



Vulnerable Population Coastal Evacuation Transportation Operations Plan

Annex to:
Georgia Emergency Operations Plan



2015

Executive Summary

The State of Georgia is extremely vulnerable to hurricane-related hazards. The geographic location of Georgia makes it susceptible to impacts from tropical storms and hurricanes from both the Gulf of Mexico and the Atlantic Ocean. Tropical storms and hurricanes have impacted Georgia from both coasts causing widespread damages and coastal evacuations.

Georgia has been fortunate that a hurricane has not made landfall along the coast in recent history. The most recent threat to the Georgia Coast was Hurricane Floyd (1999). In September 1999, Georgia, Florida, and South Carolina experienced the largest evacuation effort in American history in the face of Hurricane Floyd. An estimated 3 million people took to the highways to flee Floyd's wrath, jamming interstates in search of safety and shelter.

Lessons learned from past hurricane events reveal that evacuation operations quickly consume the limited number of transportation resources that are required to move certain segments of the population out of the at-risk area.

In order to respond effectively, the Georgia Emergency Management Agency / Homeland Security (GEMA/HS) in collaboration with Georgia Department of Public Health (DPH) developed this plan, to coordinate with local effort, private sector partners and available federal assets to attend the vulnerable population during a coastal evacuation process. Procedures have been established to decision making regarding the coastal evacuation process of the vulnerable population.

For purpose of this plan the vulnerable population includes the coastal region residents with Functional and Access Needs and/or Medical Needs who require transportation assistance during an evacuation, and residents in Long Term Care Facilities (Nursing homes and Assisted Living Facilities with a Memorandum of Agreement with GEMA and the local EMA). This OPLAN describes the transportation resources and operational support requirements associated with transporting evacuees from designated LTCF or CSA locations in coastal Georgia to pre-identified receiving facilities within the State of Georgia. State officials intend to implement this plan upon request from authorized county officials in coastal Georgia based on the imminent threat of a hurricane making landfall.

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2	Georgia Department of Public Health	Health Protection/Emergency Preparedness/PHEP Public Health District 9-1 & 9-2
3	Coastal Counties	County Emergency Management Agency Directors
4	Department of Human Services	
5	Department of Community Health	
6	Evacuation Transportation Management and Coordination Contractor	Metro Atlanta
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1.0 Introduction

The State of Georgia's geographic location makes it directly vulnerable to the impact of hurricanes approaching from the Atlantic Ocean and indirectly susceptible to hurricanes entering from the Gulf of Mexico. Georgia's history of hurricane activity over the last two centuries is marked by significant contrast. The state experienced a very active hurricane season in the 1800's with several major hurricane landfalls (Category 3 or greater on the Saffir-Simpson hurricane wind scale). Conversely, the state incurred very few hurricanes over the past 112 years with only seven hurricanes classified as either a Category 1 or Category 2. Despite the state's long respite with little major hurricane activity, the question remains not "if" but "when" the next major hurricane will strike.

Lessons learned from past hurricane events reveal that evacuation operations quickly consume the limited number of transportation resources that are required to move certain segments of the population out of the at-risk area. For example, long-term care facilities are often in competition for the same ground transportation resources and are unable to acquire the necessary resources to evacuate all of its residents. Based on these past experiences, the Georgia Healthcare Association approached the Georgia Emergency Management Agency (GEMA) and requested state planning support with LTCF evacuations. For purposes of this plan, a **Long-Term Care Facility (LTCF)** refers specifically to nursing homes and assisted living facilities. Similarly, county officials requested state planning support in evacuating **County Staging Areas (CSAs)**. Local authorities open and operate a CSA in order to assemble and process county residents with Functional and Access needs and Medical needs who require transportation assistance during an evacuation.

A person with functional needs is an individual that has physical, sensory, mental health, and cognitive and/or intellectual disabilities affecting their ability to function independently without assistance. These individuals typically reside in single homes or multiple family dwellings in Georgia and are not residents of hospitals, residential health care facilities, or any community-based residences or services that are already subject to emergency planning requirements.

A person with medical needs is defined as person who is not self-sufficient or who does not have adequate support from caregivers, family, or friends and may need assistance with: managing unstable, terminal or contagious conditions that require observation and ongoing treatment; managing intravenous therapy, tube feeding, suction administration; managing wounds; and operating power dependent equipment to sustain life. These individuals require support of trained medical professionals.

1.1 Purpose

GEMA officials agreed to develop a Vulnerable Population Coastal Evacuation Transportation Plan in order to better coordinate the limited number of transportation resources available for LTCF and residents with Access and Functional Needs and Medical Needs in coastal counties. For purposes of this Operations Plan (OPLAN), a **vulnerable population evacuee**

requires transportation and sheltering assistance during an evacuation operation. This plan specifically refers to a **vulnerable population evacuee** as an individual who is either a resident at a LTCF or a county resident with functional and access needs and/or medical needs who receives transportation assistance through a CSA. Designated transportation resources will transport LTCF evacuees to a receiving facility and CSA evacuees to a receiving shelter or pre-identified medical facility.

1.2 Scope

For planning and administrative purposes, GEMA divided the State of Georgia into eight regions; the focus of this plan is on the 12 counties within GEMA Region 5, also referred to as coastal Georgia. The six counties within Region 5 that border the Atlantic Ocean are Chatham, Bryan, Liberty, McIntosh, Glynn, and Camden. The remaining six counties within Region 5 are Effingham, Long, Wayne, Pierce, Brantley, and Charlton. All 12 counties are vulnerable to the effects of hurricanes which include strong winds, storm surge, and flooding.

Within the 12 coastal counties are numerous LTCFs, and several of these facilities may require state transportation support to evacuate their residents. Conversely, 8 of the 12 coastal counties are included in Public Health District 9-1 (Coastal Health District), and each of these counties operates a CSA during a large-scale evacuation. The Coastal Health District serves Effingham, Chatham, Bryan, Liberty, Long, McIntosh, Glynn, and Camden counties (See Figure 1).

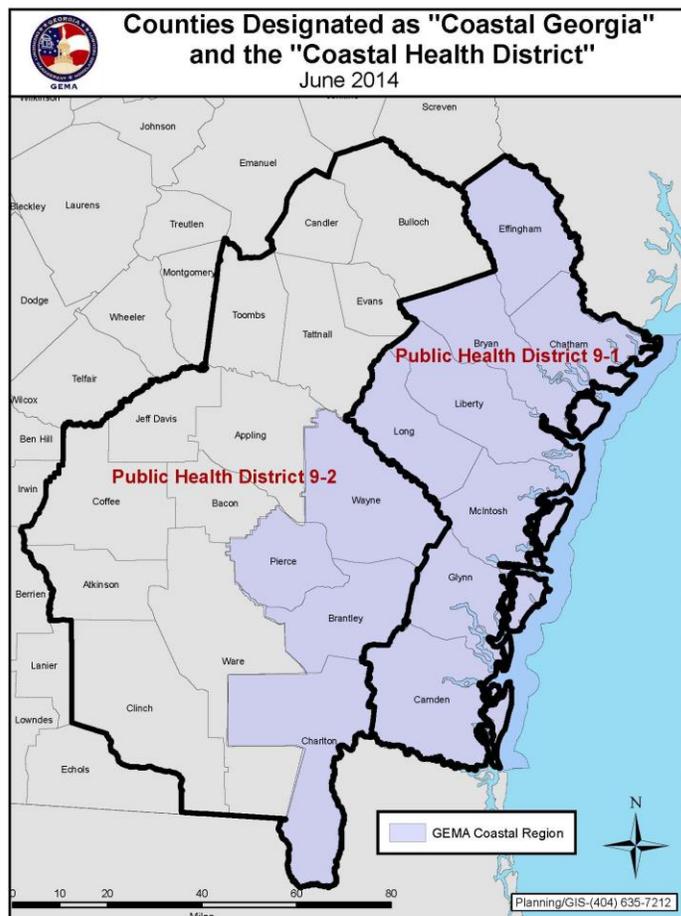


Figure 1: Coastal Georgia and the Coastal Health District

This OPLAN describes the transportation resources and operational support requirements associated with transporting evacuees from designated LTCF or CSA locations in coastal Georgia to pre-identified receiving facilities within the State of Georgia. State officials intend to implement this plan upon request from authorized county officials in coastal Georgia based on the imminent threat of a hurricane making landfall.

1.3 Situation

The State of Georgia has a history of destructive hurricanes and its coastline is vulnerable to major storms moving through the North Atlantic Basin. A Category 1 or greater hurricane that is approaching from the Atlantic and forecast to strike the state may prompt an evacuation of coastal Georgia and the need to implement this plan. The majority of residents will evacuate using their own means of transportation. However, there is a smaller segment of the population that requires transportation assistance in order to evacuate the at-risk area. This plan specifically focuses on the segment of the population that is vulnerable because they have functional and/or medical needs and requires transportation assistance from either a LTCF or residential location (via CSA operations) to a designated location.

LTCFs are required to have evacuation plans and a means of evacuating vulnerable residents; however, during a large-scale coastal evacuation, the transportation vendor identified in the LTCF's evacuation plan may not have the required number of transportation resources to accommodate requests from multiple entities. In this case, the LTCF will notify the County Emergency Management Agency (EMA) and request transportation assistance to evacuate its residents from the LTCF to a pre-identified facility.

Similarly, there are residents living in the Coastal Health District community with functional and/or medical needs that may also require government-provided transportation and sheltering assistance in the event of an ordered evacuation. County Health Departments, through the assistance of public and local community healthcare partners, make every effort to pre-register vulnerable residents into a shared county/state database. These registrants will likely be evacuated through the CSA evacuation process. Additionally, Coastal Health District counties may request state-provided transportation resources to support CSA evacuation operations.

State-provided transportation support for LTCF or CSA evacuation operations may consist of ambulances, para-transit vehicles, and motor coaches. GEMA has pre-identified several different transportation providers in the event it becomes necessary to respond to county requests for transportation resources in support of LTCF and CSA evacuation operations.

1.4 Planning Assumptions

Below is a list of generalized planning assumptions that are applicable to a vulnerable population coastal evacuation. See Annex 1 (LTCF Evacuation) and Annex 2 (CSA Evacuation) for additional planning assumptions associated with each type of evacuation.

- If a Category 1 hurricane or greater is expected to make landfall along the Georgia coast, the Governor may declare a state of emergency, and officials in the at-risk counties may order an evacuation.
- County emergency management officials in the at-risk coastal areas will notify GEMA officials if they issue an evacuation order.

- A segment of the vulnerable population will require transportation assistance to evacuate the at-risk area.
- For purposes of this plan, a vulnerable population evacuee refers to the population that resides in either a LTCF or at home and has access and functional and/or medical needs.
- Past evacuation experiences demonstrate that some counties will not have a sufficient number of transportation resources to evacuate the vulnerable population.
- Coastal county officials will request state-provided transportation resources in order to effectively move evacuees out of an at-risk area.
- GEMA intends to utilize ambulances, para-transit vehicles, and motor coaches (collectively referred to as "state-provided transportation resources") in support of this plan.
- The Governor of Georgia may request a Pre-Disaster Emergency Declaration; however, the state's implementation of this plan is not dependent on the state receiving a Pre-Disaster Emergency Declaration.
- If the state does receive a Pre-Disaster Emergency Declaration, GEMA must submit an Action Request Form (ARF) to FEMA Region IV in order to request transportation resources through the federal ambulance contract (i.e., ambulances, para-transit vehicles, and medical personnel) and/or operational support via the federal motor coach contract.
- FEMA will require up to 24 hours processing for all ARFs.
- GEMA will facilitate the acquisition of other transportation resources required for an evacuation mission by implementing applicable agreements and contracts.
 - GEMA is currently negotiating an agreement with the DCH Medicaid Contract Brokers to utilize Medicaid Non-Emergency Transportation (NET) resources and services in support of this plan.
 - GEMA has negotiated an agreement with Coastal Regional Commission (CRC) to utilize para-transit vehicles and drivers in support of this plan.
 - State officials will enter into contracts with motor coach vendors and ambulance service vendors prior to an emergency incident in order to efficiently acquire the required number of motor coaches and drivers to support this plan.
- Transportation resources obtained through the federal ambulance contract, federal motor coach contract, and/or a state-contracted motor coach vendor will be staged at a VSA prior to being deployed to a designated location.

- Transportation resources obtained through the DCH Medicaid Contract Brokers (i.e., Medicaid NET resources) and the CRC will not typically be staged at a VSA; instead, the vehicles will remain at each respective home station until a request is made and the respective dispatcher will deploy the resources to a designated location.
- The state-provided transportation resources (i.e., ambulances, para-transit vehicles, and motor coaches) may be utilized at both LTCFs and CSAs.
- The state's intended policy is to simultaneously deploy the total number of transportation resources requested at the LTCFs and CSAs in order for all vehicles to be at the required locations at the commencement of evacuation operations.
- State officials anticipate CSA evacuations will take up to 12 hours to complete.
- State officials anticipate LTCF evacuations will take up to 24 hours to complete.
- Current U.S. Department of Transportation (DOT) regulations state that motor coach "hours of service" are limited to 10 hours of drive time in any 15-hour period (it will be included as part of the State of Emergency declaration).
- Prior to the commencement of evacuation operations, it is anticipated that the Governor of Georgia will request and receive a commercial transportation hours-of-service waiver from the U.S. DOT.
- In accordance with a U.S. DOT hours-of-service waiver, commercial transportation providers will manage their fleet operation within the specified waiver guidelines.
- GEMA has identified two optimal VSA sites and will determine which VSA site to utilize upon execution of this plan. In certain scenarios, state officials may opt to utilize both sites.
- In some cases, vehicles transporting evacuees may make more than one trip during the evacuation operation.
- GEMA has identified both a primary and alternate Vehicle Replenishment Point (VRP) and will determine whether it is necessary to utilize a VRP upon execution of this plan.

Upon the conclusion of evacuation operations, GEMA will inform the transportation contractor representatives of any future operational requirements (i.e., re-entry mission, etc.).

- Prior to demobilizing, vehicle drivers will contact their contractor representative in the SOC for instructions regarding future requirements/missions.

- An evacuee is permitted to travel with his/her pet on the state-provided transportation resources as long as the pet is in a carrier and does not pose a hazard to fellow passengers.
- This plan does not address the evacuation of Georgia's Critical Transportation Need (CTN) population, which is a segment of the population that does not have access to a personal vehicle and requires government-assisted transportation during an evacuation, but otherwise does not have functional or medical needs.

2.0 Organization and Responsibilities

2.1 – Primary Organization

Georgia Emergency Management Agency (ESF-5)

The Georgia Emergency Management Agency (GEMA) is responsible for coordinating all aspects of the state's mitigation, preparedness, response, and recovery functions associated with an emergency/disaster.

For purposes of this plan, GEMA's responsibilities include but are not limited to assisting local emergency management officials, in conjunction with state and local public health officials and other ESF agencies as appropriate. As such, GEMA officials will facilitate the acquisition and deployment of ground transportation resources necessary to transport evacuees out of an at-risk area.

GEMA will also activate and manage the State Operations Center (SOC). The SOC is a Multi-Agency Coordination Center (MACC) used by state, federal, volunteer, and private sector partners to coordinate support to local jurisdictions during emergencies and disasters.

GEMA is responsible for notifying appropriate agencies and organizations in order to implement this plan. GEMA officials will administer requests for assistance from local jurisdictions and coordinate support to affected counties when an emergency incident exceeds the local government's ability to respond or recover. If local and state requirements exceed state capabilities, the State of Georgia may request a federal declaration in order to acquire federal support. If the state obtains a federal declaration, GEMA may request federal support by submitting an Action Request Form (ARF) to FEMA.

GEMA planning and public assistance staff will continue to work with federal partners to assess costs related to this CONPLAN and identify federal reimbursement programs.

2.2 – Support Organizations (county, state, federal, private, and non-profit organizations)

Emergency Management Agencies within Coastal Georgia (Charlton, Camden, Brantley, Pierce, Glynn, Wayne, McIntosh, Long, Liberty, Bryan, Chatham, and County Effingham)

Each county Emergency Management Agency (EMA) is responsible for coordinating all aspects of the county's preparedness, response, and recovery functions associated with an emergency/disaster. The County EMAs in coastal Georgia play a key role in the development and implementation of evacuation plans at the local level. In Georgia, county and municipal jurisdictions have the authority to issue an evacuation order. The Georgia Emergency Management Act, as amended, provides the authority to the county commission or elected authority to order an evacuation when deemed necessary to protect lives.¹ Each local government is responsible for evacuating areas within its jurisdiction and shall establish priorities and regulations regarding the evacuation of residents and visitors.

Each County EMA will activate and manage its Emergency Operations Center (EOC) in response to a situation which merits the issuance of a county-wide evacuation order. County EMA officials will coordinate with GEMA if an emergency incident exceeds the local government's ability to respond or recover from the incident. For purposes of this plan, each County EMA's responsibilities include but are not limited to:

- Coordinating ground transportation resource requests necessary to evacuate the vulnerable population;
- Forecasting annual vehicle requirements that exceed local capability; this includes ensuring that CSAs and participating LTCFs within the county submit a vehicle requirements forecast in GEMA WebEOC (during the month of May) for projected needs; (See Figure 2, Page 18)
- Notifying CSA and LTCF management to update the vehicle forecast in GEMA WebEOC if it appears likely that the county will issue an evacuation order;
- Working closely with county ESF representatives to coordinate county evacuation operations;
- Coordinating public information messaging and dissemination with the state's Joint Information Center (JIC).

Georgia Department of Public Health (ESF-8)

The Georgia Department of Public Health (DPH) is comprised of many health and medical-related divisions that coordinate and deliver public health, environmental health, and medical health services. The Division of Emergency Preparedness and Response is responsible for preparing and responding to disasters from a health and medical-related perspective.

¹ Obtained from the Georgia Emergency Operations Plan, Incident Annex A: Hurricane CONPLAN, p. 28, dated May 2013.

State DPH collaborates with 159 County Health Departments and 18 public health districts. There are two Public Health Districts that directly pertain to this plan: District 9-1 includes eight counties, all of which are included in the hurricane evacuation zone. District 9-2 includes a total of 16 counties, of which 4 counties are included in the hurricane evacuation zone. The eight counties in District 9-1 and the four counties in District 9-2 comprise the 12 counties in GEMA's Region 5 (coastal Georgia).

Designated DPH officials will assume a support role in coordinating requests for ground transportation resources required to support LTCF and CSA evacuations in these 12 counties. The State DPH representative at the SOC will coordinate closely with GEMA.

Georgia Governor's Office

The Governor is the state's chief executive and is responsible for declaring a state of emergency² in the event of an impending or no-notice emergency or disaster. Although the Governor has the authority to issue or rescind evacuation orders, the Governor has never exercised this authority.³ Additionally, the Governor is the chief law enforcement officer of the state and commander-in-chief of the state's military forces.

Georgia Department of Human Services (ESF-6)

The Georgia Department of Human Services (DHS) is comprised of several divisions aimed at providing a wide range of human services, which are designed to promote self-sufficiency, safety, and well-being for all Georgians. The Office of Facilities and Support Services (OFSS) has various responsibilities including management of facilities, office space and assets, risk management, and emergency response. During an emergency or disaster, OFSS personnel are responsible for coordinating mass care services (i.e. sheltering, food, and first aid) with the American Red Cross and posting updated shelter information on the GEMA website. For purposes of this plan, OFSS will coordinate with county ESF-6 and state and county ESF-5 agencies to respond to requests associated with sheltering during an evacuation operation.

Georgia Department of Transportation (ESF-1)

The Georgia Department of Transportation (GDOT) is the transportation engineering agency for the state in charge of developing and maintaining all state and federal roadways in the State of Georgia.

Georgia Department of Administrative Services (ESF-7)

The Georgia Department of Administrative Services (DOAS) is comprised of several divisions including Human Resources, Risk Management, Fleet Management, Surplus, and State Purchasing. The State Purchasing Division (SPD) serves as the central procurement agency for all state government entities. The SPD provides approval and

² A state of emergency allows for state resources to be available for response and recovery activities and calls for GEMA to activate the Georgia Emergency Operations Plan.

³ Obtained from the Georgia Emergency Operations Plan, Incident Annex A: Hurricane CONPLAN, p. 28, dated May 2013.

purchase of services, supplies, and equipment required in response to emergency or disaster operations. In response to this plan, the SPD is responsible for assisting GEMA with establishing and maintaining statewide contracts for emergency standby services for (1) providing transportation management in the SOC and designated state staging areas and (2) multiple contractors to provide ambulance, para-transit, and motor coach evacuation services in support of LTCF and CSA evacuations.

Federal Emergency Management Agency (FEMA)

FEMA is responsible for assisting states with preparedness planning and providing supplemental assistance during an evacuation operation or disaster incident if the resources required exceed local and state capabilities. In response to a state request for federal assistance, the President of the United States may issue a pre-landfall Federal Emergency Disaster Declaration, making federal resources available to assist the state in implementing various emergency operations plans. If the state determines that federal assistance is required to implement portions of this evacuation transportation plan, then GEMA will submit ARF(s) to FEMA. For example, GEMA must submit an ARF to FEMA in order to request transportation resources via the federal ambulance contract. If FEMA receives and approves the state's request, FEMA may issue mission assignments or task orders to fill the request. FEMA may also pre-position certain resources in order to ensure a more rapid response to emerging state requirements.

Federal Ambulance Contractor

FEMA designated a contractor as the sole prime provider recipient of the Federal National Ambulance and Para-transit Support Services contract ("federal ambulance contract"), which provides a full array of ground ambulance, air ambulance, para-transit services, and medical personnel to supplement the federal and military response to a disaster, act of terrorism, or other public health emergency. Upon issuance of a FEMA task order, the federal ambulance contractor will provide the State of Georgia with ambulances, para-transit vehicles, and medical personnel. At the request of GEMA, the federal ambulance contractor will assign a representative to the SOC and VSA. The assigned representative at the SOC is responsible for providing ambulance/para-transit subject matter expertise and situational awareness to SOC officials as requested and coordinating vehicle requirements with the assigned representative at the VSA. The VSA representative is responsible for coordinating with the SOC representative in dispatching federal ambulance contract vehicles from the VSA to designated locations.

Non-Emergency Transportation (NET)

The Department of Community Health (DCH) administers the Medicaid Non-Emergency Transportation (NET) Brokered Services Program through private providers throughout the state. GEMA is entering into an agreement with DCH Medicaid Contract Brokers to utilize Medicaid NET resources and services in the event that a man-made or natural disaster warrants full or partial evacuations from coastal Georgia. At the request of GEMA, the DCH Medicaid Contract Broker will assign a representative to the SOC. The DCH Medicaid Contract Broker representative at the SOC will coordinate with the

Medicaid NET Brokered Service Providers and offer subject matter expertise and situational awareness to SOC officials as requested. Upon request of the DCH Medicaid Contract Broker representative at the SOC, NET resources will most likely be dispatched directly from the provider's home station to a designated LTCF.

Coastal Regional Commission (CRC)

The CRC manages the Coastal Regional Coaches transportation services for coastal Georgia. CRC is entering into an agreement with GEMA to provide para-transit vehicles in support of evacuation activities. The CRC shall maintain a communication link with the SOC and coordinate vehicle requirements and movement with staff at the SOC.

Motor Coach Vendor

Vehicle contractors for coaches will be selected using established statewide contracting process. Contractors will provide vehicles and drivers in accordance with contract terms. Contractors will transport evacuees from LTCFs to designated receiving facilities and from CSAs to designated receiving shelters. Contract terms may require contractors to assign a representative to the SOC or state staging areas to assist with evacuation coordination.

