL TO ORDER.

Meeting was called to order at 7:08 p.m.

2. APPROVE MINUTES OF THE JUNE 4TH, 2024 MEETING.

Motion was made by Gonthier, second by Brown to approve the minutes of the June 4th, 2024 meeting. Voting yes: Gonthier, Smith, Lamar, Shropshire, Brashears, Brown and Tramel. Voting no: none.

3. UNFORESEEABLE BUSINESS.

(ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING OF AGENDA.)

There was no unforeseeable business.

4. ADJOURN.

Motion was made by Gonthier, second by Brown to adjourn at 7:09 p.m. Voting yes: Smith, Lamar, Shropshire, Brashears, Brown, Tramel and Gonthier. Voting no: none.

MINUTES APPROVED BY MAYOR / P.P.W.A. CHAIRMAN ZAC DOYLE

MINUTES WRITTEN BY CITY CLERK COURTNEY DAVIS



YOU CAN NOW PAY YOUR BILL ONLINE AT WWW.HOODCPAS.COM

■ 1821 SE Washington Blvd

■ Bartlesville, OK 74006

Phone: 918-336-7600

E-mail: AR@hoodcpas.com

Web: <https://secure.cpacharge.com/pages/hoodcpas/payments>

Invoice: 100438

Date: 06/06/2024

Due Date: 06/21/2024

CITY OF PRYOR
P.O. BOX 1167
PRYOR, OK 74362-1167



For professional service rendered as follows:

Progress billing for the year 2023 Audit

15,224.00

0.00

Billed Time & Expenses

\$15,224.00

PAY YOUR BILL NOW

SCAN THE QR CODE BELOW



Invoice Total

\$15,224.00

Insured
Effective Dates
Modifier Rate

City of Pryor Creek
Aug 1st
1.33

Work Comp

CompSource Mutual

Class Code	Description	2023 Rate	2024 Rate	Variance Y2Y (\$)	Variance Y2Y (%)
8810	Clerical	\$0.15	\$0.14	-\$0.01	-7%
9920	Cemetery	\$5.63	\$4.68	-\$0.95	-17%
7720	Police Officers & Dogcatchers	\$4.70	\$4.16	-\$0.54	-11%
7711	Firefighters	\$4.37	\$3.87	-\$0.50	-11%
9060	Country Club (Golf Course)	\$1.38	\$1.20	-\$0.18	-13%
9053	REC Center	\$0.54	\$0.49	-\$0.05	-9%
9102	Park Maintenance	\$2.62	\$2.30	-\$0.32	-12%
9410	Municipality Employees	\$2.13	\$1.75	-\$0.38	-18%
9015	Building Maintenance	\$3.33	\$2.82	-\$0.51	-15%
8820	Attorney	\$0.20	\$0.15	-\$0.05	-25%
5611	Street & Road Maintenance	\$10.82	\$9.68	-\$1.14	-11%

PROPERTY & CASUALTY

Proposal Prepared for
City of Pryor Creek

Policy Period 08/01/2024 - 08/01/2025



About Brown & Brown

With a long-standing history of proven success, we continue to grow and thrive in the extremely competitive and ever-evolving insurance industry.

Our philosophy is to identify and focus on the exact needs of our clients through analyzing options and strategically planning effective risk management solutions. Achieving optimum results requires an enormous amount of time, good relationships and focus on our clients. It is our goal to solve problems for our clients – plain and simple. As succinctly stated in Brown & Brown's 2020 Annual Report, Brown & Brown is built on integrity, innovation, superior capabilities and discipline.

Our office leverages our massive global resources and offers deep specialties and market strength on behalf of its clients that is simply not possible from a smaller firm. Brown & Brown is headquartered in Daytona Beach, Florida, with operations at over 500 locations employing more than 16,000 teammates.



Our Story

Brown & Brown Insurance was founded in 1939 as a two-partner firm and has risen to become one of the largest insurance brokerages in the world. Powered by a culture that values high performance and perseverance, Brown & Brown is arguably the most efficient operating platform in the insurance brokerage business. With a long-standing history of proven success, Brown & Brown continues to grow and thrive in the extremely competitive and constantly changing insurance industry.

Our History

Brown & Brown Insurance was founded in Daytona Beach, Florida, in 1939 by cousins J. Adrian Brown and Charles Covington Owen. In 1959, Adrian's son, Hyatt, took leadership of the family business. Under his direction, the Brown & Brown vision of a lean and profit-oriented organization came into focus. Following a merger in 1993, the company became Poe & Brown, Inc., publicly traded on Nasdaq. In 1998, Poe & Brown was changed back to Brown & Brown and became listed on the New York Stock Exchange (NYSE: BRO), joining the S&P 500 in 2021. The company has continued to thrive under Chief Executive Officer (CEO) J. Powell Brown, who became the third generation of the family to lead the organization in 2009.

Powered by a culture that values high performance and perseverance, Brown & Brown has arguably the most efficient operating model in the insurance brokerage business. We consistently deliver high-quality solutions and services to a broad array of customers. With a precise and focused acquisition strategy, Brown & Brown has become one of the insurance industry's most powerful and influential leaders.

Mission Statement

We are dedicated to making a positive difference in the lives of our customers by helping to protect what they value most.

Guiding Principles

We believe in doing what is best for our customers, communities, teammates, carrier partners and shareholders—always. The cornerstones of our organization's guiding principles are people, performance, service and innovation.



This proposal is based upon the exposures made known to the Agency by you and contains only a general description of the coverage(s) and does not constitute a policy/contract. For complete policy information, including exclusions, limitations, and conditions, please refer to your policy. In the event of differences, the policy will prevail.

Our Culture

Brown & Brown's deeply rooted culture is built on integrity, innovation, superior capabilities and discipline. Our culture is not built through "big company" messaging; it is created by those that put in the work and remain true to shared values and a commitment to always doing what is best for our customers and our communities.

Discover Our Capabilities

As a successful business, you plan for the future and adapt as circumstances change your course. At Brown & Brown, we help you navigate the path forward, by taking a different approach to how you view, analyze and purchase insurance. Your exposures are unique, and you deserve coverage options designed to help protect your assets, interests and reputation. Our teams work to understand your business and your risk management plan by providing personalized local service complemented by the exceptional resources and capabilities of a national brokerage.



*This proposal is based upon the exposures made known to the Agency by you and contains only a general description of the coverage(s) and does not constitute a policy/contract. For complete policy information, including exclusions, limitations, and conditions, please refer to your policy.
In the event of differences, the policy will prevail.*

Preparing You for Tomorrow's Risks—Today™

We pride ourselves on our ability to couple national strength with local, personalized service. Our local Brown & Brown Insurance Services, Inc. team is as connected to the more than 16,000 teammates across Brown & Brown and our team of companies as it is here in our community.

We have become a leading insurance brokerage because we view insurance differently and utilize our vast experience and wide-reaching network to deliver superior service and solutions to our customers, both big and small.

We believe that our teammates and the relationships they form with our customers are our strength. Our reputation has been built on a solid foundation of teamwork, strengthened by people who are dedicated to providing the highest degree of service. Our team thanks you for the opportunity to work together. Please find our contact information below.

Service Team

Name	Title	Email	Business Phone
Chris Kennedy	Producer	Christopher.Kennedy@bbrown.com	918-915-0268
Heather Lincoln	Account Manager	Heather.Lincoln@bbrown.com	918-984-6134



This proposal is based upon the exposures made known to the Agency by you and contains only a general description of the coverage(s) and does not constitute a policy/contract. For complete policy information, including exclusions, limitations, and conditions, please refer to your policy. In the event of differences, the policy will prevail.

Named Insured

Policy Type	Named Insured
Workers Compensation	City of Pryor Creek

This list includes all the named insureds we presently have on your policies. Should any revisions to this listing be required, please notify our office immediately.

Location(s)

City of Pryor Creek
PO Box 1167 Pryor, OK 75161

Loc #	Address	City	State	Zip
1	505 East Graham	Pryor	OK	74361
2	1614 NE 1st	Pryor	OK	74361
3	504 E Graham	Pryor	OK	74361
4	724 E 530 Rd	Pryor	OK	74361
5	1111 SE 9th St	Pryor	OK	74361
6	720 Park St	Pryor	OK	74361
7	12 N Rowe Ste B	Pryor	OK	74361
8	12 N Rowe Ste C	Pryor	OK	74361
9	10 N Taylor	Pryor	OK	74361
10	1365 N Mill St	Pryor	OK	74361



This proposal is based upon the exposures made known to the Agency by you and contains only a general description of the coverage(s) and does not constitute a policy/contract. For complete policy information, including exclusions, limitations, and conditions, please refer to your policy. In the event of differences, the policy will prevail.

Workers' Compensation

A. Workers' Compensation Insurance:

Part One of the policy applies to the Workers' Compensation Law of the states listed below:

State
OK

B. Employers' Liability Insurance:

Part Two of the policy applies to work in each state listed in Item A

Each Accident Limit	Disease Policy Limit	Disease Each Employee
\$1,000,000	\$1,000,000	\$1,000,000

Higher limits may be available.

C. Other States Insurance:

Part Three of the policy applies to the states, if any listed below:

Does not apply to ND, OH, WA, and WY (Monopolistic States).

Rating Basis:

State	Loc	Class Code	Description	Payroll	Rate	Premium
OK	1	8810	Clerical	0	0.14	\$0
OK	2	9220	Cemetery	\$131,663	4.68	\$6,162
OK	3	7710	Firefighters	\$1,151,139	3.87	\$44,549
OK	3	7711	Firefighters - Volunteer	0	3.87	\$0
OK	3	7720	Police Officers	\$1,903,313	4.16	\$79,178
OK	3	7720	Auxiliary Police	0	4.16	\$0
OK	3	8810	Clerical	0	0.14	\$0
OK	4	9060	Country Club - Golf	\$116,374	1.20	\$1,396
OK	5	9053	Exercise or Health Institute	\$350,389	.49	\$1,717
OK	6	9102	Park - NOC	\$130,125	2.30	\$2,993
OK	7	8810	Clerical	\$873,021	0.14	\$1,222
OK	7	8820	Attorney	\$21,415	0.15	\$32
OK	7	9015	Building Operations	\$84,715	2.82	\$2,389
OK	7	9410	Municipal Employee	\$188,591	1.75	\$3,300
OK	8	9410	Municipal Employees	0	1.75	\$0
OK	9	5611	Street Maintenance	\$416,048	9.68	\$40,273
OK	10	7720	Dog Catcher	\$0	4.16	\$0

This proposal is based upon the exposures made known to the Agency by you and contains only a general description of the coverage(s) and does not constitute a policy/contract. For complete policy information, including exclusions, limitations, and conditions, please refer to your policy. In the event of differences, the policy will prevail.



Class Code	Description	2023 Rate	2024 Rate	Variance Y2Y(\$)	Variance Y2Y(%)
8810	Clerical	\$0.15	\$0.14	-\$0.01	-7%
9920	Cemetery	\$5.63	\$4.68	-\$0.95	-17%
7720	Police Officers & Dogcatchers	\$4.70	\$4.16	-\$0.54	-11%
7711	Firefighters	\$4.37	\$3.87	-\$0.50	-11%
9060	Country Club (Golf Course)	\$1.38	\$1.20	-\$0.18	-13%
9053	REC Center	\$0.54	\$0.49	-\$0.05	-9%
9102	Park Maintenance	\$2.62	\$2.30	-\$0.32	-12%
9410	Municipality Employees	\$2.13	\$1.75	-\$0.38	-18%
9015	Building Maintenance	\$3.33	\$2.82	-\$0.51	-15%
8820	Attorney	\$0.20	\$0.15	-\$0.05	-25%
5611	Street & Road Maintenance	\$10.82	\$9.68	-\$1.14	-11%

Experience Modification Factors:

State(s)	Expiring	Current
OK	.96	1.33

Description	Premium
Total Estimated Base Premium	\$183,211
Employers Liability Increased Limit	\$2,565
Experience Modification (1.33)	\$61,306
Premium Discount	\$-28,887
Catastrophe	\$537
Certified Acts of Terrorism	\$268
Expense Constant	\$200
Estimated Annual Premium	\$219,200

Dividends cannot be guaranteed and are subject to declaration by the insurance company's board of directors.

Added States of Hire must be reported when payroll begins in that state.

Policy is subject to audit.

Officers Included/Excluded:

Board Members Excluded



This proposal is based upon the exposures made known to the Agency by you and contains only a general description of the coverage(s) and does not constitute a policy/contract. For complete policy information, including exclusions, limitations, and conditions, please refer to your policy. In the event of differences, the policy will prevail.

Proposal Premium Summary

Line of Business	Expiring Premium	Premium
Workers Compensation	\$187,585	\$219,200

This quote is valid for (30) days or until the proposed effective date, whichever is first.

Payment Plans

Line of Business	Payment Plan	Billing Plan
Workers Compensation	Direct Billed	Monthly Reporting

Subjectivities:

Signed Acord Application
Signed Medical Deductible Form



*This proposal is based upon the exposures made known to the Agency by you and contains only a general description of the coverage(s) and does not constitute a policy/contract. For complete policy information, including exclusions, limitations, and conditions, please refer to your policy.
In the event of differences, the policy will prevail.*

A. M. Best

A. M. Best Rating of Proposed Carriers:

Line of Business	Insurance Company	Rating	Admitted / Non-Admitted
Workers Compensation	CompSource Mutual Insurance Company	A	Admitted

General Rating:

Rating Categories	Rating Symbols	Rating Categories	Rating Symbols
Superior	A+ to A++	Marginal	C+ to C++
Excellent	A to A-	Weak	C to C-
Good	B+ to B++	Poor	D
Fair	B to B-		

These rating classifications reflect AM BEST's opinion of the relative position of each company in comparison with others, based upon averages within the Property-Casualty insurance industry. They are reflective of overall company services and standing within the industry.

Financial Size Category:

Class	Range (\$ in Thousands)	Class	Range (\$ in Thousands)	Class	Range (\$ in Thousands)
Class I	Up-\$1,000	Class VI	\$25,000-\$50,000	Class XI	\$750,000-\$1,000,000
Class II	\$1,000-\$2,000	Class VII	\$50,000-\$100,000	Class XII	\$1,000,000-\$1,250,000
Class III	\$2,000-\$5,000	Class VIII	\$100,000-\$250,000	Class XIII	\$1,250,000-\$1,500,000
Class IV	\$5,000-\$10,000	Class IX	\$250,000-\$500,000	Class XIV	\$1,500,000-\$2,000,000
Class V	\$10,000-\$25,000	Class X	\$500,000-\$750,000	Class XV	\$2,000,000-Greater

The Financial Size Category is an indication of the size of an Insurer and is based on reported policyholder's surplus conditional or technical reserve funds, such as mandatory securities valuation reserve, or other investments and operating contingency funds and/or miscellaneous voluntary reserves in liabilities (\$ in Thousands)

This information has been provided to you so that consideration is given to the financial condition of our proposed carriers. The financial information disclosed is the most recent available to Brown & Brown, Inc. Brown & Brown, Inc. does not guarantee financial condition of the insurers listed above.



This proposal is based upon the exposures made known to the Agency by you and contains only a general description of the coverage(s) and does not constitute a policy/contract. For complete policy information, including exclusions, limitations, and conditions, please refer to your policy. In the event of differences, the policy will prevail.

Understanding Claims-Made Policy

The claims-made policy provides coverage that is triggered when a claim is made against the insured during the policy period, providing the claim occurred after the retroactive date.

Current Policy Year:

The policy year begins on the effective date shown on the policy and expires on the expiration date also shown on the policy.

Prior Acts or Retroactive Date:

This date is shown on the policy. This provision eliminates coverage for claims that took place prior to the specified retroactive date, even if the claim is first made during the policy period.

Supplemental Extended Reporting Period (Tail Coverage):

This is a provision found within the claims-made policy that extends the length of the reporting period allowing the insured to report claims that are made against the insured after the policy has expired or been canceled, provided the claim took place during the expired/canceled policy. The ERP/Tail Coverage requires an additional premium and must be requested within the time frame as outlined in the policy.



*This proposal is based upon the exposures made known to the Agency by you and contains only a general description of the coverage(s) and does not constitute a policy/contract. For complete policy information, including exclusions, limitations, and conditions, please refer to your policy.
In the event of differences, the policy will prevail.*

Compensation Disclosure

Compensation. In addition to the commissions or fees received by us for assistance with the placement, servicing, claims handling, or renewal of your insurance coverages, other parties, such as excess and surplus lines brokers, wholesale brokers, reinsurance intermediaries, underwriting managers and similar parties, some of which may be owned in whole or in part by Brown & Brown, Inc., may also receive compensation for their role in providing insurance products or services to you pursuant to their separate contracts with insurance or reinsurance carriers. That compensation is derived from your premium payments. Additionally, it is possible that we, or our corporate parents or affiliates, may receive contingent payments or allowances from insurers based on factors which are not client-specific, such as the performance and/or size of an overall book of business produced with an insurer. We generally do not know if such a contingent payment will be made by a particular insurer, or the amount of any such contingent payments, until the underwriting year is closed. That compensation is partially derived from your premium dollars, after being combined (or “pooled”) with the premium dollars of other insureds that have purchased similar types of coverage. We may also receive invitations to programs sponsored and paid for by insurance carriers to inform brokers regarding their products and services, including possible participation in company-sponsored events such as trips, seminars, and advisory council meetings, based upon the total volume of business placed with the carrier you select. We may, on occasion, receive loans or credit from insurance companies. Additionally, in the ordinary course of our business, we may receive and retain interest on premiums you pay from the date we receive them until the date of premiums are remitted to the insurance company or intermediary. In the event that we assist with placement and other details of arranging for the financing of your insurance premium, we may also receive a fee from the premium finance company.

If an intermediary is utilized in the placement of coverage, the intermediary may or may not be owned in whole or part by Brown & Brown, Inc. or its subsidiaries. Brown & Brown entities operate independently and are not required to utilize other companies owned by Brown & Brown, Inc., but routinely do so. In addition to providing access to the insurance company, the Wholesale Insurance Broker/Managing General Agent may provide additional services including, but not limited to: underwriting; loss control; risk placement; coverage review; claims coordination with insurance company; and policy issuance. Compensation paid for those services is derived from your premium payment, which may on average be 15% of the premium you pay for coverage, and may include additional fees charged by the intermediary.

Questions and Information Requests. Should you have any questions, or require additional information, please contact this office at (918) 825-3295 or, if you prefer, submit your question or request online at <http://www.bbinsurance.com/customerinquiry/>



This proposal is based upon the exposures made known to the Agency by you and contains only a general description of the coverage(s) and does not constitute a policy/contract. For complete policy information, including exclusions, limitations, and conditions, please refer to your policy. In the event of differences, the policy will prevail.



PROFESSIONAL PEST CONTROL CO., INC.

P.O. BOX 972

PRYOR, OK. 74362

PHONE: 918-825-4300

E-mail: propestpryor@gmail.com

STATE LICENSE # C1884

MIKE KENNEDY
918-530-0324

SCOTT KENNEDY
918-766-4300

City of Pryor
12 N. Rowe
Pryor, Ok. 74361

Date: 6/20/2024

Contract for city wide mosquito fogging.

Description of treatment: Provide city wide mosquito control using EPA registered and approved chemicals and application methods. Fogging the entire city weekly for the months of June, July, August, September and October, 2024.

Special treatments to be performed on Soccer field areas for 4th of July celebration at no extra charge.

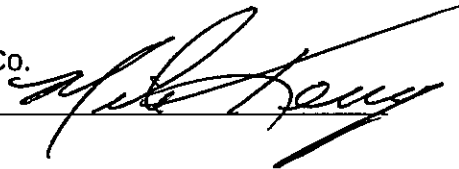
Cost of treatment: \$5,000.00 per month.

Billed bi-weekly at \$2,500.00

City of Pryor_____

Professional Pest Control Co.

Mike Kennedy_____

A handwritten signature in black ink, appearing to read "Mike Kennedy", is written over a horizontal line.

Project #163: Payable #1

Routing Complete



Details

Total Funds: \$58,290.56

Federal Funds: \$58,290.56
Warrant #: 053002981

Voucher Number: 00090053

Project Count: 1 Project

Payment Batch: Payment Batch #060078

Workflow Summary

Current Step: 7) Paid
Description: Funds have been paid to the Applicant

Last Advanced: Jun 26, 2024 at 8:57 AM by Jenna Jordan

Submission: Jun 13, 2024 at 1:08 PM by Scott Adams

Grant

4721 Severe Storms, Straight-line Winds, and Tornadoes
Public Assistance
Declared: July 19, 2023
CFDA Number: 970360000

Applicant

Pryor Creek, City Of
County Jurisdiction: Mayes
Mayes County
UEI: FHDQLNMS53B6
FIPS: 097-60950-00
FEIN #: 73-6005386
Vendor # (Applicant): 0000076932
DUNS #: 085947356 Type: City or Township Government
Physical/Mailing: P O BOX 1167
CITY OF PRYOR CREEK
PRYOR CREEK, OK, 74362-1167

Project

F #163
COPC - Electric System
Damages (Cat F)
F Public Utilities
Work Deadline: July 19, 2027
Eligible: \$77,720.75 (S)
Federal: \$58,290.56 (75%)
Un-Expended Eligible: \$0.00

Mub Fema
payment



May 31st, 2024

City of Pryor
Attn: Zac Doyle – Mayor
12 N. Rowe; Suite B
Pryor, OK 74361

Re: Salt Branch Improvements Phase 2
Invoice: PRY-23-02-01

Dear Mr. Doyle:

Enclosed, please find invoice PRY-23-02-01. Please place this invoice on the agenda for approval at your next meeting.

Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

Sincerely,
Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

Project # PRY-23-02-01



May 31st, 2024

INVOICE SUBMITTED TO:

City of Pryor Creek
12 N. Rowe Street
Pryor Creek, OK 74362

Invoice #: PRY-23-02-01

In Reference To: Salt Branch Improvements Phase 2

ENGINEERING - \$20,700.00 (100% Complete)	\$20,700.00
RPR - \$8,000 (100% Complete)	\$ 8,000.00
 TOTAL ENGINEERING SERVICES BILLED TO DATE	 \$28,700.00
LESS PREVIOUSLY INVOICED	-\$ 0.00
<u>TOTAL DUE THIS INVOICE</u>	\$28,700.00

Please send payments to:

Infrastructure Solutions Group, LLC
500 Village Blvd, Suite A
McAlester, OK 74501



May 31st, 2024

City of Pryor
Attn: Zac Doyle – Mayor
12 N. Rowe; Suite B
Pryor, OK 74361

Re: Salt Branch South Tributary Ditch Repair
Invoice: PRY-23-03-02

Dear Mr. Doyle:

Enclosed, please find invoice PRY-23-03-02. Please place this invoice on the agenda for approval at your next meeting.

Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

Sincerely,
Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

Project # PRY-23-03-02



May 31st, 2024

INVOICE SUBMITTED TO:

City of Pryor Creek
12 N. Rowe Street
Pryor Creek, OK 74362

Invoice #: PRY-23-03-02

In Reference To: Salt Branch South Tributary Ditch Repair

ENGINEERING - \$25,100.00 (100% Complete)	\$25,100.00
---	-------------

RPR - \$9,500.00 (100% Complete)	\$ 9,500.00
----------------------------------	-------------

TOTAL ENGINEERING SERVICES BILLED TO DATE	\$34,600.00
---	-------------

LESS PREVIOUSLY INVOICED	<u>-\$21,532.00</u>
--------------------------	---------------------

<u>TOTAL DUE THIS INVOICE</u>	\$13,068.00
--------------------------------------	--------------------

Please send payments to:

Infrastructure Solutions Group, LLC
500 Village Blvd, Suite A
McAlester, OK 74501



May 31st, 2024

City of Pryor
Attn: Zac Doyle – Mayor
12 N. Rowe; Suite B
Pryor, OK 74361

Re: Traffic Study – 9th Street and Elliott Street
Invoice: PRY-23-06-01

Dear Mr. Doyle:

Enclosed, please find invoice PRY-23-06-01. Please place this invoice on the agenda for approval at your next meeting.

Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

Sincerely,
Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

Project # PRY-23-06-01



May 31st, 2024

INVOICE SUBMITTED TO:

City of Pryor Creek
12 N. Rowe Street
Pryor Creek, OK 74362

Invoice #: PRY-23-06-01

In Reference To: Traffic Study SE 9th Street and S Elliott Street

ENGINEERING Study - \$9,500.00 (100% Complete)	\$9,500.00
 TOTAL ENGINEERING SERVICES BILLED TO DATE	 \$9,500.00
LESS PREVIOUSLY INVOICED	-\$ 0.00
<u>TOTAL DUE THIS INVOICE</u>	\$9,500.00

Please send payments to:

Infrastructure Solutions Group, LLC
500 Village Blvd, Suite A
McAlester, OK 74501



May 31st, 2024

City of Pryor
Attn: Zac Doyle – Mayor
12 N. Rowe; Suite B
Pryor, OK 74361

Re: 2023 Street Rehabilitation Phase 1
Invoice: PRY-23-01-03

Dear Mr. Doyle:

Enclosed, please find invoice PRY-23-01-03. Please place this invoice on the agenda for approval at your next meeting.

Once approved, please forward a check to Infrastructure Solutions Group, LLC's McAlester office at 500 Village Boulevard; Suite A; McAlester, OK 74501.

If you have any questions concerning these documents, please contact me at (918) 420-5500.

Sincerely,
Infrastructure Solutions Group, LLC

Dale Burke, P.E.
President

Project # PRY-23-01-03



May 31st, 2024

INVOICE SUBMITTED TO:

City of Pryor Creek
12 N. Rowe Street
Pryor Creek, OK 74362

Invoice #: PRY-23-01-03

In Reference To: 2023 Street Rehabilitation Phase 1

ENGINEERING - \$48,200.00 (100% Complete)	\$48,200.00
RPR - \$16,600.00 (100% Complete)	\$16,600.00
 TOTAL ENGINEERING SERVICES BILLED TO DATE	 \$64,800.00
LESS PREVIOUSLY INVOICED	-\$40,390.00
<u>TOTAL DUE THIS INVOICE</u>	\$24,410.00

Please send payments to:

Infrastructure Solutions Group, LLC
500 Village Blvd, Suite A
McAlester, OK 74501

Remit payment to: Equature P.O. Box 290 Southfield Mi 48037

Invoice #

28178

18311 W. 10 Mile #200 | Southfield MI 48075
248-569-6440
www.equature.com

Bill To	Ship To
Accounts Payable Pryor Creek Police Department 504 E Graham Ave Pryor OK 74361 United States	Captain Kevin Tramel (tramelk@pryorcreek.org) Pryor Creek Police Department 504 E Graham Ave Pryor OK 74361 United States

Terms	PO #	Account #	MA Start Date	MA End Date
Due on receipt	M/A EQ	506494	7/25/2024	7/24/2025

Item	MA Qty	Description	Unit Price	Serial Numbers	Amount
M/A Recorders	1	Program Invoice Date: 5/1/2024	4,039.20		4,039.20
M/A Recorders	1	Maintenance Agreement from 7/25/2024 through 7/24/2025 on: EQAIS4U EQAIS4U Equature 4U Expandable Chassis Viewpoint – Site License Proactive Monitor & Support Package Redundant Power Supply Internal RAID 1 – 180,000 Hours External RAID 1 – 50,000 Hours	0.00	EQ300182	0.00
M/A Recorders	1	EQLDA16 EQLDA16	0.00		0.00
M/A Recorders	16	LD1609 16-Port Analog Recording card	0.00		0.00
M/A Recorders	1	EQTR001 EQTR001 Voice	0.00		0.00
M/A Recorders	1	Equature Voice Capture license per device - requires digital / analog recording cards	0.00		0.00
M/A Recorders	4	EQSPSVR EQSPSVR Server	0.00		0.00
M/A Recorders	4	Equature Speech Server License	0.00		0.00
M/A Recorders	1	EQSPD001 EQSPD001 Device	0.00		0.00
M/A Recorders	1	Equature Speech Analytics - Device License	0.00		0.00
M/A Recorders	1	EQANI EQANI Data Feed	0.00		0.00
M/A Recorders	1	External Data feed integration for Equature. Includes ANI/ALI and SMDR/CDR records	0.00		0.00
M/A Recorders	1	Maintenance Program Includes: -Hardware Updates -EQ Software Updates -Technical Support -Remote Monitoring	0.00		0.00
Please send payment to the remittance address (P.O. Box) as seen on the invoice. Payment should reach Equature prior to the start date.					

To ensure continued coverage, please pay by maintenance start date. If payment is not received by maintenance start date, services will be discontinued. Credit card accepted for payment with an additional 3% surcharge.	Total	\$4,039.20
---	-------	------------

84-848-5410 mka

JAYCO

HEAT & AIR

6823 E 106th Pl
Tulsa, OK 74133-7147
(918) 221-9686 / (918) 995-1051
janna@jaycoheatandair.com

Invoice

DATE	09/11/2023
INVOICE#	11652
TERMS	Due Upon Receipt
DUE DATE	09/11/2023

BILL TO City of Pryor Creek 12 North Rowe Street Pryor OK 74361 (918) 530-1381

SERVICE LOCATION City of Pryor Creek 111 Southeast 9th Street Pryor OK 74361 (701) 430-1397
--

JOB#	DATE	PO/REF#	DESCRIPTION	
1027122130	12/18/2023		Installation of a new louvered grills, 2 new exhaust fans, and motorized dampers for the pool chemical area. Repair duct. *The wiring from the breaker to the new exhaust fan will need to be completed by a licensed electrician. Completion Notes:	
Claim::		Authorization #::		
Customer Contract ID #::		SHW Case #::		
Job Charges		Qty	Rate	Total
Installation Parts & Labor		1.00	\$4,500.00	\$4,500.00
Parts & Labor		1.00	\$1,000.00	\$1,000.00
Direct cost of electricians needed to repair corroded wiring.				
Job Subtotal				\$5,500.00
Job Total				\$5,500.00

PRE-WORK SIGNATURE

POST-WORK SIGNATURE

Signed By:

Signed By:

CUSTOMER MESSAGE

Invoice Total:	\$5,500.00
Deposits (-):	\$0.00
Payments (-):	\$0.00
Total Due:	\$5,500.00



4385 W. 520
Pryor, OK 74361
Phone: (918) 824-8541
www.pkequipment.com



*** PROFORMA INVOICE ***

Invoice To Account No: 398888

Deliver To:

SERVICE INVOICE

CITY OF PRYOR-CEMETERY
FRANK POWELL
PO BOX 1167
PRYOR OK 74362

CITY OF PRYOR-CEMETERY
12 N. ROWE
PRYOR OK 74361

Bus Phone: (918)825-0888
Prv Phone:

Bus Phone: (918)825-0888
Prv Phone:

Invoice Number:

Invoice Date 06/28/2024

Location: 9

Work Order Number: 1192071

Payment Type: Account

Page: 1 of 2

Make/Model:

Meter

Serial Number:

EQ Id:

Fleet No:

JOHN DEERE 310SG

4945

TO310SG960687

TO310SG960687PC

Gen1- Retail

COMPLAINT:

STEERING CYLINDER REPAIR/ REPLACE TIE RODS

CORRECTION:

ARRIVED ON SITE, REMOVED THE RIGHT HAND REAR WHEEL FROM THE BACKHOE AND FOUND THAT THE TIE-ROD ENDS WERE NOT CORRECT. INSTALLED THE FRONT WHEEL AND WENT BACK TO THE SHOP, GOT THE CORRECT TIE-ROD ENDS ORDERED.

Friday, May 24, 2024

REMOVED THE FRONT WHEELS, RIGHT HAND TIE-ROD, UNBOLTED THE STEERING CYLINDER FROM THE AXLE AND REMOVED THE LEFT HAND TIE-ROD WITH THE CYLINDER AND THE CASING FROM THE AXLE. REMOVED THE TIE-ROD END FROM THE CYLINDER, REMOVED ALL SEALS AND FOUND THAT THE SEAL KIT WAS NOT CORRECT. TALKED WITH SERVICE AND GOT THE CORRECT SEAL KIT ORDERED. CAPPED OFF THE STEERING LINES AND WENT BACK TO THE SHOP.

Saturday, May 25, 2024

ARRIVED BACK ON SITE AND INSTALLED THE NEW SEALS INTO THE OUTER CAPS AND THE INNER BLOCK ON THE ROD HEAD. INSTALLED THE CYLINDER INTO THE HOUSING WITH THE LEFT HAND SIDE END CAP. INSTALLED THE CYLINDER INTO THE STEERING CUT OUT AND BOLTED THE LEFT HAND SIDE DOWN. INSTALLED THE RIGHT HAND SIDE END CAP ONTO THE ROD END AND INSTALLED THE HOLD DOWN BOLTS AND TIGHTENED THE RIGHT AND LEFT HAND SIDES. INSTALLED BOTH LEFT AND RIGHT TIE-ROD ENDS AND ADJUSTED THEM TO SPECIFICATION, TIGHTENED THE JAM NUTS AND THE INSERTS FOR THE CYLINDER, MADE SURE THAT THE AXLE HUBS WERE ALIGNED. INSTALLED THE CYLINDER HOSES AND THE FRONT WHEELS. PICKED UP TOOLS AND DROVE BACK TO THE SHOP.

PartNumber	Description	Quantity	List Price	Net Price	Extended Price	Taxed Ind
AR69444	HY-Gard	1.00	108.37	108.37	\$108.37	N
AT309303	Tie Rod Assembly	1.00	918.20	918.20	\$918.20	N
AT309304	Tie Rod Assembly	1.00	909.55	909.55	\$909.55	N
T213801	HYDRAULIC SEAL KIT	1.00	170.42	170.42	\$170.42	N
TY26101	Cleaning Solvent	1.00	8.49	8.49	\$8.49	N

Miscellaneous Charges:

Service Accessories

\$50.00

Labor: \$510.00 Parts: \$2,115.03 OL&M: \$0.00 Misc: \$50.00 Sub-Total: \$2,675.03

CONTINUED ON NEXT PAGE->



4385 W. 520
Pryor, OK 74361
Phone: (918) 824-8541
www.pkequipment.com



JOHN DEERE

*** PROFORMA INVOICE ***

Invoice To Account No: 398888

Deliver To:

SERVICE INVOICE

CITY OF PRYOR-CEMETERY
FRANK POWELL
PO BOX 1167
PRYOR OK 74362

Bus Phone: (918)825-0888
Prv Phone:

CITY OF PRYOR-CEMETERY
12 N. ROWE
PRYOR OK 74361

Bus Phone: (918)825-0888
Prv Phone:

Invoice Number:

Invoice Date 06/28/2024

Location: 9

Work Order Number: 1192071

Payment Type: Account

Page: 2 of 2

Make/Model:

Meter

Serial Number:

EQ Id:

Fleet No:

JOHN DEERE 310SG

4945

TO310SG960687

TO310SG960687PC

Customer PO No:

Tax Exempt No: FEI 736005386

Advisor: Joel Lack

Labor: \$510.00

Parts: \$2,115.03

OL&M: \$0.00

Misc: \$50.00

Sales Tax: \$0.00

Total: \$2,675.03

TERMS AND CONDITIONS

Purchasers certify under penalty of perjury their engagement in farming or ranching, and that the farm machinery and farm equipment parts described hereon will be used only in the purchasers' farming or ranching operations.

Received by:

Date:

***MAYES COUNTY, OKLAHOMA EMERGENCY OPERATIONS PLAN**



Prepared by:

***Mayes County Emergency Management Agency
2024**

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Table of Contents

Table of Contents	2
Record of Revisions and Changes	7
Signatories to the Local Emergency Operations Plan (EOP)	8
1. Introduction	10
1.1 Purpose	11
1.2 Scope	11
1.3 Structure	13
2. Planning Situations and Assumptions	13
2.1 Situations	13
2.2 Assumptions	14
3. 5 Mission Areas of Emergency Preparedness	15
3.1 Mitigation	16
3.2 Prevention	16
3.3 Protection	16
3.4 Response	16
3.4 Recovery	16
4. Hazard Analysis	17
4.1 Hazard Analysis Ranking	18
5. Communications	20
5.1 Public Safety	19
5.2 Amateur Radio	20
5.3 Satellite Phone/Radio	20
5.4 Communications System	20
5.5 OHP Mutual Aid and Interoperability	20
6. Early Warning / Notifications / Alert System	22
7. Direction and Coordination	23
8. Concept of Operations	24
8.1 Emergency Operations Plan (EOP) Implementation	24
8.2 Continuity of Operations and Government	24

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

8.2 Alternative Locations for Essential Operations	25
8.3 Emergency Support Functions.....	25
8.3.1 ESF Coordinator	26
8.3.2 ESF Primary Agency	28
8.3.3 ESF Support Agency	28
8.4 Emergency Operations Center (EOC)	29
8.4.1 EOC Activation Levels	30
8.4.2 Organization	30
8.4.3 Deactivation of EOC	33
8.5 Logistics	33
8.5.2 Incident Resource Management	33
8.5.2.1 Requesting Resources	34
8.5.2.2 Logistics Staging and Points of Distribution.....	36
9. Organization and Assignment of Responsibilities	36
9.1 Federal Government.....	36
9.2 State Government.....	36
9.3 Local Governments	37
9.3.1.02 Mayes County Emergency Management Agency	38
9.3.1.03 Mayes County EMS.....	38
9.3.1.04 Mayes County Sheriff's Office.....	39
9.3.1.05 Mayes County E911 Dispatch.....	39
9.3.1.06 Mayes County Road Department	40
9.3.1.07 Mayes County District Attorney's Office	40
9.3.1.08 Mayes County Treasurer/Finance Officer.....	41
9.3.1.09 Mayes County Clerk.....	41
9.3.3 City Government	42
9.3.3.02 Police Department.....	43
9.3.3.03 Public Works Department	43
9.3.3.04 Treasurer/Finance Officer	43
9.3.3.05 City Clerk	44
9.3.4 Fire Districts	44

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

9.3.4.01 City Fire Districts	45
9.3.4.02 County Fire Districts	45
9.3.5.01 Mayes County Assessor's	45
9.3.5.02 Mayes County Health Department	46
9.3.5.03 Municipal Water Department	47
9.3.5.04 Mayes Rural Water District	47
9.3.5.05 MUB Utilities	47
9.3.5.06 REC Energy Cooperative	48
9.3.5.07 PSO	48
9.3.5.08 School District	50
9.3.5.09 Hospital	50
9.3.5.10 Red Cross	50
9.3.5.11 Salvation Army	51
9.3.5.12 Pelivan Transit	51

Administrative Appendices

Appendix A - List of Acronyms/Abbreviations

Appendix B - Terms and Definitions

Emergency Support Functions

- ESF 1 – Transportation
- ESF 2 – Communications
- ESF 3 – Public Works/Infrastructure Management
- ESF 4 – Fire Fighting
- ESF 5 – Emergency Management
- ESF 6 – Mass Care, Housing & Human Services
- ESF 7 – Resource Management
- ESF 8 – Public Health and Medical Services
- ESF 9 – Search & Rescue
- ESF 10 –Hazardous Materials
- ESF 11 – Agriculture

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

ESF 12 – Energy and Utilities/Infrastructure Management

ESF 13 – Public Safety & Security

ESF 14 – Long-Term Community Recovery, Mitigation and Damage Assessment

ESF 15 – Public Information

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Record of Revisions and Changes

Change Number	Date of Change	Basic Plan and / or ESF	Date Entered	Change Made By (Signature)

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Signatories To The Mayes County Emergency Operations Plan (EOP)

The following signatures document that all local response organizations within Mayes County, the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Town of Pensacola, and Town of Strang tasked within the Mayes County Emergency Operations Plan have coordinated their portion of the plan and are committed to its effective implementation.

The Mayes County Emergency Management Plan and its supporting Emergency Support Functions dated February, 2018, is adopted as the official plan for the providing of emergency management services when life-saving and property protection services cannot be accomplished as a normal daily function of county government departments and offices.

Chairman (Darrell Yoder)
Mayes County Commissioner

Date

Alva Martin
District 1 Commissioner

Date

Randy Pierce
District 3 Commissioner

Date

Attest:

Date

Brittany True- Howard

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Mayor
City of Pryor Creek

Date

Mayor
Town of Chouteau

Date

Mayor
Town of Locust Grove

Date

Mayor
Town of Salina

Date

Mayor
Town of Disney

Date

Mayor
Town of Langley

Date

Mayor
Town of Adair

Date

Mayor
Town of Spavinaw

Date

Mayor
Town of Sportsman Acres

Date

Mayor
Town of Strang

Date

Mayor
Town of Pensacola

Date

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

1. Introduction

This document is the Emergency Operations Plan (EOP) for Mayes County, Oklahoma and serves as a framework to enable Mayes County to prepare to manage hazards that threaten the lives and property of the citizens, businesses, and visitors in our community. It is an all-hazards plan and is designed to ensure coordinated and effective emergency action by all elements of our community by outlining their responsibilities in advance of such situations as natural and man-made disasters, acts of terrorism and enemy attack, civil disobedience, and other disruptive emergencies. Mayes County, the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Grand Lake Towne Town of Pensacola, and Town of Strang have coordinated their portion of these communities must be prepared for the possibility that a disaster of a magnitude beyond the normal day-to-day capability of regular government abilities can strike Mayes County at any time. The Emergency Operations Plan provides the outline by which Mayes County's organized resources, volunteer agencies, and the general public will operate to reduce the destruction that such disasters can create.

This plan is designed to bring together government officials, industry, commerce, non-governmental organizations and the citizenry of Mayes County to work together as one team for the protection of our county, our neighboring counties, our region and the State of Oklahoma. The first priority will always be to save lives, the second priority is protection of the environment and the third priority is mitigation of damage to property. Strong and effective emergency planning, preparation, response and recovery require participation and responsibilities from all facets of the community at each and every level. Each of these team elements have specific responsibilities and obligations in emergency planning, emergency preparation, emergency response, and recovering from emergency events.

