

**State of New Jersey**

OFFICE OF THE ATTORNEY GENERAL

DEPARTMENT OF LAW AND PUBLIC SAFETY

DIVISION OF STATE POLICE

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PHIL D. MURPHY
*Governor*SHEILA Y. OLIVER
*Lt. Governor*GURBIR S. GREWAL
*Attorney General*COLONEL PATRICK CALLAHAN
Superintendent

March 31, 2018

Mr. Jerome Greenburg
Margate City OEM
9001 Winchester Ave
Margate, NJ 08402

Dear Mr. Greenburg:

We have reviewed your Emergency Operations Plan and find that it meets our criteria for approval as of March 31, 2018. We are pleased to give our approval and appreciate the time and effort you and your staff have devoted to the development of this essential document.

The plan should be updated by you at least annually, preferably during a scheduled meeting of your Local Emergency Planning Committee (LEPC) and must be submitted to this office, through channels, for recertification by March 31, 2022.

For additional information concerning the review process, you may contact Sgt. Greg Godish, (609) 273-9163.

Thank you for your interest and participation in Emergency Management.

FOR COLONEL PATRICK J. CALLAHAN
ACTING SUPERINTENDENT

Sincerely,

Louis Bucchere, Major
Commanding Officer
Emergency Management Section*"An Internationally Accredited Agency"**New Jersey Is An Equal Opportunity Employer
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State of New Jersey
OFFICE OF THE ATTORNEY GENERAL
DEPARTMENT OF LAW AND PUBLIC SAFETY
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CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

JOHN J. HOFFMAN
Acting Attorney General

COLONEL JOSEPH R. FUENTES
Superintendent

February 18, 2014

Mr. Jerome Greenberg
Margate City OEM
220 N. Clermont Avenue
Margate, N.J. 08402

Dear Mr. Greenberg:

We have reviewed your Emergency Operations Plan and find that it meets our criteria for approval as of February 18, 2014. We are pleased to give our approval and appreciate the time and effort you and your staff have devoted to the development of this essential document.

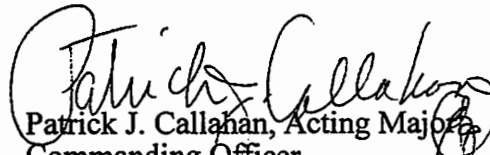
The plan should be updated by you at least annually, preferably during a scheduled meeting of your Local Emergency Planning Committee (LEPC) and must be submitted to this office, through channels, for recertification by February 28, 2018.

For additional information concerning the review process, you may contact A/Sgt. O. Ramos, (609) 561-1800, Ext. 3343.

Thank you for your interest and participation in Emergency Management.

Sincerely,

FOR COLONEL JOSEPH R. FUENTES
SUPERINTENDENT


Patrick J. Callahan, Acting Major
Commanding Officer
Emergency Management Section

dpp

c Mr. V. Jones, Atlantic County EMC
A/Lt. Bryan Everingham, South Region



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MARGATE CITY

EMERGENCY MANAGEMENT

EMERGENCY OPERATIONS PLAN

Effective January 30, 2014

**“Natural calamities strike about the time when one forgets their terror”
Japanese Proverb**

I. INTRODUCTION

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B. STATEMENT OF APPROVAL

We, the Mayor and Commissioner of Public Safety, the Commissioner of Revenue and Finance, the Commissioner of Public Works, and the Emergency Management Coordinator, understand, agree, and do approve the Emergency Operations Plan for the City of Margate on this date.

APPROVAL DATE: _____

Michael Becker
Mayor
Commissioner of Public Safety

Maurice Blumberg
Commissioner of Revenue & Finance

Brenda Taube
Commissioner of Public Works

Jerome Greenberg
Emergency Management Coordinator

C. DISTRIBUTION LIST

1. Mayor
2. Commissioner of Public Safety
3. Commissioner of Public Works
4. Emergency Management Coordinator
5. Emergency Management Council Members
6. Emergency Operations Center
7. Each individual responsible for a functional annex
8. Atlantic County Office of Emergency Management
9. Margate City Clerk's Office

D. RECORD OF CHANGES

The changes listed below have been made to the 2010 Emergency Operations Plan and will be incorporated in the next update.

See Attached Listing

E. PROMULGATION STATEMENT

The City of Margate has prepared this Emergency Operations Plan which sets forth the general policies and procedures to be carried out by municipal and volunteer entities in order to provide the citizens of the jurisdiction with an effective integrated emergency response plan designed to minimize the loss of life and property during an emergency. All municipal departments assisted in the development of this plan along with the Emergency Management Council and the Office of Emergency Management.