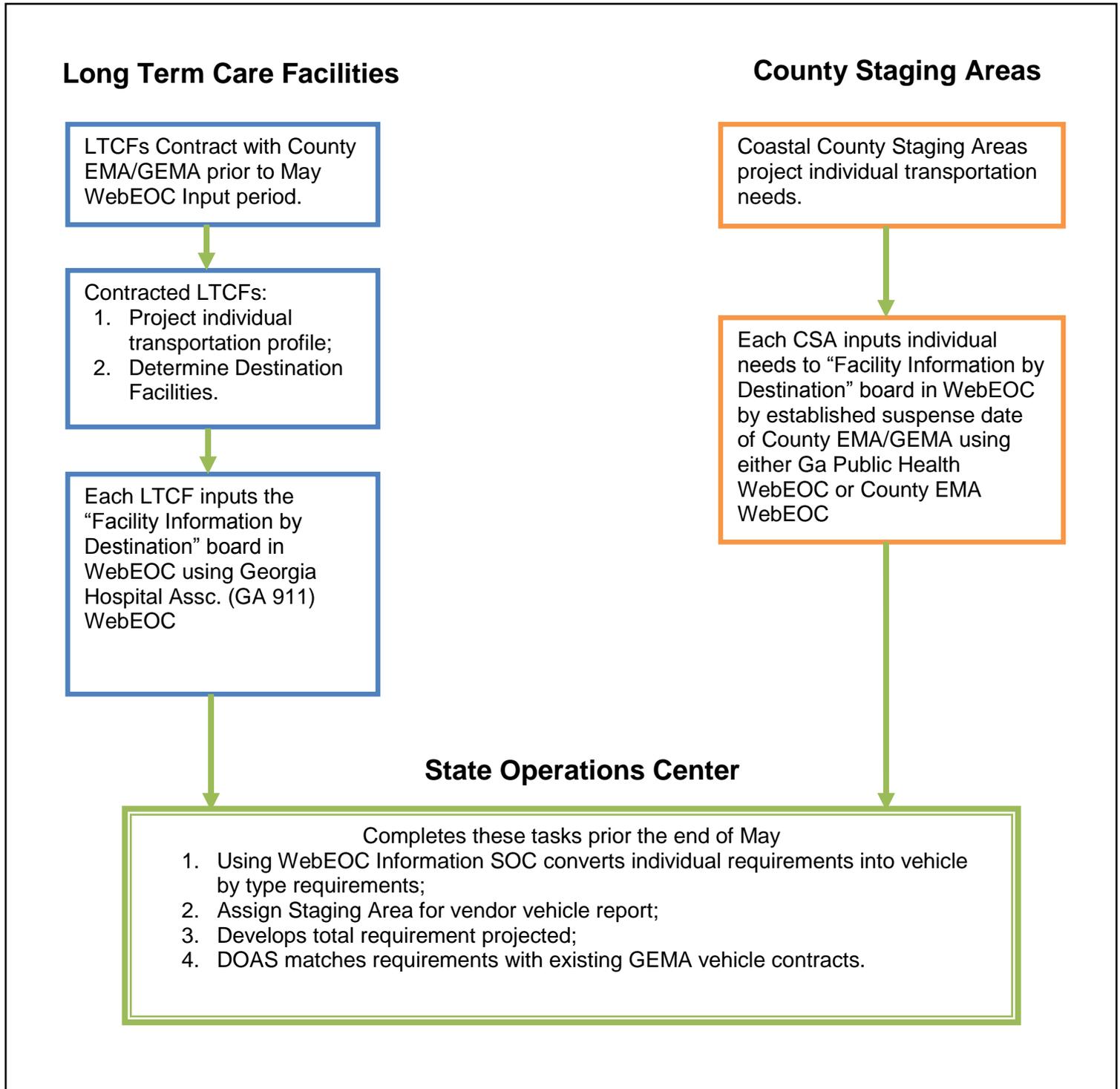
Ambulance Vendor

Ambulance contractors will be selected using established statewide contracting process. Contractors will provide vehicles and drivers in accordance with contract terms. Contractors will transport evacuees from LTCFs to designated receiving facilities and from CSAs to designated receiving shelters. Contract terms may require contractors to assign a representative to the SOC or state staging areas to assist with evacuation coordination.

Federal Motor Coach Evacuation Operational Support Contractor

FEMA identified a contractor as the sole prime provider recipient of the federal Motor Coach Evacuation Operational Support (MCEOS) contract for large-scale motor coach evacuation operations in the Continental United States. The federal MCEOS contractor is responsible for providing designated operational support upon issuance of a FEMA task order. If the State of Georgia receives a pre-landfall Federal Emergency Disaster Declaration, the state may request federal support in the implementation of this plan. Examples of operational support may include deploying Liaison Officers (LNOs)/Subject Matter Experts (SMEs) to key locations, preparing Incident Action Plans (IAPs), deploying the Transportation Response Team (TRT) Management Group, and providing field support at key sites such as VSAs and VRPs.

Figure 2: Forecast Annual Vehicle Requirements
Each May or at the execution of the Memorandum of Agreement



3.0 Concept of Operations

This section contains the operational concepts associated with a state-supported evacuation of the vulnerable population in coastal Georgia. The backdrop of this plan is based on a Category 1 hurricane or greater that prompts state evacuation support at LTCFs and CSAs. Moreover, this section describes how the state will implement this type of evacuation utilizing a blended ground-transportation operation comprised primarily of ambulances, para-transit vehicles, and motor coaches.

3.1 Pre-Evacuation Operations

This section represents the key functions and sequence of events that are anticipated prior to the commencement of LTCF and CSA evacuation operations.

3.1. A: Weather Monitoring

- Local, state, and federal officials will begin monitoring tropical storm and hurricane forecast information from the National Hurricane Center (NHC) and other forecasting entities for storms that may impact the Coastal Georgia Region.
- State officials may implement this plan based on a hurricane forecast of a Category 1 or greater.

3.1. B: FEMA Operations

- If weather models indicate that a hurricane is threatening the State of Georgia, FEMA may implement the following operations:⁴
 - Activate and deploy the regional Incident Management Assistance Team (IMAT) to the Georgia SOC.
 - Potentially deploy a transportation LNO/SME in support of the IMAT.
 - Participate in daily Video Tele-Conference calls to enhance situational awareness.
 - Issue a task order placing the federal Motor Coach Evacuation Operational Support (MCEOS) contractor on alert status. If this occurs, the federal MCEOS contractor may be requested to:
 - Deploy LNOs/SMEs to FEMA Headquarters--National Response Coordination Center (NRCC).
 - Deploy LNOs/SMEs to the FEMA Region IV--Regional Response Coordination Center (RRCC).
 - Activate the Central Dispatch Operations (CDO) Center to manage strategic aspects of a federal MCEOS contractor operation, which may include conducting a market survey update (if requested).
 - Commence crisis action planning.

⁴ These operations would occur independently from GEMA officials submitting an ARF for operational field support.

3.1. C: National Hurricane Center (NHC) Forecast

- NHC meteorologists forecast the storm track "cone of uncertainty" to include the State of Georgia.
- The "cone of uncertainty" is a phrase the NHC uses to represent the hurricane risk to the public prior to landfall.
- NHC meteorologists forecast a hurricane (Category 1 or greater) to make landfall in Georgia.

3.1. D: County Evacuation Order

- Authorized local officials in the at-risk area issue an evacuation order to commence at a specified time based on the NHC forecast.
- Officials from county emergency management agencies in the at-risk area will notify GEMA officials of the evacuation order and may request implementation of the state's Vulnerable Population Coastal Evacuation Transportation plan.

3.1. E: State of Emergency

- The Governor will likely declare a state of emergency based on the NHC forecast.
- A state of emergency allows state resources to be available for response and recovery activities, and calls for GEMA to activate the Georgia Emergency Operations Plan.
- In order to request federal assistance in support of this plan, the Governor must declare a state of emergency.

3.1. F: Pre-Disaster Emergency Declaration Request

- If certain FEMA requirements are met, the Governor may request a Pre-Disaster Emergency Declaration to the President of the United States, through FEMA Region IV.
 - If the President issues a Pre-Disaster Emergency Declaration to the State of Georgia, GEMA may submit Assistance Request Form (ARF) to FEMA requesting federal support for evacuation operations.
- The state's implementation of this CONPLAN is not dependent on the state receiving a Pre-Disaster Emergency Declaration.

3.1. G: State Operations Center Activation

- The SOC is operational with representatives from various agencies/organizations, which may include but are not limited to:
 - ESF-1 (Georgia Department of Transportation);
 - ESF-5 (GEMA);
 - ESF-6 (Georgia Department of Human Services);
 - ESF-7 (Georgia Department of Administrative Services);
 - ESF-8 (Georgia Department of Public Health);
 - State-contracted transportation management team;

- Vehicle contractors (as required by contract terms).

3.1. H: Request for Activation of the Coastal Regional Commission (CRC)

- GEMA will perform the following tasks:
 - Notify CRC of its intent to execute existing agreements regarding the use of their transportation assets for an evacuation.
 - Provide an initial estimate of the number of vehicles to be used during the evacuation based on the entries in WebEOC.
 - Follow up by providing the CSA location/report times for the requested vehicles.
 - Drivers/vehicles will report to assigned CSA for pick-up and drop-off instructions.
 - Drivers may report directly to County Health Department personnel at the CSA to assist with local county pickups that require transportation to a CSA.
 - CRC vehicles may also be used to transport evacuees to shelters pursuant to agreement terms in effect at the time of execution.

3.1. I: Notification and Mobilization of Personnel

- The state, as well as at-risk counties and municipalities, will begin notifying and mobilizing personnel necessary to implement this plan.

3.1. J: Activation of Statewide Contract for Vehicle Support

- GEMA will identify the best mechanism for acquiring vehicles, which are necessary to support the evacuation of LTCFs and CSAs.
- In order to determine the number of vehicles required for the evacuation mission, GEMA and State DPH in conjunction with each County EMA Director will:
 - On an annual basis (during the month of May), identify the projected number of evacuees requiring evacuation by vehicle type. This forecast will be entered into GEMA WebEOC. For planning purposes, officials will develop statewide vehicle projections for the hurricane season (June - November).
 - At approximately 96 hours from an anticipated incident, the May projections will be updated in WebEOC for vehicle contracting purposes.
 - The number of evacuees at LTCFs will also include an appropriate number of qualified staff members who will accompany the resident evacuees on a vehicle.
 - The number of evacuees at CSAs may also include caregivers and/or family members.

3.1. K: Request for Ambulances and Para-transit Vehicles

- GEMA will identify the most appropriate mechanism for acquiring ambulances and para-transit vehicles, which are necessary to support the evacuation of LTCFs and CSAs. The most viable options include:
 - In-state mutual aid agreements;
 - Federal ambulance contract (provides access to ambulances and para-transit vehicles via the ARF process);

- Contracts with Georgia based Ambulance Service provider.
- DCH Medicaid Contractor Broker agreement to utilize Medicaid NET Brokered Services resources (provides access to non-emergency transportation resources⁵ for the LTCF mission);
- Coastal Regional Commission agreement (provides access to para-transit vehicles for the CSA mission).
- In order to determine the approximate number of vehicles required for the evacuation mission, GEMA and State DPH will:
 - Identify the projected number of evacuees requiring transport via ambulance and para-transit vehicles based on the entries in WebEOC.
 - The number of evacuees at LTCFs may also include an appropriate number of qualified staff members who may accompany the resident evacuees on para-transit vehicles.
 - The number of evacuees at CSAs may also include caregivers and/or family members who may accompany evacuees on para-transit vehicles.
 - Assume that ambulance and para-transit vehicles transporting evacuees to pre-identified medical facilities may make more than one trip during the evacuation operation.
 - The pre-identified medical facilities are generally located in close proximity to the evacuating location, which allows these vehicles to make more than one trip.
- GEMA will facilitate the acquisition of vehicles required for the evacuation mission by requesting necessary federal support and implementing applicable agreements.

3.1. L: Activation of Motor Coach Contract

- The Georgia Department of Administrative Services will activate the Georgia based motor coach contracts upon request from GEMA.
- The contract provides for the acquisition of motor coach vehicles and drivers to support the evacuation of LTCFs and CSAs.
- Motor coaches will be used to transport evacuees to receiving facilities and receiving shelters.
- GEMA and State DPH will determine the number of motor coaches required for the evacuation mission based on the entries in WebEOC.
- Federal motor coach contract (provides access to motor coaches via the ARF process)
- GEMA will facilitate the acquisition of vehicles required for the evacuation mission by requesting necessary federal support and implementing applicable agreements.

⁵ These vehicles are comparable to an ambulance and can be used to transport patients horizontally if necessary.

3.1. M: Request for Operational Field Support through FEMA

- GEMA may submit ARF(s) to FEMA Region IV to request operational field support via the federal MCEOS contract. This may include but is not limited to the following:
 - Liaison Officer (LNO)/Subject Matter Expert (SME) at the SOC
 - The LNO/SME provides situational awareness, offers subject matter expertise, disseminates pertinent information, and processes informational requests pertaining to motor coach operations.

3.1. N: Joint Information Center (JIC)/Public Information

- Officials at the SOC intend to establish a JIC.
- The State JIC will coordinate with all operational county JICs.
- Each county JIC will assume the lead role for disseminating information to the public related to LTCF and CSA evacuation operations.

3.2 State-Supported Transportation Operations

This section outlines the various state-supported transportation operations and functions associated with a vulnerable population coastal evacuation.

3.2. A: Vehicle Staging Area (VSA)

- The VSA is the location where personnel process and stage transportation resources for deployment to a LTCF or CSA in order to support evacuation operations.
- The VSA will stage the following vehicles based on a blended operation:
 - ✓ Ambulances;
 - ✓ Para-transit vehicles;
 - ✓ Non-emergency transportation;
 - ✓ Motor coaches.
- GEMA officials are responsible for identifying and coordinating the use of an appropriate VSA field site.
 - The authorized VSA site(s) shall be located in close proximity to the affected at-risk counties.
 - GEMA has identified two optimal VSA sites:
 - Ogeechee Technical College, Statesboro, GA
 - Georgia Department of Driver Services (DDS), Brunswick, Georgia facility
 - GEMA officials will Annually:
 - Negotiate a Memorandum of Agreement (MOA) to utilize the site/facility;
 - Determine which VSA sites to utilize upon execution of this plan.
- The state may opt to staff the VSA utilizing one of the following options:
 - State-contracted transportation management personnel;

- Federal government-provided personnel (utilizing the MCEOS contract via the ARF process)
- Evacuation support vehicles will generally begin arriving at the VSA within 24 hours from the implementation of any contract (i.e., state agency, statewide contract, or federal contract) by GEMA.
- The VSA functional areas may include:
 - ✓ Check In
 - ✓ Distribution of Communications Kits/GPS Units (optional)
 - ✓ Fuel (optional)
 - ✓ Parking Area
 - ✓ Driver Briefing Area
 - ✓ Ready Line and Mission Briefing
 - ✓ Tactical Dispatching/Tactical Tracking
- VSA staff will check in and process the incoming transportation resources prior to deploying them to a designated FSA.
- The VSA is typically fully operational at approximately H -60.
- The VSA will remain operational 24 hours per day until state officials issue the VSA demobilization order (no later than the onset of tropical-storm-force winds).
- After VSA demobilization is complete, GEMA may opt to either relocate VSA personnel to the VRP for operational support or terminate the contract and release all personnel.

3.2. B: Forward Staging Area (FSA)

- The purpose of the FSA is to stage transportation resources in order to facilitate a timely response to the LTCF or CSA.
 - Prior to commencement of evacuation operations, the VSA will deploy the number and type of transportation resources identified in the WebEOC process to LTCFs/CSAs for evacuee pickup.
- A parking lot at each LTCF and CSA will serve as the FSA.
- Depending on the anticipated number of transportation resources required at each FSA, a LTCF staff member may be pre-assigned to an FSA in order to coordinate the parking and movement of vehicles at the site.
- Designated personnel at the LTCF or CSA will communicate with the appropriate driver when it is necessary to move his vehicle from the FSA to the evacuee loading area.
 - LTCF and CSA personnel will determine the appropriate vehicle (i.e., ambulance, para-transit, or motor coach) necessary to transport evacuee(s) to the appropriate location.

- If additional transportation resources are needed at a particular location (i.e., LTCF or CSA) authorized site personnel shall contact the County EMA to make the request. The County EMA will relay the request to GEMA for the specified number and type of vehicles.

3.2. C: Vehicle Replenishment Point (VRP)

- GEMA will determine whether it is necessary to utilize a VRP upon execution of the plan.
- A VRP serves as the location for drivers to rest while their vehicles are cleaned and re-fueled (optional) in preparation for re-entry operations.
- A VRP may serve as a demobilization location if designated transportation resources are no longer required for the evacuation or re-entry operation.
- GEMA officials are responsible for identifying and coordinating the use of an appropriate VRP field site.
 - The authorized VRP site shall be a location that is a safe distance from the at-risk area.
 - GEMA has identified the following two potential VRP sites:
 - Georgia Public Safety Training Center, Forsyth, GA (primary site)
 - Trembling Earth Recreation Complex, Waycross, GA (alternate site)
 - GEMA officials will negotiate an MOA to utilize the site/facility.
- The state may opt to staff the VRP utilizing one of the following options:
 - state-contracted transportation management personnel
 - federal government-provided personnel (via the ARF process)
- The VRP functional areas typically include:
 - ✓ Check In
 - ✓ Cleaning
 - ✓ Communications Kit/GPS Unit Check/Exchange (if applicable)
 - ✓ Fuel (optional)
 - ✓ Waste Disposal
 - ✓ Ready Line and Mission Briefing
 - ✓ Demobilization of Communications Kits/GPS Units (if applicable)
 - ✓ Driver Rest Area
- A pre-determined number of state staff will initially deploy to the VRP site to commence set up and implement VRP operations.
- The VRP is fully operational at approximately H -46.
- The VRP will remain operational 24 hours per day until state officials issue the demobilization orders for all contract vehicles.

3.2. D: Global Positioning System (GPS) Units--Distribution and Demobilization

- State officials may opt to request GPS units from all transportation providers in order to continually track the location of drivers/vehicles.
- State officials may also opt to request FEMA Communication Kits (which are equipped with GPS technology) in order to continually track the location of transportation resources.
 - The Communication Kits may be utilized on any of the state-acquired transportation resources.
 - GEMA must submit an ARF to FEMA to request the Communication Kits. Upon approval of the ARF, FEMA will issue a task order to the federal MCEOS contractor to distribute the Communication Kits to designated drivers/vehicles associated with the evacuation operation.
- At the time of demobilization, each driver/vehicle that was assigned a Communication Kit will travel to a designated demobilization site to return the equipment.

3.2. E: State's Contra-Flow Plan

- The state may choose to implement a contra-flow plan at approximately H -36. The Interstate-16 contra-flow plan shifts all lanes of traffic to a westbound direction.
- State officials expect to end contra-flow at H -0, which is before the onset tropical storms winds.

3.2. F: Vehicle Mechanical Breakdown

- GEMA will develop a brief list of instructions for reporting a mechanical breakdown on any of the transportation resources.
- This information will be passed on to each of the transportation providers.
- Each vendor may have a pre-established list of mechanical breakdown procedures and shall provide GEMA with this information prior to the commencement of evacuation operations.
- Additional resources (e.g., a wrecker and standby transportation resources) may be necessary to respond to a mechanical breakdown.

3.2. G: Vehicle Emergency

- GEMA will develop a brief list of instructions for drivers of the transportation resources to report an emergency (e.g., medical, fire, security, etc.) that occurs on or off a vehicle.
 - This information will be passed on to each of the transportation providers.

- Each vendor may have a pre-established list of emergency procedures and shall provide GEMA with this information prior to the commencement of evacuation operations.

3.2. H: Transportation Support for Other Potential Evacuation Missions

State officials may opt to utilize the transportation resources identified in this plan for other missions such as primary health care facility and post-landfall evacuation operations.

- Primary Health Care Facility Evacuation Operations:
 - State DPH may find it necessary to request the use of transportation resources identified in this plan in order to support evacuations at primary health care facilities (i.e., hospitals, hospice centers, etc.).
 - These transportation resources would serve as a supplement to the vehicles already being utilized in the evacuation.
 - GEMA officials may agree to provide transportation support using the resources identified in this plan if it does not negatively impact the LTCF and CSA evacuation operation.
- Post-Landfall Evacuation Operations:
 - Transportation resources may be necessary to respond to stranded individuals who were unable to evacuate and are having difficulty acquiring life-sustaining resources.
 - State officials may elect to stage a pre-identified number of transportation resources to support a post-landfall evacuation operation.
 - It may be necessary to acquire transportation resources from the VRP (if available).

3.2. I: Strategic Evacuation Timeline

- Within the State of Georgia, local and state-level government officials utilize the same H-Hour evacuation timeline. H-Hour is defined as the onset of tropical force winds.
- This plan includes a timeline that identifies key actions required by all primary and supporting organizations to assist with LTCF and CSA evacuation operations.
- Evacuation operations at LTCFs and CSAs may commence at approximately H - 48.
 - The H-Hour sequence could occur earlier in order to have the commencement of evacuation operations correspond with daylight hours.
 - There is a possibility that counties may be forced to conduct nighttime staging and evacuations.
- LTCF evacuations are expected to take approximately 24 hours to complete.
- CSA evacuations are expected to take approximately 12 hours to complete