The governments of Mayes County, have the responsibility and obligation to work together on behalf of our citizenry and those individuals that work in and visit our county to mitigate or lessen the possible impact of these conditions by emergency planning, advance preparation, coordinated response and recovery. Every official within each of the governments has both a responsibility to be familiar with the contents of this plan and to ensure that personnel under their jurisdiction are prepared in advance to meet the responsibilities contained within this plan. Equally important is the responsibility of industries, commerce, and non-governmental organizations to their members and their community to conduct emergency planning, which provides for warning and emergency procedures within their place of business, and to assist the community with available resources. Each citizen has the responsibility and obligation to seek instructions and assistance in emergency situations, to plan, prepare and design personal courses of action in advance of emergency situations, and to provide aid to those people around them.

An annual review of the EOP will be undertaken by the Mayes County Emergency Management Director and those agencies, departments, county and city governments having emergency assignments. The Mayes County Emergency Management Agency Director will insure that a list of all plan holders is maintained at the Emergency Management Agency office and that updates are sent to each one of these individuals.

This plan requires fair and equal treatment to all regardless of race, creed, color, national origin, sex, age or disability.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Mayes County will conduct all response and recovery operations following the National Incident Management System guidelines and the National Response Framework. The Integrated Emergency Management System is the cornerstone of Mayes County's emergency and disaster preparedness, response, recovery and mitigation program. This includes both governmental and non-governmental organizations that have a role in saving lives, caring for the injured, recovering the dead, mitigating property loss and restoring services and facilities.

This plan, including updates, remains in effect from the time it was adopted until modified by executive order.

This plan is written in accordance with the guidelines provided by the Oklahoma Department of Emergency Management and is consistent with the tenets of the National Response Framework.

Mayes County has a major responsibility and obligation in emergency planning, preparation, response and recovery. Each of us individually has a major responsibility and obligation in emergency planning, preparation, response and recovery, whether we are a government official, a citizen, an employee or a visitor in this county. Emergency situations affect each of us in a variety of ways and at a variety of levels. Assuming our responsibilities and our obligations to our community, our families, our places of work and business and to those around us, we become one team with the mission to protect our home and community.

1.1 Purpose

The purpose of this plan is the development of an emergency operations plan that is well organized, logical, easy to understand, and is designed to-

- reduce the loss of life and property of Mayes County residents, property owners, businesses and visitors due to natural, technological and/or made disasters;
- provide an efficient and comprehensive structure that is compliant with the National Incident Management system;
- manage emergency operations within Mayes County by coordinating the use of available governmental, private, industrial, civic and volunteer resources; and
- assist Mayes County in recovering from emergency situations through an immediate and coordinated restoration and rehabilitation of affected persons and properties.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

1.2 Scope

The scope of this plan-

- establishes official policies, program strategies and planning assumptions for disaster preparedness, response, recovery and mitigation;
- provides a county-wide scope and encompasses coordination with the governments and resources of Mayes County, the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Grand Lake Towne, Town of Pensacola, and Town of Strang
- provides an all-hazard organizational structure for emergency operations;
- provides basic direction and control for all levels of a disaster to establish a consistent and unified approach to emergency management operations;
- assigns specific functional responsibilities to the appropriate local departments and agencies in Mayes County, as well as groups from the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Grand Lake Towne, Town of Pensacola, and Town of Strang; from the private sector and volunteer organizations;
- defines the means of coordinating with municipal, state and federal partners to achieve the maximum utilization of available resources;

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

1.3 Structure

The Mayes County EOP consists of the following components:

- **Basic Plan-** describes the purpose, scope, situations and assumptions, hazard analysis, concept of operations, plan management, and authorities of Mayes County, and agencies in response to an incident the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Grand lake towne Town of Pensacola, and Town of Strang
- **Emergency Support Functions (ESF)-** delineate primary and support agencies concept of operations, roles and responsibilities, and recommend necessary standard operating procedures/guidelines to implement those functions;
- **Emergency Resource List-** a typed listing of resources available to support local jurisdictions during an incident;
- **Support Annexes to the Plan-** provide additional information necessary for an informed and managed response to incidents.
- **Incident Specific Annexes to the Plans-** Grand River Dam Authority; Emergency Action Plan for the Pensacola Dam, the Markam Ferry Dam, Salina Levee, and Salina Pumped Storage Forebay and the Chimney Rock Dam. City of Tulsa Spavinaw Dam and the OOWA Levee.
- **Administrative Supplements-** include a list of acronyms/abbreviations, terms and definitions, a compendium of emergency authorities and directives, and hazard analysis and assessment, which serve as points of reference and information for the users.

2. Planning Situations and Assumptions

2.1 Situations:

- a disaster may occur with little or no warning, and may escalate rapidly;
- disaster effects may extend beyond county boundaries and many areas of the state may experience casualties, property loss, disruption of normal life support systems, and loss of regional, economic, physical, and social infrastructures;
- emergency response personnel may become casualties and experience damage to their homes and personal property and become "victims" of the disaster;
- disasters differ in character by magnitude, severity, duration, onset, distribution, area affected, frequency, and probability, increasing the difficulty of plan development;
- all organizations in Mayes County will continue to respond to disaster events utilizing SOPs until deterioration occurs of effective inter- and intra-organizational communications, involvement of multiple response agencies becomes essential, and/or internal resources are exhausted;
- the Emergency Management command and control structure in Oklahoma is based on a bottom-up approach to response and recovery resource allocation - municipal organization to

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

the Mayes County EOC, to the State EOC, to the federal government - with each level exhausting its resources prior to elevation to the next level;

- disaster support from agencies outside the county may take 72 hours or more to arrive;
- effective disaster preparedness requires continual public awareness and education programs, to enable citizens to take appropriate action;
- evacuation and shelter strategies must be based on citizen cooperation, best-available shelter options until the shelter deficit can be reduced, and a regional approach to evacuation decision making is effectively implemented;
- convergent groups of responders, public, and outside resources hinder the local effort. This includes traffic congestion, unsolicited supplies and donations, and extra strain on degraded lifelines and facilities;
- there may be competition among citizens and communities for scarce resources;
- the cities and towns of Mayes County will integrate their operations with the county;
- given limited transportation capacity, a large vulnerable regional population, and a shelter deficit, evacuation time may be insufficient to meet clearance time thresholds for regional evacuations;
- some form of inter- and intra-county communications is available including communications with the State EOC;

2.2 Assumptions:

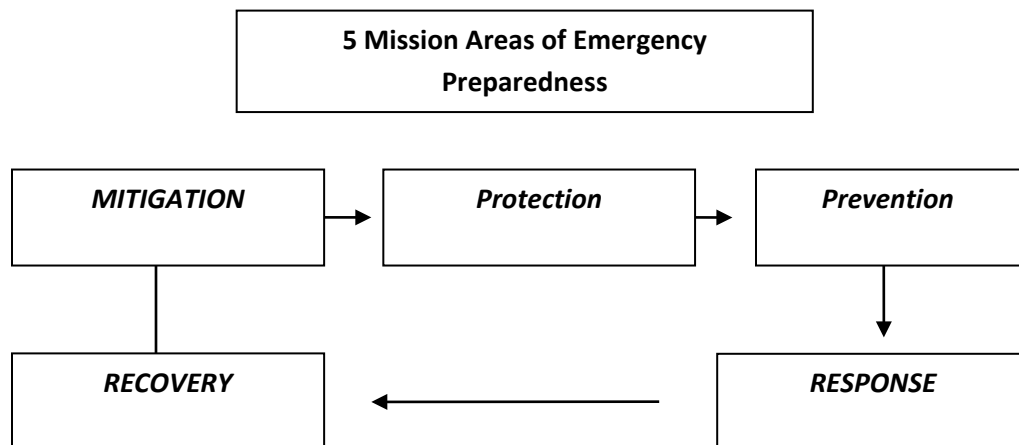
- Mayes County Emergency Management Agency is the lead emergency planning agency for Mayes County and has developed basic planning policies, guidelines and Emergency Operations Plan;
- the Mayes County Commissioners and/or the Mayors of the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Town of Pensacola, and Town of Strang will declare a local State of Emergency in their respective jurisdictions in consultation with the Mayes County Emergency Management Director or designee;
- the Emergency Operations Plan is maintained by the Mayes County Emergency Management Director and is updated in accordance with guidelines from the Oklahoma Department of Emergency Management;
- the Emergency Operations Plan is distributed to all Emergency Operations Center (EOC) staff, support staff, and upon request to appropriate parties, and is available on the Mayes County Emergency Management Agency Website.
- the Emergency Operations Plan outlines primary organizational structure, roles and responsibilities of all partner agencies;
- each Emergency Support Function (ESF) has been developed through planning sessions and continually reviewed by the primary agency;

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

- each lead and support agency is required to develop, update, and distribute operational procedures and ensure consistency with the Emergency Operations Plan and define specific internal procedures;
- the Emergency Operations Plan will be updated as changes occur or according to state and federal requirements;
- the Mayes County Emergency Management Director, or designee will act for the Chief Elected Official(s) to coordinate incident response by and between all county/local agencies and all local political subdivisions;
- local resources will be made available to respond to incidents affecting any area of the county;
- local governments will fully commit their resources before requesting assistance from the state, but may be unable to satisfy all emergency resource requests during an incident;
- state assistance will be requested when incident response relief requirements exceed the county's capability. State assistance will be provided under the provisions of the National Response Framework (NRF);
- the federal government will provide funds and assistance to areas of the County declared major disaster areas by the President.

3. Missions of Emergency Management



There are many common features of technological and natural disasters and attack, suggesting that many of the same management strategies can apply to all emergencies. The comprehensive management of emergency situations occurs in four phases.

As illustrated above, the Missions of emergency preparedness are interconnected and do not operate in a vacuum from one another. Each mission represents a learning opportunity from the lessons we learn from the situation, becomes a part of the assessment of that particular situation and in the formulation of effective plans, strategies and operations.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

3.1 Mitigation

Mitigation is the cornerstone of emergency management and consists of the continuing activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Mitigation measures may be implemented prior to, during, or after an incident. Mitigation measures are often developed in accordance with lessons learned from prior incidents. Mitigation involves ongoing actions to reduce exposure to, probability of, or potential loss from hazards. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities. Mitigation can include efforts to temporary facilities. Mitigation can include efforts to educate governments, businesses, and the public on measures they can take to reduce loss and injury.

3.2 Prevention

The Prevention mission area comprises the capabilities necessary to avoid, prevent or stop a threatened or actual act of terrorism. It is focused on ensuring we are optimally prepared to prevent an imminent terrorist attack within the United States.

Prevention Core Capabilities:

- Planning
- Public Information and Warning
- Operational Coordination
- Forensics and Attribution
- Intelligence and Information Sharing
- Interdiction and Disruption
- Screening, Search, and Detection

The Protection Framework houses "the capabilities necessary to secure the homeland against acts of terrorism and manmade or natural disasters."

3.3 Protection

Protection Core Capabilities:

- Planning
- Public Information and Warning
- Operational Coordination
- Access Control and Identity Verification
- Cybersecurity
- Intelligence and Information Sharing
- Interdiction and Disruption
- Physical Protective Measures

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

- Risk Management for Protection Programs and Activities
- Screening, Search and Detection
- Supply Chain Integrity and Security

3.4 Response

Response encompasses activities which address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and execution of incident mitigation activities designed to limit the loss of life, personal injury, property damage and other unfavorable outcomes. As indicated by the situation, response activities include:

- applying intelligence and other information to lessen the effects or consequences of an incident;
- increased security operations;
- continuing investigations into the nature and source of the threat;
- ongoing public health and agricultural surveillance and testing processes;
- immunizations, isolation, or quarantine; and
- specific law enforcement operations aimed at preempting, interdicting, or disrupting illegal activity, and apprehending actual perpetrators and bringing them to justice.

3.5 Recovery

The objective of the Recovery Phase is to return the area to normal as soon as possible. However, this phase may extend for a lengthy time depending upon the effects of the incident and the resources available to cope with them. It is not unusual for this period to take more than 5 years. The development, coordination, and execution of service- and site- restoration plans for impacted communities and the reconstitution of government operations and services through individual, private-sector, nongovernmental, and public assistance programs that:

- identify needs and define resources;
 - provide housing and promote restoration;
 - address long-term care and treatment of affected persons;
 - implement additional measures for community restoration;
 - incorporate mitigation measures and techniques, as feasible;
- evaluate the incident to identify lessons learned; and develop initiatives to mitigate the of future incidents.

4. Hazard Analysis

Below demographics are outlined in Basic Plan worksheet.

County Demographics (2022) Mayes County is a county located in the U.S. state of Oklahoma. Named for Samuel Houston Mayes, Principal Chief of the Cherokee Nation from 1895 to 1899, it was originally created at the Sequoyah Convention in August 1905.^[1] According to the 2022 census the population was 39,046,^[2] a 5.4 percent decrease from 2010, when the population was 39,589. Its county seat is Pryor Creek, Oklahoma^[3].

Census)

County Seat: Pryor

Total Population: 39589

Total Square Miles: 684

Total Housing Units: 18,263 Total

Cities and Towns in Mayes County: the following communities list County as EMA for the ().the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Grand Lake Towne Town of Pensacola, and Town of Strang

Hazards Analysis: Probability and Vulnerability

5. Communications

The need to ensure that first responders can communicate with one another when needed is vital in our efforts to keeping our community safe. Communications consists of both voice interoperability and data interoperability. Interoperability is the principle that different systems are compatible and able to work together. Voice interoperability is the ability for public-safety officials to share information via voice signals on demand, in real time, when needed, and as authorized. Data interoperability is the ability of public-safety officials to share information via data signals on demand, in real time, when needed, and as authorized. The use of mobile-data communications in the roadside environment is the fastest emerging technology tool to assist first responders.

On a daily basis, communications abilities occur through a variety of methods in Mayes County. Some of these methods include the following:

5.1 Public Safety

Mayes County has two psap's (Public Safety Answering Points) Mayes County E911 receives all wireless calls in Mayes County as well as most hardline calls outside the City of Pryor. All Police calls are transferred to the Mayes County Sheriff Office or GRDA. The City of Pryor also has a 911 Dispatch Center. They receive all hardline calls in the City Limits of Pryor. City of Pryor dispatches for:

- City of Pryor Police Department
- City of Pryor Fire Department

Mayes County E-911 Dispatch Center dispatches for

- Mesta Ambulance Service
- Chouteau Fire Department
- Osage Fire Department
- Salina Fire Department
- Adair Fire Department
- Langley Fire Department
- Spavinaw Fire Department
- Disney Fire Department
- Strang Fire Department
- Diamonhead/Lone Chapel Fire Department
- Chimney Rock Fire Department
- Cabin Creek Fire department

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Additionally, Mayes County E911 has direct communications capabilities with agencies that augment public safety in Mayes County such as:

- Oklahoma Department of Public Safety
- Oklahoma Department of Transportation

Communications are by two-way radio between Mayes County E911 Dispatch and the emergency responders. Mayes County has established a network of repeaters throughout the community to enhance responders' abilities to communicate with one another. The various public safety agencies within Mayes County have written agreements to share frequencies.

Mayes County E911 Dispatch is governed through the Mayes County Commissioners.

5.2 Amateur Radio

Mayes County Emergency Management Agency has access to amateur radio communications through its volunteer force. Mayes County Emergency Management has a list of active amateur radio operators with the purpose of supporting and promoting the use of amateur radio in Mayes and surrounding counties by:

- offering a forum by which licensed amateur radio operators and other interested individuals to discuss amateur radio technologies and practices as well as learn new methods of communicating;
- providing a testing site for the various levels of amateur radio licensing;
- providing amateur radio communication at events and disasters in Mayes County.

5.3 Satellite Phone / Radio

Mayes County Emergency Management has a Satellite Phone if needed. This service has been acquired to have direct communications to the State Emergency Operations Center and other agencies outside our county in case of disaster. We would use this service to request assets and give updates on our current situation, if needed.

5.4 Radio Communications System

Mayes County/ City of Pryor has a memorandum of agreement with the Department of Public Safety to communicate during disasters on the Okwins 800 system. This allows for Mayes County Emergency Management to communicate directly with the State Emergency Operations Center by two-way radio utilizing established protocols. It also provides a means for statewide communications abilities.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

5.5 OHP Mutual Aid and Interoperability MOU

In partnership with the Oklahoma Department of Safety and grant funding through the Office of Homeland Security, the state is making great strides towards fulfilling this all-important goal.

Every first responder in Oklahoma has the ability to communicate with one another during an incident.

Mayes County E-911/ MESTA, Mayes County Emergency Management, Mayes County Sheriff Office the City of Pryor Police Department and the City of Pryor Fire Department has a memorandum of understanding with the Oklahoma Department of Public Safety for mutual aid and interoperability. This provides authorization to operate on radio frequencies granted and assigned to the Oklahoma Department of Safety by the Federal Communications Commission. These channels are collectively referred to as the Mutual Aid Frequencies and are offered to applicant agencies who agree to abide by the rules of use.

Immediate Mutual Aid Interoperability is the capability for agencies to tune into a dedicated frequency using the "Conventional Analog Mode" protocol that is shared among one or more public safety agencies. Public safety agencies can use either Talk-Around Mode or the Mutual Aid Repeaters to establish interoperable voice communications with other first-responders at the scene of an emergency. It allows first responders to establish an emergency communication link into the Dispatch Center, and to request cross connects across the three separate frequency bands used by first responders in the State. Achieving immediate voice communication interoperability among disparate systems enables public safety workers to communicate with each other in order to manage their immediate responses to emergencies and situations where risk of life and limb are probable. These situations include, but are not limited to, man-made and natural disasters like:

- flooding,
- wildfires,
- tornados,
- plant explosions,
- terrorist attacks, and
- situations requiring mutual aid such as:
 - o hot-pursuits,
 - o large traffic accidents,
 - o hostage situations, or
 - o Amber alerts.
 - o Search and Rescue Operations

The Mutual Aid Memorandum of Understanding establishes operational and technical guidelines to support immediate mutual aid interoperability between public safety first responders that adds a new dimension to effectiveness and efficiency to improve all aspects of Emergency Management in protecting citizens and first responders.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

The frequencies licensed by the FCC include the following:

- 150 MHz frequency band
 - o E-911 Mesta, Local Fire Departments Dispatch 155.175
 - o Sheriff Office Dispatch 155.565
 - o Emergency Management and Storm Reports 158.850
 - o Chouteau Police & Fire Department 154.980
 - o Locust Grove Police 155.6250
 - o Salina Fire Department 154.07000
 - o Adair Fire Dept. 151.4375

- 800 MHz frequency band
 - o City of Pryor Police Department
 - o City of Pryor Fire Department
 - o Mayes County Emergency Management
 - o Mayes County Sheriff Office
 - o Mayes County E-911/ Mayes County Ambulance (MESTA)
 - o GRDA (Grand River Dam Authority)

6. Early Warning / Notifications / Alert System

Reliable early warnings can substantially improve and coordinate responses. Timely and accurate warnings can help people take actions that save lives, reduce their losses and reduce human suffering. Equally important is the benefit emergency services organizations receive from early warnings by being prepared to respond rapidly with the appropriate resources. Getting accurate and timely information to the public and to emergency responders is critical during an emergency/disaster. More than one method of notification provides redundancy in addition to reaching a larger percentage of the population.

Mayes County has an excellent warning system in place. Early warning is a method of alerting the public that a potential emergency situation exists. The public should quickly seek shelter and should listen to sources of communication that can provide information to them. Such information sources may include:

- all hazards/weather radio with broadcasts by the National Weather Service;
- AM/FM radio broadcasts; and/or

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

- television
- Mass Notification System (Code Red)
- Social Media Outlets

There are 34 outdoor early warning sirens strategically located throughout the county. The sirens are a collaborative effort between the Mayes County Emergency Management Agency and the different towns and organizations inside Mayes County. Mayes County Emergency Management has the responsibility for perusing grant funding for new sirens, finding locations for new sirens, maintaining the sirens and ensuring their regular testing. The different towns and organizations that own the sirens are responsible for the cost of maintenance. They will contracts with licensed electricians to check each individual siren for operational ability and as needed for. As reports are received from the public, emergency personnel or other sources that a siren is not operating correctly, Mayes County Emergency Management Agency will notify the appropriate owner for siren maintenance.

The sirens are activated by Mayes County Emergency Management for tornado warnings issued by the National Weather Service, major hazardous materials incidents and for any other events for which early warning is deemed necessary by the Director of Mayes County Emergency Management Agency in consultation with the elected officials of Mayes County and emergency services organizations will be done by a message sent out through the Mass Notification System, Code Red. Policies and procedures for activation of early warning messages are jointly developed by the Mayes County Emergency Management Agency and the Chief Elected Officials in the County. Regular testing of the outdoor warning sirens are conducted by Mayes County Emergency Management Agency at noon on Tuesday and Wednesday of each week, weather permitting.

Mayes County Emergency Management Agency has an agreement with the National Weather Service to issue emergency alert (EAS) messages over the weather/all-hazards radio receivers. An example of this would be a major hazardous materials incident in which the public might obtain information on the safest actions for them to take in response to such a situation. Such messages are carefully and collaboratively written between the National Weather Service and the Mayes County Emergency Operations Center.

