

**CABARRUS COUNTY EMERGENCY OPERATIONS PLAN
ANNEX K
EVACUATION AND TRANSPORTATION**

Primary Agencies

- Board of County Commissioners
- Emergency Management
- Public Information Officer (Communications and Outreach)
- Sheriff’s Department
- Transportation Department

Support Agencies

- County Manager
- Emergency Medical Services
- Fire Marshal
- Human Services
- Red Cross Cabarrus Chapter
- Sheriff’s Department – Communications Lieutenant.
- Superintendent of Schools

I. PURPOSE

This annex provides guidance for the orderly, coordinated evacuation of the population during an emergency situation.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. Emergency situations may require evacuation of all or part of the population of the County. A hazardous materials release, major fire, or other localized incident may require a small-scale evacuation. A widespread emergency situation could require an evacuation on a larger scale, requiring the cooperation and combined resources of the County and the municipalities.
2. The Emergency Management Department has completed a hazard analysis that identifies the types of threats and the areas in the County that are most vulnerable to these threats.
3. Large-scale emergencies may necessitate the rapid evacuation of hospitals, nursing homes, and non-ambulatory populations. Emergency Management has identified facilities and populations within the County that pose special evacuation problems.

4. An evacuation may require substantial public and private resources for transportation, communications, and traffic control.

B. Assumptions

1. Sufficient warning time will normally be available to evacuate the threatened population.
2. The principal mode of transportation for evacuations will likely be privately owned vehicles (POV).
3. Particular areas of the County or special populations within the County will need additional time and resources to accomplish an evacuation.
4. The public will receive and understand official information related to evacuation.
5. The public will act in its own interest and will evacuate dangerous areas promptly when advised to do so.
6. If there is sufficient advanced warning, some residents may evacuate prior to being advised to do so by public officials.
7. Most evacuees will seek shelter with relatives or friends rather than accept public shelter.
8. Some residents may refuse to evacuate regardless of warnings.
9. Some people will lack transportation. Others who are ill or disabled may require vehicles with special transportation capabilities to move them to a shelter.
10. Non-English speaking residents may not understand the warnings or, if in the County illegally, ignore them to avoid legal sanctions.

III. CONCEPT OF OPERATIONS

A. General

1. Local government has the responsibility and authority to order an evacuation.
 - a. If only one municipality in the County is to be evacuated, the Mayor issues the order.
 - b. If the evacuation involves more than one jurisdiction or an area outside of a municipality, the Chairman of the Board of Commissioners or his designated elected representative issues the order.
2. The Emergency Management Coordinator monitors the progress of the evacuation and modifies the planned evacuation as the situation develops.
3. The County government maintains continuous operations during emergency situations.

B. Specific

1. Movement Control and Guidance

- a. The conditions at the time of the emergency determine the size and scope of the evacuation.
- b. Traffic movement during evacuation follows designated routes directed by law enforcement personnel at traffic control points. The evacuation area will include at least two designated exit routes. One lane of each route is kept open to permit passage of emergency vehicles.
- c. Evacuation traffic follows the exit routes to the designated reception areas and shelters within Cabarrus County and adjacent counties if necessary.
- d. Emergency response personnel ensure that the route remains clear for traffic and will move any vehicles experiencing mechanical problems during the evacuation off the roads. Emergency response personnel and vehicles will pick up stranded evacuees or direct other evacuees to transport stranded evacuees to the nearest shelter, if resources are available.
- e. General Services or other emergency vehicles are used to tow damaged or inoperative vehicles off the evacuation routes. Municipal Public Works vehicles assist with this mission. The Emergency Management Coordinator organizes the towing and recovery assets to provide coverage along the entire evacuation route.

2. Staging Areas, Pick-up Points, and Routes

- a. The County Emergency Management Coordinator determines staging areas for the emergency response personnel and equipment entering from areas outside the County. The Cabarrus County Emergency Operations Center (EOC) Operations Group leader controls the arrival and release of these personnel and their equipment to the Incident Commander that needs the assistance. These mutual aid personnel and equipment will not leave the staging area without the permission of the Operations Chief, the Emergency Management Coordinator, or their representative. The Emergency Management Coordinator may delegate control of certain assets directly to the County agency that needs them and has the direction and control system in place to adequately supervise the employment of this mutual aid support.
- b. The evacuation plan includes pick-up points and routes. Evacuees without vehicles will be instructed to go to the nearest pick-up point and wait for a vehicle to take them to a shelter. This may be a designated emergency vehicle or other evacuees in POV. Pick-up routes are designated for the rural areas within the County. Emergency vehicles travel the complete length of these routes at least twice during the evacuation to ensure all evacuees without vehicles are moved to shelters. Refer to Appendix 1 for an Evacuation Route Map.