Figure 3a: Strategic Evacuation Timeline

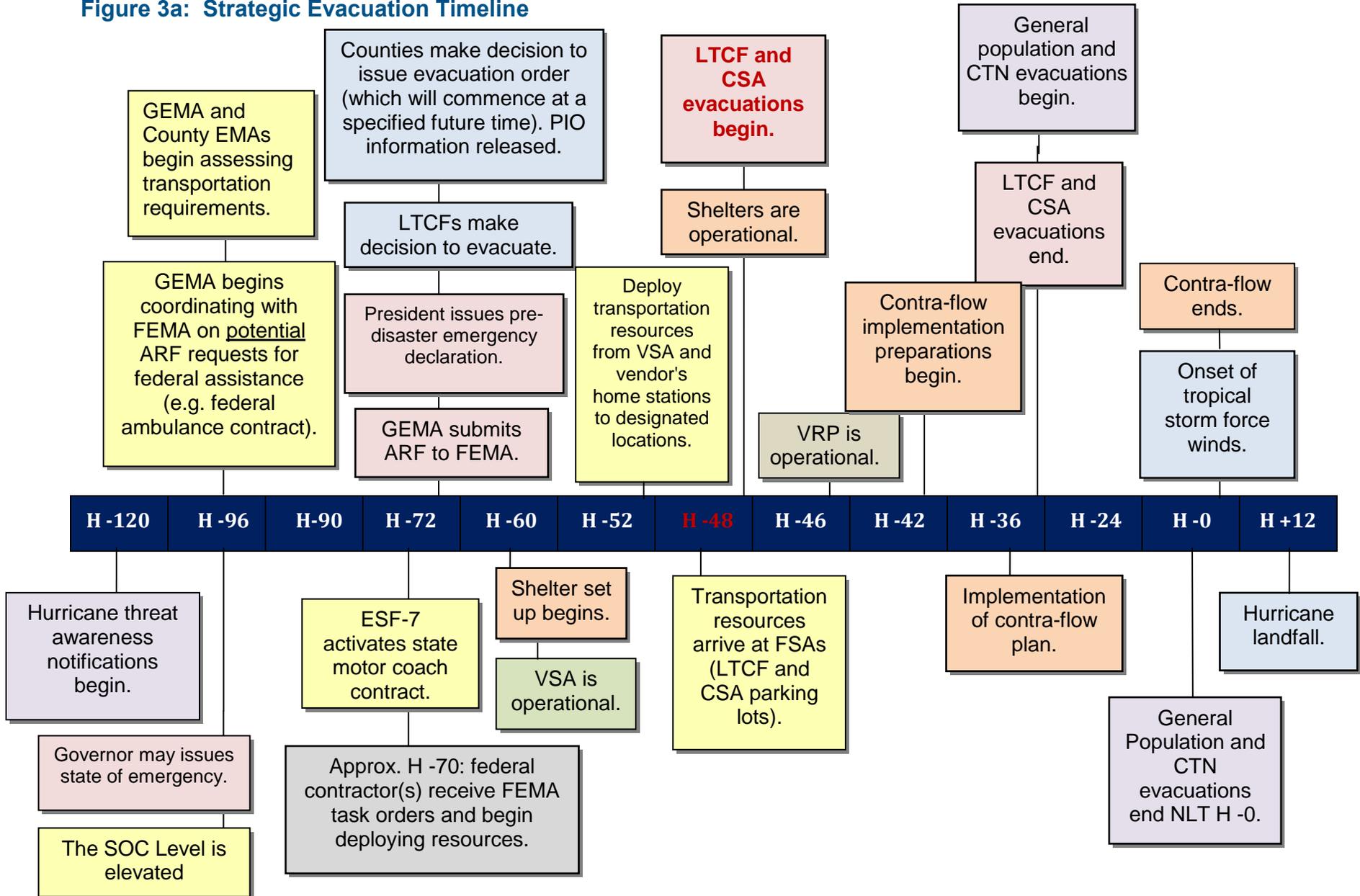
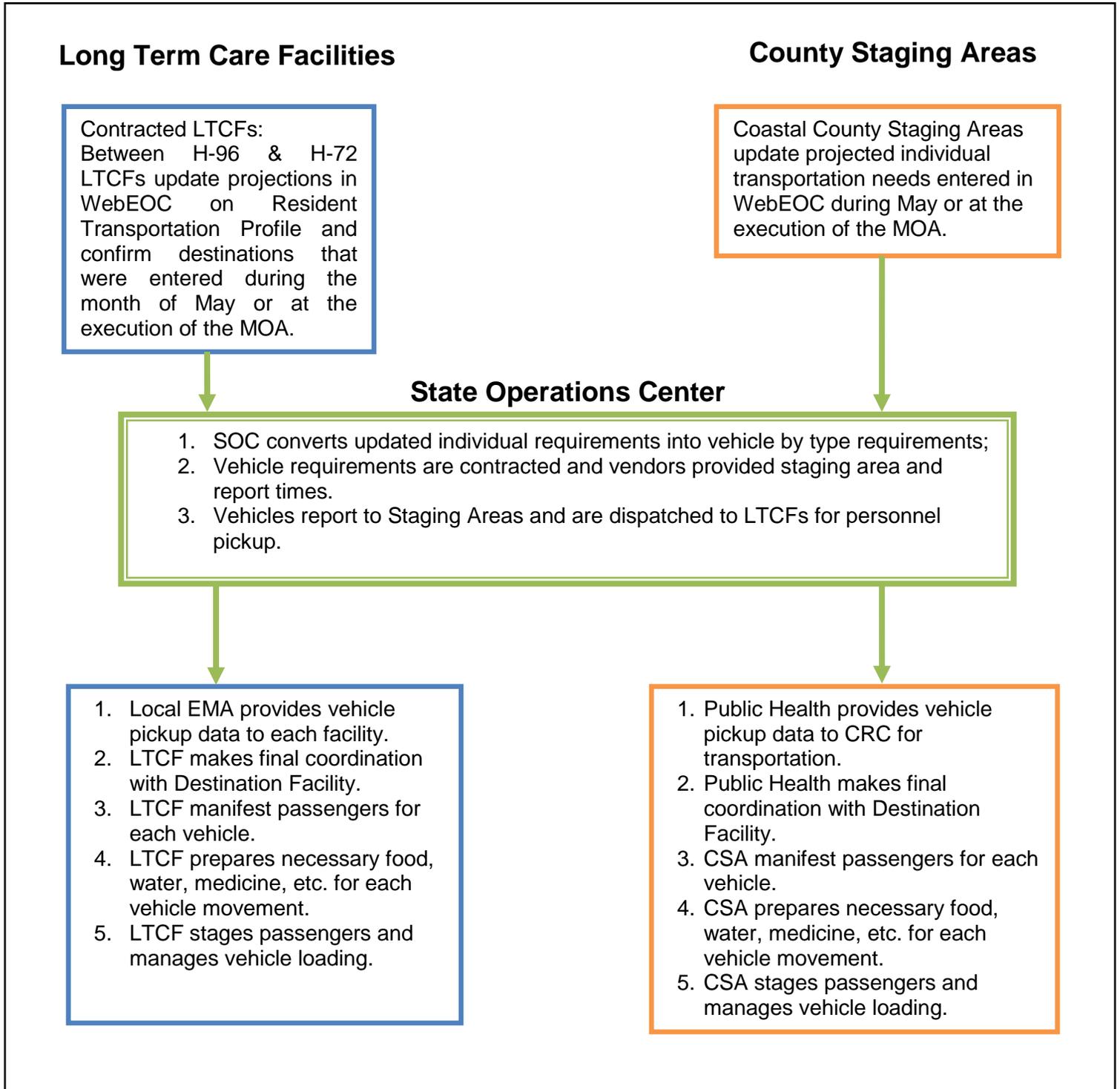


Figure 3b: Assessing unmet transportation requirement: 72 Hours prior to onset tropical storm force winds



3.3 Transportation Demobilization Operations

- Upon issuing a transportation demobilization order, GEMA may opt to demobilize vehicles/drivers at one of the following locations:
 - Designated drop-off location
 - Designated pick-up location
 - VSA
 - VRP
- At the demobilization location, each driver will:
 - Return any assigned equipment/supplies.
 - Sign a demobilization form that officially releases the driver/vehicle from the state transportation mission back to the appropriate contractor.
- GEMA will inform the contractor representative in the SOC of any future operational requirements (i.e., re-entry mission, etc.).
- Vehicle drivers will contact their contractor representative in the SOC for instructions regarding future requirements/missions.

3.4 Re-Entry Operations

- GEMA will coordinate re-entry operations with coastal County EMAs.
- GEMA does not intend to utilize state-supported transportation resources for the return of LTCF evacuees during re-entry operations.
- GEMA intends to utilize state-supported transportation resources for the return of CSA evacuees during re-entry operations.

3.5 Cost Reimbursement Procedures

- GEMA will determine the state's eligibility for federal disaster assistance reimbursement.
- If federal disaster assistance is available, GEMA will submit request for 75% federal assistance and request the 25% balance from the Governor's Emergency Fund (GEF).
- If federal disaster assistance is not available, GEMA will provide invoices for costs incurred by the state for the evacuation or re-entry of residents to the Office of Planning and Budget for payment through the GEF.

4.0 – Timeline and Associated Tasks/Actions

4.1 Vulnerable Population Coastal Evacuation Activities 120 Hours (5 days)

Issuance of Hurricane Awareness Notifications and review of existing plans, review of resources inventories review of staffing and vendor readiness status.

GEMA

- ✓ GEMA issues Hurricane Advance Advisory Notice to state agencies and County EMA partners.
- ✓ Review existing plans
- ✓ Review of resources inventories
- ✓ Review of staffing
- ✓ Advises CRC of hurricane advisory notice.
- ✓ Advises the Evacuation Transportation Coordinator
- ✓ Advises the DCH Medicaid Contract Broker who forwards advisory notice to transportation providers with reminder of standard operating protocols.
- ✓ Place Evacuation Staging Areas on notice

DPH (County and District)

- ✓ Review of County Medical Function Need Registry
- ✓ Advises Hosting LTCF of hurricane advisory notice

Local

- ✓ **County EMAs**
 - County EMAs forward hurricane advisory notice to local LTCFs and County Health Departments with reminder of standard operating protocols.
- ✓ **LTCF**
 - Update LTCF Evacuation Resident WebEOC Board
 - Review of existing plans
 - Review of resources inventories
 - Review of staffing
 - Transportation vendor readiness status

General Considerations:

- ✓ Announce 96 hours conference call schedules
 - GEMA State Emergency Operations Center (SOC) Conference Calls
 - State DPH Emergency Operations Center Conference Calls
 - County Emergency Operations Center Conference Calls
- ✓ Place Evacuation Transportation Management and Coordinator Contractors on 24 Hour Notice

- ✓ Place FEMA on Notice for Federal Ambulance and Motor Coach Contracts activation request
- ✓ Prepare Governor Preparedness State of Emergency

4.2 Vulnerable Populations Coastal Evacuation Activities 96 Hours (4 days)

Governor issues State of Emergency

GEMA

- ✓ GEMA State Operations Center conduct Hurricane Advisory Conference Calls:
 - County EMAs
 - Evacuation Transportation Contract Vendors – 24 hours Activation Notice
 - Evacuation Transportation Staging Sites – 24 hours Activation Notice
 - ESF 6 Mass Care – Sheltering Agencies – 24 hours Activation Notice.
- ✓ Begins assessing transportation requirements
- ✓ GEMA begins coordinating with FEMA on potential ARF requests for federal assistance (e.g., federal ambulance contract and any other federal support).
- ✓ Activation of the Evacuation Transportation Management and Coordination Contracts
- ✓ Request Governor Preparedness State of Emergency

DPH

- ✓ DPH State Emergency Operations Center Conference Calls
 - District and County DPH Offices
 - Hosting LTCFs - 24 hours Activation Notice
 - Medical Beds Storage and Distribution Partners – 24 hours Activation Notice
 - Notification to DCH of Potential Emergency Evacuation and Host LTCF Overcapacity

Local

- ✓ **County EMAs**
 - Emergency Operations Center Conference Calls
 - LTCFs – 24 hours Activation Notice
 - County Public Health Agency / Staging Area Operations – 24 hours Activation Notice
 - Begin assessing transportation requirements
 - Contact LTCFs to confirm the number of evacuees and vehicles for LTCF evacuation operation
- ✓ **County Public Health Agency**
 - Contact individuals on the registry list to advice of potential evacuation and confirm whether they will require transportation assistance.

- County Staging Area Host Site – 24 hours Activation Notice
- Medical and Functional Needs Registrants – 24 hours Activation Notice

General Considerations

- ✓ Announce 72 hours conference calls schedules
- ✓ Notify FEMA of request for activation of federal Ambulance Contracts at 72 hours
- ✓ Activation of the State Joint Information Center (JIC) to begin preparing communications regarding the Vulnerable Population Evacuation.

4.3 Vulnerable Populations Coastal Evacuation Activities 72 Hours

GEMA

- ✓ GEMA State Operations Center Conference Calls
 - County EMAs
 - Identify need for VP evacuation LTCF Transportation Assistance Requirements
 - Identify need for VP Evacuation LTCF Shelter Assistance Requirements
 - Identify need for VP Evacuation Medical and Functional Needs Residential Transportation and Sheltering Assistance Requirements
- ✓ Submission of Presidential Emergency Disaster Declaration Request for Pre-Landfall Preparation Activities
- ✓ Submits an Action Request Form (ARF) to FEMA Region IV for federal support (e.g., federal ambulance contract, etc.) (Request to FEMA for activation of Federal Ambulance Contract and Federal Motor Coach Contract)
- ✓ Activation of the VP Evacuation Transportation Contracts:
 - Ambulances
 - Para-transit (Medicaid Providers)
 - Coastal Regional Coaches
 - Motor Coaches
- ✓ Activation of VP Vehicle Staging Area Contracts
 - Staffing, signage and communication
- ✓ Notify Georgia Red Cross of VP evacuation schedule and need for specific shelters

State DPH

- ✓ State DPH Emergency Operations Center Conference Calls:
 - Activate DPH Resident Placement Boards for evacuating and hosting LTCFs
 - Activate DPH Plan to distribute medical beds as needed to hosting LTCFs
 - Activate DPH Plan for Highly Vulnerable Individuals on Medical and Functional Needs Registry

- Coastal DPH District notifies Coastal Regional Coaches of Registry evacuation participants
- Coastal DPH District confirms County Plan to provide aides for Coastal Regional Coaches of Registry evacuation participants
- Coastal DPH District prepares local staging areas for activation
- Activation of the DPH Medical Shelters at Central State Hospital

Local

✓ **County EMAs**

- Make decision to issue evacuation order (which will commence at a specified future time).
- PIO information released to the public.

✓ **LTCFs**

- Make the decision to evacuate.

VP Evacuation Transportation Management Coordination Unit

- ✓ Confirmation of WebEOC / Local EMA request for Evacuation Transportation Assistance
- ✓ Confirmation of Vehicle ordered from VP Transportation Contractors
- ✓ Confirmation of Staging Area Readiness
- ✓ Preparation of four hours status reports

General Considerations

- ✓ SOC maintains communication and coordination with CRC and representatives of other transportation providers to develop deployment pick-up and drop-off plan/schedule.
- ✓ DCH maintains a presence at the SOC in order to coordinate NET transportation resources and develop pick-up and drop-off plan/schedule.
- ✓ State shelter set-up begins (H-60)
- ✓ The state authorizes transportation resources to begin deploying from the VSA to designated LTCF and CSA locations (H-52).
- ✓ NET Providers receive pick-up and drop-off assignments and deploy vehicles from a provider's home station to assigned locations (H-52).
- ✓ Transportation management contractor personnel arrive at the VRP to begin set up (H-52).

4.4 Vulnerable Populations Coastal Evacuation Activities 48 Hours

GEMA

- ✓ GEMA State Emergency Operations Center Conference Calls

State DPH

- ✓ Confirm that DPH identified LTCF host sites have adequate resources to accept placed evacuating residents.
- ✓ Confirm placement of Highly Vulnerable Individuals on Medical and Functional Needs Registry at alternate facilities
- ✓ Confirm through Coastal DPH District that Coastal DPH District local staging areas are operational
- ✓ Confirm opening or readiness of the DPH Medical Shelter at Central State Hospital or other facilities if necessary

Local

- ✓ County EMAs – confirm scheduled evacuation transportation assistance missions
 - LTCFs
 - Functional and Medical Needs Registry
- ✓ County EMAs - determine secondary need for VP evacuation transportation vehicles

VP Evacuation Transportation Management Coordination Unit

Evacuation Phase:

- ✓ Confirmation of implementation of Evacuation Transportation Assistance at LTCFs
- ✓ Preparation of two hour status reports

Post Evacuation Phase

- ✓ Confirmation of completion of Evacuation Transportation Assistance at LTCFs
- ✓ Confirmation of the reassignment or release of evacuation vehicles
- ✓ Preparation of final activity summary report
- ✓ Preparation of map depicting evacuation sites and relocation sites

General Considerations

- ✓ State shelters should be fully operational.
- ✓ LTCF and CSA evacuations begin
- ✓ VRP is operational (H-46)
- ✓ Contra-flow implementation preparation begins. (H-42) and Implementation of Contraflow begins at H-36
- ✓ General population and CTN evacuation begin (H-36)

4.5 Vulnerable Populations Coastal Evacuation Activities 24 Hours

GEMA

- ✓ GEMA State of Emergency Operations Center Conference Calls
 - Coordinate messaging on LTCFs that elected to shelter-in-place
 - Coordinate messaging for Medical and Functions Needs registrants that elected to shelter-in-place

- Confirmation with Counties of needs for reassignment of VP evacuation vehicles
- Coordinate messaging on sheltering locations and means to confirm safety of evacuated resident

State DPH

- ✓ Confirm that DPH identified LTCF host sites have adequate resources to serve evacuated residents
- ✓ Confirm placement of Highly Vulnerable Individuals on Medical and Functional Needs Registry at alternate facilities

Local

- ✓ All scheduled vulnerable population evacuations are completed.
- ✓ CRC drivers report to secure location for the duration of the storm.

VP Evacuation Transportation Management Coordination Unit

- ✓ Confirmation of the reassignment or release of evacuation vehicles
- ✓ Confirm closure of vehicle reception and staging areas in Statesboro, Waycross and Brunswick
- ✓ Continued coordination of reassigned VP evacuation vehicles

General Considerations:

- ✓ Federal ambulance drivers check in with their vendor representative to determine whether to continue with additional evacuation missions or travel to a specified safe location for either staging or demobilization.
- ✓ Motor coach and NET drivers check in with their respective vendors to determine whether to continue with additional evacuation missions or travel to a specified safe location for either staging or demobilization.

4.6 Vulnerable Populations Coastal Evacuation Activities +24 Hours (after Hurricane Landfall)

Long Term Care Facilities – Re-entry / Return

- ✓ Determine who is empowered to authorize re-entry/return
- ✓ Confirms State policy that Re-Entry is a LTCF financial and logistical obligation
- ✓ Distributes State policy on LTCF Re-Entry / Return to GHC and LTCF Host Sites
- ✓ Determine Process to confirm return to LTCF and final resident pre and post-evacuation status

Long Term Care Facilities - Resident Relocation Required / Return Not Feasible

- ✓ Determine who is authorized to direct the relocation of displaced residents to another LTCF
- ✓ Confirm State policy that Relocation of displaced residents is an evacuating LTCF responsibility
- ✓ Distribute State policy on LTCF Displaced Residents Relocation to GHC and LTCF Host Sites
- ✓ Determine process to confirm relocation of displaced LTCF residents and final report on resident pre and post-evacuation status

Medical and Functional Needs Registrants

- ✓ Determine process to confirm status of residence
 - Habitable
 - Habitable with minor repairs
 - Habitable with major repairs
 - Uninhabitable / destroyed
- ✓ Determine process for transportation and/or resettlement for each option
- ✓ Determine process to identify alternate or transitional sheltering in the event of delayed return
- ✓ Determine process to qualify residents for FEMA Individual Assistance and other aid programs in warranted and available

5.0 – Management and Control

Local, state, and federal government agencies operate using independent management and control systems; however, these agencies will integrate their operations during a large scale incident or disaster by utilizing a unified command structure. Local, state and federal command centers provide the physical location for key management officials to convene in order to effectively implement management and control of an emergency or disaster. In the event of a hurricane evacuation operation in the State of Georgia, the primary federal command centers will include FEMA Headquarters in Washington D.C., and FEMA Region IV in Atlanta, Georgia. Within the State of Georgia, the primary command centers will include the Georgia State Operations Center as well as county and municipal Emergency Operations Centers (EOCs).

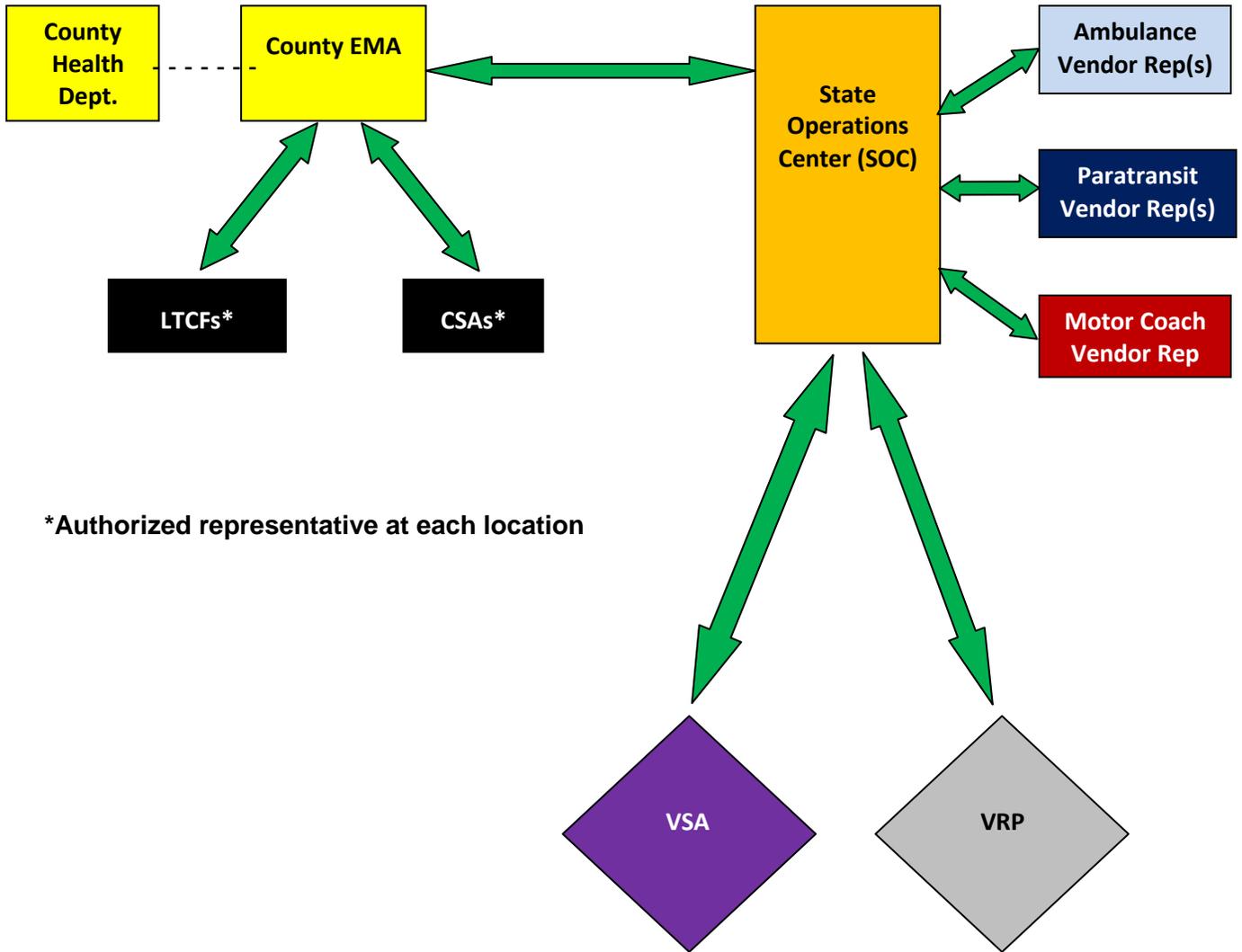
The contractors employed by the State of Georgia and FEMA may operate using an independent management and control structure; however, integration into the state command structure is critical when providing support to the state during an evacuation and/or re-entry operation.

In order for the State of Georgia to receive federal ambulance support (i.e., ambulances, para-transit vehicles, and medical personnel) or federal motor coach support, the state must receive a Federal Emergency Disaster Declaration and submit an Action Request Form (ARF) to FEMA. Upon approval of the ARF, FEMA will issue a task order to the appropriate federal vendor. FEMA's vendors shall operate using the principles of NIMS and ICS in order to ensure effective management and control during evacuation operation. Communication and lines of authority are established using ICS principles, to include single-point ordering, manageable span of control, and unity of command.

Liaison Officers (LNOs)/Subject Matter Experts (SMEs) serve as the link between vendors and the various local, state, and federal command structures. For purposes of this plan, an LNO/SME is a subject matter expert in ambulance, para-transit, and motor coach operations and evacuation protocols. Each LNO/SME provides situational awareness to its respective transportation vendor and command center staff and assists with determining vehicle requirements. If FEMA issues a task order to deploy its motor coach and/ or ambulance vendor, the vendor may be tasked to deploy an LNO/SME to FEMA Headquarters, FEMA Region IV, and the Georgia EOCs in addition to deploying vehicles and field operational support.

The transportation vendors may find it necessary to deploy its own field management team(s) in order to better serve state and local governments. In all cases those teams shall operate under the authority of the State of Georgia and integrate those teams into the overall state command structure. All decisions pertaining to the mission to include setting of priorities shall be directed by the State of Georgia. All reports and communications shall be vetted by the SOC before dissemination.

Figure 4: Coordination and Communication Flow



6.0 Plan Maintenance

This Plan will be reviewed every four years and updated as required. In addition the guides shall be evaluated for recommended revisions and corrective measures as an integral part of the Agency Exercise or Event After Action Reports / Improvement Plans, as well as internal reviews that will follow the issuance of any Governor Executive Order or passage of legislation impacting the Agency.

7.0 References

1. **Federal**
 - A. Comprehensive Preparedness Guide (CPG) 101: Developing and Maintaining State, Territorial, Tribal, and Local Government Emergency Plans, March 2009.
 - B. National Incident Management System (NIMS), December 2008.
 - C. National Response Framework, Federal Emergency Management Agency, January 2008.