Mayes County Emergency Management, City of Pryor Police Department, City of Pryor Fire Department also has a login into the City of Pryor Cable Network. During emergency situations these agencies may "break" into programing and give an emergency message.

7. Direction and Coordination

The Mayes County Commissioners are responsible for emergency operations in the unincorporated areas of Mayes County.

The Mayor of Pryor is responsible for emergency operations within the city limits of Pryor.

The Mayor of Locust Grove is responsible for emergency operations within town limits of Locust Grove.

The Mayor of Chouteau is responsible for emergency operations within the town limits of Chouteau.

The Mayor of Salina is responsible for emergency operations within the town limits of Salina.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

The Mayor of Adair is responsible for emergency operations within the town limits of Adair.

Mayor of Langley is responsible for emergency operations within the town limits of Langley.

Mayor of Disney is responsible for emergency operations within the town limits of Disney.

Mayor of Spavinaw is responsible for emergency operations within the town limits of Spavinaw.

Mayor of Grand Lake Towne for emergency operations within the town limits of GLT

Mayor of Strang is responsible for emergency operations within the town limits of Strang.

Mayor of Sportsman Acres is responsible for emergency operations within the town limits of Sportsman Acres..

Mayor of Pensacola is responsible for emergency operations within the town limits of Pensacola.

A well-defined framework for an integrated emergency management system is required to support the mitigation, preparedness, response and recovery activities of a disaster incident which impacts, or may impact, residents and property in the County. The policies in this section provide for a centralized and coordinated response and allocation of resources using a command structure which is capable of adapting to changes in the situation.

8. Concept of Operations

All incidents within Mayes County begin with an initial level of response and will escalate in accordance with the requirements of the incident.

In the event of an incident in Mayes County, affected local communities will respond in accordance with their citizens' needs and request additional support as needed through local, state and federal response networks.

8.1 Emergency Operations Plan (EOP) Implementation

This Plan will be implemented when-

- an emergency has been declared by the Chief Elected Officials, or their designee, of Mayes County, the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Town of Pensacola, and Town of Strang
- an incident is considered imminent or probable and the implementation of this Emergency Operations Plan and the activation of the Mayes County Emergency Operations Center (EOC) is considered a prudent proactive response to the impending incident;
- directed by the Mayes County Emergency Management Director or designee.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

8.2 Continuity of Operations

Continuity of operations (COOP) is defined as the as the ability to continue essential government and business functions across a broad spectrum of emergency situations, whether natural or man-made.

There are two issues which must be addressed by Mayes County Commissioners, the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Town of Pensacola, and Town of Strang to continue essential functions and operations throughout the duration of a state of emergency:

- planning for alternative locations of essential operations when the ability to conduct the affairs at the regular or usual places is imprudent, ineffective or impossible, thus disrupting the normal operations of government and their agencies;
- continuity of government (COG) or planning for emergency interim successors when elected and/or appointed officials are unavailable to assume the duties and powers of their office:

The objectives of continuity of operations plans include:

- ensuring the continuous performance of the essential functions/operations of a government/agency/business during an emergency;
- reducing the loss of life, minimizing damages, and minimizing losses;
- executing successful succession to office with accompanying authorities in the event a disruption renders government/agency/business leadership unavailable or incapable of assuming the authorities and performing the responsibilities of office;
- reducing or mitigating disruptions to operations;
- ensuring that governments/agencies/businesses have alternate facilities from which to continue to perform their essential functions during an emergency;
- protecting essential facilities, equipment, records and other assets;
- achieving a timely and orderly recovery from an emergency and resumption of normal operations and essential functions;
- training that includes an exercise of the plan to evaluate readiness.

8.2.1 Alternative Locations for Essential Operations

When government departments and/or offices are displaced to another building by an incident, prompt action will be taken by all agencies to re-establish their offices at their normal site as soon as possible. Each department has the responsibility to establish written procedures for accomplishing this and department heads are responsible for keeping the plans current and their employees informed of these plans. Destruction caused by an incident can cover a large or small area. County and city buildings may be partially or totally destroyed. Destruction of government property and records does not end the responsibility of government to provide prompt and timely services.

- ❖ Mayes County/City of Pryor Emergency Operations Center is located at the City Hall Facility at 12 North Rowe Pryor, ok 74361
- ❖ Mayes County/ City of Pryor alternate Emergency Operation Center is located at the Mayes County Health Department 111 NE 1st St Pryor, Ok 74361

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

8.3 Emergency Support Functions:

During a disaster, Mayes County Emergency Management may activate the Emergency Operations Center to support the responding agencies through the Incident Commander(s). The Emergency Operations Center (EOC) serves as the point for collection, analysis and dissemination of disaster related information for response agencies and the public. The Emergency Operations Center is staffed and operated by governmental representatives of Mayes County government, the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Town of Pensacola, and Town of Strang and other key response and recovery organizations.

The agencies and departmental representatives are organized according to the function they are tasked to support such as Law Enforcement, Firefighting, Mass Care and Social Services. These functions are designated Emergency Support Functions (ESFs), each of which has an appointed ESF Coordinator and reports to the EOC as requested. While operating in an activated EOC, each ESF Coordinator will act as a liaison for their agency and coordinate all information through the EOC.

The Emergency Support Functions (ESF) provides the structure for coordinating interagency support for this community's response to an incident. The ESFs are mechanisms for grouping functions most frequently used to provide support to responders during disasters and emergencies. The Incident Command System provides for the flexibility to assign ESF and other stakeholder resources according to their capabilities, tasks, and requirements to augment and support the other sections of the Mayes County Emergency Operations Center in order to respond to incidents in a more collaborative and cross-cutting manner.

Each ESF Annex identifies the coordinator and the primary and support agencies pertinent to the Emergency Support Function. Several ESFs incorporate multiple components, with primary agencies designated for each component to ensure seamless integration of and transition between preparedness, response, and recovery activities. ESFs with multiple primary agencies designate an ESF coordinator for the purposes of pre-incident planning and coordination of primary and supporting agency efforts throughout the incident.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

8.3.1 ESF Coordinator

The ESF coordinator is the entity with management oversight for that particular ESF. The coordinator has ongoing responsibilities throughout the preparedness, response, and recovery phases of incident management. The role of the ESF coordinator is carried out through a "unified command" approach as agreed upon collectively by the designated primary agencies and, as appropriate, support agencies. Responsibilities of the ESF coordinator include:

EMERGENCY SUPPORT FUNCTIONS		
#	FUNCTION	DESCRIPTION
1	Transportation	Coordinates and organizes transportation resources for local and county agencies in preparing for, responding to and recovering from incidents which impact the citizens of Mayes County.
2	Communications	Maintains a reliable communications capability for alert and notification instructions by key officials of Mayes County, and communicates with local and state agencies in an incident.
3	Public Works	Coordinates the overall response of Mayes County to a major failure of infrastructure due to natural or man-made incidents.
4	Firefighting	Provides for the protection of life and property and to minimize actual or potential fire damage resulting from an incident, and to assist in rescue operations.
5	Emergency Management	Provides staff, facilities and procedures for the coordination of local, state, federal and private response agencies during an impending or existing incident; and to assist in formulating policy, establishing priorities, gathering and analyzing information, monitoring the execution of plans, and directing response and recovery operations as necessary.

6	Mass Care, Housing and Human Services	Provides staff, facilities and procedures for the coordination of local, state, federal and private care and sheltering agencies during an impending or existing emergency or disaster; assists in formulating policy, establishing priorities, gathering and analyzing information, monitoring the execution of plans, and directing response and recovery operations as necessary as they relate to the care and sheltering of evacuees.
7	Resource Support	Provides resource support consisting of emergency relief supplies, telecommunications, transportation services, security services and personnel to support immediate response activities.
8	Public Health and Medical Services	Coordinates and directs health care activities within the county; provides emergency care and treatment of casualties resulting from an incident, including CBRNE incidents that could occur during a war or terroristic attack; helps continue provision of routine emergency and medical care for the general population; provides emergency public health services that will prevent and/or mitigate the spread of infectious diseases; provides mental health services for both victims and emergency responders.
9	Search and Rescue	Provides an organizational structure and guidance for search and rescue, by means of ground, marine, or air activity, of any person who becomes lost, injured, stranded, trapped or has died, including searches for lost persons, downed or missing aircraft, structural explosions or transportation accidents, and natural or man-made incidents, where search and rescue is an integral part of the overall operations.
10	Hazardous Materials	Protects human health and the environment from releases of hazardous materials in Mayes County.
11	Agriculture	Ensures the safety and security of the county's agricultural market (crop, livestock production, transportation and processing) and ensures that animal and veterinary issues in natural disasters are supported; provides guidance for dealing with animals impacted by disaster or disease.
12	Energy	Coordinates with the private sector for the emergency repair and restoration of critical public energy utilities (i.e. gas, electricity, etc); coordinates the rationing and distribution of emergency power and fuel, as necessary.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

13	Law Enforcement and Security	Maintains law and order, protects life and property, undertakes traffic control, provides law enforcement support to other law enforcement agencies, guards essential facilities and supplies, and coordinates law enforcement mutual aid.
14	Long-Term Recovery and Mitigation	Provides coordination and guidance for recovery operations to include restoration of damaged or destroyed public property, services and assistance to private citizens affected by a major incident; coordinates damage assessment activities, county/state declaration requirements and facilitate Damage Assessment Reports and Project Applications; coordinates and administers the county's Public Assistance, Individual Assistance and Hazard Mitigation programs.
15	Public Information	Keeps the citizens of Mayes County informed of the developing situation; gives instructions for protective actions in a threatened or actual incident, controls rumors and speculation, and provides recovery operations instructions.

- coordination before, during, and after an incident, including pre-incident planning and coordination;
- maintaining ongoing contact with ESF primary and support agencies;
- conducting periodic ESF meetings and conference calls;
- coordinating efforts with corresponding private-sector organizations;
- Coordinating ESF activities relating to catastrophic incident planning and critical infrastructure preparedness, as appropriate.

8.3.2 ESF Primary Agency

An ESF primary agency is an agency with significant authorities, roles, resources, or capabilities for a particular function within an ESF. ESFs may have multiple primary agencies, and the specific responsibilities of those agencies are articulated within the relevant ESF Annex. An agency designated as an ESF primary agency serves as an agent under the Mayes County Emergency Operations Center to accomplish the ESF mission. When an ESF is activated in response to an incident, the primary agency is responsible for:

- supporting the ESF coordinator and coordinating closely with the other primary and support agencies;
- orchestrating Mayes County support within their functional area;
- providing staff for the operations functions at fixed and field facilities;
- notifying and requesting assistance from support agencies;
- managing mission assignments and coordinating with support agencies, as well as appropriate county and city officials, the emergency operations centers, and applicable local agencies;
- working with appropriate private-sector organizations to maximize use of all available resources;
- supporting and keeping other ESFs and organizational elements informed of ESF operational priorities and activities;
- conducting situational and periodic readiness assessments;

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

- executing contracts and procuring goods and services as needed;
- ensuring financial and property accountability for ESF activities;
- planning for short- and long-term incident management and recovery operations;
- maintaining trained personnel to support interagency emergency response and support teams;
- Identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

8.3.3 ESF Support Agency

Support agencies are those entities with specific capabilities or resources that support the primary agency in executing the mission of the ESF. When an ESF is activated, support agencies are responsible for:

- conducting operations, when requested by the designated ESF primary agency or EOC Manager, consistent with their own authority and resources;
- participating in planning for short- and long-term incident management and recovery operations and the development of supporting operational plans, SOPs, checklists, or other job aids, in concert with existing first-responder standards;
- assisting in the conduct of situational assessments;
- furnishing available personnel, equipment, or other resource support as requested by the ESF primary agency or EOC Manager;
- providing input to periodic readiness assessments;
- maintaining trained personnel to support interagency emergency response and support teams;
- identifying new equipment or capabilities required to prevent or respond to new or emerging threats and hazards, or to improve the ability to address existing threats.

8.4 Emergency Operations Center (EOC):

In order for the county to adequately respond to an incident, the Chief Elected Officials of Mayes County Government, the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Town of Pensacola, and Town of Strang have appointed an Emergency Operations Center (EOC) staff to coordinate government and private response to an incident. They will operate from the City of Pryor/ Mayes County EOC under the direction of the Chief Elected Officials. It may be activated by the Mayes County Commissioners, the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Town of Pensacola, and Town of Strang the director of the Mayes County Emergency Management Agency or the designees of these identified government officials.

Mayes County has a primary Emergency Operations Center and one alternate Emergency Operations Center sites.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

The primary Mayes County Emergency Operations Center (EOC) is located Pryor City Hall. 12 N Rowe Pryor, Ok 74361 It is a partnership between the City of Pryor and Mayes County. This location offers sufficient working space for members of the EOC staff, television capabilities, commercial telephone system, public safety communications, amateur radio communications, /radio system, kitchen, bathing and bathroom facilities, and is not located in a high threat zone. The facility is built from Fema safe room specs. This facility has an emergency generator so that 24-hour operations can be maintained. There are working tools available at the EOC including flip charts, white boards, and maps. There is the ability to access internet resources.

The alternate EOC site is located at the Mayes County Health Department. The Address is 111 NE 1st St Pryor, Ok 74361. This site has plenty of space however and has been equipped with our primary source of radio communications, VHF. The 800 system will have to used with our portable radios. This facility has an emergency generator so that 24-hour operations can be maintained. There are working tools available at the EOC including flip charts, white boards, and maps. There are working tools available at this EOC site including flip charts, white boards, and maps. This site has kitchen, bathing and bathroom facilities.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

8.4.1 EOC Activation Levels

Level 4 – This is the next level of incident or event and will require a higher level of management than just the Emergency Management Director and one additional personnel. This level of incident or event will require multiple resources, but is not a long term event. A limited formal activation of the Mayes County EOC and Incident Command System structures may be required, but only to maintain situational awareness and adequately report actions taken by deployed assets. The incident or event is of a limited duration and will be closed out within one or two operational periods.

Level 3 – This Level of incident or event is of greater complexity than the previous two and requires immediate activation of the Mayes County EOC and Incident Command System structure to manage multiple resources over an extended period of time to meet significant needs of local First Responders and agencies within Mayes County. This will require the development and implementation of the Mayes County EOC-Action Plan and will require activation of Agency Representatives and have a significant impact on Mayes County staff. The incident is of an extended duration and will be managed through several operational periods.

Level 2 – This level of incident or event will require all actions taken under a Level 3 plus activation of all the Mayes County EOC/Incident Command System structure. Resources will be drawn from multiple assets across the county and may include the introduction of state resources. The incident is of an extended duration and cannot be closed out within a clearly defined number of operational periods.

Level 1 – This incident or event may be considered a catastrophic incident or of high impact that will require the full activation of all local, county and state assets and the full integration of the Mayes County EOC/Incident Command System with state, and possibly federal, resources. This level of activation will be characterized by the full integration of EOC operations as needed for long-term operations over many operational periods.

8.4.2 Organization

The County Commissioners and the Chief Elected Official of each city shall appoint an emergency management (EM) director, or sign an agreement with the County to provide Emergency Management Director, who has direct responsibility for the organization, administration, and operation of the local organization for disaster and emergency response. The Chief Elected Official retains legal responsibility for development and implementation of the emergency preparedness program. In Mayes County, the director of the Mayes County Emergency Management Agency has these responsibilities for the county as well as the cities of the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, and Town of Disney and Town of Spavinaw.

The EOC Standard Operating Procedures describe the activation, staffing, assigned responsibilities of EOC personnel and detailed agency representatives and the operations of the EOC. These are maintained by the Director of the Mayes County Emergency Management Agency. Copies are kept at all EOC sites.

When requested by the County, Oklahoma Department of Emergency Management (OEM) will initiate and coordinate the response operations of state agencies assisting the county.

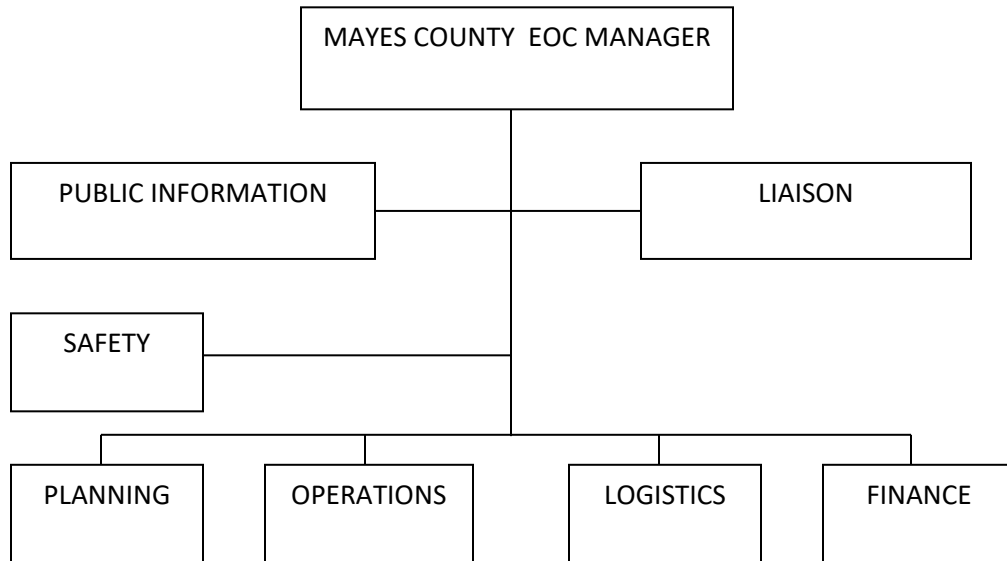
All responses shall utilize an Incident Command or Incident Management System. Below is the structure under which the Mayes County Emergency Operations Center operates:

Following are examples organizational systems:

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

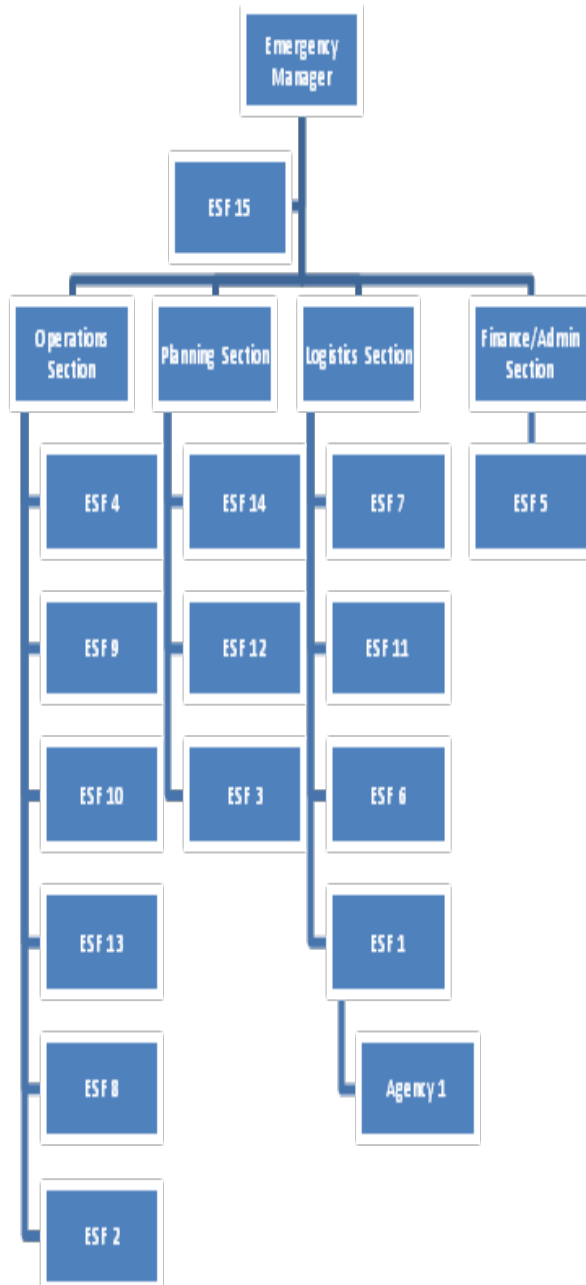
Standard ICS Chart



MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

ICS with ESF Integrated



MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

8.4.3 Deactivation of EOC

The deactivation of the Mayes County EOC is determined by the progress made on the objectives of the incident action plans. The plan to scale down the size of the EOC will be a joint decision of the EOC Manager with the ESF Coordinators in conjunction with the Chief Elected Officials of Mayes County, the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Town of Grand Lake Towne Town of Pensacola, and Town of Strang and the Mayes County Emergency Management Agency. Some of the emergency support functions may deactivate prior to others depending on the situation as determined by the EOC management team. All decisions are made based on the objective evidence of the current situation as presented by the ESF Coordinators and other information sources.

