

**CABARRUS COUNTY EMERGENCY OPERATIONS PLAN
ANNEX C
NOTIFICATION AND WARNING**

Primary Agencies

- Sheriff's Department- Communications Lieutenant
- Communications & Outreach

Support Agencies

- Sheriff's Department
- Emergency Management
- Fire Marshal
- Human Services
- Municipal Law Enforcement
- Municipal Fire Departments
- Amateur Emergency Radio Service (ARES)

I. PURPOSE

This annex describes the process for staffing, operating, and maintaining the emergency warning system. It also provides instructions for dissemination of warning information to emergency response agencies and the general public throughout the County.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The County Warning Point normally initiates notification and warning for emergency situations.
2. Broadcast media is relied upon to assist in the dissemination of warning to the general public.
3. The Public Information Officer (PIO) contacts the Time Warner Cable Company to provide information for broadcast across the emergency warning system.
4. Operational telephone and/or radio communications is utilized to notify public officials, Emergency Operations Center (EOC) staff, emergency response personnel, and others as required.
5. Emergency service vehicles are available for warning the general public.

6. Those with functional needs and/or persons in group homes may require special warning and notification.

B. Assumptions

1. County Government may require additional forms of warning to augment the current systems in order to provide sufficient warning to the general public and those with functional needs.
2. Use of mobile public address systems and/or house-to-house warnings may be necessary when the urgency of the particular hazard requires immediate evacuation actions or when there is a failure of other fixed warning systems.

III. CONCEPT OF OPERATIONS

- A. Emergency warning may originate at the national, state, or local levels of government.

- B. The County may receive warnings from the following sources:

1. National Warning System (NAWAS)
2. National Oceanic & Atmospheric Administration / National Weather Service (NWS) Weather Radio Service
3. Emergency Alerting System (EAS)
4. State Operated Radio Systems
5. North Carolina Division of Criminal Information (DCI)
6. Duke Power Decision Line and Selective Signaling Line
7. Local Government Radios
8. Sirens, horns, or mobile public address systems
9. Telephone
10. Personal contact

- C. The following methods are used for receipt and dissemination of warning:

1. The North Carolina State Highway Patrol (SHP) serves as the State Warning Point (SWP) at the Raleigh Communications Center.
2. The North Carolina Division of Emergency Management (NCDDEM) operates an EOC on a 24-hour basis.

3. NAWAS and NWS alerts are received from federal agencies and, on occasion, from the public.
 4. A warning message received from the site of an emergency is normally reported to the County Warning Point.
 5. Notification of government officials and emergency response personnel from the County Warning Point follows established alerting procedures.
 6. If an incident occurs within Cabarrus County that may cause adverse affects across jurisdictional lines, those jurisdictions adjoining Cabarrus County are notified through the communications center or by other expedited methods, if necessary.
- D. Timely warning requires dissemination to the public by all available means.
- E. Notification of the public will be conducted by the following methods:
1. EAS
 2. County Reverse 911 system
 3. Weather alert radios (public and privately owned)
 4. Mobile public address systems as appropriate
 5. House-to-house alert by emergency services personnel
- F. The following methods are used for dissemination of warning to those with functional needs:
1. There are groups of citizens that will require special efforts to ensure that they are properly warned.
 2. Typically, emergency warning messages ask citizens to warn and assist in the evacuation of those that require additional help.
 3. These groups can include, but are not limited to:
 - Hearing-impaired
 - Function needs
 - Persons in group-care homes
 - Non-English speaking
 - Visually impaired
 4. The Department of Human Services assists with the warning of non-English speaking Hispanic residents, as necessary.

5. The local chapter of the American Red Cross and local churches may also assist with this task.
6. Public schools, Carolinas Medical Center - Northeast, medical facilities, and other special warning locations are notified by the County Reverse 911 system, emergency personnel at the County Warning Point and/or by local emergency management personnel.

IV. DIRECTION AND CONTROL

- A. The Chairman of the Board of Commissioners or his/her designee has the authority to direct and control the County warning system.
- B. The Sheriff is designated as the County Warning Coordinator and will follow established County warning procedures.

V. CONTINUITY OF GOVERNMENT

- A. Staffing assignments for positions in the EOC allow for continuous operations.
- B. Selection and assignment of personnel is the responsibility of the agencies represented.
- C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.
- D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of Commissioners of this change. Transportation is provided to any County Commissioners that cannot reach the EOC locations.
- E. Orders of succession:
 1. Board of Commissioners
 2. County Manager
 3. Deputy County Manager – Operations
 4. Emergency Management Coordinator
- F. Orders of succession for departments and agencies that support notification and warning are in accordance with their internal standard operating procedures.

APPENDIX 1 TO ANNEX C EMERGENCY ALERT SYSTEM

I. PURPOSE

This appendix provides instructions and procedures for designated Cabarrus County government officials to follow in the dissemination of emergency alert and warning information and protective action instructions to the citizens of Cabarrus County over the Emergency Alerting System (EAS).

II. SITUATION AND ASSUMPTIONS

- A. An integrated national network for emergency warning exists. This network consists of the following components:
 - 1. EAS: The EAS is composed of AM/FM radio stations, regional television broadcast stations, cable television, local industries, and other non-governmental agencies organized into a network during emergency situations.
 - 2. Primary Station: This station broadcasts or rebroadcasts a common emergency program for the duration of the emergency. The EAS transmission of emergency warnings and information are intended for direct public reception as well as inter-station programming.
 - 3. Common Program Control Station (CPCS): This is a primary station in the local operational area that is responsible for originating and coordinating the broadcast of an emergency notification for its area.

III. CONCEPT OF OPERATIONS

- A. Federal, state, business, industry, and utility officials should promptly report emergency information and recommended protective actions to the County Warning Point. Other typical notifications include severe weather watches or warnings and any other emergency situations.
- B. Emergency service personnel or others at the scene of the emergency may also report emergency warnings and recommended protective actions to the County Warning Point.
- C. County government leaders determine when to disseminate emergency alerting, warning, and protective actions instructions over the CPCS-1 (or over the primary stations within Cabarrus County).
- D. The County Warning Point disseminates information in written form by fax and/e-mail to supplement the verbal notification to the various stations.
- E. To activate the EAS procedure, the County Warning Point notifies the Emergency Management Coordinator of any emergency situation. The Emergency Management

Coordinator determines if the situation requires activation of the EAS and directs the County Warning Point to contact the CPCS to broadcast the warning.

- F. The Emergency Management Coordinator terminates the warning procedure when it is no longer required.

IV. DIRECTION AND CONTROL

- A. The Chairman of the Board of Commissioners or his/her designee has the authority to direct and control the notifications and warnings.
- B. The Sheriff is designated as the County Warning Point Coordinator and follows established County warning procedures.

V. CONTINUITY OF GOVERNMENT

- A. Orders of succession:
 - 1. Board of Commissioners
 - 2. County Manager
 - 3. Deputy County Manager – Operations
 - 4. Emergency Management Coordinator
- B. Orders of succession for departments and agencies that support notification and warning are in accordance with their internal standard operating procedures.