2. **State**
 - A. Georgia Emergency Operation Plan (Base Plan)
 - B. Emergency Support Function Annexes
 - C. Georgia Hurricane Incident Annex (2013)
 - D. Shelter Placement Guidance and Planning Considerations: Individuals with Functional and Access Needs in General Shelters (2013)
 - E. State of Georgia Functional and Access Needs Support Services Toolkit (2014)
 - F. Coastal Health District 9-1: Functional and Medical Needs Evacuation Plan

3. **Local**
 - A. Chatham County Host County Evacuation and Sheltering Coordination Plan (July 2013)
 - B. Chatham County Hospice Evacuation Plan Format
 - C. Long Term Care Facilities Emergency Planning Guide (March 2014)
 - D. Special Needs Hurricane Evacuation Guidelines
 - E. Chatham Hurricane Plan
 - F. Local Emergency Operations Plans
 - G. Inter-local agreement

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Appendix A: Acronyms and Abbreviations

ADA	Americans with Disabilities Act
ARF	Action Request Form
CDO	Central Dispatch Operations
CERT	Community Emergency Response Team
CONPLAN	Concept of Operations Plan
CRC	Coastal Regional Commission
CSA	County Staging Area
CTN	Critical Transportation Need
DPH	Department of Public Health
EMA	Emergency Management Agency
EOC	Emergency Operations Center
ESF	Emergency Support Function
IFAN	Individuals with Functional and Access Need
FEMA	Federal Emergency Management Agency
FSA	Forward Staging Area
GDOT	Georgia Department of Transportation
GEMA	Georgia Emergency Management Agency
GPS	Global Positioning System
IAP	Incident Action Plan
IMAT	Incident Management Assistance Team
JIC	Joint Information Center
LNO	Liaison Officer
LTCF	Long-Term Care Facility
MACC	Multi-Agency Coordination Center
MCEOS	Motor Coach Evacuation Operational Support
MOA	Memorandum of Agreement
NET	Non-Emergency Transportation
NHC	National Hurricane Center
NRCC	National Response Coordination Center
OFSS	Office of Facilities and Support Services
OPLAN	Operations Plan
RRCC	Regional Response Coordination Center

SENDSS	State Electronic Notifiable Disease Surveillance System
SME	Subject Matter Expert
SOC	State Operations Center
SPD	State Purchasing Division
TRT	Transportation Response Team
VRP	Vehicle Replenishment Point
VSA	Vehicle Staging Area

Appendix B: Annual Calendar

Annual Plan Document Review:

- Georgia Emergency Operations Plan (GEOP)
 - Georgia Hurricane Plan
 - State Vulnerable Population Evacuation Plan
 - Review Staging Area Site Plans
 - Georgia Shelter Plan
- County Emergency Management Agency eLEOP
- DPH Coastal District 9-1 Medical and Functional Needs Evacuation Plan
- DPH Region J Healthcare Regional Coordinating Hospital Hurricane Evacuation Plan
- LTCF Disaster Preparation Plan on file with DCH

Annual Exercise and Presentation Schedule:

- GEMA HURREX
- Local EMA – Hurricane Exercise
- Local EMA – Discussion with the LTCFs on MOA Renewal
- Local DPH – Review of the Medical and Functional Needs Registry and Evacuation Plans

Annual Contract Renewals / Executions:

- Medical and Functional Needs Evacuation Plan MOA between local PHD, EMA, GEMA
 - For each county
- Long Term Care Facilities Evacuation Plan MOA between LTCF, EMA, GEMA
 - For each county / facility
- Transportation Providers
 - Ambulances
 - Para-transit (LogistiCare & Southeastrans, Inc.)
 - Motor Coaches
 - Coastal Regional Coaches
- Evacuation Transportation Management and Coordination Contractor
- Evacuation Vehicle Staging Areas
 - DDS, Brunswick
 - Georgia Southern University, Statesboro
 - Ogeechee Technical College, Statesboro
 - Ware County
- Medical Vulnerable Population Shelter Sites
 - Central State Hospital

Annual Activities:

- Review DPH Patient Tracking Protocols, equipment distribution and training needs.
- Review DPH Resident Placement Protocols, equipment distribution and training needs.

April – May Pre-Hurricane Season Preparation Activities:

- Medical and Functional Needs County Registry
 - Confirmation of current registrant of continued participation / profile
 - Invitation for new registration
 - Telephone confirmation of registration information
 - Distribution of Participants Guide
 - Confirmation of County Staging Areas
 - Review of the County Staging Areas Plan and Staffing Assignments

- Confirmation of Vehicle Transportation Aides
- Coordination of County DPH Registrant List with CRC Trip Scheduling software
- Prepare Annual Aggregate Summary Profile
 - Participating Individuals by County
 - Resident Profile
 - Caregiver and Family Accompanying Resident
 - Accompanying Pet Profile
- Identification of Highly Vulnerable Individuals on Registry
 - Development of individualized evacuation plan for each individual
 - Identification of individualized transportation needs
 - Identification of individualized relocation site
- Long Term Care Facilities (Evacuating)
 - Update database of all LTCFs in GEMA Area 5 counties
 - Execute new annual LTCF MOA or MOA Extensions
 - Maintain active database of participating LTCFs
 - Update WebEOC Long Term Care Facility Evacuation Board
 - Confirm existing DCH Disaster Preparation Plan
 - Evacuation location
 - Evacuation transportation Vehicles
 - Confirm on file with Local EMA
 - Prepare Annual Aggregate Summary Profile
 - Participating Facilities by type and location
 - Resident Profile
 - Staff Profile
 - Caregiver and Family Accompanying Resident
 - Identification of non-participating LTCFs
 - Estimate of Resident Profile
 - Estimate of Contingency Transportation Assets Required
 - Ambulances, Para-transit & Motor Coaches
 - Preparation of Annual Evacuation Cost Estimate
 - Conduct County Evacuation Briefing Sessions for new and continuing LTCFs
 - Conduct Training on LTCF Residents Placement Board Use
- Long Term Care Facilities (Hosting)
 - Update database of all hosting LTCFs
 - Location
 - Capacity
 - Existing resources
 - Review Inventory of Reserve Medical Cots
 - Location
 - Distribution Plan
 - Conduct training on LTCF Resident Placement Board Use
- Medical Evacuation Shelter(s)
 - Renewal of the Central State Hospital Contract
 - Review of DPH Staffing Plan
 - Review of Facility Operational Plan
 - Development of Generic Medical Evacuation Shelter Contract
 - Review of Model DPH Staffing Plan
 - Review of Model Facility Operational Plan

Appendix C: Operations

The following task tables include a detailed description of the elements and procedures associated with particular tasks/functions in this plan.

- Vehicle Staging Area (VSA) Operations
- Vehicle Replenishment Point (VRP) Operations
- Communication Kit Distribution
- Communication Kit Demobilization

Task: Vehicle Staging Area (VSA) Operations

Objectives:

- Provide VSA operations at a designated site in support of a state vulnerable population evacuation.

Responsible:

- Vendor Contract

Planning Assumptions Specific to Task:

- Evacuation operation includes a blended-vehicle mission.
- Vehicles at the VSA may include ambulances, para-transit vehicles, and motor coaches.
- The Transportation Management Contractor (TMC) will assign the required staffing and logistical support at the VSA.
- Communications technology is operational.
- VSA is operational 24/7.
- Local law enforcement will provide security.
- The distribution of Communication Kits is a component of VSA operations.
- The dispatching and tracking of vehicles is a component of VSA operations.
- Each transportation vendor with vehicles at the VSA is responsible for dispatching/tracking its respective vehicles.
- Each transportation vendor will have a representative at the SOC and a representative at the VSA to coordinate the dispatching/tracking function (i.e., deploying the appropriate number of transportation resources to designated locations and tracking the vehicles throughout the mission).
- Upon demobilization of the VSA, dispatching and tracking responsibilities will be transferred to a pre-designated location (e.g., VRP, SOC, etc.).

Personnel Required:

- Manager
- Check-in / Check-out personnel (2)
- Parking personnel (2)
- Security personnel

Equipment/Supplies Requirements:

- Computer
- Printer
- Papers
- Communication devices (cell phones / radios, etc.)
- Office materials

Sites:

1. Ogeechee Technical College (VSA)
 - *Address:* 1 Joseph E Kennedy Blvd, Statesboro, GA 30458 (See Appendix Figure 1)

2. Georgia Department of Driver Services (VSA)
 - o *Address:* 134 Jack Hartman Blvd, Brunswick, GA 31525 (see Appendix Figure 2)

SOC Contact: GEMA Logistics Program Manager

- (O) 404-635-7521;
- (C) 404-354-9308;
- richard.stokes@gema.ga.gov

Estimated Time to Commence Task:

- H -66 (VSA set up begins)
- H -60 (VSA fully operational)
- No later than H -52 (all designated vehicles depart the VSA for designated locations)

Estimated Time to Complete Task:

- H -24

Operations:

VSA Manager:

- Upon arrival at the VSA, survey the site.
- Determine staffing requirements for 24-hour VSA operations.
- Provide staff with site assignments, instructions, and ongoing guidance as necessary.
- Conduct "comms" check of communications equipment.
- Establish and maintain communications with all on-site staff via walkie-talkie or cellular phone.
- Establish communications with the SOC via cellular phone.
- Establish communications with the site contact.
- Notify SOC of operational readiness.
- Ensure that all sleeping and food arrangements are established for TMC staff.
- Ensure that all transportation vendors (at the VSA) have accounted for lodging and feeding arrangements for drivers and staff.
- Distribute necessary equipment (e.g., walkie-talkie, cellular phone, etc.) to VSA staff.
- Conduct operational briefings with all field site personnel and security as necessary.

VSA Staff:

- Staff members receive instructions from the VSA Manager.
- Set up VSA (set up work stations, use cones to mark traffic lanes. etc.).
- Check in each vehicle utilizing a check-in form.
- Ensure that all vehicles meet Georgia DOT requirements in order to participate in the evacuation mission.†
- Direct driver to the Communication Kit Station (if applicable).
- Provide the check-in form to the corresponding transportation vendor representative at the VSA.

- Direct each vehicle to the staging area where the vehicle will remain in a ready-to-deploy status until it is deployed to a mission location.
- Provide driver briefing orientations related to the overall evacuation operation (e.g., overall plan, routes, deployment locations, receiving facilities, and reporting location after mission is completed), communications protocols, equipment, and the expectations of the driver.

†TMC staff may work in conjunction with the transportation vendor representative to accomplish this task.

- When a driver/vehicle arrives at the Ready Line, provide mission briefing paperwork and maps related to the upcoming mission.††
- Upon direction from GEMA, demobilize the VSA.

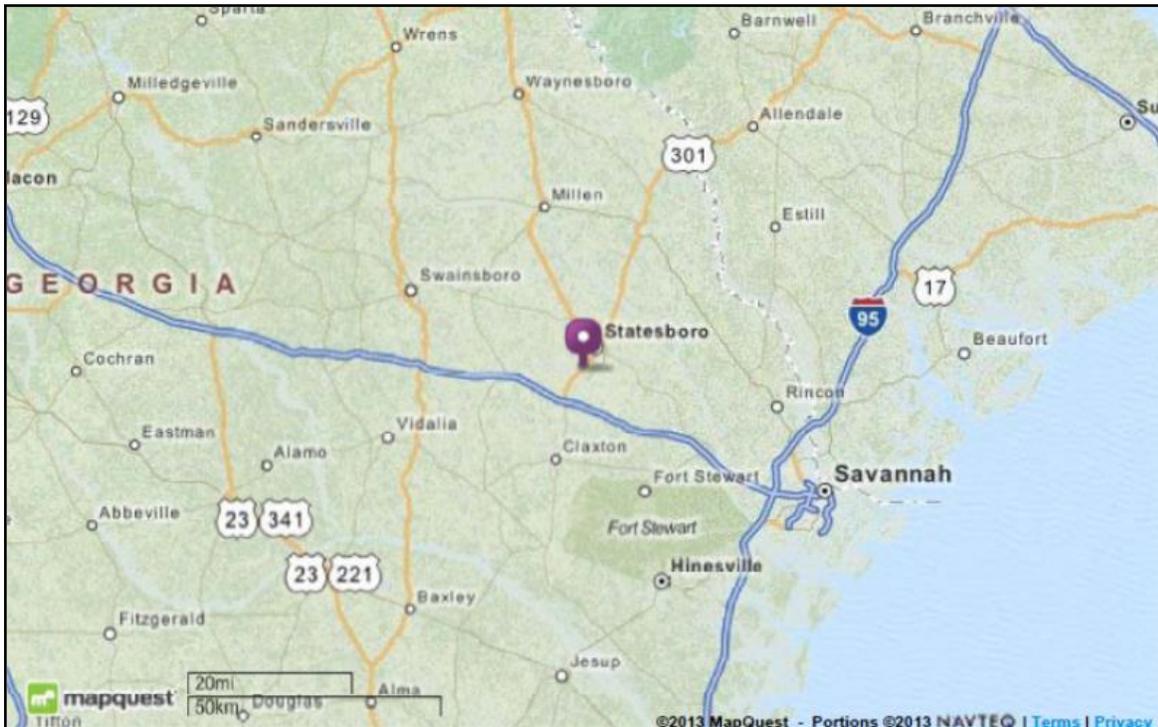
††TMC may work in conjunction with the transportation vendor representative to accomplish this task.

Transportation Vendor Representative:

- Receive notification from the corresponding vendor representative at the SOC of the specific number of vehicles required at a designated location.
- Direct the appropriate number of vehicles to the Ready Line and provide the driver with the mission assignment.
- After driver receives all mission-related information, deploy the driver/vehicle to the designated location.

Note: TMC and transportation vendor staff will demobilize the VSA and report to a pre-designated safe location.

Figure 1: Ogeechee Technical College (VSA)
 1 Joseph E Kennedy Blvd, Statesboro, GA 30458




Ogeechee Technical College
 Georgia State Vehicle Staging Area (VSA)
 1 Joe Kennedy Blvd
 Statesboro, GA 30458

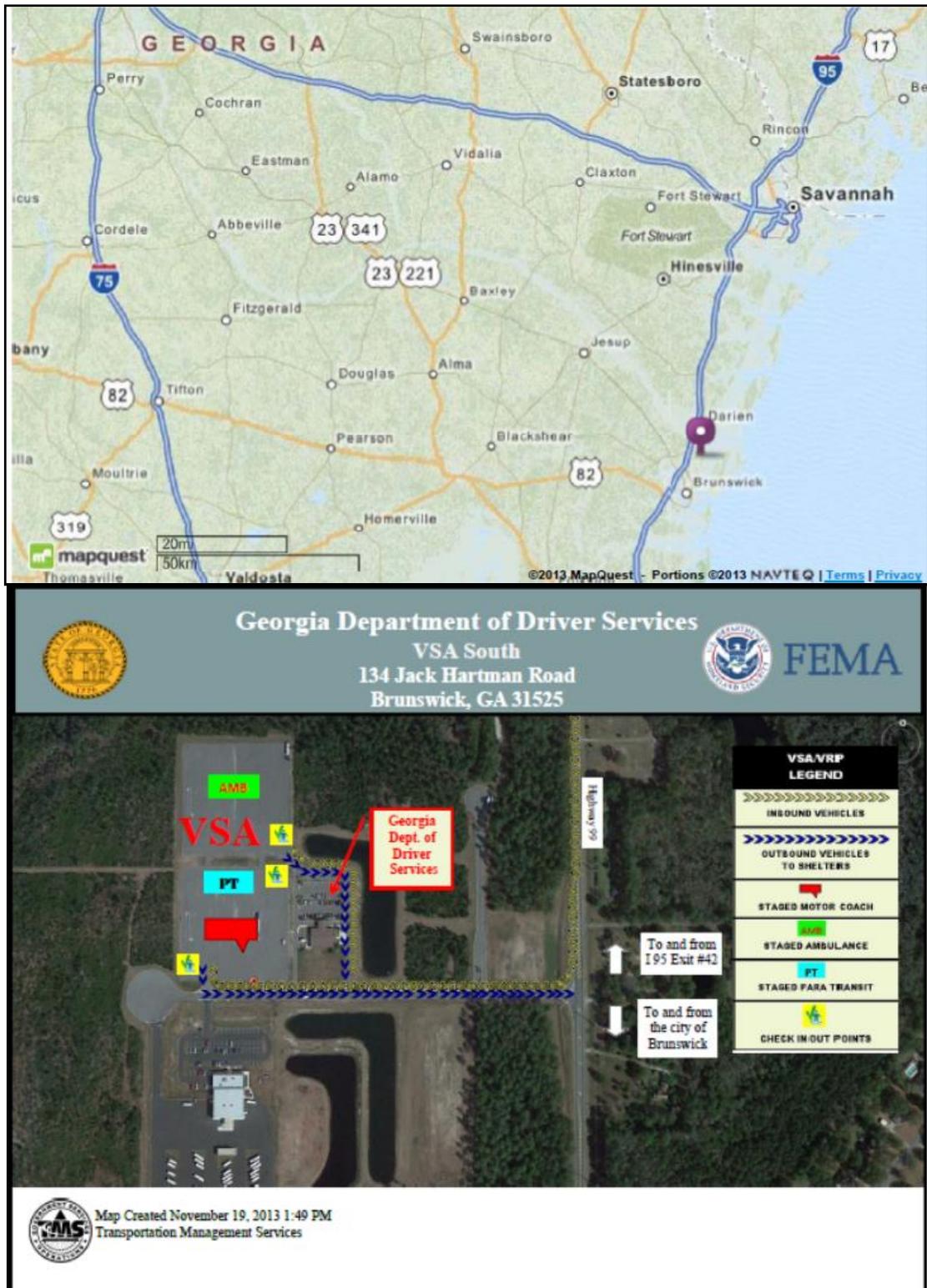

FEMA

VSA/VRP LEGEND	
	INSOUND VEHICLES
	OUTBOUND VEHICLES TO SHELTERS
	STAGED MOTOR COACH
	STAGED AMBULANCE
	STAGED PARA TRANSIT
	CHECK IN/OUT POINTS

35-40 Motor Coaches in Lot
 40-50 Motor Coaches Along Road
 250 Ambulances in Multiple Lots


 Map Created November 19, 2013 2:18 PM
 Transportation Management Services

Figure 2: Georgia Department of Driver Services (VSA)
 134 Jack Hartman Blvd, Brunswick, GA 31525



Task: Vehicle Replenishment Point (VRP) Operations

Objectives:

- Provide VRP operations at a designated site in support of a state vulnerable population evacuation.

Responsible:

- Vendor Contract

Planning Assumptions Specific to Task:

- Vehicles at the VRP may include ambulances, para-transit vehicles, and motor coaches.
- The Transportation Management Contractor (TMC) will assign the required staffing and logistical support at the VRP.
- Communications technology is operational.
- VRP is operational 24/7.
- Local law enforcement will provide security.
- The dispatching and tracking of vehicles is a component of VRP operations.
- Each transportation vendor with vehicles at the VRP is responsible for dispatching/tracking its respective vehicles.
- Each transportation vendor will have a representative at the SOC and a representative at the VRP to coordinate the dispatching/tracking function (i.e., deploying the appropriate number of transportation resources to designated locations and tracking the vehicles throughout the mission).

Personnel Required:

- Manager
- Check-in / Check-out personnel (2)
- Parking personnel (2)
- Security personnel

Equipment/Supplies Required:

- Computer
- Printer
- Papers
- Communication devices (cell phones / radios, etc.)
- Office materials

Sites:

- Primary: Georgia Public Safety Training Center
 - Address: 1000 Indian Springs Dr., Forsyth, GA 31029 (see Appendix Figure 3)
- Alternate: Trembling Earth Recreation Complex
 - Address: 2110 Recreation Dr., Waycross, GA 31503 (see Appendix Figure 4)

SOC Contact: GEMA Logistics Program Manager

- (O) 404-635-7521;

- (C) 404-354-9308;
- richard.stokes@gema.ga.gov

Estimated Time to Commence Task:

- H -52 (VRP set up begins)
- H -46 (VRP is operational)

Estimated Time to Complete Task:

- Unknown

VRP Manager:

- Upon arrival at the VRP, survey the site.
- Distribute necessary equipment (e.g., walkie-talkie, cellular phone, etc.) to VRP staff.
- Conduct "comms" check of communications equipment.
- Provide staff with site assignments, instructions, and ongoing guidance as necessary.
- Establish and maintain communications with all on-site staff via walkie-talkie or cellular phone.
- Establish and maintain communications with SOC via cellular phone.
- Establish communications with the site contact.
- Determine staffing requirements for 24-hour VRP operations.
- Ensure that all sleeping and food arrangements are established for TMC staff.
- Notify SOC of operational readiness.
- Conduct operational briefings with all field site personnel and security as necessary.

VRP Staff:

- Staff members receive instructions from the TMC Manager.
- Set up cones to mark motor coach traffic lanes in the VRP.
- Set up all work stations with necessary supplies and equipment.
- Check in each vehicle utilizing a check-in form.
- Direct vehicle to the Cleaning Station (if applicable).
- Direct vehicle to the Communication Kit Station (if applicable) in order to check the functionality of the Communication Kit.
- If failure occurs on any of the components, provide the driver with a new Communication Kit.
- Direct vehicle to the Fuel Station (if applicable).
- Direct motor coach to the Waste Disposal Area.
- Direct each vehicle to the staging area where the vehicle will remain in a ready-to-deploy status until it is deployed to a mission location.
- When a driver/vehicle arrives at the Ready Line, provide mission briefing paperwork and maps related to the upcoming mission.†
- Upon direction from GEMA, demobilize the VRP.

†TMC staff may work in conjunction with the transportation vendor representative to accomplish this task.

Transportation Vendor Representative:

- Receive notification from the corresponding vendor representative at the SOC of the specific number of vehicles required at a designated location.
- Direct the appropriate number of vehicles to the Ready Line and provide the driver with the mission assignment.
- After driver receives all mission-related information, deploy the driver/vehicle to the designated location.

Figure 3: GA Public Safety Training Center (Primary VRP)
1000 Indian Springs Drive Forsyth, GA 31029