8.5 Logistics

Preparation and readiness for emergency/disaster events require knowledge of the public and private sector assets and resources jurisdictions have available to them to address the hazards which have been identified in the community. Resource management is a systematic development of methods for using personnel, services, materials and major items of equipment for essential emergency functions. Emergency management and incident response activities require carefully managed resources to meet incident needs. Utilization of the standardized resource management concepts such as typing, inventorying, organizing, and tracking will facilitate the dispatch, deployment, and recovery of resources before, during, and after an incident.

The resource management process can be separated into two parts:

- resource management as an element of preparedness, and;
- resource management during an incident.

8.5.2 Incident Resource Management

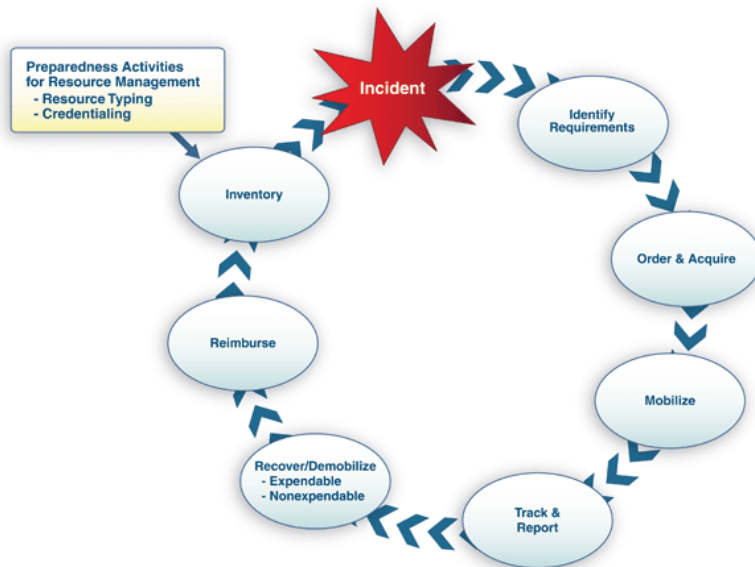
Resource management during an incident is a finite process, as shown in the below figure, with a distinct beginning and ending specific to the needs of the particular incident.

Resource management should be flexible and scalable in order to support any incident and be adaptable to changes. Efficient and effective deployment of resources requires that resource management concepts and principles be used in all phases of emergency management and incident response.

When a disaster/emergency occurs, resource management is the responsibility of ESF-7/Resource Support as outlined in the Mayes County Emergency Operations Plan. Mayes County Emergency Management is the lead agency for this emergency support function. The Director of Mayes County Emergency Management activates this support function.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"



In the Mayes County Emergency Operations Center, ESF-7/Resource Support operates within the established Incident Command Structure and is located in the Logistics section.

8.5.2.1 Requesting Resources

All requests for resources from Mayes County, the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Town of Pensacola, and Town of Strang during an emergency/disaster event are routed through the Mayes County Emergency Operations Center (EOC) as outlined in the Mayes County Emergency Operations Plan (EOP).

The reason for this procedure is:

- to provide a single source to request resources;
- to maintain an organized approach for requesting resources;
- to provide accountability and fiscal responsibility for requesting resources;
- to prevent multiple sources from requesting duplicate resources.

Requesting resources for an emergency/disaster event in Mayes County is progressive as demonstrated in the Figure 1: *"Progressive Requests for Emergency/Disaster Resources"*.

All requests for resources to respond to the emergency/disaster are routed through the Incident Commander to the Mayes County EOC. There may be multiple incidents and incident commanders requiring resources. Request for resources are requested through the Mayes County EOC to the State of Oklahoma EOC for all resources needed.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

***Requests for Emergency Assistance Flow Upward
from the Lowest Level***

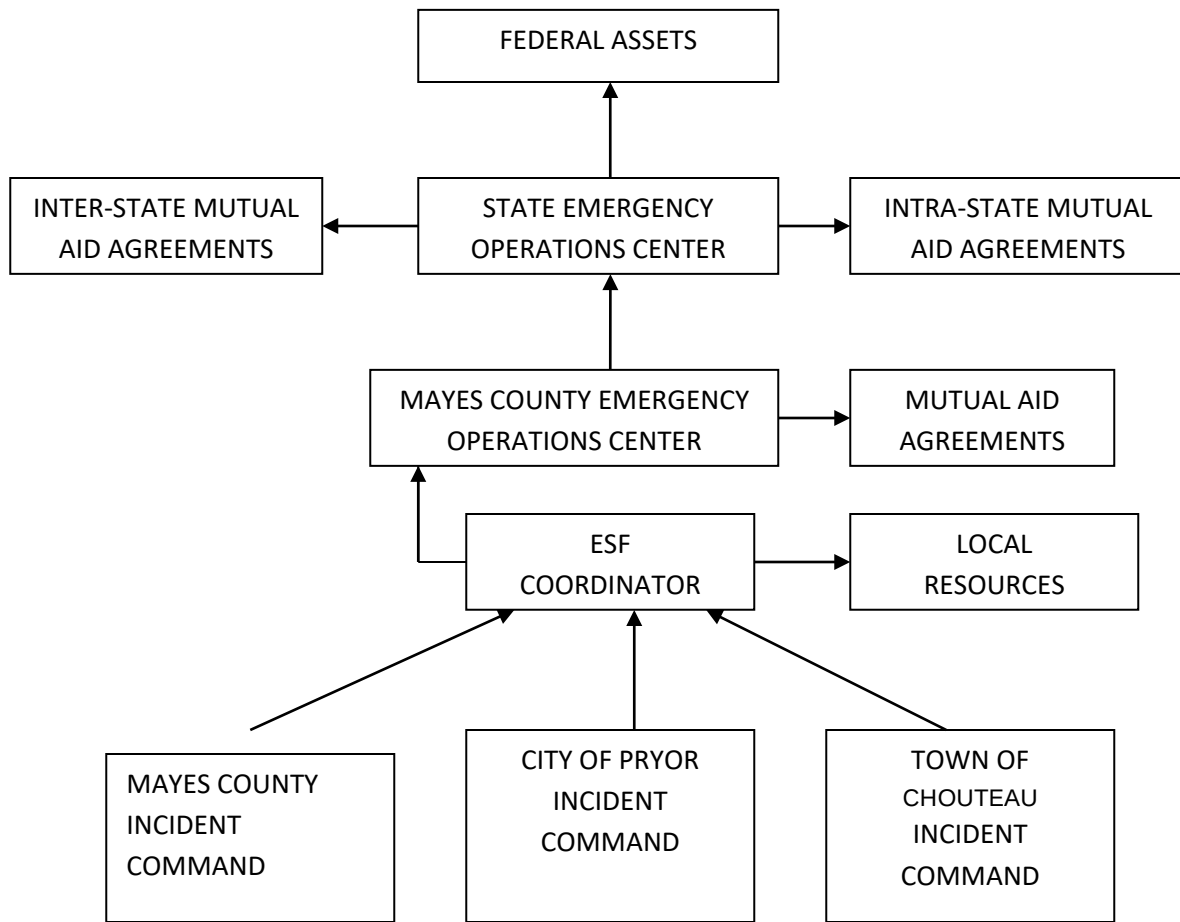


Figure 1: "Progressive Requests for Emergency/Disaster Resources"

The first action will be to determine what local resources may be available from:

- Mayes County, the the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Town of Pensacola, and Town of Strang
- local agencies within these local jurisdictions;
- businesses within these local jurisdictions;
- contract resources;
- volunteer organizations;
- donations

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

When the need for resources and/or services exceed the capability of what is available in the jurisdictions within Mayes County, established mutual aid agreements with surrounding counties to provide such resources are utilized.

When needed resources cannot be located through mutual aid agreements, the Mayes County Emergency Operations Center requests resources through the State Emergency Operations Center. The state Emergency Operations Center locates resources through intra- and inter-state mutual aid agreements and federal assets.

8.5.2.2 Logistics Staging and Points of Distribution

Resources and supplies that are received from other counties or resources outside Mayes County will require a location for staging and as well as distribution of the resources. Such sites require:

- space for temporary storage;
- a forklift or pallet jack;
- at least one point of ingress and several points of egress;

The locations are used in Mayes County and meet these requirements are:

- Mayes County Fairgrounds
Pryor, Oklahoma
24 Hour Point of Contact : Johnny Janzen Office: Emergency Management Director
- Mayes County District 1
Adair, Oklahoma
24 Hour Point of Contact: Alva Martin Office: District 1
- Mayes County District 2
Chouteau, Oklahoma
24 Hour Point of Contact: Darrell Yoder Office: District 2
- Mayes County District 3
Salina, Oklahoma
24 hour Point of Contact: Randy Pierce Office: District 3

9. ORGANIZATIONAL ROLES AND RESPONSIBILITIES

9.1 Federal Government

The Federal Government, through the Federal Emergency Management Agency (FEMA), shall provide assistance in a timely manner to save lives and to protect property, the economy, and the environment. Federal response will be organized through the use of the National Response Framework (NRF) to facilitate the delivery of all types of Federal response assistance to States to help them deal with the consequences of significant emergencies and disasters.

9.2 State Government

The State of Oklahoma, through its Emergency Management Plan and Emergency Operations Center, shall coordinate all emergency management activities of the state, to protect lives and property of the people, and preserve the environment. Further, it will take appropriate actions to mitigate the effects

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

of, prepare for, respond to, and recover from the impacts of emergencies or disasters. State government departments are responsible for providing various services such as specialized skills, equipment, and resources, in support of state and local government emergency operations.

9.3 Local Governments

The following are basic responsibilities for emergency management operations provided by and through Mayes County, the City of Pryor, the Town of Chouteau, Town of Locust Grove, Town of Salina, Town of Langley, Town of Adair, Town of Spavinaw, Town of Disney, Town of Sportsman Acres, Town of Pensacola, and Town of Strang Detailed responsibilities and essential activities are found in the appropriate emergency support functions (ESFs), and appendices to this document. Department level operating procedures detail how individual departments shall perform their responsibilities as delineated in this basic plan, ESFs and appendices.

Mayes County government has the responsibility for the 5 missions areas of Emergency Preparedness mitigation, protection, prevention, response and recovery for unincorporated areas of the county, and a county-wide responsibility for coordination of response and recovery operations including warning, public information, damage assessment, resource coordination, and recovery guidance for individuals and political jurisdictions.

The city governments Mayes County are responsible for providing mitigation, preparedness, response, and recovery within their jurisdictions, except where contracts or agreements with the County are in place for such services.

Each department in the government has basic responsibilities for the 5 missions areas of Emergency Preparedness mitigation, protection, prevention, response and recovery. All Departments shall:

- ensure that all employee work areas are safe, clear of equipment and supplies, that may compromise access/egress routes, and that no equipment or supplies can injure employees;
- participate in emergency management training, drills and exercises to test County plans and procedures;
- train department employees on disaster plans and procedures to ensure operational capabilities and facilitate an effective response;
- ensure that equipment and tools are protected from seismic activity (computer and file server tie-downs, secure file cabinets, shelving, and storage areas, etc.);
- ensure that adequate disaster supplies and equipment are available for department staff;
- develop mutual support agreements with other "like" departments or organizations in other jurisdictions;
- develop procedures to re-establish department operations, including notification of critical personnel, assessment of damage and resources, relocation of critical department functions, and estimated time to open for business;
- provide department resources (supplies, equipment, services, personnel), as coordinated through the EOC;
- develop procedures to document all costs of disaster response and recovery.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Mayes County Emergency Management Agency

The role and responsibilities of the Mayes County Emergency Management Agency includes:

- establishing and managing the Emergency Operations Center (EOC);
- advising and assisting county and city officials on direction and control of emergency operations and acting as liaison with appropriate organizations, as required;
- acting as coordinating agent and preparing requests for emergency resources to the State of Oklahoma Department of Emergency Management or Federal agencies;
- providing advice and assistance for the preparation and dissemination of emergency information;
- collecting emergency operations information, analyze data, and prepare operational reports;
- maintaining, operating, coordinating and recommending the appropriate use of Emergency Alert System (EAS) messages through the National Weather Service as it pertains to the county;
- advising executive heads of Mayes County, the City of Mayes and the City of Mayes on direction and control of their emergency operations, and coordination with county operations and plans;
- acting as Applicant Agent for Mayes County in the recovery process following a Presidential declared disaster;
- advising Mayes County officials on emergency administrative and recovery procedures and requirements;
- developing and coordinating the preparation and use of emergency plans necessary to county government's accomplishing essential emergency management phases of mitigation, preparedness, response and recovery;
- advising and assisting Mayes County officials in obtaining and using military support to civil authority.

Mayes County Ambulance Service

The role and responsibilities of the local Emergency Medical Services include:

- responding to calls for emergency medical care to all of Mayes County and pursuant to mutual aid agreements with other jurisdictions;
- offering safety programs to the public;
- providing personnel and equipment to assist in the rapid dissemination of warnings and emergency;
- providing the use of available resources required to conduct search and rescue;

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

- reporting damages of department facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- providing representatives to the Emergency Operations Center as required;
- collecting information and compiling data for operational reports necessary to emergency;
- supporting response and recovery activities;
- returning department activities to normal levels unless involved with recovery activities.

Mayes County Sheriff Office

The role and responsibilities of the Mayes County Sheriff Office includes:

- coordinating crime prevention and detection programs and the apprehension of criminals;
- providing efficient service to the public through crowd and traffic control, emergency aid and safety programs;
- preventing and controlling civil disorder;
- providing security to the Mayes County EOC, shelters, food and water distribution staging areas, and transportation, as needed;
- providing personnel and equipment to assist in the rapid dissemination of warnings and emergency;
- providing the use of available resources required to conduct search and rescue;
- reporting damages of department facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- providing representatives to the Emergency Operations Center as required;
- collecting information and compiling data for operational reports necessary to emergency;
- supporting response and recovery activities;
- returning department activities to normal levels unless involved with recovery activities.

E911 Dispatch

The role and responsibilities of the Mayes County E911 Dispatch includes:

- working with appropriate telephone companies to assure high quality and continuous operation of the 911 system, and the timely restoration of 911 services in the event of service;
- reporting damages of department facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- providing representatives to the Emergency Operations Center as required;
- collecting information and compiling data for operational reports necessary to emergency;
- supporting response and recovery activities;

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Mayes County Road / Street Department

The role and responsibilities of the Mayes County Road Department includes:

- assessing damage, blockage, debris (including ice and snow) removal and determines clearance strategies;
- closing flooded and damaged roadways;
- providing repairs to damaged roadways;
- providing personnel and equipment to assist in the rapid dissemination of warnings and emergency;
- reporting damages of department facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- providing representatives to the Emergency Operations Center as required;
- collecting information and compiling data for operational reports necessary to emergency;
- supporting response and recovery activities;
- returning department activities to normal levels unless involved with recovery activities.

Mayes County / City Attorney

The role and responsibilities of the Mayes County Attorney includes:

- advising Mayes County government officials on legal matters relating to emergency management authority and responsibility;
- representing Mayes County government in all criminal and civil proceedings in which it may be a party, as a result of emergency planning and operations;
- reporting damages of department facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- providing a representative to the Emergency operations Center when required;
- providing public information officers or support as required;
- collecting information and compiling data for operational reports necessary to emergency operations;
- supporting response and recovery activities;
- returning department activities to normal levels unless involved with recovery activities.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Mayes County Treasurer / Finance Officer

The role and responsibilities of the Mayes County Treasurer/Finance Officer includes:

- providing assistance in the preparation of Mayes County government emergency operating reports by providing budgetary, fiscal and program development analysis and data relevant to emergency operations and management provided by Mayes County government;
- reporting damages of department facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- providing representatives to the Mayes County Emergency Operations Center as required;
- providing public information officers or support personnel as required;
- assisting in collecting information and compiling data for operational reports necessary to emergency resources;
- returning department activities to normal levels unless involved with recovery activities;
- providing assistance in emergency financial management;
- providing assistance in the preparation of Mayes County government emergency financial reports;
- providing for the receipt, disbursement and accounting of federal and other funds provided to Mayes County government for emergency welfare services;
- providing emergency procedures for purchasing of equipment and supplies needed by all county Departments and other outside governmental agencies required to provide county government emergency services;
- planning for and developing procedures to manage disaster procurement operations and staging areas as part of the EOC Logistics Section;
- providing representatives to the Mayes County Emergency Operations Center as required;
- collecting information and compiling data for operational reports necessary to emergency operations;
- supporting response and recovery activities;

Mayes County Clerk

The role and responsibilities of the Mayes County Clerk includes:

- establishing and making available services to Mayes County agencies for the protection of Vital Records;
- consulting with agencies regarding the management of Vital records;
- reporting damages of department facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- providing agencies with guidelines for recovery of records after an emergency;

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

- assisting agencies in the recovery of damaged records after an emergency when feasible;
- providing resources for elections as soon as is feasible.
- collecting information and compiling data for operational reports necessary to emergency operations;
- supporting response and recovery activities;
- returning office activities to normal levels unless involved with recovery.
- returning office activities to normal levels unless involved with recovery.

9.3.3 City Government

The role and responsibilities of the City government includes:

- providing for continuity of city government in order to continue legislative duties;
- passing ordinances and motions pursuant to emergency proclamations;
- appropriating revenue and expenditures as needed for disaster mitigation, preparedness, response and recovery
- conducting public meetings and actions to assist in reassuring and informing the public, and identifying public needs;
- auditing of the emergency financial operations of city government and emergency performance audits;
- assisting in public information and the dissemination of emergency information through city offices, coordinated with the Emergency Operations Center and Public Information Officers of affected jurisdictions;
- directing citizen's requests for assistance to appropriate governmental agencies;
- providing public information officers or support personnel as required;
- collecting information and compiling data for operational reports necessary to emergency operations;
- re-establishing city operations;
- providing resources (supplies, equipment, services, personnel), as coordinated through the EOC;
- supporting response and recovery activities.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Police Department

The role and responsibilities of the Police Department includes:

- coordinating crime prevention and detection programs and the apprehension of criminals;
- providing efficient service to the public through crowd and traffic control, emergency aid and safety programs;
- preventing and controlling civil disorder;
- providing security to the Mayes County EOC, shelters, food and water distribution staging areas, and transportation, as needed;
- providing personnel and equipment to assist in the rapid dissemination of warnings and emergency;
- providing the use of available resources required to conduct search and rescue;
- reporting damages of department facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- providing representatives to the Emergency Operations Center as required;
- assisting in collecting information and compiling data for operational reports necessary to emergency;
- supporting response and recovery activities;
- returning department activities to normal levels unless involved with recovery activities.

Public Works Department

The role and responsibilities of the Public Works Department includes:

- assessing damage, blockage, debris (including ice and snow) removal and determines clearance strategies;
- closing flooded and damaged roadways;
- providing repairs to damaged roadways;
- providing personnel and equipment to assist in the rapid dissemination of warnings and emergency;
- reporting damages of department facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- providing representatives to the Emergency Operations Center as required;
- assisting in collecting information and compiling data for operational reports necessary to emergency;
- supporting response and recovery activities;
- returning department activities to normal levels unless involved with recovery activities.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Treasurer / Finance Officer

The role and responsibilities of the Treasurer/Finance Officer includes:

- providing assistance in the preparation of Mayes city government emergency operating reports by providing budgetary, fiscal and program development analysis and data relevant to emergency operations and management provided by city government;
- reporting damages of department facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- providing representatives to the Mayes County Emergency Operations Center as required;
- providing public information officers or support personnel as required;
- collecting information and compiling data for operational reports necessary to emergency resources;
- supporting response and recovery activities;
- returning department activities to normal levels unless involved with recovery activities;
- providing assistance in emergency financial management;
- providing assistance in the preparation of city government emergency financial reports;
- providing for the receipt, disbursement and accounting of federal and other funds provided to city government for emergency welfare services;
- providing emergency procedures for purchasing of equipment and supplies needed by all city Departments and other outside governmental agencies required to provide city government emergency services;
- developing procedures to manage disaster procurement operations and staging areas as part of the EOC Logistics Section;

City Clerk

The role and responsibilities of the Treasurer/Finance Officer includes:

- establishing and making services available to city agencies for the protection of vital Records;
- consulting with agencies regarding the management of vital records;
- providing agencies with guidelines for recovery of city records after an emergency;
- providing assistance to agencies in the recovery of damaged city records after an emergency when feasible.

9.3.4 Fire Protection

City and Town Fire Departments

The role and responsibilities of the City of Pryor, Town of Locust grove, Town of Chouteau, Town of Salina, Town of Adair, Town of Langley, Town of Disney, Town of Spavinaw Fire District includes:

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

- responding to and providing fire protection/suppression and rescue operations to the district and pursuant to mutual aid agreements;
- responding trained and certified personnel to EMS runs pursuant to protocol;
- offering safety programs to the public;
- providing personnel and equipment to assist in the rapid dissemination of warnings and emergency;
- providing the use of available resources required to conduct search and rescue;
- reporting damages of department facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- providing representatives to the Emergency Operations Center as required;
- assisting in collecting information and compiling data for operational reports necessary to emergency;
- supporting response and recovery activities;
- returning department activities to normal levels unless involved with recovery activities.

