

**CABARRUS COUNTY EMERGENCY OPERATIONS PLAN
ANNEX N
RESOURCE MANAGEMENT**

Primary Agencies

- Finance Officer (Finance Department)

Support Agencies

- Board of County Commissioners
- County Manager
- Emergency Management
- Cabarrus Arena and Events Center
- Fire Marshal
- Sheriff's Department
- Municipal Law Enforcement

I. PURPOSE

This annex describes the system to identify, locate, and acquire resources for emergency response operations within Cabarrus County (County).

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Cabarrus County has many public and private resources available for emergency response operations.
2. Each municipality within Cabarrus County has resources available for emergency response operations. When not directly impacted, these jurisdictions may respond to requests for assistance.

B. Assumptions

1. The resources required for response and recovery operations will be available.

III. CONCEPT OF OPERATIONS

- A. County departments and agencies use and control their own resources and equipment during response and recovery operations.
- B. Municipal departments and agencies use and control their resources and equipment during emergencies. Use of these resources outside of the incorporated limits occurs by request from other municipalities and/or the County Emergency Management Coordinator.

- C. The County Emergency Operations Center (EOC) is the central control element for resource management in the county.
- D. The Emergency Management Coordinator and the EOC staff coordinate all additional resources requested for county departments during emergencies.
- E. The Deputy Finance Director (Finance Officer) has developed procedures to expedite the purchase of expendable supplies during emergency situations.
- F. The Finance Officer trains Finance Department personnel assigned to the EOC to perform emergency tasks.
- G. The Finance Officer in the EOC tracks all costs related to the resource requests. These costs include equipment and supplies, equipment operating costs, personnel overtime costs, and all contracted goods, labor, and services.
- H. The Finance Officer accounts for all funds spent and prepares daily summaries of the resources provided for emergency operations. The summaries are used to prepare any Public Assistance (PA) requests to the Department of Homeland Security (DHS) following the conclusion of the emergency.
- I. The Emergency Management Coordinator maintains a resource manual. This manual identifies the resource, the responsible agency, and the procedures to obtain resources during an emergency situation.
- J. The Emergency Management Coordinator identifies those resources and capabilities that are available at local businesses, industrial facilities, and other organizations for use in emergency situations.
- K. The Emergency Management Coordinator develops mutual aid agreements or memorandums of agreement with these organizations to quickly acquire those resources during emergencies. The Emergency Management Coordinator reviews these agreements annually.
- L. Once local resources are expended, the Emergency Management Coordinator requests assistance from the State of North Carolina through the Division of Emergency Management (NCDEM). NCDEM obtains additional resources and support from the federal government (DHS/Federal Emergency Management Agency [FEMA]) when state assets are insufficient to support local operations.

IV. DIRECTION AND CONTROL

- A. The County Manager directs the overall employment of emergency response assets and requests for additional assistance.
- B. The Emergency Management Coordinator controls the utilization of all resources and support during emergency situations.

- C. The on-site Incident Commander (IC) has operational control of all resources assigned to the scene.
- D. The Emergency Management Coordinator has the authority to reassign and divert any resources based on his/her estimate of the overall situation.
- E. Established mutual aid agreements determine who will move, operate, maintain, and fund the operation of any additional equipment provided to the county during emergency response operations.

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 who cannot reach the EOC locations.
- E. Orders of Succession:
 - 1. Emergency Management Coordinator
 - 2. County Finance Director
 - 3. Deputy County Manager – Operations
- F. Orders of succession for departments and agencies supporting resource management are in accordance with the established procedure for those departments and agencies.