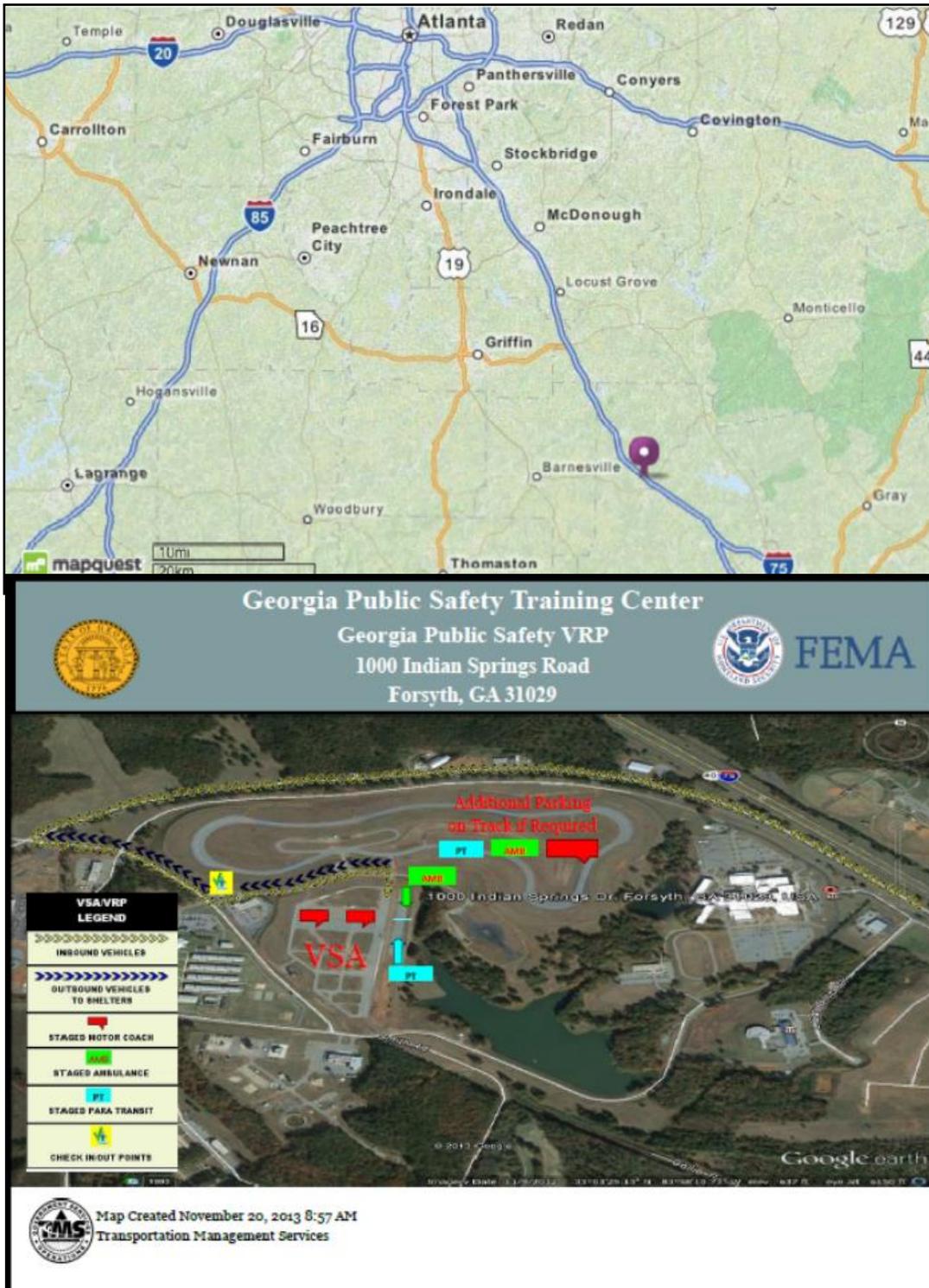
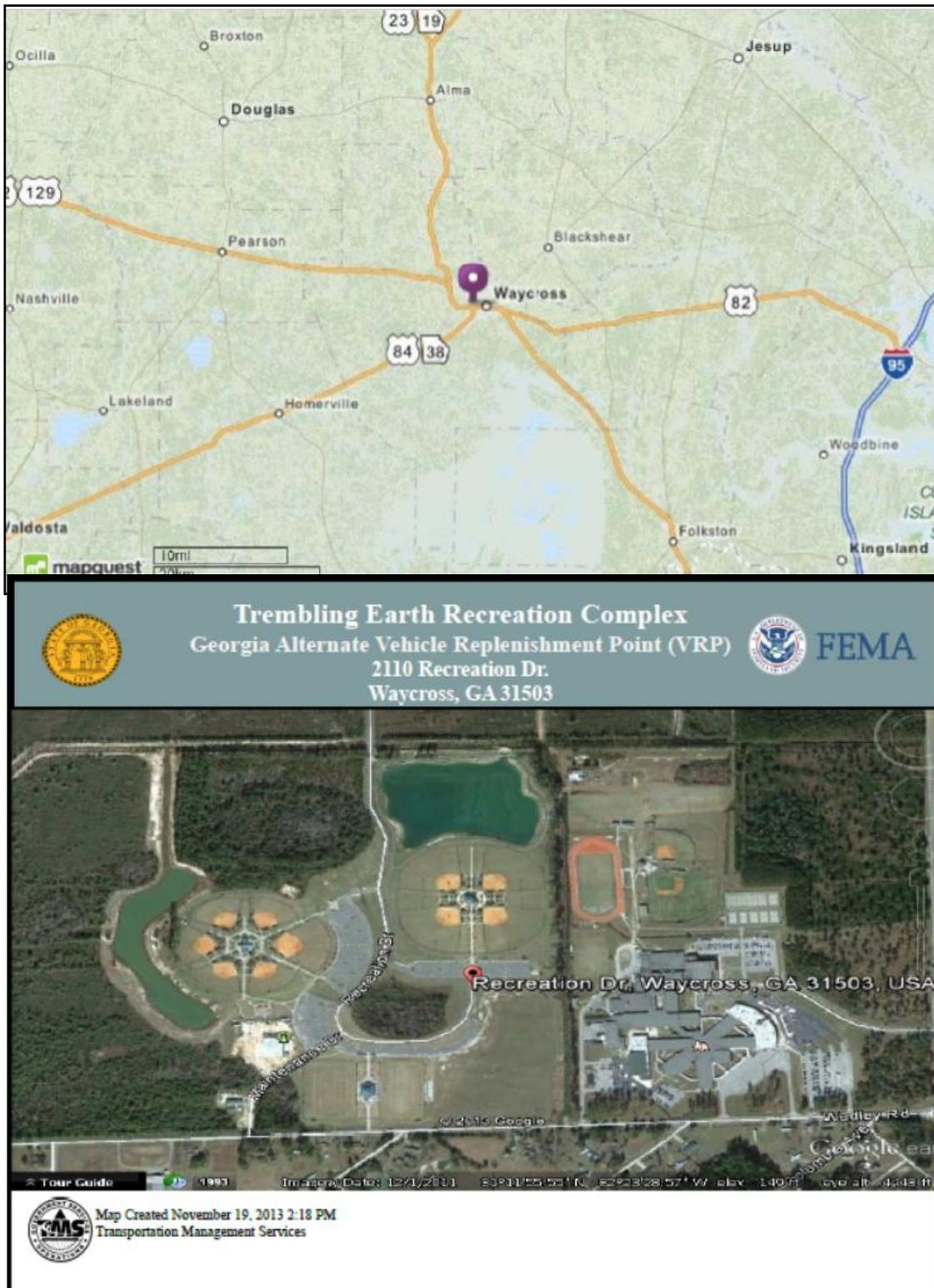


Figure 4: Trembling Earth Recreation Complex (Alternate VRP)
2110 Recreation Drive, Waycross, GA 31503



Task: Communication Kit Distribution

Objectives:

- Distribute FEMA Communication Kits to designated vehicles/drivers deployed to the State of Georgia to support a vulnerable population coastal evacuation operation.

Responsible:

- Federal Support

Planning Assumption Specific to Task:

- The state may request federal support for this task.
- In order to request federal support for this task, the state must submit an Action Request Form (ARF) to FEMA.
- The State of Georgia will request support in accordance with established timelines.
- Upon approval of the request, FEMA will issue a task order to the federal MCEOS contractor to distribute Communication Kits to designated vehicles/drivers.
- Communication Kit distribution will occur at the Vehicle Staging Area (VSA).
- The FEMA Communication Kits are properly maintained and in good working condition.
- FEMA maintains possession of the Communication Kits pending a request from the federal MCEOS contractor to deliver the Communication Kits to designated location(s).
- The FEMA Communication Kit contractor will deliver Communication Kits to designated location(s) in accordance with established timelines.
- Each Communication Kit contains a cellular phone with a GPS transponder inside the phone which allows authorized officials to track the location of a driver/vehicle.
- TeleNav *Track* is the GPS software used to track drivers and vehicles.
- The GPS data is filtered through a TeleNav web portal (outside the firewall).
- Authorized officials will receive either administrative rights or view only rights to the TeleNav tracking system.

Personnel Required:

- One (1) Communication Kit Manager (Field Dispatch Manager)
- Five (5) Fleet Operations Support Staff
- Total Personnel: 6 (six) divided between two twelve-hour shifts.

(The Communication Kit Manager will assign the above personnel to distribution, logging, and/or data entry duties.)

Equipment/Supplies Required:

- FEMA Communication Kits,* Communication Kit forms,* one (1) FEMA VSA Kit, light towers, one (1) canopy, six (6) flashlights, fifty (50) traffic cones, six (6) orange safety vests, and two (2) rolls of caution tape.

*Depend on number of vehicles.

Site:

- Established Vehicle Staging Area

SOC Contact: GEMA Logistics Program Manager

- (O) 404-635-7521;
- (C) 404-354-9308;
- richard.stokes@gema.ga.gov

Estimated Time to Commence Task:

- H -70 (request and deploy FEMA Communication Kits)
- H -70 (deploy Communication Kit personnel)
- H -60 (Communication Kit personnel are operational at the VSA)

Estimated Time to Complete Task:

- Unknown

Communication Kit Manager:

- Check in with the site contact.
- In collaboration with the site contact, determine the Communication Kit distribution area.
- Oversee and assist with setting up the area.
- Assign staff duties (i.e., kit distribution, logging, and data entry duties).
- Receive an electronic and paper copy of the inventory forms from the FEMA Communication Kit contractor.
- Confirm that the inventory of Communication Kits is accurate and sign the inventory form to accept receipt of the box truck inventory.
- Ascertain which kits to issue first with the assistance of the FEMA Communication Kit contractor.

Communication Kit Support Staff:

- Set up the area (e.g., position the canopy, equipment, and box truck in the proper location).
- Unload the Pelican cases from the box truck and unlock each case.
- Inventory the Communication Kits using the inventory forms (*see Appendix G-3*) provided by the FEMA Communication Kit contractor.
- Begin the distribution process by securing the fluorescent yellow ETRAC placards (8.5" x 14") to the outside of the vehicle (i.e., one placard on the driver side rear bumper and one placard on the passenger side front bumper).
- Secure the 8.5" x 11" placard on the inside of the windshield using Velcro or glue dots.
- Provide a Communication Kit to the driver.
- Inform the driver of the contents in the Communication Kit (i.e., one (1) Motorola i365 phone with holster, one (1) AC charger, and one (1) DC power cord with splitter) and why it is being issued.
- Explain to each driver the demobilization procedures and location.
- Fill out the FEMA ETRAC form (*see Appendix G-2*).
- Obtain the necessary information from the driver in order to complete the form.
- Ask for the driver's registration card and driver's license in order to verify the information recorded on the ETRAC form.

- Return the registration card and driver's license to the driver upon completing the ETRAC form.
- As the ETRAC forms are completed, begin entering specified data from the ETRAC form into the electronic inventory form (*see Appendix G-2*) on the laptop computer (i.e., cross reference the ETRAC Unit # on the ETRAC form with the ETRAC Unit # on the electronic inventory form and then type the vendor name, driver name, and vehicle ID# into the blank fields on the inventory form).
- Provide the Communication Kit Manager with a printout of the most current inventory form every two hours. (Note: For tracking purposes, each revised inventory form printout shall include a new version number with the current date and time that the form is released.)
- When the majority of units are distributed, reload the empty Pelican cases onto the box truck.
- When the operation is completed, place any remaining kits back into the appropriate Pelican cases.
- Lock all cases containing Communication Kits and reload them onto the box truck.

Task: Communication Kit Demobilization

Objectives:

- Retrieve FEMA Communication Kits from designated vehicles/drivers after the state issues a demobilization order.

Responsible:

- Federal Support

Planning Assumptions Specific to Task:

- The state intends to request federal support for this task.
- In order to request federal support for this task, the state must submit an Action Request Form (ARF) to FEMA.
- The State of Georgia will request support in accordance with established timelines.
- Upon approval of the request, FEMA will issue a task order to a contractor to implement Communication Kit demobilization.
- The State of Georgia is responsible for coordinating the use of a field site to conduct the Communication Kit demobilization.
- VRP and VSA sites may serve as the locations for Communication Kit demobilization.
- The FEMA Communication Kit contractor will retrieve the
- Communication Kits upon receiving verbal notification from the federal MCEOS contractor.

Personnel Required:

- One (1) Communication Kit Manager (Operations Consultant)
- Five (5) Fleet Operations Support Staff

*Total Personnel: 6 (six) divided between two twelve-hour shifts.

Equipment/Supplies Required:

- Communication Kit forms, one (1) FEMA VSA Kit, light towers, one (1) canopy, six (6) flashlights, traffic cones, six (6) orange safety vests, and two (2) rolls of caution tape.

Site:

- To be determined

SOC Contact: GEMA Logistics Program Manager

- (O) 404-635-7521;
- (C) 404-354-9308;
- richard.stokes@gema.ga.gov

Estimated Time to Commerce Task:

- 8 hours from notification

Estimated Time to Complete Task:

- Unknown

Task Operations:

- When the demobilization order is issued, begin preparing for the operation to retrieve Communication Kits from drivers.
- Take the empty Pelican cases out of the box truck.
- Print out a hard copy of the current FEMA Communication Kit inventory form.
- Direct incoming vehicles to pass through the demobilization line in order to reclaim the Communication Kit box and contents.
- Inventory each Communication Kit and manually document (on the inventory form) whether the kit is complete (i.e., all items are returned) or if it is incomplete (i.e., there are missing items).
- All logged-in kits (i.e., complete and incomplete kits) shall be placed back into their respective Pelican cases.
- When all Communication Kits are collected and the mission is complete, the cases shall be locked and packed into the box truck.
- Contact the FEMA Communication Kit contractor to reclaim control of the box truck and Communication Kits.

Transportation Resources



Image 1:
Ambulance
Planning Factor: 2 patients (ALS or BLS) plus up to 2 additional passengers (caretakers)



Image 2:
Paratransit Vehicle
Planning Factor: 10 Passengers
(this includes eight passengers and two wheelchair passengers)



Image 3:
Non-Emergency Transportation
Planning Factor: 2 horizontal passengers plus up to 2 additional passengers (caretakers)



Image 4:
Motor Coach
Planning Factor: 40 Passengers
(allows for essential carry-on items)

Vehicle/Evacuee Guidelines

Below is a description of the type of evacuee that is recommended for each vehicle. Officials shall utilize these guidelines in order to forecast the required number of vehicles (by type) at each location.

Ambulance

- *Advanced Life Support:*
“Advanced Life Support (ALS) Intervention” means a procedure that in accordance with state and local laws is beyond the scope of authority of the Emergency Medical Technician. [Working definition: the patient has medication pumps, IVs, cardiac monitoring (EKG) or advanced airway that needs to be maintained during transport;

the patient has a condition that mandates transport by medically trained personnel at an advanced level.]

- *Basic Life Support:*

"Basic Life Support (BLS)" means treatment or transportation by ground ambulance vehicle or treatment with medically necessary supplies and services involving non-invasive life-support measures. [Working definition: the patient is unable to ambulate on his/her own or with minor assistance; must be transported supine; needs to be medically monitored at a basic level; medical condition mandates patient transport by medically trained personnel at a basic level.]

- *Emergency Medical Service:*

"Emergency Medical Service" or "EMS" means air ambulance services, ground ambulance services, medical first responder services, and neonatal transport services licensed by the department.

- *Bariatric Transport:*

Bariatric patients are those individuals who weigh between 500 and 700 pounds.

- *Non-medical:*

Non-medical patients are those individuals who do not require medical attention but must be transported in a supine position.

Para-transit

- Wheelchair-bound patients can be transported in his or her wheelchair;
- Wheelchair patients can be transported in a sitting position on a bench or captain type chair with minimal assistance transitioning from his or her wheelchair;
- Patients do not need transported supine;
- Patients do not need transported with one-on-one medical supervision.

Motor Coach

- Ambulatory patients can be transported in a sitting position;
- Ambulatory patients may or may not use a device such as a walker for assistance;
- Ambulatory patients do not need intensive or one-on-one medical assessment during transport;
- Minimal assistance with Activities of Daily Living (ADLs).

Appendix D: Long-Term Care Facility (LTCF) Evacuation Operations

1.0 – Situation

There are numerous LTCFs located within the 12 coastal Georgia counties, and several of these facilities may require state transportation support to evacuate their residents. LTCFs are required to have evacuation plans and a means of evacuating its vulnerable residents; however, during a large-scale coastal evacuation, the transportation vendor identified in the LTCF's evacuation plan may not have the required number of transportation resources to accommodate requests from multiple facilities. In this case, the LTCF will notify the County Emergency Management Agency (EMA) and request transportation assistance to evacuate its residents from the LTCF to a pre-identified facility.

2.0 – Planning Assumptions

- This plan refers only to the LTCFs located within the 12 counties in the Coastal Georgia Region (i.e., GEMA Region 5) that have executed a *LTCF – EMA Hurricane Evacuation Preparation Memorandum of Agreement*.
- Individual LTCFs are responsible for the evacuation and relocation of the patients/residents under their care.
- LTCFs may request evacuation transportation assistance through County EMAs if their current plans do not prove to be adequate.
- LTCFs that anticipate requesting evacuation transportation assistance agree in advance to participate in planning and preparedness activities. This includes but is not limited to entering a *LTCF – EMA Hurricane Evacuation Preparation Memorandum of Agreement*.
- Each LTCF will have an agreement in place with a pre-identified receiving facility (e.g., church, gymnasium, etc.) in order to shelter its residents in the event of an emergency.
- Each LTCF will annually (during the month of May) enter its forecasted transportation evacuation resource requirements into the WebEOC system.
- In the event of an imminent hurricane evacuation, each LTCF will update its transportation evacuation resource requirements in WebEOC by H -96. These updated transportation requirements reported in WebEOC will be the basis for the development of the resultant request for transportation assistance.
- The number of evacuees associated with an LTCF evacuation will also include an appropriate number of qualified staff members who will accompany the resident evacuees on a vehicle.
- LTCFs have the transportation resources to return LTCF evacuees during re-entry operations.

3.0 – Roles and Responsibilities

3.1 – Primary Organizations

Long-Term Care Facilities (LTCFs)

For purposes of this plan, LTCFs are limited to nursing homes and assisted living facilities. These facilities provide services which help meet both the medical and non-medical needs of people, often the elderly, who cannot care for themselves for long periods of time. It is common for LTCFs to provide custodial and non-skilled care such as assisting with normal daily tasks such as meal preparation, bathing, and dressing.

Each LTCF is responsible for developing an evacuation operations plan that includes procedures necessary to notify, move, process, assign, and load its clients/residents onto appropriate vehicles at the loading area for transport to a receiving facility. Additionally, each LTCF is responsible for securing agreements⁶ with a receiving facility outside of the evacuation area. LTCFs will make prior arrangements to acquire transportation resources necessary to move their clients (evacuees) from a receiving facility back to the LTCF point of origin during re-entry operations. Each LTCF is responsible for coordinating and implementing transportation operations during the re-entry phase after evacuations are lifted and it is safe to travel.

3.2 – Support Organizations

County Emergency Management Agencies within Coastal Georgia (Charlton, Camden, Brantley, Pierce, Glynn, Wayne, McIntosh, Long, Liberty, Bryan, Chatham, and Effingham)

In addition to the responsibilities included in the Basic Plan, each County EMA's responsibilities related to LTCF evacuations include but are not limited to:

- Notifying the applicable LTCFs within its county at least 48 hours prior to a potential evacuation order to confirm the number of evacuees and vehicles required for LTCF evacuation operations;
- Coordinating ground transportation resource requests with authorized LTCF personnel;
- Relaying LTCF transportation requests to GEMA/SOC.

Federal Ambulance Contractor

FEMA designated a contractor as the sole prime provider recipient of the Federal National Ambulance and Para-transit Support Services contract ("federal ambulance contract"), which provides a full array of ground ambulance, air ambulance, para-transit services, and medical personnel to supplement the federal and military response to a disaster, act of terrorism, or other public health emergency. Upon issuance of a FEMA task order, the federal ambulance contractor will provide the State of Georgia with ambulances, para-transit vehicles, and medical personnel. At the request of GEMA, the federal ambulance contractor will assign a representative to the SOC and VSA. The assigned representative at the SOC is responsible for providing ambulance/para-transit subject matter expertise and situational awareness to SOC officials as requested and coordinating vehicle

⁶ Agreements shall stipulate that the receiving facility shall receive and house clients/residents for the duration of the evacuation and provide appropriate care and service while at the receiving facility.

requirements with the assigned representative at the VSA. The VSA representative is responsible for coordinating with the SOC representative and dispatching federal ambulance contract vehicles from the VSA to designated locations.

Non-Emergency Transportation (NET)

The Department of Community Health (DCH) administers the Medicaid Non-Emergency Transportation (NET) Brokered Services Program through private providers throughout the state. GEMA is entering into an agreement with DCH Medicaid Contract Brokers to utilize Medicaid NET resources and services in the event that a man-made or natural disaster warrants full or partial evacuations from coastal Georgia. At the request of GEMA, the DCH Medicaid Contract Broker will assign a representative to the SOC and VSA. The DCH Medicaid Contract Broker representative at the SOC will coordinate with the Medicaid NET Brokered Transportation Service Providers and offer subject matter expertise and situational awareness to SOC officials as requested. Upon request of the DCH Medicaid Contract Broker representative at the SOC, NET resources will most likely be dispatched directly from the provider's home station to a designated LTCF.

Motor Coach Vendor

Vehicle contractors for coaches will be selected using established statewide competitive contracting process as established by DOAS. Contractors will provide vehicles and drivers in accordance with contract terms. Contractors will transport evacuees from LTCFs to designated receiving facilities and from CSAs to designated receiving shelters. Contract terms may require contractors to assign a representative to the SOC or state staging areas to assist with evacuation coordination.

4.0 – Concept of Operations

4.1 – Pre-Evacuation Support Operations

- Each coastal County EMA will pre-identify the LTCFs within the county that require transportation assistance in the event of a local hurricane evacuation order.
 - Each LTCF requiring evacuation transportation assistance will enter into an agreement with the applicable County EMA; however, the agreement shall stipulate that the LTCF shall reimburse the State of Georgia for the cost of supplying ground transportation assistance to evacuate its clients/residents to a receiving facility.
- Each coastal County EMA will notify the LTCFs located within the county no later than H -96 of a potential evacuation order to confirm the number of evacuees and vehicles required for LTCF evacuation operations.
- Each County EMA will notify GEMA no later than H -72 of the confirmed number of evacuees and transportation requirements for LTCF evacuation operations.

4.2 – Evacuation Support Operations

- The sequence of events involved in implementing state evacuation support include but are not limited to the following:

- GEMA, in coordination with the transportation vendor representatives at the SOC, will assign the forecasted number of vehicles/drivers required at the LTCF.
- The transportation vendor representative at the SOC will relay the number of vehicles required to the corresponding vendor representative at either the VSA or the NET provider's dispatch location.
- When an ambulance,⁷ para-transit vehicle, or motor coach is required to transport evacuees from an LTCF to a receiving facility, a designated staff member will direct the applicable driver to move his vehicle from the Forward Staging Area (FSA) to the LTCF evacuee loading area for the assigned mission.
 - A designated LTCF staff member will provide the driver with overall instructions on the mission, a manifest of the passengers aboard his/her vehicle, a map, directions to a specified receiving facility, and directions from the receiving facility to a pre-determined location (potentially a VRP).
 - The driver/vehicle will depart the LTCF and travel to the pre-designated in-state receiving facility.
 - Upon arrival at the receiving facility, the evacuees will exit the vehicle, and the driver will provide the manifest to an authorized receiving-facility staff member.
 - The driver will travel to a pre-determined location (potentially a VRP).
- GEMA, in collaboration with coastal County EMAs, will establish the time to commence LTCF evacuation operations (no later than H -48).
- Each LTCF is responsible for developing an evacuation operations plan that includes all actions necessary to move residents/evacuees from within the LTCF to an evacuee loading area located directly outside the LTCF.
- Each LTCF is responsible for identifying and filling all staffing positions that are necessary to implement its evacuation operations plan.
- LTCF staff are responsible for all tasks associated with its facility evacuation operation to include:
 - Establishing agreements with receiving facilities in order to shelter LTCF evacuees.
 - Contacting the County EMA/EOC in order to confirm the transportation requirements necessary for the LTCF evacuation.
 - Notifying its residents of the evacuation.
 - Processing all LTCF evacuees, which includes but is not limited to:
 - Providing cursory medical screening/triaging of evacuees to determine which mode of transportation is appropriate based on their medical and ambulatory conditions.
 - Assigning each evacuee to a designated vehicle and destination location.
 - Directing or moving residents to a pre-identified evacuee loading area.
 - Assisting with loading evacuees and their luggage onto a designated vehicle.
 - Creating a manifest in order to track evacuees assigned to a particular vehicle.

⁷ If a LTCF resident requires transport to a hospital, local EMS/9-1-1 services will be utilized. The state-provided ambulances will not be used for transporting LTCF residents to hospitals unless it is an unforeseen emergency situation.

- Acquiring a map and directions from the current LTCF to the designated receiving facility.
- Notifying drivers to move their evacuation vehicles from the LTCF parking lot (i.e., FSA) to the evacuee loading area.
- Documenting the time that transportation resources arrive and depart the loading area.
- State officials anticipate that all LTCF evacuations will be completed no later than H - 24.

4.3 – Receiving Facility Operations

Each LTCF is responsible for implementing the following receiving facility operations:

- Executing an agreement with a receiving facility (e.g., church, gymnasium, etc.), which allows the LTCF to utilize the facility to shelter its evacuees.
 - American Red Cross general population shelters will not be included on the list of authorized LTCF receiving facilities.
- Initiating alert notifications to receiving facilities regarding potential activation (at approximately H -96).
- Providing the necessary staffing at the receiving facility for the duration of evacuation operation.
- Providing the equipment and supplies necessary to care for the evacuees at the receiving facility.
- Ensuring each receiving facility is operational (no later than H -48).