Mayes County Fire District, title 18

The role and responsibilities of the Osage, Diamondhead/Lone Chapel, Cabin Creek, Strang, and Chimney Rock Fire District includes:

- responding to and providing fire protection/suppression and rescue operations to the district and pursuant to mutual aid agreements;
- responding trained and certified personnel to EMS runs pursuant to protocol;
- offering safety programs to the public;
- providing personnel and equipment to assist in the rapid dissemination of warnings and emergency;
- providing the use of available resources required to conduct search and rescue;
- reporting damages of department facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- providing representatives to the Emergency Operations Center as required;
- assisting in collecting information and compiling data for operational reports necessary to emergency;
- supporting response and recovery activities;
- returning department activities to normal levels unless involved with recovery activities.
-

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Mayes County Assessor's Office

The role and responsibilities of the Mayes County Assessor's Office includes:

- assessing property damage and provide assessments to the Mayes County Commissioners and the Mayes County Emergency Operations Center (EOC);
- providing information to Mayes County Emergency Management Agency for damage assessment reports;
- assisting in the preparation of public information on property damage;
- providing department resources (supplies, equipment, services, personnel), as coordinated through the Mayes County EOC;
- reporting damages of department facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- supporting response and recovery activities;
- returning department activities to normal levels as soon as possible unless involved with recovery activities;
- providing representatives to the Emergency Operations Center when required;
- providing public information officers or support personnel as required;
- assisting in collecting information and compiling data for operational reports necessary to emergency operations.

Mayes County Health Department

The role and responsibilities of the County Health Department include:

- coordinating and providing emergency health services, including communicable disease control; immunizations; quarantine procedures;
- providing staff and resources as the lead agency in Mayes County for Bio-Terrorism planning, response, recovery and mitigation;
- coordinating and providing environmental health services, including inspections for water and food contamination; vector control; inspections of temporary emergency housing and schools for proper sanitation; and disposal of disaster related solid waste;
- conducting public information and education programs on emergency health treatment, prevention and control;
- reporting damages to facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- supporting response and recovery activities;
- returning department activities to normal levels as soon as possible unless involved with recovery activities;
- providing representatives to the Emergency Operations Center when required;

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

- providing public information officers or support personnel as required;
- collecting information and compiling data for operational reports necessary to emergency operations.

Municipal Water and Sewer

The role and responsibilities of Mayes Municipal Water and Sewer include:

- assessing damages to water service;
- reporting damages to facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- keeping the Mayes County EOC apprised of emergency repair and restoration of water and sewer service;
- supporting response and recovery activities;
- returning department activities to normal levels as soon as possible unless involved with recovery activities;
- providing representatives to the Emergency Operations Center when required;
- providing public information officers or support personnel as required;
- collecting information and compiling data for operational reports necessary to emergency operations.

Mayes Rural Water District

The role and responsibilities of Mayes Water District includes:

- assessing damages to water and sewer service in Mayes County;
- reporting damages to facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- keeping the Mayes County EOC apprised of emergency repair and restoration of water and sewer service;
- supporting response and recovery activities;
- returning department activities to normal levels as soon as possible unless involved with recovery activities;
- providing representatives to the Emergency Operations Center when required;
- providing public information officers or support personnel as required;
- collecting information and compiling data for operational reports

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

City Utilities

The role and responsibilities of City Utilities includes:

- assessing damages to electrical and gas service;
- reporting damages to facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- keeping the Mayes County EOC apprised of emergency repair and restoration of electrical and gas service;
- supporting response and recovery activities;
- returning department activities to normal levels as soon as possible unless involved with recovery activities;
- providing representatives to the Emergency Operations Center when required;
- providing public information officers or support personnel as required;
- collecting information and compiling data for operational reports necessary to emergency operations.

Rural Electric Cooperative, PSO, Lake Region, GRDA and KAMO

The role and responsibilities of the Rural Electric Coop includes:

- assessing damages to electrical service in Mayes County;
- keeping the Mayes County EOC apprised of emergency repair and restoration of electrical service;
- reporting damages to facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- supporting response and recovery activities;
- returning department activities to normal levels as soon as possible unless involved with recovery activities;
- providing representatives to the Emergency Operations Center when required;
- providing public information officers or support personnel as required;
- collecting information and compiling data for operational reports necessary to emergency operations.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

ONG

The role and responsibilities of Oklahoma Natural Gas includes:

- assessing damages to natural gas service in Mayes County;
- reporting damages to facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- keeping the Mayes County EOC apprised of emergency repair and restoration of natural gas service;
- supporting response and recovery activities;
- returning department activities to normal levels as soon as possible unless involved with recovery activities;
- providing representatives to the Emergency Operations Center when required;
- providing public information officers or support personnel as required;
- collecting information and compiling data for operational reports necessary emergency operations

SCHOOL DISTRICT

The roll and responsibilities of the School Districts in Mayes County includes:

- Manage emergencies and disasters that affect the school district according to the schools emergency operations plan.
- Report damages to the facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- Report special needs of the district that would require assistance from the County/ City to the Emergency Operations Center;
- Provide assistance with transportation of citizens, if needed, with the schools bus system.
- Provide public information officer or support personnel as needed.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

HOSPITAL

The roll and responsibilities of the Hillcrest Pryor includes:

- Manage emergencies and disasters that affect the hospital according to the hospitals emergency operations plan.
- Report damages to the facilities, equipment, or resources to the Mayes County Emergency Operations Center;
- Report special needs of the hospital that would require assistance from the County/ City to the Emergency Operations Center;
- Provide public information officer or support personnel as needed.

REDCROSS

The roll and responsibilities of the American Redcross includes;

- Facilitating shelter operations during major emergencies and disasters;
- Provide representation to the Emergency Operations Center when requested;
- Assist homeowners after loss due to fire or other disaster

SALVATION ARMY

The roles and responsibilities of the Salvation Army includes;

- Assist in shelter operations during major emergencies and disasters;
- Provide representation to the Emergency Operations Center when requested;
- Responsible for assistance services including shelter, hot meals, and other emergency services

PELIVAN TRANSIT

- Assist in evacuations of residents in the event of a disaster
- Provide representation to the Emergency Operations Center when requested

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

▪ **Appendix A: Acronyms and Abbreviations**

AAR	After-Action Report
ADD	Area Development District
AFB	Air Force Base
AM	Area Manager
AMS	Aerial Measuring System
ANSIR	Awareness of National Security Issues and Response Program
AOC	Administrative Offices of the Courts
APHIS	Animal and Plant Health Inspection Services
ARAC	Atmospheric Release Advisory Capability
ARC	American Red Cross
ARES	Amateur Radio Emergency Service
ARG	Accident Response Group
ARS	Agriculture Research Service
ATC	Air Traffic Control
ATSD(CS)	Assistant to the Secretary of Defense for Civil Support
BDC	Bomb Data Center
CAP	Civil Air Patrol; also Corrective Action Program
CATS	Consequence Assessment Tool Set
C/B	Chemical/Biological
CBIAC	Chemical and Biological Defense Information and Analysis Center
CBRNE	Chemical, Biological, Radiological, Nuclear, and Explosive
CDC	Centers for Disease Control and Prevention
CDRG	Catastrophic Disaster Response Group
CEPPO	Chemical Emergency Preparedness and Prevention Office
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

CERT	Civil Emergency Response Team
CFR	Code of Federal Regulations
CHEMTREC	Chemical Transportation Emergency Center
CHFS	Cabinet for Health and Family Services
CHPPM	Center for Health Promotion and Preventive Medicine
CIAO	Critical Infrastructure Assurance Office
CIRG	Critical Incident Response Group
CM	Consequence Management
CMU	Crisis Management Unit (CIRG)
COG	Continuity of Government; also Council of Governments
COOP	Continuity of Operations
CPG	Civil Preparedness Guide
CRU	Crisis Response Unit
CSEPP	Chemical Stockpile Emergency Preparedness Program
CST	Civil Support Teams
CW / CBD	Chemical Warfare/Contraband Detection
DECON	Decontamination
DEP	Department of Environmental Protection
DEST	Domestic Emergency Support Team
DFO	Disaster Field Office
DHHS	Department of Health and Human Services
DHS	Department of Homeland Security
DIM	Dead, Injured, Missing
DMA	Department of Military Affairs
DMAT	Disaster Medical Assistance Team
DMORT	Disaster Mortuary Operational Response Team
DMCR	Disaster Management Central Resource
DO	Duty Officer

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

DOD	Department of Defense
DOE	Department of Energy
DOJ	Department of Justice
DOT	Department of Transportation
DPP	Domestic Preparedness Program
DRC	Disaster Recovery Center
DTCTPS	Domestic Terrorism/Counter Terrorism Planning Section (FBI HQ)
DWI	Disaster Welfare Inquiry System
EAS	Emergency Alert System
ECBC	Edgewood Chemical Biological Center (formerly SBCCOM)
EHS	Extremely Hazardous Substance
EMA	Emergency Management Agency
EMAC	Emergency Management Assistance Compact
EM	Emergency Management
EMI	Emergency Management Institute
EMS	Emergency Medical Services
EO	Executive Order
EOC	Emergency Operations Center
EOD	Explosive Ordnance Disposal
EOP	Emergency Operations Plan
EPA	U.S. Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
EPI	Emergency Public Information
EPPC	Environmental and Public Protection Cabinet
ERG	Emergency Response Guide
ERT	Emergency Response Team/Environmental Response Team
ERT-A	Emergency Response Team - Advance Element
ESF	Emergency Support Function

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

EST	Emergency Support Team
EU	Explosives Unit
FAD	Foreign Animal Disease
FBI	Federal Bureau of Investigation
FCC	Federal Communications Commission
FCO	Federal Coordinating Officer
FEMA	Federal Emergency Management Agency
FNF	Fixed Nuclear Facility
FNS	Food and Nutrition Service
FOC	Field Operations Center
FOG	Field Operating Guide
FRERP	Federal Radiological Emergency Response Plan
FRMAC	Federal Radiological Monitoring and Assessment Center
FS	Forest Service
GAR	Governors Authorized Representative
GIS	Geographical Information Systems
HA	Hazard Analysis
HazMat	Hazardous Material(s)
HEPA	High-Efficiency Particulate Air
HMRU	Hazardous Materials Response Unit
IA	Individual Assistance
IAP	Incident Action Plan
IC	Incident Commander
ICC	Incident Command Center
ICP	Incident Command Post

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

ICS	Incident Command System
IMS	Incident Management System
IMT	Incident Management Team
IND	Improvised Nuclear Device
IST	Incident Support Team
IT	Information Technology
JCAHO	Joint Commission on Accreditation of Healthcare Organizations
JFO	Joint Field Office
JIC	Joint Information Center
JIS	Joint Information System
JOC	Joint Operations Center
JTF-CS	Joint Task Force for Civil Support
OAR	Oklahoma Administrative Regulations
OCCRB	Oklahoma Community Crisis Response Board
OEWS	Oklahoma Emergency Warning System
ORS	Oklahoma Revised Statutes
OEM	Oklahoma Emergency Management
ODOT	Oklahoma Department of Transportation
LEO	Law Enforcement Officer
LNO	Liaison Officer
LO	Logistics Officer
MA	Mutual Aid
MAA	Mutual Aid Agreement
MHz	Megahertz

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

MMRS	Metropolitan Medical Response System
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MSCA	Military Support to Civil Authorities
MSR	Major Supply Route
NAP	Nuclear Assessment Program
NAWAS	National Warning System
NBC	Nuclear, Biological, and Chemical
NCP	National Contingency Plan
NDMS	National Disaster Medical System
NEST	Nuclear Emergency Search Team
NETC	National Emergency Training Center
NFA	National Fire Academy
NFIP	National Flood Insurance Program
NHC	National Hurricane Center
NIMS	National Incident Management System
NIPC	National Infrastructure Protection Center
NMRT	National Medical Response Team
NOAA	National Oceanic and Atmospheric Administration
NRC	National Response Center or Nuclear Regulatory Commission
NRF	National Response Framework
NRP	National Response Plan
NRT	National Response Team
NSC	National Security Council
NTIS	National Technical Information Service
NWS	National Weather Service
ODP	Office for Domestic Preparedness (DHS)

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

OIG	Office of the Inspector General (USDA)
OSC	On-Scene Commander
OSFM	Office of State Fire Marshall
OSHA	Occupational Safety & Health Administration
PA	Public Assistance
PAZ	Protective Action Zone
PDA	Preliminary Damage Assessment
PDD	Presidential Decision Directive
PHS	Public Health Service
PIO	Public Information Officer
PL	Public Law
POC	Point of Contact
POD	Point of Distribution
PPE	Personal Protective Equipment
PSA	Public Service Announcement
PUC	Public Utilities Commission
RACES	Radio Amateur Civil Emergency Services
RAP	Radiological Assistance Program
RCRA	Research Conservation and Recovery Act
RDD	Radiological Dispersion Device
REACT	Radio Emergency Assistance Communications Team
REAC / TS	Radiation Emergency Assistance Center - Training Site
RERP	Radiological Emergency Response Plan
RNAT	Rapid Needs Assessment Team
ROC	Regional Operations Center
RQ	Reportable Quantity
RRIS	Rapid Response Information System (FEMA)

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

RRT	Regional Response Team; also Rapid Response Team
RSA	Revised Statutes Annotated
SA	Staging Area
SAC	Special Agent in Charge (FBI)
SAR	Search and Rescue
SARA	Superfund Amendments and Reauthorization Act of 1986 (also known as EPCRA)
SBA	Small Business Association
SBCCOM	Soldier and Biological Chemical Command (U.S. Army) (now known as ECBC)
SCBA	Self-Contained Breathing Apparatus
SCO	State Coordinating Officer
SCUBA	Self-Contained Underwater Breathing Apparatus
SEB	State Emergency Board
SEOC	State Emergency Operations Center
SERC	State Emergency Response Commission
SERT	State Emergency Response Team
SIOC	Strategic Information and Operations Center (FBI HQ)
SITREP	Situation Report (Also SitRep)
SLG	State and Local Guide
SO	Safety Officer
SOG	Standard Operating Guide
SOP	Standard Operating Procedure
SP	State Police
SWP	State Warning Point
TPQ	Threshold Planning Quantity

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

UC	Unified Command
UCS	Unified Command System
UHF	Ultra High Frequency
USDA	United States Department of Agriculture
US&R	Urban Search and Rescue
VA	Department of Veterans Affairs
VHF	Very High Frequency
VS	Veterinary Services
WMD	Weapon(s) of Mass Destruction
WMD-CST	WMD Civil Support Team
WS	Wildlife Services

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Appendix B: Terms and Definitions

Aerosol - Fine liquid or solid particles suspended in a gas, for example, fog, or smoke.

After Action Review - An After Action Review (AAR) is a learning tool intended for the evaluation of an incident or project in order to improve performance by sustaining strengths and correcting weaknesses. An AAR is performed as immediately after the event as possible by the personnel involved. An AAR should encourage input from participants that is focused on (1) what was planned, (2) what actually happened, (3) why it happened, and (4) what can be done in the future. It is a tool that leaders and units can use to get maximum benefit from the experience gained on any incident or project.

Agency - A division of government with a specific function offering a particular kind of assistance.

Agency Representative - A person assigned by a primary, assisting, or cooperating government agency or private entity that has been delegated authority to make decisions affecting that agency's or organization's participation in incident management activities following appropriate consultation with the leadership of that agency.

Amateur Radio - A service of radio communications, performed by persons interested in the radio art solely for personal gain and without pecuniary interest. Operates in the public interest, convenience or necessity, therefore is available for use in emergency situations.

Area Command - An organization established (1) to oversee the management of multiple incidents that are each being handled by an ICS organization or (2) to oversee the management of large or multiple incidents to which several Incident Management Teams have been assigned. Area Command has the responsibility to set overall strategy and priorities, allocate critical resources according to priorities, ensure that incidents are properly managed, and ensure that objectives are met and strategies followed. Area Command becomes Unified Area Command when incidents are multijurisdictional. Area Command may be established at an emergency operations center facility or at some location other than an incident command post.

Biological Agents - Living organisms or the materials derived from them that cause disease in or harm to humans, animals, or plants or cause deterioration of material. Biological agents may be used as liquid droplets, aerosols, or dry powders.

Branch - The organizational level having functional or geographical responsibility for major aspects of incident operations. A branch is organizationally situated between the section and the division or group in the Operations Section, and between the section and units in the Logistics Section. Branches are identified by the use of Roman numerals or by functional area.

Catastrophic Disaster - For the purposes of this plan, a catastrophic disaster is defined as an event that results in large numbers of deaths and injuries; causes extensive damage or destruction to facilities that provide and sustain human needs; produces an overwhelming demand on State and local response resources and mechanisms; causes a severe long term effect on general economic activity; and severely affects State, local, and private sector capabilities to begin and sustain response activities.

CERCLA Hazardous Substance - A Superfund Hazardous Substance listed in Table 302.4 of 40 CFR Part 302.4, which mandates facilities to comply with specific release notification requirements under CERCLA and Title III. (Reportable Quantity Chemicals).

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Chain of Command - A series of command, control, executive, or management positions in hierarchical order of authority.

Chemical Agent - A chemical substance that is intended to kill, seriously injure, or incapacitate people through physiological effects. Generally separated by severity of effect: lethal, blister, and incapacitating.

Chemical Transportation Emergency Center (CHEMTREC) - A chemical information center provided by the Federal Government as a source of first response advice in substance/chemical spills. CHEMTREC can usually put those on scene at an emergency in touch with the product shippers.

Chief - The ICS title for individuals responsible for management of function sections: Operations, Planning, Logistics, and Finance/Administration.

Civil Air Patrol (CAP) - A civilian auxiliary of the United States Air Force. The CAP provides volunteer pilots, aircraft, communications and ground personnel for emergency use in search and rescue, messenger service, light transport flights, airborne communications, ground search and reconnaissance support.

Civil Disturbance - The degeneration of a law-abiding group into an unruly, unmanageable and law challenging mob.

Civil Preparedness Guide (CPG) - A FEMA Publication that provides guidance to State and Local Emergency Preparedness Directors and others with emergency responsibilities.

Command Staff - In an incident management organization, the Command Staff consists of the Incident Command and the special staff positions of Public Information Officer, Safety Officer Liaison Officer, and other positions as required, who report directly to the Incident Commander. They may have an assistant or assistants, as needed.

Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) - Legislation (PL 96-510) covering hazardous substance releases into the environment and the cleanup of inactive hazardous waste disposal sites. CERCLA established the "Superfund" to provide resources for these cleanups. Amended and extended by SARA. (See CERCLA).

Consequence Management - Measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses, and individuals affected by the consequences of terrorism. State and local governments exercise primary authority to respond to the consequences of terrorism (Source: Federal Response Plan [FRP] Terrorism Incident Annex, page TI-2, April 1999). The Federal Emergency Management Agency (FEMA) has been designated the lead agency for consequence management to ensure that the FRP is adequate to respond to terrorism. Additionally, FEMA supports the Federal Bureau of Investigation (FBI) in crisis management.

Continuity of Government (COG) - Efforts to maintain the governmental body and identify emergency delegation of authority in accordance with applicable laws, during emergencies or disasters. COG planning ensures continued line of governmental authority and responsibility.

Continuity of Operations (COOP) - Efforts in which individual departments and agencies ensure the continuance of essential functions/services during emergencies or disasters. COOP also includes activities involved with relocation to alternate facilities.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Continuity of Operations (COOP) Plan - A contingency plan that provides for the deliberate and planned deployment of pre-identified and trained personnel, equipment and supplies to a specific emergency relocation site and/or the transfer of essential functions to another department, agency or organization.

Crisis Management - This is the law enforcement aspect of an incident that involves measures to identify, acquire, and plan the resources needed to anticipate, prevent, and/or resolve a threat of terrorism. The FBI is the lead agency for crisis management for such an incident. (Source: FBI) During crisis management, the FBI coordinates closely with local law enforcement authorities to provide successful law enforcement resolution to the incident. The FBI also coordinates with other Federal authorities, including FEMA (Source: Federal Response Plan Terrorism Incident Annex, April 1999.)

Critical Incident Stress Debriefing Team (CISD) - CISD is counseling and educational group process designed specifically for emergency response workers to mitigate the impact of a critical incident on personnel and to accelerate recovery in normal people experiencing normal reactions to very abnormal events.

Cyber-terrorism - Malicious conduct in cyberspace to commit or threaten to commit acts dangerous to human life, or against a nation's critical infrastructures, such as energy, transportation, or government operations in order to intimidate or coerce a government or civilian population, or any sequence thereof, in furtherance of political or social objectives.

Dam Failure - Full or partial collapse of a dam constructed to hold back large volumes of water.

Damage Assessment (DA) - The conduct of on the scene surveys following any disaster to determine the amount of loss or damage caused by the incident. Extent of damage is assessed in all types of disasters such as flash flood, tornado, winter storm, hurricane, nuclear power incident, and chemical explosion.

Decontamination - The process of making people, objects, or areas safe by absorbing, destroying, neutralizing, making harmless, or removing the hazardous material.

Deputy - A fully qualified individual who, in the absence of a superior, can be delegated the authority to manage a functional operation or perform a specific task.