3. Functional Needs Evacuation

- a. Institutions within the County are responsible for developing procedures for evacuation of their facilities. These plans include procedures for the rapid evacuation of a facility or in-place sheltering. The evacuation plans must include the numbers and types of vehicles, the vehicles available at the facility, the total number of patients/residents at full capacity, any special needs for transportation (such as wheelchair lifts), and the medical supplies and equipment needed to assist the patients. The staff of the facility evacuates with the patients/residents and remains with them at the shelter.
- b. The County and local jurisdictions make every effort to provide vehicles and personnel to assist with the evacuation. Ambulatory patients and the staff of the medical facilities in the County will be evacuated in buses or vans. Ambulances and vans will be provided for evacuation of non-ambulatory individuals, if available, but these patients may be carried in other vehicles if the situation requires it.
- c. A widespread emergency will force emergency responders to prioritize evacuation efforts based on the threat to life and public safety. This may delay the evacuation of those with functional needs. The Incident Commander or his representative informs the facility staff of this and they prepare to continue care during this period.
- d. The County and municipal school systems have developed evacuation procedures and routes for each school. Designated buses will be utilized for students at all facilities and for those students without their own vehicles at high schools. Schools within the danger zone for a hazardous material release have developed procedures for in-place sheltering and "walk-away" evacuations. The Public Information Officers for the school system and the County coordinate their efforts and advise parents of the designated reception centers for the students. Private schools and state-licensed childcare/preschool facilities develop similar plans for their facilities.
- e. During incidents involving hazardous material release or criminal activity at or near the school, parents will not be allowed to enter the area and pick up their children. Law enforcement personnel on the scene will prevent personnel not involved in the incident response to enter the area or disrupt the evacuation.
- f. The Public Information Officer will provide a telephone number(s) to the public for physically handicapped or disabled persons without transportation. The Cabarrus County Public Transportation Department Director will arrange pick-up of these individuals and move them to a shelter or reception area. The Department of Human Services and the Emergency Management Department will advise the Public Transportation Director of individuals known to need transportation assistance.
- g. The Public Transportation Director will ensure that all vehicles are ready for operations and have sufficient drivers for continuous operations. As necessary, the

Public Transportation Director will coordinate with the EOC for additional drivers, vehicles, maintenance and recovery support, fuel, and maps.

- h. Each prison and detention center within the County has developed procedures for the relocation of prisoners to jails outside of the threatened area. These plans include procedures for secure transport of prisoners when prison system vehicles are not available for the task.
 - i. The Sheriff's Department or municipal police department(s) coordinate evacuation from County parks and recreation areas. The Sheriff's Department and the State Department of Environment, Health, & Natural Resources coordinate evacuation of state parks and recreation areas in County. County and state parks representatives routinely advise the Emergency Management Coordinator of any scheduled special events that may draw crowds to the parks or recreation areas.
 - j. Businesses within the County that have large numbers of employees are responsible for developing plans for the evacuation of their employees during emergencies. The procedures should include, if needed, the instructions for the temporary shutdown of their facilities and operations. If the facility is directly involved in the incident, the Senior Manager on the site should account for all employees and remain to assist the Incident Commander as needed. Facility management should assist with evacuation of all employees.
4. Emergency Public Information

For other emergencies, warnings to the public and information concerning evacuation will be broadcast over the emergency alert system (EAS) network and by emergency vehicles equipped with sirens, warning lights, and loudspeakers moving through the threatened areas. For localized evacuations, emergency responders will provide warning and evacuation instructions door-to-door in the affected area.

IV. DIRECTION AND CONTROL

- A. Direction and control of any evacuation is the responsibility of the Board of Commissioners Chairman. In the Chairman's absence, the Commissioner next in line of succession serves as a replacement. The Emergency Management Coordinator supervises the evacuation based on the guidance from the Board of Commissioners and the County Manager.
- B. During large-scale evacuations involving the relocation of the population from an entire municipality, the County, or several counties, the Governor may declare a State of Disaster. At that point, the Governor assumes direction and control of the situation and the State Emergency Response Team (SERT) coordinates evacuation operations upon activation of the State EOC.
- C. When an emergency situation requires timely evacuation before the EOC can be activated, the Incident Commander on the scene can call for a limited evacuation to protect public

safety. Only those persons in immediate danger are moved away from the area. If the situation continues, the Board of Commissioners issues the order for an evacuation.

- D. An emergency situation may force evacuees to a reception area outside of the County. The County Manager appoints a representative from County government to act as a liaison between the County and the reception area government. The evacuees are subject to all the laws and ordinances of the jurisdiction operating the reception area.

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 (evacuation):
 - 1. Board of Commissioners Chairman
 - 2. County Manager
 - 3. Emergency Management Coordinator
- F. Orders of Succession (transportation):
 - 1. Cabarrus County Public Transportation Department Director
 - 2. Cabarrus County Public Transportation Department Assistant Director
 - 3. Cabarrus County Transportation Service Duty Supervisor
- G. Orders of succession for departments and agencies that support evacuation and transportation are in accordance with their internal standard operating procedures.