Figure 5: Evacuation Transportation Flow Associated with Long-Term Care Facilities

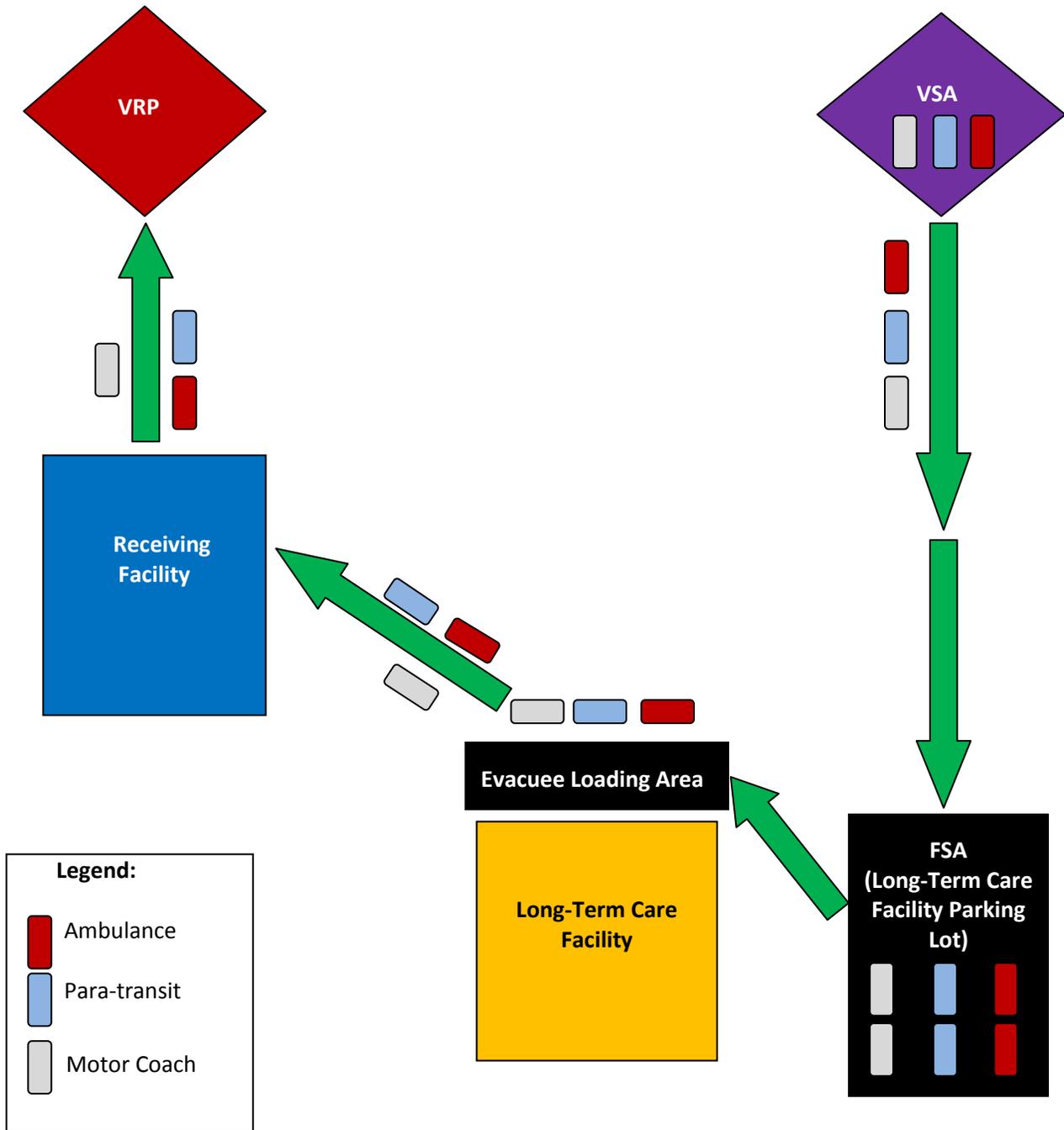
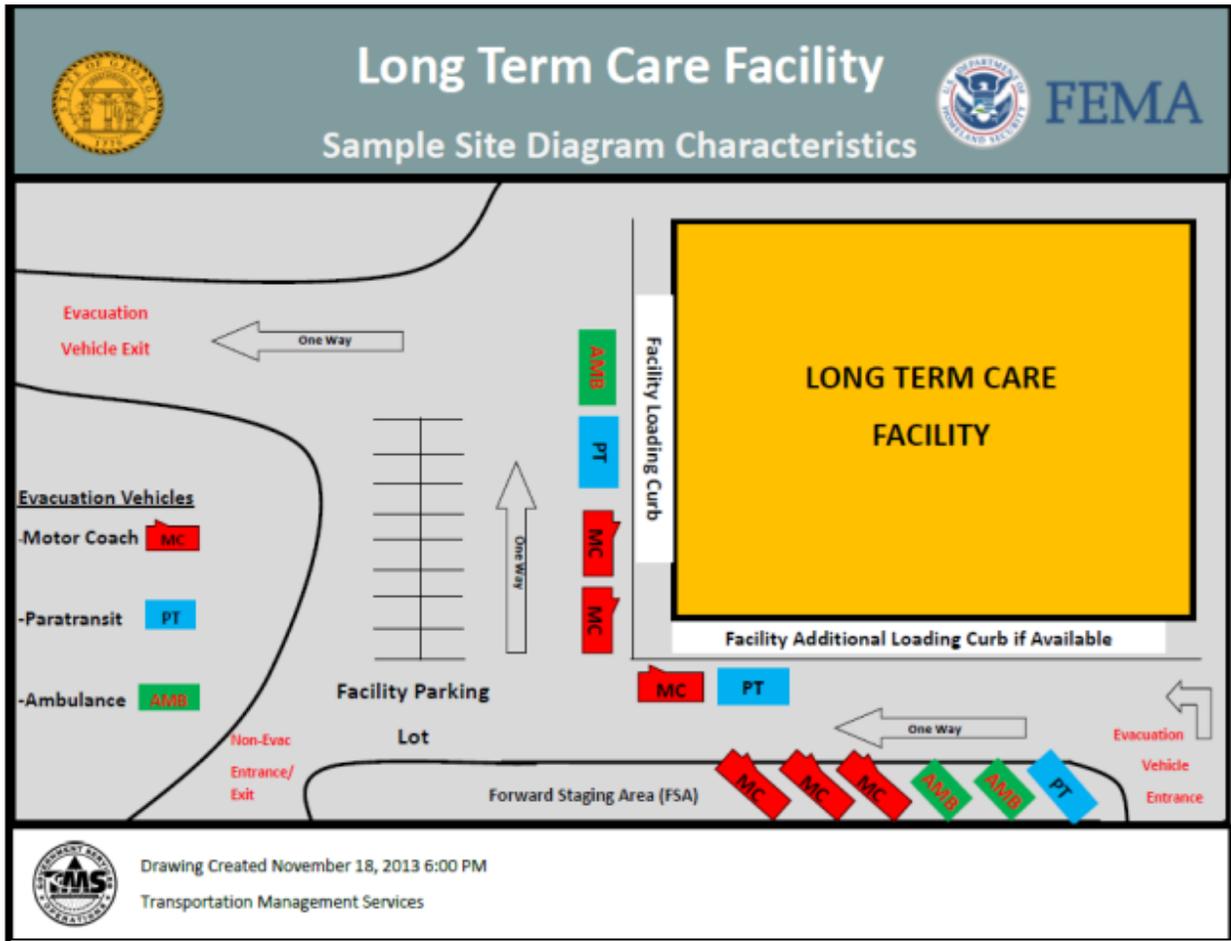


Figure 6: LTCF Sample Site Diagram



Essential Elements for Site Consideration:

- Dedicated entrance/exit
- Easy to read signage
- One-way traffic
- Good lighting at all curbs

Evacuee Loading Area

- The operation includes a blended-vehicle mission (i.e., ambulances, para-transit vehicles, and motor coaches).
- The ideal curb space should be 115 feet or greater (25' ambulance, 25' para-transit, 50' motor coach, and 5' in between each vehicle).
- There will be simultaneous loading of evacuees onto vehicles.
- The approach to the loading area curb must be large enough to accommodate the width, height, and turning radius of a 50-foot motor coach.
- Easy access to vehicle curb-side doors.

Forward Staging Area (FSA)

- FSA is in close proximity to facility
- A majority of the fleet is pre-positioned at FSA in advance of the evacuation.
- The parking lot area needs to be large enough to accommodate the required number of evacuation vehicles.
- Local law enforcement may be necessary for traffic control.

4.4 – Re-Entry Operations

- Each LTCF is responsible for coordinating the return of its evacuees during re-entry operations. This includes but is not limited to:
 - Acquiring the transportation necessary to return evacuees to the LTCF after evacuations are lifted and it is safe to travel;
OR
 - Acquiring the transportation to transport evacuees to a more appropriate long-term facility if there is storm damage to the LTCF which prohibits the evacuees from returning.
- If a LTCF requires transportation assistance during the re-entry phase, an authorized LTCF representative shall make the request for assistance through the appropriate County EMA.
- If the County EMA is unable to fulfill the request for transportation resources, the County EMA will relay the request to GEMA (SOC)
- GEMA will determine whether the state is capable of providing the necessary assistance.

Appendix E: County Staging Area Evacuation Operations

1.0 – Situation

Residents living in the Coastal Health District community with functional and/or medical needs may require government-provided transportation and sheltering assistance in the event of an ordered evacuation. County Health Departments, through the assistance of public and local community healthcare partners, make every effort to pre-register these vulnerable residents into a shared county/state database. These registrants will likely be evacuated through the CSA evacuation process. As such, Coastal Health District counties may find it necessary request state-provided transportation resources to support CSA evacuation operations.

2.0 – Planning Assumptions

- The County Health Department is responsible for all CSA operations.
- The number of evacuees associated with a CSA evacuation will also include caregivers and/or family members.
- Each CSA will determine whether to send vehicles in a convoy when traveling from the CSA to a designated shelter.
- State officials do not intend to provide ambulance escorts for vehicle convoys traveling from the CSA to a designated shelter.
- Evacuees will be transported to a state-supported shelter in either Macon or Augusta.
- State-provided transportation resources may also be used for CSA re-entry operations.

3.0 – Roles and Responsibilities

3.1 – Primary Organizations

County Emergency Management Agencies within Coastal Georgia (Charlton, Camden, Brantley, Pierce, Glynn, Wayne, McIntosh, Long, Liberty, Bryan, Chatham, and Effingham)

In addition to the responsibilities included in the Basic Plan, each County EMA's responsibilities related to CSA evacuations include but are not limited to:

- Providing the logistical resources (i.e., staffing and supplies) necessary to facilitate CSA operations;
- Providing the necessary nutritional needs for evacuees during transport to receiving shelters;
- Coordinating the ground transportation resources required to move individuals with IFANs and medical needs from their residences to the CSA;
- Coordinating ground transportation resource requests with CSA personnel;
- Relaying transportation requests to GEMA/SOC.

3.2 – Support Organizations

Coastal County Health Departments (ESF-8)

Each coastal County Health Department is responsible for notifying the evacuees located within its county (via the State Electronic Notifiable Disease Surveillance System

(SENDSS) database list) at least 48 hours prior to a potential evacuation in order to confirm whether they will require transportation assistance. County Health shall also notify its respective County EMA of the confirmed number of evacuees and transportation requirements.

Federal Ambulance Contractor

FEMA designated a contractor as the sole prime provider recipient of the Federal National Ambulance and Para-transit Support Services contract ("federal ambulance contract"), which provides a full array of ground ambulance, air ambulance, para-transit services, and medical personnel to supplement the federal and military response to a disaster, act of terrorism, or other public health emergency. Upon issuance of a FEMA task order, the federal ambulance contractor will provide the State of Georgia with ambulances, para-transit vehicles, and medical personnel. At the request of GEMA, the federal ambulance contractor will assign a representative to the SOC and VSA. The assigned representative at the SOC is responsible for providing ambulance/para-transit subject matter expertise and situational awareness to SOC officials as requested and coordinating vehicle requirements with the assigned representative at the VSA. The VSA representative is responsible for coordinating with the SOC representative and dispatching federal ambulance contract vehicles from the VSA to designated locations.

Coastal Regional Commission (CRC)

The CRC manages the Coastal Regional Coaches transportation services for coastal Georgia. CRC is entering into an agreement with GEMA to provide para-transit vehicles in support of evacuation activities. The CRC shall maintain a communication link with the SOC and coordinate vehicle requirements and movement with staff at the SOC.

Motor Coach Vendor

Vehicle contractors for coaches will be selected using established statewide competitive contracting process as established by DOAS. Contractors will provide vehicles and drivers in accordance with contract terms. Contractors will transport evacuees from LTCFs to designated receiving facilities and from CSAs to designated receiving shelters. Contract terms may require contractors to assign a representative to the SOC or state staging areas to assist with evacuation coordination.

4.0 – Concept of Operations

A County Staging Area (CSA) is a location established by local officials in order to assemble and process county residents that have Access and Functional Needs (AFNs) and/or medical needs and require transportation and sheltering assistance during an evacuation operation.

4.1 – Pre-Evacuation Support Operations

4.1.1 - Background

- Many of the individuals with AFN and medical needs reside in single family homes or multi-family dwellings and are not residents of hospitals, residential health care facilities, or any community-based residences or services.

- County Health Departments coordinate with the public and local community healthcare partners to identify residents with functional or medical needs that are living at home and may require government assistance in response to an emergency.
- The (SENDSS) database is maintained by State DPH to pre-identify and register those individuals with AFNs or medical needs (i.e., the vulnerable population) in each county.
- State DPH will pre-identify which SENDSS registrants require transportation assistance in the event of an evacuation order.

4.1.2 - Pre-Evacuation Support Operations

- Coastal counties prepare to issue a hurricane evacuation order for at-risk areas.
- County emergency management officials request transportation assistance from the state in order to transport evacuees out of the at-risk area.
- GEMA collaborates with coastal County EMA officials and agrees to implement the state's Vulnerable Population Coastal Evacuation Transportation plan.
- County Health will contact pre-identified individuals located within its county (via the SENDSS database list) at least 48 hours prior to a potential evacuation in order to confirm whether they will require transportation assistance.
- County Health will in turn notify its respective County EMA in order to confirm the transportation requirements.
- County EMA will notify GEMA of the confirmed transportation requirements.

4.2 - Evacuation Support Operations

- The sequence of events involved in implementing evacuation transportation support at a CSA include but are not limited to the following:
 - Each County EMA will provide GEMA with a list of the county's residential pick-up destinations.
 - GEMA will notify CRC of the required number of transportation resources required at a particular CSA.
 - CRC will dispatch vehicles to the CSA to receive pick-up and drop-off assignments from County Health Department and pick up a passenger aid⁸ to accompany CRC driver on the mission.
 - CRC vehicles will travel to an evacuee's residence and transport the individual to the appropriate CSA.
 - Evacuees will exit the CRC vehicle in order to proceed through CSA operations (i.e., evacuee registration, medical screening/triaging, shelter assignment, and vehicle assignment).
 - GEMA, in coordination with the transportation vendor representatives at the SOC will assign the forecasted number of transportation resources to travel from the VSA to the CSA.

⁸ The passenger aid may be provided by County EMA (via a Community Emergency Response Team [CERT] volunteer or a County Health Department employee).

- The transportation vendor representative at the SOC will relay the information to the corresponding vendor representative at the VSA.
- When a para-transit vehicle or motor coach is required to transport evacuees from the CSA to a receiving shelter, a designated CSA staff member will direct the applicable driver to move his vehicle from the FSA to the CSA evacuee loading area for the assigned mission.
 - CSA personnel will assist with loading evacuees and their luggage onto the vehicle.
 - A CSA staff member will provide the driver with a manifest of passengers aboard his/her vehicle, as well as a map, directions to a specified receiving shelter, and directions from the receiving shelter to a pre-determined location (potentially a VRP).
 - The driver/vehicle will depart the CSA and travel to a pre-assigned, in-state receiving shelter.
- When an ambulance or para-transit vehicle is required to transport a pre-identified evacuee from a residence to a pre-identified medical facility,⁹ a designated CSA staff member will communicate with the applicable driver at the FSA regarding the assigned mission.
- The CSA staff member will provide the driver with evacuee tracking supplies, overall instructions, and mission-related destinations (e.g., travel from the FSA to a specified residence, load the evacuee on the ambulance, attach the tracking wristband to the evacuee, transport the evacuee to a pre-identified medical facility, and either travel back to the CSA or proceed to a pre-determined location (potentially the VRP)).
- The ambulance or para-transit vehicle will transport the evacuee from his/her residence to a pre-identified medical facility.
- Depending on the instructions received from the CSA staff member, the ambulance or para-transit vehicle may either travel back to the CSA for an additional mission assignment or proceed to a pre-determined location if there are no additional evacuation missions.
- Each county will establish the time to commence CSA evacuation operations (approximately H -48).
- CSA staff are responsible for performing various tasks associated with a CSA evacuation operation, which include but are not limited to the following:
 - Coordinating with the county EOC for all resource requirements necessary to successfully implement an evacuation operation.
 - Processing all evacuees at the CSA:
 - Providing cursory medical screening/triaging of evacuees to determine which mode of transportation is appropriate based on their medical and ambulatory conditions.
 - Assigning evacuees to an appropriate destination location:

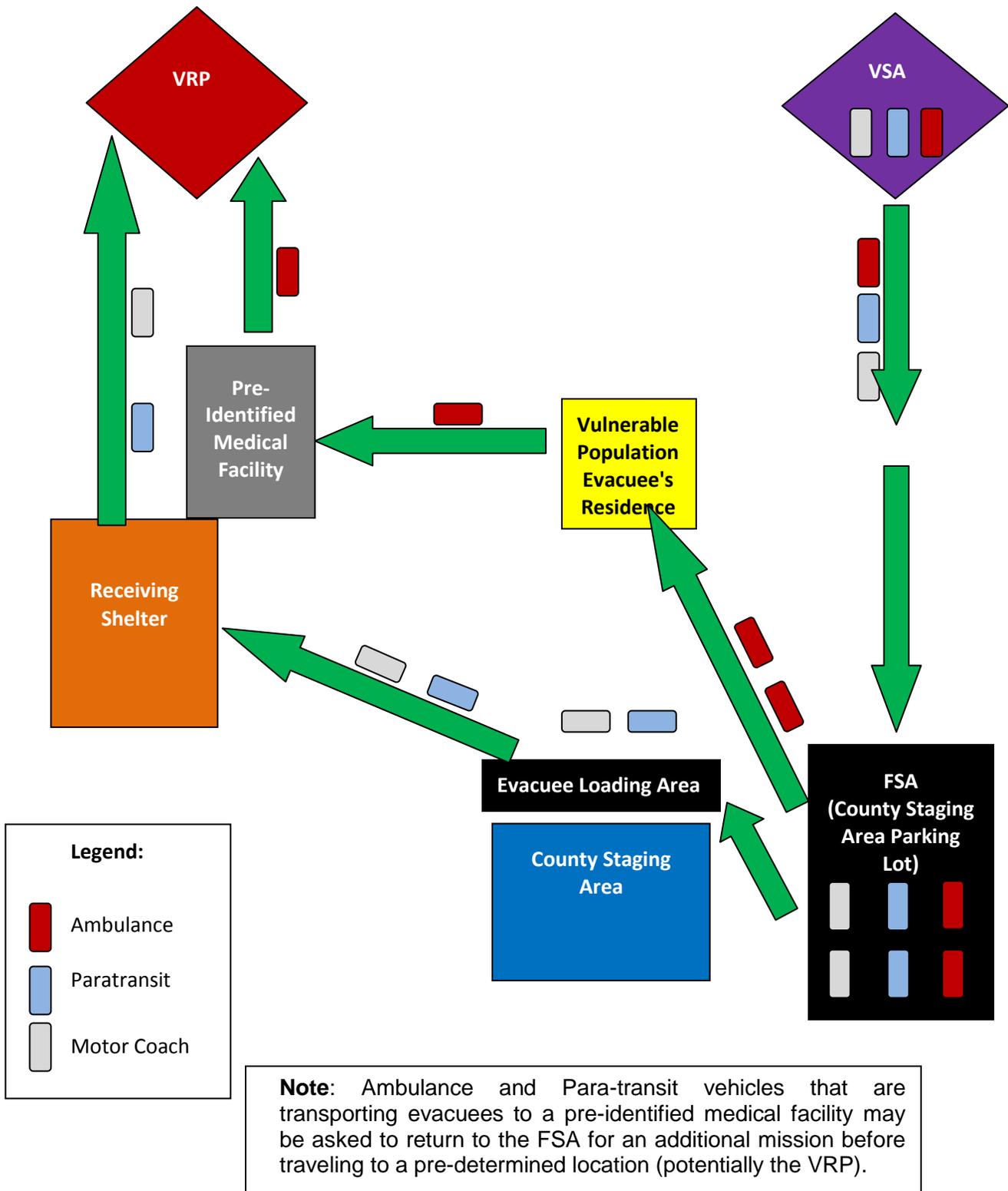
⁹ If the evacuee requires transport to a hospital, local EMS/9-1-1 services will be utilized. The state-provided ambulances will not be used for transporting residents to hospitals unless there is an unforeseen emergency situation.

- General population shelter
- Pre-identified medical facility
- Assigning each evacuee to the CSA designated vehicle.
- Directing or moving evacuees to a pre-identified evacuee loading area.
- Assisting with loading evacuees and their luggage onto a designated vehicle.
- Creating a manifest in order to track evacuees assigned to a particular vehicle.
 - A designated CSA staff member will e-mail or fax a copy of the manifest to the applicable County Health representative.
- Acquiring a map and directions from the CSA to the pre-assigned receiving shelter or medical facility.
- Notifying drivers to move their vehicles from the CSA parking lot (i.e., the FSA) to the evacuee loading area.
- Documenting the time that vehicles arrive and depart the evacuee loading area.
- State officials anticipate that all CSA evacuations will be completed no later than H - 36.

4.3 - Receiving Shelter Operations

- GEMA, in coordination with State DHS, has pre-identified two receiving shelters as the destination locations for CSA evacuees:
 - General population shelter in Augusta, GA
 - General population shelter in Macon, GA
- The receiving shelter is responsible for coordinating shelter requirements to include staffing and other support services.
 - State DHS will coordinate with County ESF-6 to identify appropriate shelter locations if necessary.
- Shelter personnel will direct requests for resource support to the appropriate local EMA/EOC. If the municipal or County EMA/EOC is unable to fill the request, the County EMA/EOC will direct the request to the SOC.
 - Coordination will occur between GEMA and State DHS in response to shelter resource support requests.
- State DHS will initiate shelter set-up notifications to occur at approximately H -60 in support of this plan.
- The receiving shelters will be operational no later than H -48.

Figure 7: Evacuation Transportation Flow Associated with County Staging Areas



4.4 - Re-Entry Operations

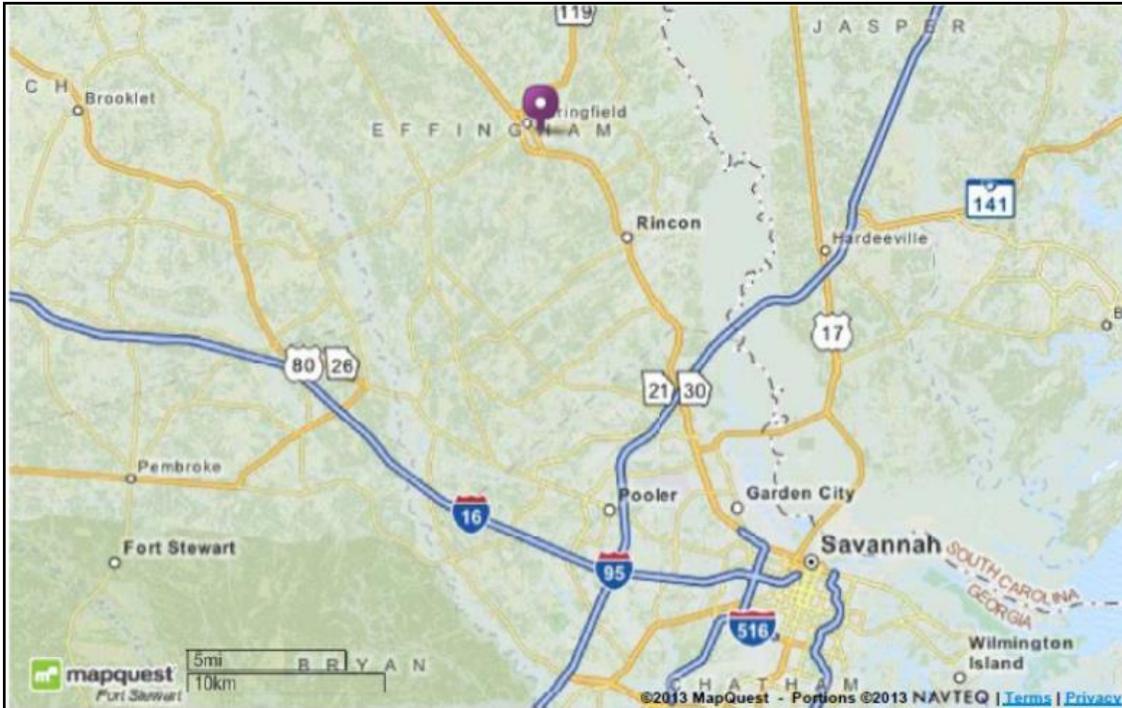
- GEMA intends to utilize state-supported transportation resources for the return of CSA evacuees during re-entry operations.
- GEMA and coastal County EMAs will coordinate the return of CSA evacuees based on pre-established re-entry procedures.