Disaster - An event that creates an inability to provide critical functions/services for a significant period of time. Normally this is a widespread event causing destruction and distress; however, while this may include a large-scale event, as in a "natural disaster", a localized event may present sufficient impact to a jurisdiction to be classified as a disaster.

Disaster Field Office (DFO) - The office established in or near the designated area to support Federal and State response operations.

Disaster Medical Assistance Team (DMAT) - Team from The Office of the Assistant Secretary for U.S. Health/Office of Emergency Preparedness - National Disaster Medical Assistance (OASH/OEP-NDMS), that assists in providing care for the ill and injured victims at the site of a disaster or emergency.

Disaster Mortuary Operational Response Team (DMORT) - Is a federalized team of private citizens associated with the National Foundation for Mortuary Care, that respond under ESF-8, Health and Medical Services through FEMA. The DMORT is responsible for maintaining temporary morgues,

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

victim identification and processing, preparing, and disposing of remains. DMORT also provides technical assistance and personnel to recover, identify, and process deceased victims.

Disaster Recovery Center (DRC) - A center established in or near a disaster area to provide information and/or deliver assistance to disaster victims. DRCs are established when a Presidential Disaster Declaration is issued. Local, State, and Federal agencies will staff the DRC (i.e., social services, State public health, and the IRS).

Disaster Welfare Inquiry (DWI) System - System set up by the American Red Cross to collect, receive, and report information about the status of victims and assist the family with reunification within the disaster area.

Distribution Centers - Facilities operated by local governments, local churches, community-based organizations, and voluntary agencies for providing donated goods directly to disaster victims.

Division - The partition of an incident into geographical areas of operation. A division is located within the ICS organization between the branch and resources in the Operations Section.

Donations Coordination Center - An area designated for the coordination of goods, services, and volunteers. The Donations Manager/Coordinator, the Volunteer Coordinator, State Donations/Volunteer Coordinator, and representatives of participating volunteer agencies will operate from this center. In the event of a declared disaster, the FEMA Donations/Volunteer Coordinator may also operate from this center.

Donations Coordinator/Manager - The person designated by the Director of Emergency Management who will coordinate the donations effort. This person will oversee the phone bank, Donations Coordination Center and coordinate efforts of the reception and distribution center(s).

Duty Officer - Refers to the individual(s) who staff the 24-hour operations desk at the State Emergency Operations Center located at Boone National Guard Center in Frankfort, Oklahoma. These individuals receive incident reports and contact the appropriate personnel to respond if necessary. The Duty Officer maintains a log of all calls received and assigns a specific number to each incident.

Emergency - An unexpected situation or event, which places life and/or property in danger and requires an immediate response to protect life and property. Any occasion or instance in which the Governor determines that State assistance is needed to supplement local response efforts and capabilities to save lives and protect property and public health and safety, or to lessen or avert the threat or impact of a catastrophe in any part of the State.

Emergency Alert System (EAS) - A voluntary network of broadcast stations and Inter-connecting facilities, which have been authorized by the Federal Communications Commission (FCC) to disseminate information during an emergency, as provided by the Emergency Alert System plan. EAS is made up of AM, FM, and TV Broadcast Stations and non-governmental electronic communications operating in a voluntary organized manner during natural/man-made emergencies or disasters at National, State or local levels.

Emergency Management (EM) - A system of organized analysis, planning, decision-making, assignment, and coordination of available resources for the mitigation of preparedness for, response to or recovery from major community-wide emergencies. Refer to local and State emergency legislation.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Emergency Management Director/Coordinator - The individual who is directly responsible on a day-to-day basis for the jurisdiction's effort to develop a capability for coordinated response and recovery from the effects of disaster.

Emergency Medical Services (EMS) - Local medical response teams, usually rescue squads or local ambulance services, which provide medical services during a disaster.

Emergency Operations Center (EOC) - A protected site from which government officials and emergency response personnel exercise direction and control in an emergency. The Emergency Communications Center (ECC) is normally an essential part of the EOC.

Emergency Operations Plan (EOP) - An all-hazards document, which briefly, clearly, and concisely specifies actions to be taken or instructions to be given in the event of natural disasters, technological accidents, or nuclear attack. The plan identifies authorities, relationships, and the coordinated actions to be taken based on predetermined assumptions, objectives, and existing capabilities.

Emergency Public Information (EPI) - Information disseminated to the public primarily in anticipation of an emergency, or at the actual time of an emergency as a means of warning the public of impending danger and/or to provide instruction as to emergency preparedness action to be taken.

Emergency Response Team (ERT) - FEMA group, composed of a headquarters element and a regional element that is deployed by the Director, FEMA, to the scene of an extraordinary situation to coordinate the overall Federal response.

Emergency Support Function (ESF) - A functional area of response activity established to facilitate the delivery of State or Federal assistance required during the immediate response phase of a disaster to save lives, protect property and public health, and to maintain public safety.

Environment - Water, air, and land, and the interrelationship, which exists among and between them and all living things.

Evacuation - Relocation of civilian population to safe areas when disaster, emergencies, or threats thereof necessitate such action.

Exercise - Maneuver or simulated emergency condition involving planning, preparation, and execution; carried out for the purpose of testing, evaluating, planning, developing, training, and/or demonstrating emergency management systems and individual components and capabilities, to identify areas of strength and weakness for improvement of emergency plan (EOP).

Extremely Hazardous Substance (EHS) - 366 "acutely toxic" chemicals on the Environmental Protection Agency's (EPA) list of extremely hazardous substances listed in the in 40 CFR 355 Appendix A. Since the requirement for this list is contained in Section 302 of the Emergency Protection and Community Right to Know Act (EPCRA), these chemicals are also known as 302 chemicals. The list and additional information about each chemical can be obtained by contacting the EPA. A copy of the list is provided in Appendix E-3 to this ESF.

Event - A planned, non-emergency activity. ICS can be used as the management system for a wide range of events, e.g., parades, concerts, or sporting events.

Facility - As defined by section 101 of CERCLA, means any building, structure, installation, equipment pipe or pipeline (including any pipe into a sewer or publicly-owned treatment works), well, pit, pond, lagoon, impoundment, ditch, landfill, storage container, motor vehicle, rolling stock, or aircraft, or any site or area where a hazardous substance has been deposited, stored, disposed of, or placed, or

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

otherwise come to be located; but does not include any consumer product in consumer use or any vessel. For the purpose of the emergency release notification, the term includes motor vehicles, rolling stock, and aircraft.

Federal Coordinating Officer (FCO) - The senior Federal official appointed in accordance with P.L. 93-288, to coordinate the overall Federal response and recovery activities.

Federal Response Plan (FRP) - The FRP establishes a process and structure for the systematic, coordinated, and effective delivery of Federal assistance to address the consequences of any major disaster or emergency declared under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended (42 U.S. Code [USC] et seq.). The FRP Terrorism Incident Annex defines the organizational structures used to coordinate crisis management with consequence management (Source: FRP Terrorism Incident Annex, April 1999).

Fixed Nuclear Facility (FNF) - Nuclear power plants, reactor fuel fabrication, or processing plants, test and research reactors or any other facility using or producing large quantities of radioactive material.

Function - Function refers to the five major activities in ICS: Command, Operations, Planning, Logistics, and Finance/Administration.

Functional Areas of Responsibility - Numerous ESFs are tasked with the responsibility of providing a variety of essential services/functions during emergencies/ disasters in support of local response operations. Each of the ESFs should identify those areas of responsibility within their portion of the State/Local EOP. The ESFs should identify the services/functions provided (e.g., traffic control, disaster relief services), and the department/agency responsible for providing those services/functions, and the primary tasks/activities associated with the particular service/function (e.g., coordinate the provision of temporary housing assistance). If an ESF/Functional Area or Group has developed a team structure to provide those services, the team(s) should be identified. However, the composition and specific of the team(s) should be addressed in an SOP/SOG for each essential service/function identified. Any specialized teams (i.e., Search and Rescue teams, EOD, etc.) are to be addressed in the section of the ESF/Functional Area or Group component labeled Specialized Units/Teams.

General Staff - A group of incident management personnel organized according to function and reporting to the Incident Commander. The General Staff normally consists of the Operations Section Chief, Planning Section Chief, Logistics Section Chief, and Finance/Administration Section Chief.

Governors Authorized Representative (GAR) - The representative (usually the Director of Emergency Management) of the Governor who coordinates the State response and recovery activities with those of the Federal Government.

Governor's Designated Representative - In terms of the Oklahoma Radiation Health Branch, the individual(s) to whom conveyors of radioactive material across the State that is required to be tracked by satellite or both tracked and escorted by the Radiation Health Team must report their presence in the State. A contact list for this individual(s) is provided to the Duty Officer in the State Emergency Operations Center.

Group - Established to divide the incident management structure into functional areas of operation.

Hazard - Any situation that has the potential for causing damage to life, property, and the environment.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Hazard Analysis - A process used by emergency managers to identify and analyze crisis potential and consequences.

Hazardous Material (HazMat) - A substance or material, which may pose an unreasonable risk to safety, health, or property. HazMat may be chemical, biological, etiologic (infectious materials), radiological or explosive in nature.

Hazardous Materials Incident - The unplanned release or potential release of a hazardous material to the environment.

Hazardous Waste - Materials declared by the U.S. Environmental Protection Agency (EPA) to be toxic, corrosive, ignitable, or chemically reactive.

Incident - An occurrence or event, natural or human-caused, which requires an emergency response to protect life or property.

Incident Action Plan - The plan that is usually prepared at the beginning of each operational period that contains general control objectives reflecting the overall operational strategy and specific action plans for the next operational period.

Incident Command Post - The location where primary command functions are made. May be the Emergency Operations Center (EOC), Disaster Field Office (DFO), or Logistical Staging area. As command transfers, so does the Incident Command Post (ICP).

Incident Command Staff - Members of the Incident Command System including the Safety Officer, Liaison Officer, Operations Section Chief, and Public Information Officer who report directly to the Incident Commander. Members of the Command Staff may have assistants.

Incident Command System (ICS) - A combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure with responsibility for management of assigned resources to effectively direct and control the response to an incident. The structure can be expanded, as situation requires larger resource, without requiring new, reorganized command structure.

Incident Commander (IC) - The individual responsible for all incident activities, including the development of strategies and tactics, and the ordering and the release of resources.

Incident Management Team (IMT) - The IC and appropriate Command and General Staff personnel assigned to an incident.

Incident Objectives - Statements of guidance and direction necessary for selecting appropriate strategy and the tactical direction of resources.

Infrastructure Protection - Proactive risk management actions intended to prevent a threat from attempting to or succeeding at destroying or incapacitating critical infrastructures. For instance, threat deterrence and vulnerability defense.

Intelligence Officer - The intelligence officer is responsible for managing internal information, intelligence, and operational security requirements supporting incident management activities.

In-kind Donations - Donations of goods or materials, such as food, clothing, equipment, and building materials instead of money.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Job Aid (JA) - A document or checklist designed to provide the user with help in completing a specific task.

Joint Information Center (JIC) - A combined public information office that serves two or more levels of government or Federal, State, local agencies.

Joint Information System (JIS) - Integrates incident information and public affairs into cohesive organization designed to provide consistent, coordinated, timely information during crisis or incident operations.

Joint Operations Center (JOC) - A centralized operations center established by the FBI Field Office during terrorism-related incidents to provide a single point of direction, control, and coordination for emergency response operations. The JOC resolves conflicts in prioritization of resource allocations involving Federal assets.

Jurisdiction - A range or sphere of authority. Public agencies have jurisdiction at an incident related to their legal responsibilities and authority. Jurisdictional authority at an incident can be political or geographical, or functional (e.g., law enforcement, public health).

Oklahoma Emergency Operations Plan (State EOP) - The State plan designed to cover all natural and man-made emergencies and disasters that threaten the State.

Lead Agency - The Federal department or agency assigned lead responsibility under U.S. law to manage and coordinate the Federal response in a specific functional area. The FBI is the lead agency for crisis management, and FEMA is the lead agency for consequence management. Lead agencies support the overall Lead Federal Agency (LFA) during all phases of the response.

Lead Federal Agency (LFA) - The agency designated by the President to lead and coordinate the overall Federal response is referred to as the LFA and is determined by the type of emergency. In general, an LFA establishes operational structures and procedures to assemble and work with agencies providing direct support to the LFA in order to provide an initial assessment of the situation, develop an action plan, monitor and update operational priorities, and ensure each agency exercises its concurrent and distinct authorities under U.S. law and supports the LFA in carrying out the President's relevant policy. Specific responsibilities of an LFA vary according to the agency's unique statutory authorities.

Liaison - A form of communication for establishing and maintaining mutual understanding and cooperation.

Liaison Officer - A member of the Command Staff responsible for coordinating with representatives from cooperating and assisting agencies.

Local Emergency Management Director/Coordinator - The local government official responsible for the emergency management program at the local level, county or municipal.

Local Emergency Planning Committee (LEPC) - A committee appointed by the State Emergency Response Commission (SERC), as required by SARA Title III, to formulate a comprehensive emergency plan to deal with hazardous materials within its jurisdiction.

Local Government - A political subdivision of the State that is usually at the County or municipal levels.

Logistics - Providing resources and other services to support incident management.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Logistics Section - The section responsible for providing facilities, services, and material support for the incident.

Major Disaster - As defined under P.L. 93-288, any natural catastrophe, (including any hurricane, tornado, storm, flood, high water, wind-driven water tidal wave, tsunami, earthquake, volcanic eruption, landslide, mud slide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States, which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance under this Act to supplement the efforts and available resources of States, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

Management by Objectives - A management approach that involves a four-step process for achieving the incident goal. The Management by Objectives approach includes the following: establishing overarching objectives; developing and issuing assignments, plans, procedures and protocols; establishing specific, measurable objectives for various incident management functional activities and directing efforts to fulfill them in support of defined strategic objectives; and documenting results to measure performance and facilitate corrective action.

Mass Care - Efforts to provide shelter, feeding, water, first aid and distribution of relief supplies following a catastrophic or significant natural disaster or other event to disaster victims.

Memorandum of Agreement/Understanding (MOA/MOU) - A document negotiated between organizations or legal jurisdictions for mutual aid and assistance in times of need. A MOA/MOU must contain such information as who pays for expense of operations (financial considerations), the party that will be liable for personal or property injury or destruction during response operations (liability considerations), and appropriate statements of non-competition of government resources with private enterprise (commercial considerations).

Mitigation - Mitigation actions eliminate or reduce the probability of some disaster occurrences and also include long-term activities that lessen the undesirable effects of unavoidable hazards or reduce the degree of hazard risk. Some mitigation examples include flood plain management and public education programs. Mitigation seeks to prevent disasters and to reduce the vulnerability of people to disasters that may strike. Hazard mitigation should follow all disasters.

Mobilization - The rapid assembly, procurement, production, or deployment of resources to meet the requirements of a disaster/emergency situation, includes war.

Multi-Hazard - A functional approach to planning, which treats the numerous emergency management requirements that are present in any disaster situation as common functions. This reveals a broad base foundation of recurring disaster tasks that are common to most disasters. In this manner, planning which concerns an application of the recurring tasks can be used in response to any emergency.

Multiagency Coordination Systems - Systems provide the architecture to support coordination for incident prioritization, critical resource allocation, communications systems integration, and information coordination.

Multijurisdictional Incident - An incident requiring action from multiple agencies in which each have jurisdiction to manage certain aspects of an incident. In ICS, these incidents will be managed under Unified Command.

Mutual Aid Agreement - A formal or informal understanding between jurisdictions pledging the exchange of emergency or disaster assistance.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

National Contingency Plan (NCP) - Term referring to the National Oil and Hazardous Substances Pollution Contingency Plan. Regulations prepared by the Environmental Protection Agency implements the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) and the response systems of the Clean Water Act (sec. 311); refer to 40 CFR Part 300.

National Disaster Medical System (NDMS) - A nation-wide medical mutual aid network between the Federal and non-Federal sectors that include medical response, patient evacuation, and definitive medical care and mental health services.

National Emergency Operations Center (NEOC) - The EOC for DHS/FEMA, which provides a centralized point of direction and control for Federal response operations. (Formerly the National Interagency Emergency Operations Center (NIEOC)).

National Flood Insurance Program (NFIP) - A Federal program to provide flood insurance coverage in those communities, which enact and enforce floodplain management regulations.

National Hurricane Center (NHC) - A Federal tracking center that forecasts and plots the formation and movement of tropical storms. It also alerts appropriate areas of the danger.

National Incident Management System (NIMS) - A system mandated by HSPD-5 that provides a consistent nationwide approach for state, local and tribal governments, the private-sector, and nongovernmental organizations to work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.

National Oceanic and Atmospheric Administration (NOAA) - A Federal agency within the U.S. Department of Commerce, which deals in ocean survey/exploration and atmospheric studies in coastal storms and lower atmospheric disturbances. Emergency Management relies heavily on the coastal hazards office of NOAA for storm surge modeling.

National Response Center (NRC) - Established under the Clean Water Act and CERCLA, and operated by the U.S. Coast Guard. The NRC receives and relays notices of discharges or releases, disseminates reports when appropriate, and provides facilities for use in coordinating a national response action when required.

National Response Plan (NRP) - A plan mandated by HSPD-5 that integrates Federal domestic prevention, preparedness, response, and recovery plans into one all-discipline, all-hazards plan.

National Response Team (NRT) - Organization of representatives from 14 Federal agencies with responsibility for national planning and coordination (interagency and inter-jurisdictional) of CERCLA objectives.

National Security - Measures taken to protect the Nation from the direct or indirect acts of war, sabotage, or terrorism directed at the United States. These acts include but are not limited to, conventional and unconventional war, chemical, biological, and nuclear war, or terrorism.

National Warning System (NAWAS) - The Federal warning system, used to disseminate warnings of imminent natural disaster or enemy attack to a regional warning system, which passes to the State warning points for action.

National Weather Service (NWS) - A Federal agency tasked with forecasting weather and providing appropriate warning of imminent natural disaster such as hurricanes, tornadoes, tropical storms, etc.

Non-persistent Agent - An agent that, upon release, loses its ability to cause casualties after 10 to 15 minutes. It has a high evaporation rate, is lighter than air, and will disperse rapidly. It is

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

considered to be a short-term hazard; however, in small, unventilated areas, the agent will be more persistent.

Nuclear Regulatory Commission (NRC) - The Federal agency tasked with oversight and regulation for all domestic nuclear devices, plant processes, and construction.

Operational Period - A period of time set for execution of operational actions specified in the Incident Action Plan. Traditionally these periods are initially 12 to 24 hours in length. As the incident winds down, they may cover longer periods of activity.

Operations Section - The section responsible for all tactical incident operations. In ICS, it normally includes subordinate branches, Departments, and/or groups.

Operations Section Chief (OSC) - senior official designated to oversee the technical operational procedures relating to containment, control, removal of the hazardous material(s) release(s). This position is always staffed during hazardous material incident responses.

Persistent Agent - An agent that, upon release, retains its casualty-producing effects for an extended period of time, usually anywhere from 30 minutes to several days. A persistent agent usually has a low evaporation rate and its vapor is heavier than air; therefore, its vapor cloud tends to hug the ground. It is considered to be a long-term hazard. Although inhalation hazards are still a concern, extreme caution should be taken to avoid skin contact as well.

Personal Protective Equipment (PPE) - Refers to the garments and devices worn by emergency response personnel to protect them from chemical and respiratory hazards presented by a hazardous materials release.

Planning Meeting - A meeting held as needed prior to and throughout the duration of an incident to select specific strategies and tactics for incident control operations and for service and support planning. For larger incidents, the planning meeting is a major element in the development of the Incident Action Plan (IAP).

Planning Section - Responsible for the collection, evaluation, and dissemination of operational information related to the incident, and for the preparation and documentation of the Incident Action Plan. This section also maintains the information on the current and forecasted situation and on the status of resources assigned to the incident.

Plume - Airborne material spreading from a particular source; the dispersal of particles, gases, vapors, and aerosols into the atmosphere.

Preliminary Damage Assessment (PDA) - An assessment of damage taken immediately following a disaster or potential disaster. Emphasis is on high-level infrastructure such as roads and power production.

Preparedness - Preparedness activities develop emergency response capabilities. Planning, exercising, training, mitigation, developing public information programs and alerting and warning are among the activities conducted under this phase of emergency management to ensure the most effective and efficient response in a disaster. Preparedness seeks to establish capabilities to protect people from the effects of disasters in order to save the maximum number of lives, minimize injuries, reduce damage, and protect property. Procedures and agreements to obtain emergency supplies, material, equipment, and people are developed.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Prevention - Actions to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

Primary Agency - An agency, organization, or group designated as an ESF/Functional Area or Group primary agency serves as the executive agent under the ***State/Local EOP*** to accomplish the assigned ESF/Functional Area or Group Mission. Such a designation is based on that agency having performed that function on a day-to-day basis or by direction of a statutory mandate and/or regulatory requirements. Certain ESFs may have more than one agency designated in which cases they would be identified as "co-primary" agencies.