Appendix F: County Staging Areas Reference Guides

Effingham CSA Reference Guide

Effingham County Staging Area Reference Guide				
Location and Hours of Operation				
Facility Location: Effingham County Senior Citizens Center		Address: 128 Stillwell Rd, Springfield, GA 31329		
County commencement of operations at the CSA: H-48 prior to the onset of tropical storm force winds				
County termination of the operations at CSA: H-36				
CSA Does not intend to operate during overnight hours.				
Operational Responsibilities				
Mechanism for tracking CSA evacuees: Public Health GER Tracking System				
County Public Health:				
<ul style="list-style-type: none"> • Primary Responsibility for public outreach to Access and Functional Needs (AFNs) and Medical needs residents • Acquisition of staffing for CSA evacuees • Providing evacuee's residential pick-up location information • Identifying the "vehicle type" to pick up a functional or medical needs evacuee from residential location • Identifying the "vehicle type" at the evacuee loading area in order to transport evacuees to a shelter • Performing cursory medical screening at CSA • Creating the manifest (evacuee tracking) 				
District / County Public Health / Department of Human Services				
<ul style="list-style-type: none"> • Providing shelter assignments • Providing mapping and direction to and from designated locations 				
Georgia Department of Public Health:				
<ul style="list-style-type: none"> • Determining hospital destination for evacuees 				
Coastal Regional Commission (CRC):				
<ul style="list-style-type: none"> • Identifying routes for multiple evacuee pickups 				
GEMA:				
<ul style="list-style-type: none"> • Determining whether to utilize vehicle for another mission or demobilize 				
Transportation				
Transportation required to pick up evacuees at their homes/residences:				
Transportation Resources Type	Provider			
	Municipality	County	State	Other
Ambulance			X	
Para-transit			X (CRC)	
Bus/Shuttle				
Registry				
Number of individuals listed on County Registry (Based on 2013 data): <u>0</u>				
<ul style="list-style-type: none"> • Responsibility for tracking the official registry: County Public Health: • Method for AFN and medical needs evacuees to request assistance if they are not on the registry list at time of evacuation – Call the County EMA • Time (H-hour) that registry is closed to additional registrants during an evacuation: Between H-36 and H-24 • Mechanism for evacuees to request transportation assistance after the registry is closed: Call the County EMA • County's method for requesting transportation assets (i.e., based on actual registry numbers or increased to account for potential surge requirements): The request is based on the total number of registrants (plus caregivers) and the total number is doubled to account for surge 				

Effingham County Senior Citizens Center, 128 Stillwell Rd, Springfield, GA 31329



 **Effingham County Senior Citizens Center**
County Staging Area
128 Stillwell Road
Springfield, GA 31329

 **FEMA**

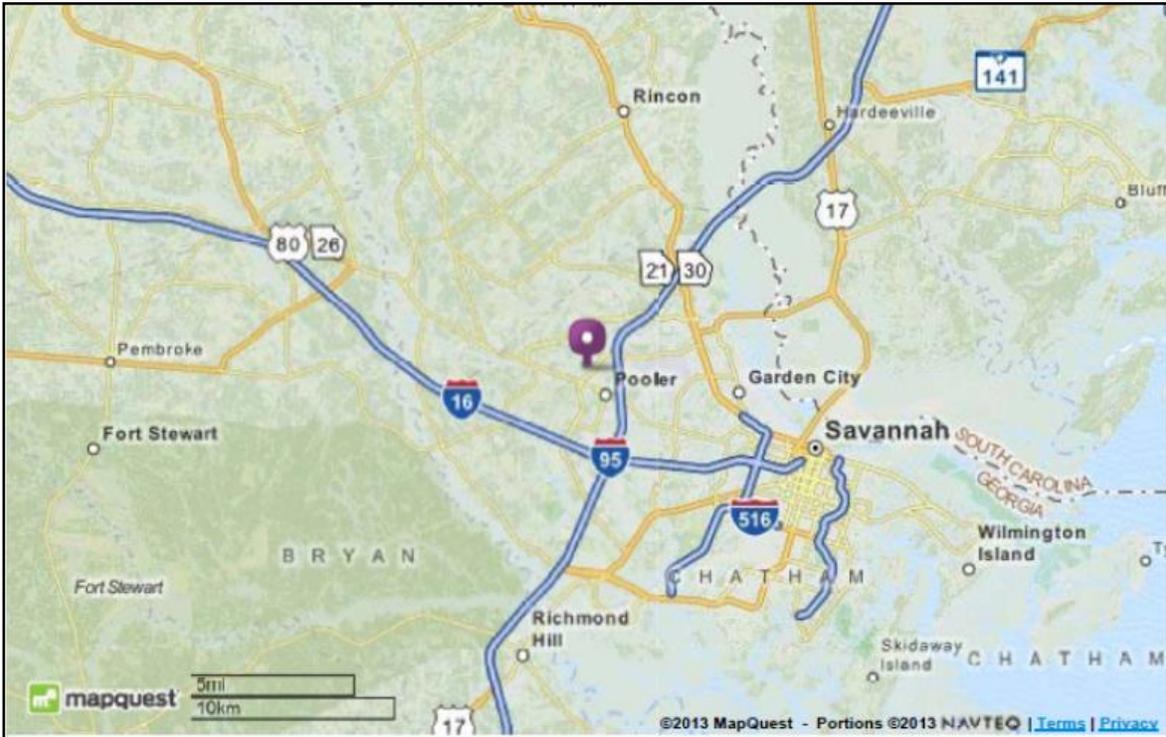


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Transportation Management Services

Chatham CSA Reference Guide

Chatham County Staging Area Reference Guide				
Location and Hours of Operation				
Facility Location: YMCA		Address: 165 Isaac G. Laroche Drive, Pooler, GA 31322		
County commencement of operations at the CSA: H-72 to H-60 (Staff are in place to activate the CSA)				
County termination of the operations at CSA: H-36 to H-24 (Accounts for nighttime hours)				
CSA Does not intend to operate during overnight hours.		The CSA location will not be publicized to the general population (The CSA will not encourage walk-ins)		
Operational Responsibilities				
Mechanism for tracking CSA evacuees: Handwritten wristband and hard copy charts				
County Public Health:				
<ul style="list-style-type: none"> Primary Responsibility for public outreach to Access and Functional Needs (AFNs) and Medical needs residents (EM and County Public Health PIOs) Acquisition of staffing for CSA evacuees Providing evacuee's residential pick-up location information Determining hospital destination for evacuees Identifying the "vehicle type" to pick up a functional or medical needs evacuee from residential location Identifying the "vehicle type" at the evacuee loading area in order to transport evacuees to a shelter Performing cursory medical screening at CSA Creating the manifest (evacuee tracking) 				
District / County Public Health / Department of Human Services				
<ul style="list-style-type: none"> Providing shelter assignments (All evacuees are going to the Augusta Shelter) 				
Transportation providers:				
<ul style="list-style-type: none"> Identifying routes for multiple evacuee pickups Providing mapping and direction to and from designated locations 				
GEMA / County EMA:				
<ul style="list-style-type: none"> Determining whether to utilize vehicle for another mission or demobilize 				
Transportation				
Transportation required to pick up evacuees at their homes/residences:				
Transportation Resources Type	Provider			
	Municipality	County	State	Other
Ambulance	X (Local EMS)			
Para-transit			X (CRC)	
Bus/Shuttle				X (Teleride)
Registry				
Number of individuals listed on County Registry (Based on 2013 data): 134				
<ul style="list-style-type: none"> Responsibility for tracking the official registry: County Public Health / Nurse Manager Method for AFN and medical needs evacuees to request assistance if they are not on the registry list at time of evacuation – Call the County EMA Time (H-hour) that registry is closed to additional registrants during an evacuation: Between H-36 and H-24 Mechanism for evacuees to request transportation assistance after the registry is closed: Call the County EMA-EMS and Teleride are in the EOC to handle last minute requests County's method for requesting transportation assets (i.e., based on actual registry numbers or increased to account for potential surge requirements): The request is based on the total number of registrants (plus caregivers) and the total number is doubled to account for surge 				

Chatham CSA: YMCA, 165 Isaac G. Laroche Drive Pooler, GA 31322





Chatham County YMCA
 County Staging Area
 165 Isaac G Laroche Drive
 Pooler, GA 31322



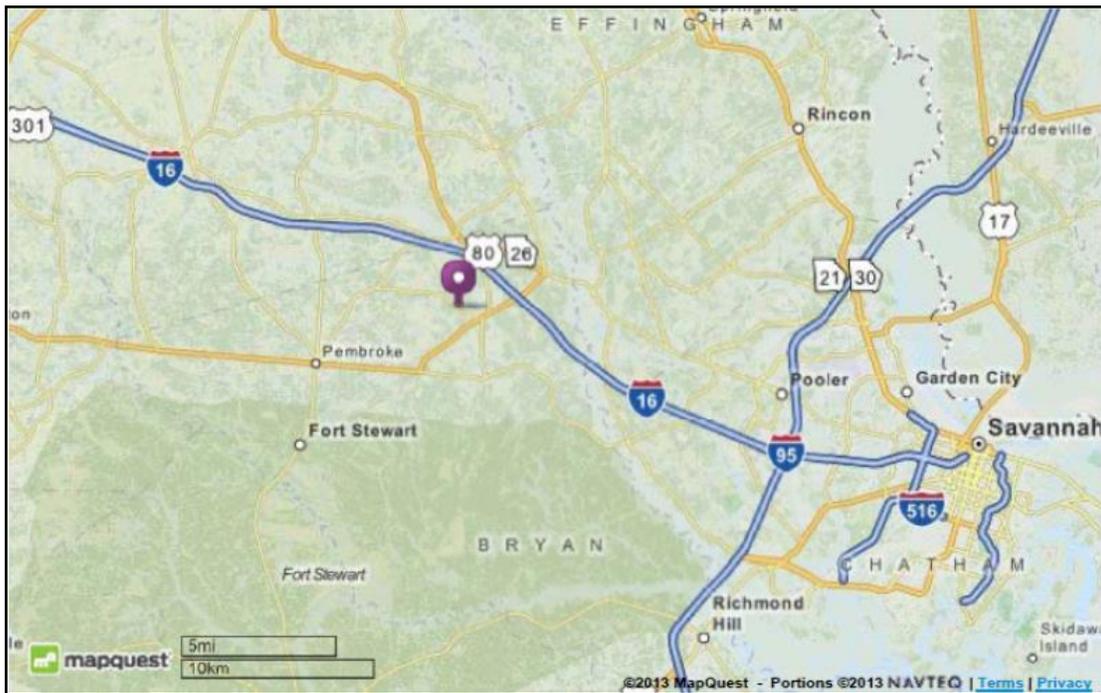


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 Transportation Management Services

Bryan CSA Reference Guide

Bryan County Staging Area Reference Guide				
Location and Hours of Operation				
Facility Location: Hendrix Park		Address: 3960 Wilma Edwards Road, Ellabell, GA 31308		
County commencement of operations at the CSA: H-48 prior to the onset of tropical storm force winds				
County termination of the operations at CSA: H-36				
CSA Does not intend to operate during overnight hours.				
Operational Responsibilities				
Mechanism for tracking CSA evacuees: Public Health GER Tracking System				
County Public Health:				
<ul style="list-style-type: none"> • Primary Responsibility for public outreach to Access and Functional Needs (AFNs) and Medical needs residents • Acquisition of staffing for CSA evacuees • Providing evacuee’s residential pick-up location information • Determining hospital destination for evacuees • Identifying the “vehicle type” to pick up a functional or medical needs evacuee from residential location • Identifying the “vehicle type” at the evacuee loading area in order to transport evacuees to a shelter • Performing cursory medical screening at CSA • Creating the manifest (evacuee tracking) 				
District / County Public Health / Department of Human Services				
<ul style="list-style-type: none"> • Providing shelter assignments • Providing mapping and direction to and from designated locations 				
Georgia Department of Public Health:				
<ul style="list-style-type: none"> • Determining hospital destination for evacuees 				
Coastal Regional Commission:				
<ul style="list-style-type: none"> • Identifying routes for multiple evacuee pickups 				
GEMA:				
<ul style="list-style-type: none"> • Determining whether to utilize vehicle for another mission or demobilize 				
Transportation				
Transportation required to pick up evacuees at their homes/residences:				
Transportation Resources Type	Provider			
	Municipality	County	State	Other
Ambulance			X	
Para-transit			X (CRC)	
Bus/Shuttle				
Registry				
Number of individuals listed on County Registry (Based on 2013 data): <u>2</u>				
<ul style="list-style-type: none"> • Responsibility for tracking the official registry: County Public Health • Method for AFN and medical needs evacuees to request assistance if they are not on the registry list at time of evacuation – Call the County EMA • Time (H-hour) that registry is closed to additional registrants during an evacuation: Between H-36 and H-24 • Mechanism for evacuees to request transportation assistance after the registry is closed: Call the County EMA • County’s method for requesting transportation assets (i.e., based on actual registry numbers or increased to account for potential surge requirements): The request is based on the total number of registrants (plus caregivers) and the total number is doubled to account for surge 				

Bryan CSA: Hendrix Park, 3960 Wilma Edwards Road, Ellabell, GA 31308



 **Bryan County - Hendrix Park**
County Staging Area
3960 Wilma Edwards Road
Ellabell, GA 31308

 **FEMA**

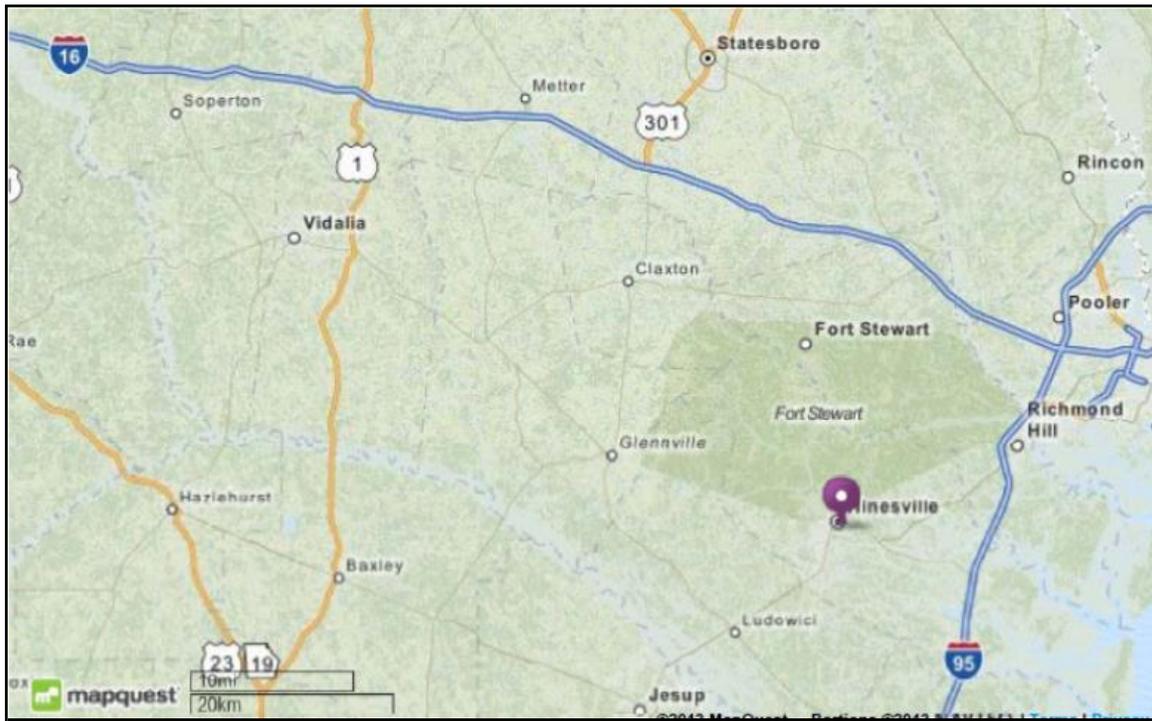


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Transportation Management Services

Liberty CSA

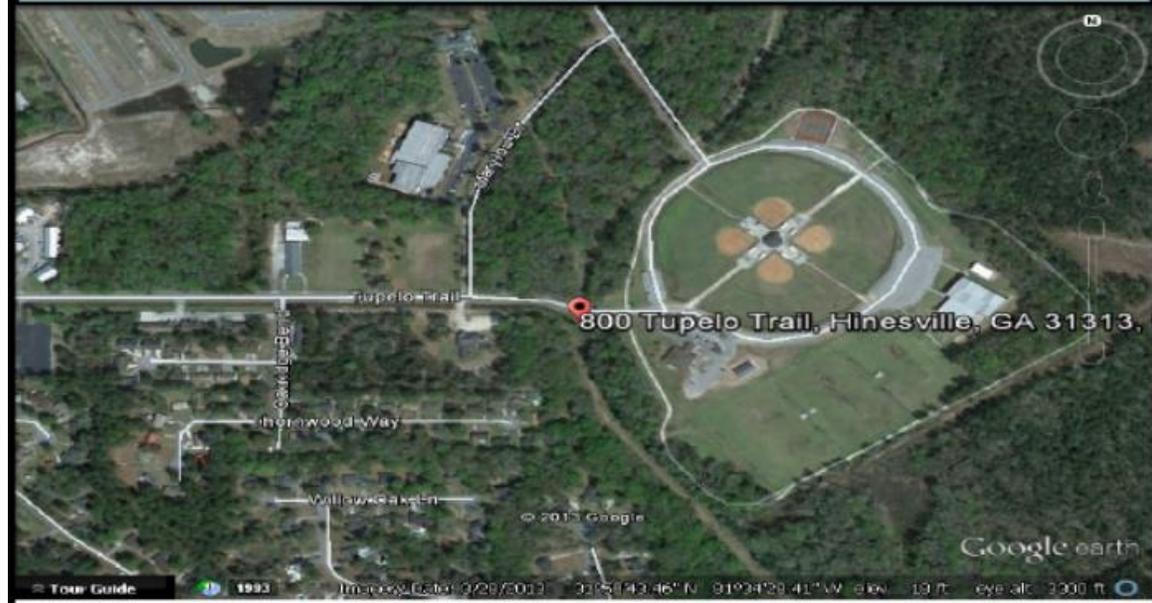
Liberty County Staging Area Reference Guide				
Location and Hours of Operation				
Facility Location: Shuman Recreation Center		Address: 800 Tupelo Trail, Hinesville, GA 31313		
County commencement of operations at the CSA: H-48 prior to the onset of tropical storm force winds				
County termination of the operations at CSA: H-36				
CSA Does not intend to operate during overnight hours.				
Operational Responsibilities				
Mechanism for tracking CSA evacuees: Public Health GER Tracking System				
County Public Health:				
<ul style="list-style-type: none"> • Primary Responsibility for public outreach to Access and Functional Needs (AFNs) and Medical needs residents • Acquisition of staffing for CSA evacuees • Providing evacuee’s residential pick-up location information • Determining hospital destination for evacuees • Identifying the “vehicle type” to pick up a functional or medical needs evacuee from residential location • Identifying the “vehicle type” at the evacuee loading area in order to transport evacuees to a shelter • Performing cursory medical screening at CSA • Creating the manifest (evacuee tracking) 				
District / County Public Health / Department of Human Services				
<ul style="list-style-type: none"> • Providing shelter assignments • Providing mapping and direction to and from designated locations 				
Georgia Department of Public Health:				
<ul style="list-style-type: none"> • Determining hospital destination for evacuees 				
Coastal Regional Commission:				
<ul style="list-style-type: none"> • Identifying routes for multiple evacuee pickups 				
GEMA:				
<ul style="list-style-type: none"> • Determining whether to utilize vehicle for another mission or demobilize 				
Transportation				
Transportation required to pick up evacuees at their homes/residences:				
Transportation Resources Type	Provider			
	Municipality	County	State	Other
Ambulance			X	
Para-transit			X (CRC)	
Bus/Shuttle				
Registry				
Number of individuals listed on County Registry (Based on 2013 data): <u>5</u>				
<ul style="list-style-type: none"> • Responsibility for tracking the official registry: County Public Health • Method for AFN and medical needs evacuees to request assistance if they are not on the registry list at time of evacuation – Call the County EMA • Time (H-hour) that registry is closed to additional registrants during an evacuation: Between H-36 and H-24 • Mechanism for evacuees to request transportation assistance after the registry is closed: Call the County EMA • County’s method for requesting transportation assets (i.e., based on actual registry numbers or increased to account for potential surge requirements): The request is based on the total number of registrants (plus caregivers) and the total number is doubled to account for surge 				

Liberty CSA: Shuman Recreation Center, 800 Tupelo Trail, Hinesville, GA 31313



 **Liberty County - Shuman Recreation Center**
County Staging Area
800 Tupelo Trail
Hinesville, GA 31313

 **FEMA**

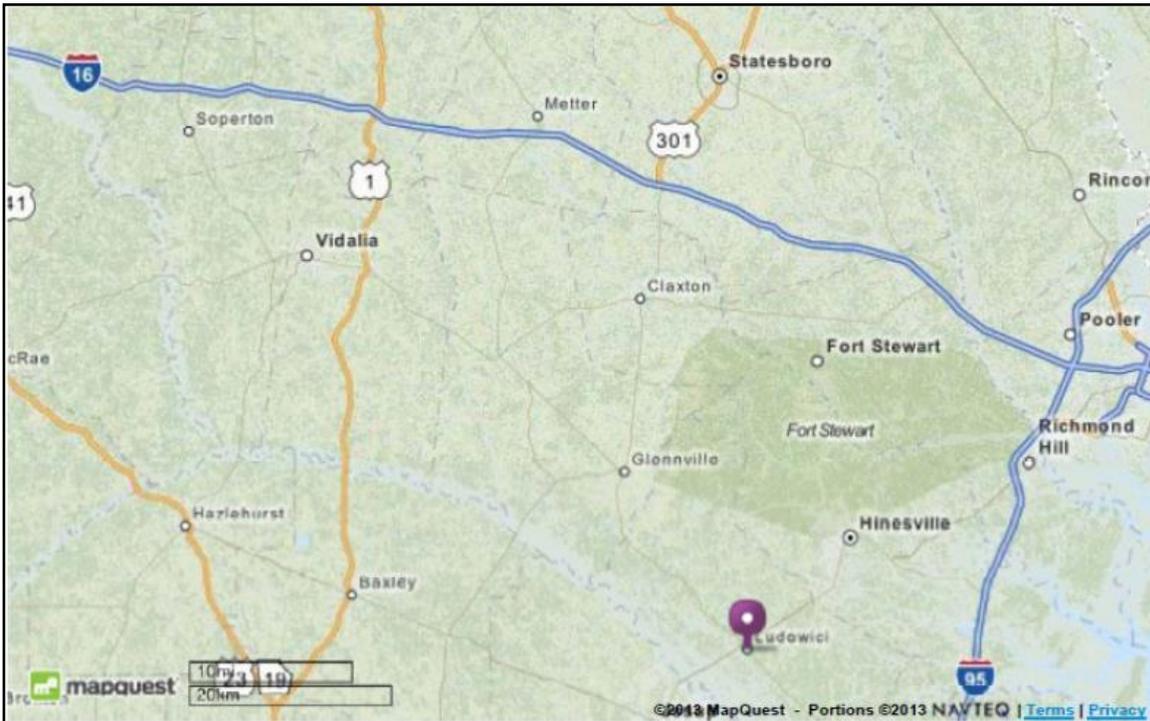


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Transportation Management Services

Long CSA Reference Guide

Long County Staging Area Reference Guide				
Location and Hours of Operation				
Facility Location: Long County High School		Address: 550 S. McDonald Street, Ludowici, GA 31316		
County commencement of operations at the CSA: H-48 prior to the onset of tropical storm force winds				
County termination of the operations at CSA: H-36				
CSA Does not intend to operate during overnight hours.				
Operational Responsibilities				
Mechanism for tracking CSA evacuees: Public Health GER Tracking System				
County Public Health:				
<ul style="list-style-type: none"> • Primary Responsibility for public outreach to Access and Functional Needs (AFNs) and Medical needs residents • Acquisition of staffing for CSA evacuees • Providing evacuee’s residential pick-up location information • Determining hospital destination for evacuees • Identifying the “vehicle type” to pick up a functional or medical needs evacuee from residential location • Identifying the “vehicle type” at the evacuee loading area in order to transport evacuees to a shelter • Performing cursory medical screening at CSA • Creating the manifest (evacuee tracking) 				
District / County Public Health / Department of Human Services				
<ul style="list-style-type: none"> • Providing shelter assignments • Providing mapping and direction to and from designated locations 				
Georgia Department of Public Health:				
<ul style="list-style-type: none"> • Determining hospital destination for evacuees 				
Coastal Regional Commission:				
<ul style="list-style-type: none"> • Identifying routes for multiple evacuee pickups 				
GEMA:				
<ul style="list-style-type: none"> • Determining whether to utilize vehicle for another mission or demobilize 				
Transportation				
Transportation required to pick up evacuees at their homes/residences:				
Transportation Resources Type	Provider			
	Municipality	County	State	Other
Ambulance			X	
Para-transit			X (CRC)	
Bus/Shuttle				
Registry				
Number of individuals listed on County Registry (Based on 2013 data): <u>3</u>				
<ul style="list-style-type: none"> • Responsibility for tracking the official registry: County Public Health • Method for AFN and medical needs evacuees to request assistance if they are not on the registry list at time of evacuation – Call the County EMA • Time (H-hour) that registry is closed to additional registrants during an evacuation: Between H-36 and H-24 • Mechanism for evacuees to request transportation assistance after the registry is closed: Call the County EMA • County’s method for requesting transportation assets (i.e., based on actual registry numbers or increased to account for potential surge requirements): The request is based on the total number of registrants (plus caregivers) and the total number is doubled to account for surge 				

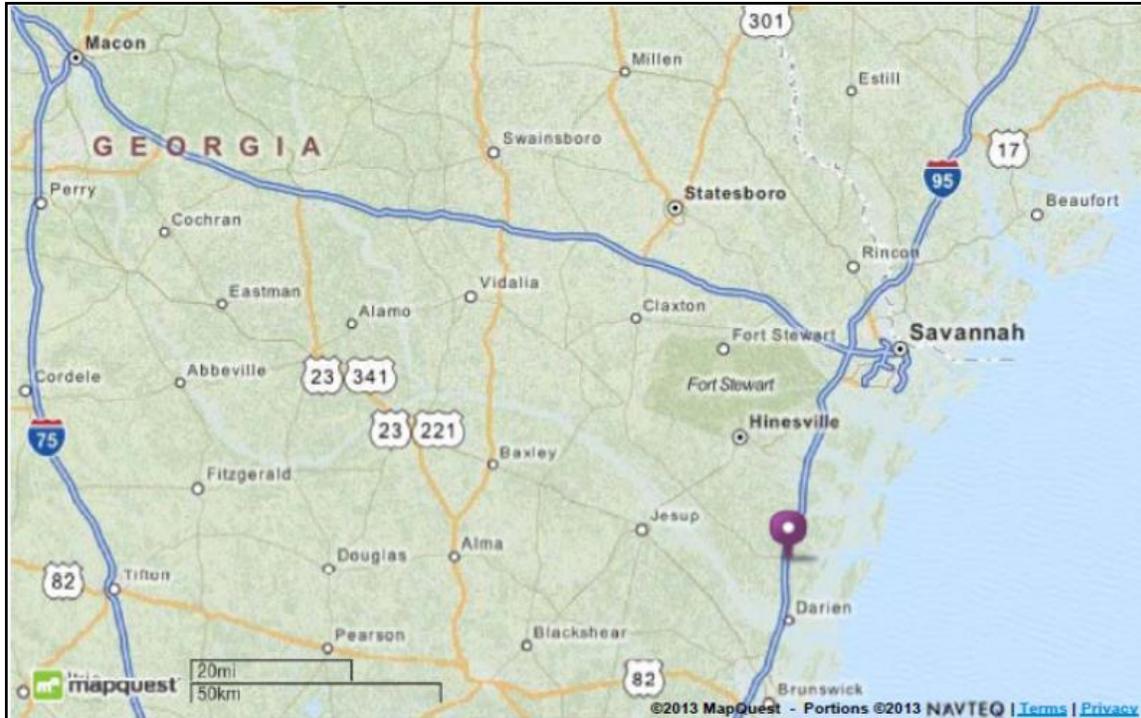
Long CSA: Long County High School, 550 S. McDonald Street, Ludowici, GA 31316



McIntosh CSA Reference Guide

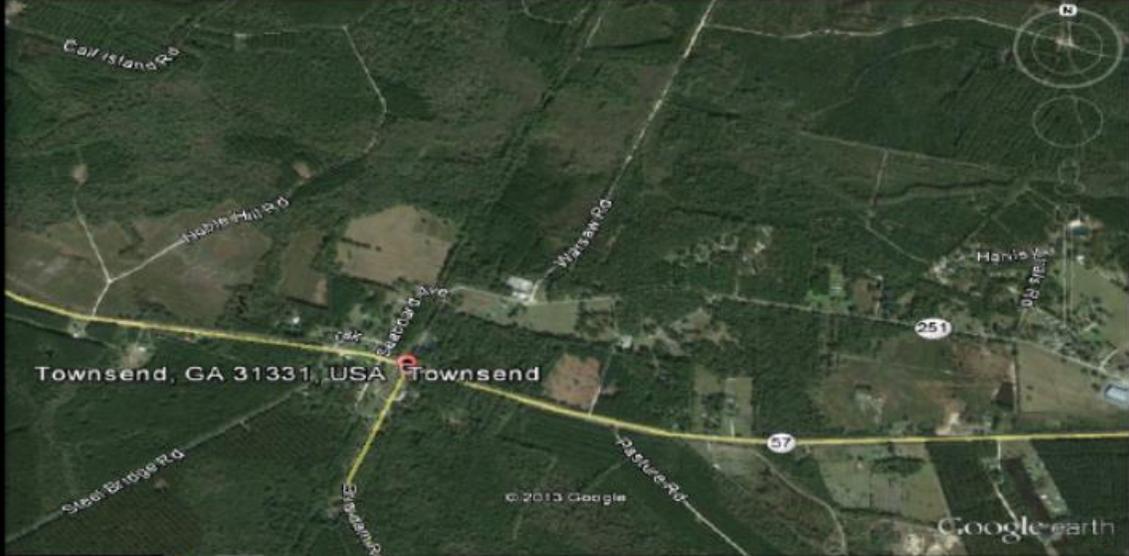
McIntosh County Staging Area Reference Guide				
Location and Hours of Operation				
Facility Location: McIntosh County Multi-Purpose Center		Address: 1009 Eulonia Park Road SW, Townsend, GA 31331		
County commencement of operations at the CSA: H-48 prior to the onset of tropical storm force winds				
County termination of the operations at CSA: H-36				
CSA Does not intend to operate during overnight hours.				
Operational Responsibilities				
Mechanism for tracking CSA evacuees: Public Health GER Tracking System				
County Public Health:				
<ul style="list-style-type: none"> • Primary Responsibility for public outreach to Access and Functional Needs (AFNs) and Medical needs residents • Acquisition of staffing for CSA evacuees • Providing evacuee's residential pick-up location information • Determining hospital destination for evacuees • Identifying the "vehicle type" to pick up a functional or medical needs evacuee from residential location • Identifying the "vehicle type" at the evacuee loading area in order to transport evacuees to a shelter • Performing cursory medical screening at CSA • Creating the manifest (evacuee tracking) 				
District / County Public Health / Department of Human Services				
<ul style="list-style-type: none"> • Providing shelter assignments • Providing mapping and direction to and from designated locations 				
Georgia Department of Public Health:				
<ul style="list-style-type: none"> • Determining hospital destination for evacuees 				
Coastal Regional Commission:				
<ul style="list-style-type: none"> • Identifying routes for multiple evacuee pickups 				
GEMA:				
<ul style="list-style-type: none"> • Determining whether to utilize vehicle for another mission or demobilize 				
Transportation				
Transportation required to pick up evacuees at their homes/residences:				
Transportation Resources Type	Provider			
	Municipality	County	State	Other
Ambulance			X	
Para-transit			X (CRC)	
Bus/Shuttle				
Registry				
Number of individuals listed on County Registry (Based on 2013 data): <u>7</u>				
<ul style="list-style-type: none"> • Responsibility for tracking the official registry: County Public Health • Method for AFN and medical needs evacuees to request assistance if they are not on the registry list at time of evacuation – Call the County EMA • Time (H-hour) that registry is closed to additional registrants during an evacuation: Between H-36 and H-24 • Mechanism for evacuees to request transportation assistance after the registry is closed: Call the County EMA • County's method for requesting transportation assets (i.e., based on actual registry numbers or increased to account for potential surge requirements): The request is based on the total number of registrants (plus caregivers) and the total number is doubled to account for surge 				

**McIntosh CSA: McIntosh County Multi-Purpose Center, 1009 Eulonia Park Road SW,
Townsend, GA 31331**



 **McIntosh County Multi-purpose Center**
County Staging Area
1009 Eulonia Park Road SW
Townsend, GA 31331

 **FEMA**



Townsend, GA 31331, USA Townsend

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Google Earth

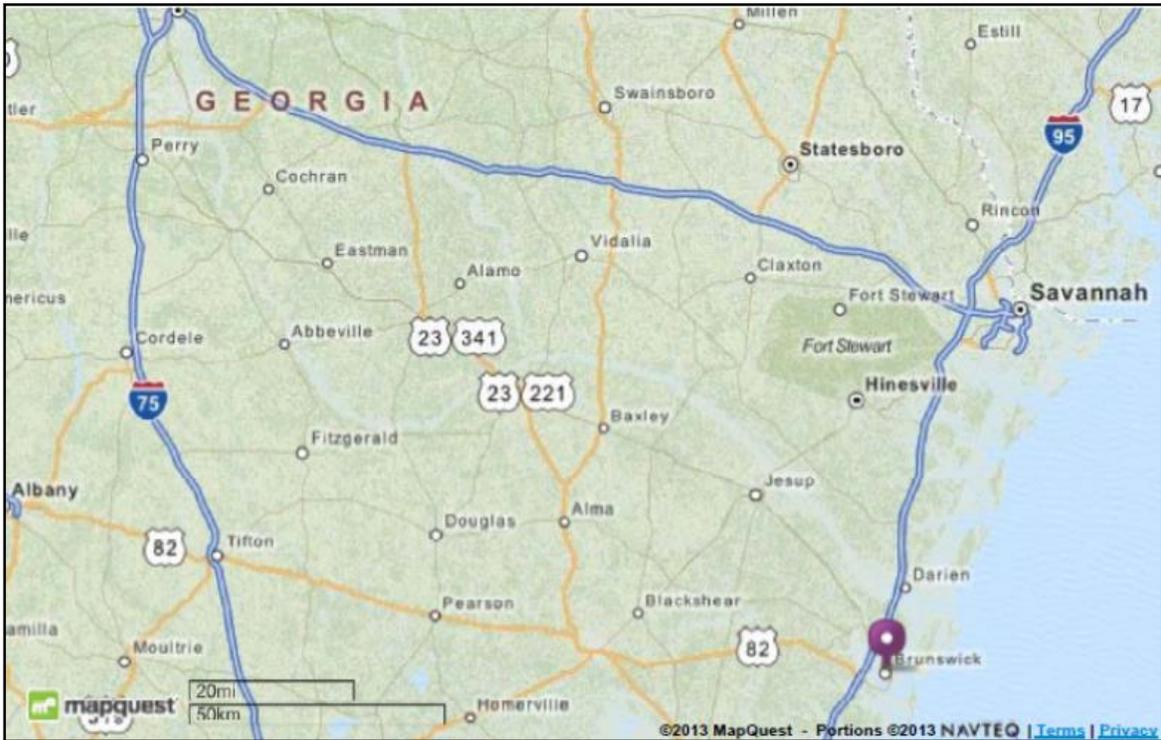
Tour Guide 1993 Imagery Date: 11/2/2012 31°32'56.83" N 81°53'05.09" W Elev: 35 ft. eye alt: 6032 ft

 Map Created November 19, 2013 2:18 PM
Transportation Management Services

Glynn CSA Reference Guide

Glynn County Staging Area Reference Guide				
Location and Hours of Operation				
Facility Location: Brunswick Multi-Purpose Center		Address: 2007 Lee Street, Brunswick, GA 31520		
County commencement of operations at the CSA: H-48 prior to the onset of tropical storm force winds				
County termination of the operations at CSA: H-36				
CSA Does not intend to operate during overnight hours.				
Operational Responsibilities				
Mechanism for tracking CSA evacuees: Public Health GER Tracking System				
County Public Health:				
<ul style="list-style-type: none"> • Primary Responsibility for public outreach to Access and Functional Needs (AFNs) and Medical needs residents • Acquisition of staffing for CSA evacuees • Providing evacuee's residential pick-up location information • Determining hospital destination for evacuees • Identifying the "vehicle type" to pick up a functional or medical needs evacuee from residential location • Identifying the "vehicle type" at the evacuee loading area in order to transport evacuees to a shelter • Performing cursory medical screening at CSA • Creating the manifest (evacuee tracking) 				
District / County Public Health / Department of Human Services				
<ul style="list-style-type: none"> • Providing shelter assignments • Providing mapping and direction to and from designated locations 				
Georgia Department of Public Health:				
<ul style="list-style-type: none"> • Determining hospital destination for evacuees 				
Coastal Regional Commission:				
<ul style="list-style-type: none"> • Identifying routes for multiple evacuee pickups 				
GEMA:				
<ul style="list-style-type: none"> • Determining whether to utilize vehicle for another mission or demobilize 				
Transportation				
Transportation required to pick up evacuees at their homes/residences:				
Transportation Resources Type	Provider			
	Municipality	County	State	Other
Ambulance			X	
Para-transit			X (CRC)	
Bus/Shuttle				
Registry				
Number of individuals listed on County Registry (Based on 2013 data): <u>28</u>				
<ul style="list-style-type: none"> • Responsibility for tracking the official registry: County Public Health • Method for AFN and medical needs evacuees to request assistance if they are not on the registry list at time of evacuation – Call the County EMA • Time (H-hour) that registry is closed to additional registrants during an evacuation: Between H-36 and H-24 • Mechanism for evacuees to request transportation assistance after the registry is closed: Call the County EMA • County's method for requesting transportation assets (i.e., based on actual registry numbers or increased to account for potential surge requirements): The request is based on the total number of registrants (plus caregivers) and the total number is doubled to account for surge 				

Glynn CSA: Brunswick Multi-Purpose Center, 2007 Lee Street, Brunswick, GA 31520



Brunswick Multipurpose Center
 County Staging Area
 2007 I Street
 Brunswick, GA 31520




COUNTY STAGING AREA LEGEND	
	IN/OUTBOUND VEHICLES FROM RESIDENCES
	INBOUND VEHICLES FROM/SA
	OUTBOUND VEHICLES TO SHELTERS
	PAK UNLOAD AREA
	PAK LOAD AREA
	IN/OUTBOUND VEHICLES FROM RESIDENCES
	STAGED MOTOR COACH
	OUTBOUND TO SHELTERS
	STAGED AMBULANCE
	PT
	STAGED PARA TRANSIT

2007 I St, Brunswick, GA 31520, USA

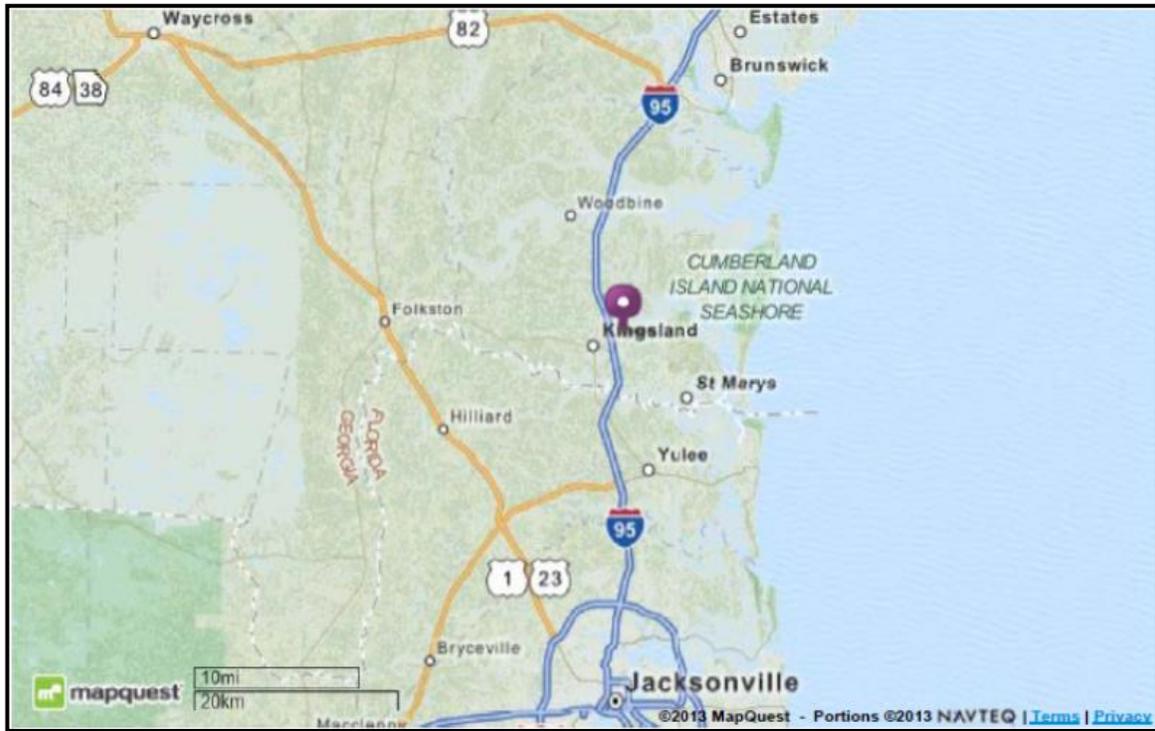


Map Created November 19, 2013 2:14 PM
 Transportation Management Services

Camden CSA Reference Guide

Camden County Staging Area Reference Guide				
Location and Hours of Operation				
Facility Location: Camden County Recreation Center		Address: 1050 Wildcat Drive, Kingsland, GA 31548		
County commencement of operations at the CSA: H-48 prior to the onset of tropical storm force winds				
County termination of the operations at CSA: H-36				
CSA Does not intend to operate during overnight hours.				
Operational Responsibilities				
Mechanism for tracking CSA evacuees: Public Health GER Tracking System				
County Public Health:				
<ul style="list-style-type: none"> • Primary Responsibility for public outreach to Access and Functional Needs (AFNs) and Medical needs residents • Acquisition of staffing for CSA evacuees • Providing evacuee's residential pick-up location information • Determining hospital destination for evacuees • Identifying the "vehicle type" to pick up a functional or medical needs evacuee from residential location • Identifying the "vehicle type" at the evacuee loading area in order to transport evacuees to a shelter • Performing cursory medical screening at CSA • Creating the manifest (evacuee tracking) 				
District / County Public Health / Department of Human Services				
<ul style="list-style-type: none"> • Providing shelter assignments • Providing mapping and direction to and from designated locations 				
Georgia Department of Public Health:				
<ul style="list-style-type: none"> • Determining hospital destination for evacuees 				
Coastal Regional Commission:				
<ul style="list-style-type: none"> • Identifying routes for multiple evacuee pickups 				
GEMA:				
<ul style="list-style-type: none"> • Determining whether to utilize vehicle for another mission or demobilize 				
Transportation				
Transportation required to pick up evacuees at their homes/residences:				
Transportation Resources Type	Provider			
	Municipality	County	State	Other
Ambulance			X	
Para-transit			X (CRC)	
Bus/Shuttle				
Registry				
Number of individuals listed on County Registry (Based on 2013 data): <u>7</u>				
<ul style="list-style-type: none"> • Responsibility for tracking the official registry: County Public Health • Method for AFN and medical needs evacuees to request assistance if they are not on the registry list at time of evacuation – Call the County EMA • Time (H-hour) that registry is closed to additional registrants during an evacuation: Between H-36 and H-24 • Mechanism for evacuees to request transportation assistance after the registry is closed: Call the County EMA • County's method for requesting transportation assets (i.e., based on actual registry numbers or increased to account for potential surge requirements): The request is based on the total number of registrants (plus caregivers) and the total number is doubled to account for surge 				

Camden CSA: Camden County Recreation Center, 1050 Wildcat Drive, Kingsland, GA 31548



 **Camden County Recreation Center**
County Staging Area
1050 Wildcat Drive
Kingsland, GA 31548

 **FEMA**



Wildcat Dr, Richmond Hill, Bryan, Georgia 31324

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Tour Guide 1999 Imagery Date: 3/26/2013 31°55'39.00" N 81°18'51.71" W elev: 12 ft eye alt: 2171 ft

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Transportation Management Services

Appendix G: Forms and Templates

1. FEMA ETRAC Form
2. FEMA Communication Kit Inventory Form

FEMA ETRAC Form

Emergency Contractor Information

Placard Number: _____ ETRAC Unit Number: _____

Date In: _____ Date Out: _____

Time In: _____ Time Out: _____

Personal Information

Full Name: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Home Phone: () _____ Cell Phone: () _____

Vehicle Information

Make/Type _____ Vehicle Color _____

Company Name _____ Vehicle ID Number* _____

Company Address: _____

Work Phone: () _____ FAX NUMBER: () _____

* At the time of the incident, the Communication Kit Manager shall determine which ID # to record since a vehicle may have more than one ID number.

Each Communication Kit (white box with FEMA logo) Contains:

Motorola i365 phone with holster (1), AC charger (1), and DC power cord with splitter (1)

I hereby acknowledge receipt of one Communication Kit containing the items listed above:

Driver : _____
(printed name)

(signature)

Date: _____

Appendix H: Contacts

GEMA Contacts:

Name	Section	Phone Number	Email
Charley Dawson	Operations	404-635-7027	Charley.dawson@gema.ga.gov
Clint Perkins	SOC	404-635-4207	Clint.perkins@gema.ga.gov
Richard Stokes	SOC / Logistic	404-635-7521	Richard.stokes@gema.ga.gov
Chuck Ray	Field Response	912-486-7491	Chuck.ray@gema.ga.gov
Kristen Higgs	Field Coordinator	912-427-1954	kristen.higgs@gema.ga.gov
Lizbeth Ortiz	Planning	404-635-7228	Lizbeth.ortiz@gema.ga.gov

Coastal County EMA Directors:

County	EMA Director	Phone Number	Southern Linc	Email
Brantley	Michelle L. Lee	O. 912-462-7874 C. 912-282-7853	11*2001	brantleyema@btconline.net
Bryan	Freddy Lee Howell	O. 912-858-2799 C. 912-661-2095	11*3007	fhowell@bryan-county.org
Camden	Mark Crews	O. 912-729-5602 C. 912-258-5707	11*4507	mcrews@co.camden.ga.us
Charlton	Bruce A. Young	O. 912-496-1081 C. 912-390-2022	11*4508	charltonema.ems@gmail.com
Chatham	Dennis T. Jones	O. 912-201-4500 C. 912-658-3115	4501	dtjones@chathamcounty.org
Effingham	Ed Myrick	O. 912-754-8200 O. 912-754-3449 C. 912-547-8924	4510	eema@effinghamcounty.org
Glynn	Jay Wiggins	O. 912-554-7826 C. 912-230-5135	4513	jwiggins@glynncounty-ga.gov
Liberty	Mike Hodges	O. 912-368-2201 C. 912-977-1066	11*4516	mike.hodges@libertycountyga.com
Long	Robert (Bob) Heffley	O. 912-545-2143 C. 912-270-3739		icemabob@gmail.com
McIntosh	Ray Parker	O. 912-269-0534 C. 912-269-0534	4517	raygema@dariantel.net
Pierce	James Leonard Roberts	O. 912-449-2040 C. 912-208-1129		leonard.roberts@piercecounyga.gov
Wayne	Donald Ray	O. 912-427-5979 C. 912-424-0376		dray@.waynecountyga.us