Private Sector - Organizations and entities that are not part of any governmental structure. It includes for-profit and not-for-profit organizations, formal and informal structures, commerce, and industry and private voluntary organizations.

Processes - Systems of operations that incorporate standardized procedures, methodologies, and functions necessary to provide resources effectively and efficiently. These include resource typing, resource ordering and tracking, and coordination.

Promulgate - To promulgate, as it relates to the Local Emergency Operation Plan (EOP), is the act of the jurisdiction officially proclaiming, declaring, and/or adopting, via local ordinance, Executive Order (EO), or etc., the ***State/Local EOP*** as the emergency operations plan for the jurisdiction.

Protective Action Zones (PAZs) - Work zones around a hazardous incident site determined by the Safety Officer and provided in the Site Safety Plan. The zones are established to reduce or to prevent the migration of contaminants and protect emergency responders from the hazards caused by the incident.

Public Health - A common function in multi-hazard planning, which focuses on general health and medical concerns, under emergency conditions, including provisions for accomplishing those necessary actions related to disease and vector control activities. Concerns extend to sanitation and preventing contamination of food and water.

Public Information Officer (PIO) - A member of the Command Staff responsible for interfacing with the public and media or with other agencies with incident-related information requirements.

Radiation - High-energy particles or gamma rays that are emitted by an atom, as the substance undergoes radioactive decay. Particles can be either charged alpha or beta particles or neutral neutron or gamma rays.

Radioactive - A substance giving off, or capable of giving off, radiant energy in the form of particles (alpha or beta radiation) or rays (gamma radiation) by the spontaneous disintegration of the nuclei of atoms.

Radiological - Any radioactive material dispersed in the air in the form of dust, fumes, mist, vapor, or gas.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Radio system - A combination of electrical and electronic equipment, including but not limited to radios, consoles, mobile units, towers, antennas, generators, etc., which together enable communications between desired points.

Reception Area - This refers to a location separate from staging areas, where resources report in for processing and out-processing. Reception Areas provide accountability, security, situational awareness briefings, safety awareness, distribution of IAPs, supplies and equipment, feeding, and bed down.

Reception Center - A donations management facility to receive specific, undesignated, or unsolicited goods such as food, water, clothes, and building supplies.

Recovery - Recovery is both a short-term and a long-term process to restore the jurisdiction to normal conditions in the aftermath of any emergency or disaster involving extensive damage. Short-term operations assess damages, restore vital services to the community, and provide for basic needs to the public. Long-term recovery focuses on restoring the community to its normal or to an improved state of affairs. Examples of recovery actions are provision of temporary housing, restoration of government services, and reconstruction of damaged areas.

Release - Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment (including abandonment or discarding barrels, containers, and other closed receptacles) of any Hazardous Chemical, Extremely Hazardous Substance, or CERCLA Hazardous Substance.

Resources - Personnel and major items of equipment, supplies, and facilities available or potentially available for assignment to incident operations and for which status is maintained. Resources are described by kind and type and may be used in operational support or supervisory capacities at an incident or at an EOC.

Resource Agencies, Organizations, or Groups - Other agencies, organizations, groups, and individuals, not assigned as primary or support to an ESF/Functional Area or Group may have authorities, expertise, capabilities, or resources required for disaster operations. Those agencies, organizations, groups, or SMEs may be requested to participate in planning and operations activities, designate staff to serve as representatives to the ESF/Functional Area or Group, and/or provide services and resources. (Resources provide personnel and/or stuff (equipment, resources or supplies)).

Response - Response is the actual provision of emergency services during a disaster. These activities can reduce casualties, limit damage, and help to speed recovery. Response activities include directing emergency operations, evacuation, shelter, and other protective measures.

Revised Statutes Annotated (RSAs) - The specific form of State Law, codified and recorded for reference.

Safety Officer - A member of the Command Staff responsible for monitoring and assessing safety hazards or unsafe situations and for developing measures for ensuring personnel safety.

Section - The organizational level having responsibility for a major functional area of incident management, e.g., Operations, Planning, Logistics, and Finance/ Administration.

Shelter - A facility to house, feed, and care for persons evacuated from a risk area for periods of one or more days. For the risk areas, the primary shelter and the reception center are usually located in the same facility.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Site Safety Plan - Written plan formulated for each incident by the Safety Officer that addresses the safety and health hazards of each phase of site operations and includes the requirements and procedures for employee protection in accordance with KY-OSH regulations 29 CFR 1910.120 (q) (2). The plan must be conspicuously posted at the Incident Command Post and appropriate locations within the response area.

Span of Control - The number of individuals a supervisor is responsible for, usually expressed as the ratio of supervisors to individuals. (Under the NIMS, an appropriate span of control is between 1:3 and 1:7.)

Specific Activity - A measure of the amount of radioactivity per unit amount of substance. This is based on the number of disintegrations per minute (dpm) per unit amount where the amount can be expressed as grams or moles.

Staging Area (SA) - A pre-selected location having large parking areas such as a major shopping area, schools, etc. The SA is a base for the assembly of personnel and equipment and resources during response operations. A SA can also serve as an area for assembling people to be moved by public transportation to host jurisdictions and a debarking area for returning evacuees.

Standard Operating Guide (SOG) - A SOG is a complete reference document focused on the collection of actions and activities established to accomplish one or more functions. The document user is afforded varying degrees of latitude in accomplishing functional actions or activities. As necessary, SOGs can be supported by one or more standard operation procedures (SOPs).

Standard Operating Procedures (SOP) - A SOP is an instructional document constituting a directive that provides prescriptive steps towards accomplishing a specified action or task. SOPs can supplement SOGs by detailing and specifying how assigned tasks are to be carried out.

State Coordinating Officer (SCO) - The representative of the Governor (usually the Director/Coordinator of Emergency Management) who coordinates the State response and recovery activities with those of the Federal Government. See GAR Governor's Authorized Representative.

State Emergency Response Commission (SERC) - Designated by the Governor, the SERC is responsible for establishing HazMat planning districts and appointing/overseeing Local Emergency Planning Committees (LEPC).

State Emergency Response Team (SERT) - A team of senior representatives of State agencies, State level volunteer organizations, and State level corporate associations who have knowledge of their organization resources and have the authority to commit those resources to emergency response. SERT operates from the State EOC and the Director/Coordinator of EM serves as the SERT leader.

State Warning Point (SWP) - The State facility (Oklahoma Highway Patrol Communications Center) that receives warnings and other emergency information over NAWAS and relays this information in accordance with current directives.

Subject Matter Experts (SMEs) - Other agencies, organizations, groups, and individuals, have authorities, technical expertise, and/or capabilities required for disaster operations. Those agencies, organizations, groups, or SMEs may be requested to participate in planning and operations activities, designate staff to serve as representatives to the ESF/Functional Area or Group, and/or provide services.

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

Support Agency - An agency, organization or group that provides an essential function or service critical to the ESF/Functional Area or Group and has a requirement in the decision process for the conduct of the operation using its authorities and determines priorities in providing cognizant expertise, capabilities, and resources.

Task Force - A group of resources with shared communication and leader. It may be pre-established and sent to an incident or it may be created at the incident.

Terrorism - Under the Homeland Security Act of 2002, terrorism is defined as activity that involves an act dangerous to human life or potentially destructive of critical infrastructure or key resources and is a violation of the criminal laws of the United States or any State or other subdivision of the United States in which it occurs and is intended to intimidate or coerce the civilian population or influence a government or affect the conduct of a government by mass destruction, assassination, or kidnapping.

Threat - An indication of possible violence, harm, or danger.

Title III (of SARA) - The "Emergency Planning and Community Right-to Know Act of 1986." Specifies requirements for organizing the planning process at the State and local levels for specified extremely hazardous substances; minimum plan content; requirements for fixed facility owners and operators to inform officials about extremely hazardous substances present at the facilities; and mechanisms for making information about extremely hazardous substances available to citizens. (42 USC annotated, sec. 1101, et. seq.-1986). Trans-species Infection - An infection that can be passed between two or more animal species. This may include human hosts.

Toxicity - A measure of the harmful effects produced by a given amount of a toxin on a living organism.

Ultra high frequency (UHF) - Ranges from 300 MHz to 3000 MHz. For public safety use, defines the frequency sub bands of 450-512 MHz and 800-900 MHz. Also includes 960 MHz and 2 GHz microwave sub bands.

Undesignated/Unsolicited Donation - Unsolicited/undesignated goods are those donations that arrive in the State but have not been requested by an agency.

Unified Command - A team that allows all agencies (with geographical or functional responsibility for the incident) to co-manage an incident through a common set of objectives and strategies. Agencies' accountability, responsibilities, and authorities remain intact.

Unit - The organizational element having functional responsibility for a specific incident planning, logistics, or finance/administration activity.

Unity of Command - The concept by which each person within an organization reports to one and only one designated person. The purpose of unity of command is to ensure unity of effort under one responsible commander for every objective.

Very high frequency (VHF) - Ranges from 30 MHz to 300 MHz. For public safety use, defines the frequency sub bands of 30-50 MHz and 150-174 MHz.

Vital Records - Records or documents, for legal, regulatory, or operational reasons, cannot be irretrievably lost or damaged without materially impairing the organization's ability to conduct business or provide essential services.

Volunteer - For purposes of the NIMS, a volunteer is any individual accepted to perform services by the lead agency, which has authority to accept volunteer services, when the individual performs

MAYES COUNTY EMERGENCY OPERATIONS PLAN

"Prevention, Protection, Response, Recovery, and Mitigation for all Hazards"

services without promise, expectation, or receipt of compensation for services performed. See, e.g. 16 U.S.C. 742f(c) and 29 CFR 553.101.

Vulnerability - Susceptibility to a physical injury or attack. Vulnerability refers to the susceptibility to hazards.

Vulnerability Analysis - A determination of possible hazards that may cause harm. Should be a systemic approach used to analyze the effectiveness of the overall (current or proposed) emergency management, emergency services, security, and safety systems at a particular facility or within a jurisdiction.

Warning Point - A facility that receives warning and other information and disseminates or relays this information in accordance with a prearranged plan.

Weapons-Grade Material - Nuclear material considered most suitable for a nuclear weapon. It usually connotes uranium enriched to above 90 percent uranium-235 or plutonium with greater than about 90 percent plutonium-239.

Weapon of Mass Destruction - Any destructive device as defined in 18 USC 921; any weapon that is designed or intended to cause death or serious bodily injury through the release, dissemination, or impact of toxic or poisonous chemicals, or their precursors; any weapon involving a disease organism; or any weapon that is designed to release radiation or radioactivity at a level dangerous to human life. (Source: 18 USC 2332a). In 18 USC 921, a destructive device is defined, with certain exceptions, to mean any explosive, incendiary, or poison gas, bomb, grenade, or rocket having a propellant charge of more than 4 ounces, or a missile having an explosive incendiary charge of more than 0.25 ounce, or a mine, or a device similar to the above; any type of weapon by whatever name known that will, or that may be readily converted to, expel a projectile by the action of an explosive or other propellant, and that has any barrel with a bore of more 0.5 inch in diameter; any combination of parts either designed or intended for use in converting any device into any destructive device described above and from which a destructive device may be readily assembled.

7-4-4: CAMPING:

A. Consent Required: Overnight camping ~~The use of the parks and public areas~~ within the ~~corporate~~ limits of the city ~~for overnight camping~~ is prohibited without the consent of the mayor and city council. The erection of a tent in the backyard of a private residential property for the purposes of "family activities" for up to three overnights is not considered a breach of this section. (1988 Code § 11-103)

B. Presumptive Evidence Of Camping: The installation or stopping of any trailer or the erection of any tent or shelter after one hour before sundown ~~in the park areas of the city~~ shall constitute presumptive evidence of the breach of this section. The erection of a tent in the backyard of a private residential property for the purposes of "family activities" for up to three overnights is not considered a breach of this section. (1988 Code § 11-106)

C. Waiver: The foregoing prohibition and penalty may be waived by the mayor and city council in favor of any organized group or association for such time as specified, not to exceed five (5) days and nights, consecutively. (1988 Code § 11-105)

D: Time Does Not Legalize: No lapse of time can legalize any overnight camping in existence at the passage of this modification. (1988 Code § 8-203).

(Note: underlined, blue font are additions to the current ordinance. Struck through, red font are deletions from the current ordinance).

ORDINANCE NO. 2024-_____

AN ORDINANCE AMENDING FIREWORK REGULATIONS

WHEREAS, the City of Pryor Creek currently has enacted an ordinance regarding the use and sale of fireworks within the City's boundaries.

WHEREAS, The City Council of the City of Pryor Creek, Oklahoma, finds and declares as the legislative body of the City that it is in the best interests of the citizens of the City to amend the current ordinance to allow for the limited sale and use of fireworks within the City limits.

NOW, THEREFORE, be it ordained by the People of Pryor Creek by and through the Mayor, and the City Council of the City of Pryor Creek, Mayes County, Oklahoma pursuant to the emergency provisions of the Charter of the City of Pryor Creek, Oklahoma Article 3, Sections 19 and 20 to wit:

5-4C-2 entitled "FIREWORKS REGULATED" of the Code of Ordinances of Pryor Creek, Mayes County, State of Oklahoma shall be amended as follows:

- A. "Fireworks Defined: For the purpose of this section, "fireworks" shall have the meaning prescribed by state law, 68 Oklahoma Statutes section 1622.
- B. Fireworks Usage: The discharge, firing or use of fireworks within the corporate limits of the City is allowed for residential purposes as stated within this Ordinance. Public Firework Displays are hereby prohibited excepting only such activity which is carried out pursuant to a permit issued by the City effective for the current year in which such activity is carried out.

1. Public Fireworks Displays:

- a. Supervised public displays utilizing either IAG or 1.3G fireworks shall be lawful when conducted pursuant to a permit issued by the City and otherwise performed in such a manner as to be in compliance with all requirements of this code and such restrictions as may be made or required by the fire department and National Fire Protection Association (NFPA 1123). The permit holder shall:

- (1) Furnish a diagram of the site for the display which shall show the location of the firing site, spectator area and shall meet the requirements of NFPA 1123.
- (2) Furnish an inventory list of the proposed fireworks to be fired at the site.
- (3) Conform to all requirements of NFPA 1123.
- (4) Obtain a site inspection prior to the operation of the display.

- (5) All public displays including displays utilizing IAG fireworks shall (within 10 days prior to the display) publish a public notice in a newspaper legally authorized for legal notices published for circulation in the city.
 - (6) Any company performing fireworks displays utilizing 1.3G fireworks shall have on file with the city of Pryor Creek a copy of their state license for fireworks displays and proof of public liability insurance in such amount as may be required by the city at the city council's discretion.
 - (7) Any and all subcontractors of the permit holder participating in any manner with the public display shall be required to be disclosed upon the permit to be obtained and each subcontractor shall be subject to the requirements of subsection B1a(6) of this section.
- b. Every public fireworks display shall obtain the commercial fireworks permit as passed and approved by city council at a fee as established for public displays (see appendix A of this code).
 - c. Public fireworks displays must be pre-approved by city council and meet the requirements of subsections B1a and B1b of this section.
2. Residential Fireworks: "Residential fireworks" shall mean and refer to all use of fireworks not otherwise described in subsection B1a of this section.
- a. The "season" for residential fireworks discharge, firing or burning shall be limited to be only on July 1 through July 4, between the hours of nine o'clock (9:00) A.M. to eleven fifty nine o'clock (11:59) P.M. on each of said dates, and on New Year's Eve beginning at nine o'clock (9:00) P.M. through New Year's Day at one o'clock (1:00) A.M. The discharge, firing or burning of residential fireworks at dates and times not specifically set forth herein shall be unlawful.
 - b. Fireworks shall not be discharged within twenty-five feet (25') to any permanent structure or within five hundred feet (500') of any church, hospital, school, public park, or where fireworks are stored or sold.
 - c. No person may use or discharge fireworks on any public easement, or public property unless approved by the city council of the city of Pryor Creek.
 - d. No person shall ignite or discharge any fireworks within or neither throw the same from a motor vehicle nor shall any person place or throw any ignited article or fireworks into or at such a motor vehicle, or at or near any group of people.
 - e. No person under the age of eighteen (18) years of age shall engage in the use of residential fireworks unless under the supervision, which term "supervision" shall

require the physical presence in the immediate area such that visual observation of the use may be had during all times of use, of an adult person (over 18 years of age).

- f. An adult person (over 18 years of age) overseeing the use of fireworks by persons under the age of eighteen (18) years may not supervise more than four (4) persons under the age of eighteen (18) years in the use of fireworks.
 - g. The adult person (over 18 years of age) in charge of the use must be physically present for any household member to use the fireworks and said use shall be within sixty feet (60') of the front door of the residence. The adult person (over 18 years of age) is further responsible for cleaning up any debris caused by any person discharging fireworks under the supervision of the adult person (over 18 years of age) and such debris must be cleaned up and removed the same day the fireworks are discharged.
- C. Permit Exception: The council of the city of Pryor Creek shall approve an exception for the discharge at such times the City of Pryor Creek sponsors a public display and only on the area so designated.
- D. Sale of Fireworks from Firework Stands
- 1. Application for License: Any person, organization, or business seeking to sell fireworks must apply for a license between April 15 ~~and~~ June 1 and November 15 - December 1 of the license year by filing a written application in such form and content as the city manager may prescribe.
 - 2. Eligibility of Applicant:
 - a. Age: Applicants must be at least twenty-one (21) years of age at the time of application.
 - b. Insurance: Applicants must provide minimum liability insurance of five hundred thousand dollars (\$500,000.00) for bodily injury and property damage from an insurance agency currently licensed to do business within the state of Oklahoma. Proof of insurance must be submitted with the application.
 - c. Invoicing of Fireworks: All fireworks must be invoiced from a distributor or wholesaler licensed to do business in the state of Oklahoma. The original invoice must be in the applicant's name and be available upon request.
 - d. Proof of Tax Payment: Applications must be accompanied with proof of tax payment for the previous year. Applications of a new business venture must be accompanied by an affidavit verifying that the applicant has not engaged in selling fireworks previously or, in the alternative, was not required to pay city, state or federal taxes.

- e. Proof Of State Permit: Applicants must supply proof of state permit for the license year and comply with all fireworks laws of the state, 68 Oklahoma Statutes sections 1621 through 1634.
3. Fees: A fee of five hundred dollars (\$500.00) must accompany the application. A license fee is required for each fireworks stand.
4. Firework Stand Requirements:
- a. Location; Property Owner Consent: Each stand must be located on property zoned commercial, with written consent from the property owner dated and filed with the application, or on property owned by the city, contingent upon written approval of the Mayor.
 - b. Distance From Other Structures: A minimum of fifty feet (50') must exist between all fireworks stands and any other structures.
 - c. Parking: Vehicle parking cannot be within ten feet (10') of any fireworks stand.
 - d. Posting Of Signs: Signs stating "FIREWORKS – NO SMOKING WITHIN 50 FEET" must be posted on all sides of the entire facility.
 - e. Fire Extinguisher: Each fireworks stand must have at least one approved ABC fire extinguisher, minimum size of five (5) pounds. The travel distance to any fire extinguisher cannot exceed thirty-five feet (35'). If the fireworks stand exceeds 200 square feet, two (2) portable ABC fire extinguishers are required with at least one being a multi-purpose dry chemical type.
 - f. Distance From Fuel Tanks: Fireworks must be a minimum of three hundred feet (300') away from fuel pumps, propane tanks, or any other facility or structure where flammable liquid is commercially sold or dispensed.
 - g. Time Limitation: Firework stands may only be erected from June 15 – July 6 or the first Sunday after July 4, whichever is later, and December 27 – December 31 of the license year.
 - h. Adult Person in Charge: A person eighteen (18) years of age or older shall be present and in charge of the fireworks stand at all times.
 - i. Hours: Fireworks stands may conduct business between the hours of eight o'clock (8:00) A.M. and eleven o'clock (11:00) P.M. of the license year excluding the evenings of December 31, July 3, July 4 when they may remain open until twelve o'clock (12:00) A.M.
 - j. Sales To Underage Persons: It shall be unlawful to offer for sale any fireworks to children under the age of twelve (12) years, unless accompanied by an adult.
 - k. Inspection: The code enforcement officer and/or fire marshal must inspect the fireworks site and stand, for safety and ordinance compliance, prior to opening for business.

- l. Noncombustible Surface: All fireworks stands shall be on a noncombustible surface (asphalt, concrete, gravel), with the surface area being twice the size in square feet as the actual tent, or in the absence of a tent, the fireworks stand.
 - m. Restrooms: All fireworks stands shall have working restroom facilities on site, whether those be in an enclosed camper on the premises or through the rental of a portable unit.
- E. Penalty: Any person found violating any provision of this section shall, upon conviction, be deemed guilty of a misdemeanor and shall be punished as provided in section 1-4-1 of this code.

This ordinance shall be published as provided by law.

The territory described in this ordinance shall be removed from the corporate limits of City of Pryor Creek, Oklahoma, upon publication of this ordinance. Adopted and approved this ____ day of _____, 2024.

Adopted and approved this ____ day of _____, 2024.

Mayor

ATTEST:

City Clerk

City Attorney