I have approved this Emergency Operations Plan and hereby promulgate it as the authoritative document for emergency operations in the City of Margate.

DATE: _____

Michael Becker
Commissioner of Public Safety

II. Authority

- A. Laws, ordinance, regulations, resolutions and directives.
 - 1. Federal
 - a. Federal Civil Defense Act of 1950, as amended (P.L. 81-920)
 - b. The Natural Disaster Recovery Act, as amended (P.L. 91-606), 1969
 - c. The Robert T. Stafford Disaster Relief Act of 1974, (P.L. 93-288), as amended by (P.L. 100-707), 1988
 - 2. State
 - a. Emergency Management Act, N.J.S.A., Appendix A:9-30 et seq. (Chapter 251, P.L. 1942, as amended by Chapter 438, P.L. 1953, Chapter 504, P.L. 1985, and Chapter 222, P.L. 1989)
 - b. N.J.S.A. 40A:14-26 Emergency Assistance For Fire & Police Protection From Other Municipalities; Payment; Rights In Event Of Death
 - c. Office of Emergency Management Directives No. 61, 73, 74, 77, 84, 96, 100, 101, 102, 103 and 104
 - 3. County
 - a. Atlantic County Ordinances No 14, dated Oct. 12, 1982 and No. 8, dated May 1, 1989.
 - 4. Municipal
 - a. City of Margate Ordinance Number 1990-5, dated February 8, 1990.
- B. References, guidance material and other documents.
 - 1. Federal
 - a. FEMA Guide For Development of State and Local Emergency Operations Plans CPG 1-8
 - b. FEMA Guide For Review of State and Local Emergency Operations Plans, CPG 1-8A
 - c. FEMA Disaster Operations, A Handbook for Local Government, CPG 1-6
 - d. State and Local Guide 100 (slg100) May 1990 FEMA Guide for Increasing Local Government Civil Defense Readiness During Periods of International Crisis, CPG-1-7
 - 2. State
 - a. Office of Emergency Management Checklist for County or Municipal Emergency Operations Plan.
 - 3. County
 - a. None
 - 4. Municipal
 - a. None

III. Purpose

- A. The purpose of this EOP is to protect life and property in emergencies by coordinating response activities of municipal and volunteer entities to ensure their optimum use. It provides for actions to be taken to mitigate, prepare for, respond to, and recover from the effects of an emergency.
- B. This plan is an all hazards approach to emergency management and covers natural disasters, technological disasters, and national security crises.

IV. Situation

- A. Jurisdiction description.
 - 1. The City of Margate covers 1.5 square miles and its composition is suburban.
 - 2. The City of Margate is located in Atlantic County. It is bordered on the North by the City of Ventnor, East by the Atlantic Ocean, South by the City of Longport, and West by the Beach Thorofare (a.k.a. the Bay) and, on the other side of the Beach Thorofare, Egg Harbor Township.
 - 3. The Topographical Characteristics are flat.
 - 4. The summer seasonal population is estimated to be approximately 18,000, the maximum summer population is 25,000. The permanent population, based on the 2010 census, is 6,473, and the workday population is approximately 3,500. The median income is approximately \$68,000. Approximately 60% of the dwellings (which include condominiums units) are occupied on a seasonal (mostly summertime) basis. Approximately 1/3 of the permanent population is over 65 years of age. The permanent population of Margate has declined since the 2000 census. This decline is expected to continue as more dwellings become seasonal.
 - 5. Primary transportation routes:
 - a. Major Traffic Arteries:
 - 1. Atlantic Ave. East, West
 - 2. Ventnor Ave. East, West
 - 3. Winchester Ave. West
 - 4. Monmouth Ave. East

4. Amherst Ave. East, West
 5. Jerome Ave. North, South
 6. The City of Margate has a 3 member Commission form of government. Emergency Management comes under the Commissioner of Public Safety.
- B. Hazards identified through the Hazard and Vulnerability Analysis, (RE: BPA 6 & 7), which may impact the City of Margate are:
1. Natural disasters which include floods, fire, thunderstorm, winter storm, hurricanes, tornadoes, earthquakes, tsunami, and meteorites.
 2. Technological hazards such as: transportation accidents, hazardous material incidents, bomb threats, fixed nuclear facility incidents, and conventional, nuclear, biological and chemical attack.
- C. Relevant planning assumptions used to refine the planning process include the following:
1. There will most likely be some warning of an enemy attack or nuclear detonation.
 2. There may not be any warning prior to a tornado, tsunami, or earthquake but there should be some warning prior to most other natural disasters.
 3. Major transportation disasters are unlikely to occur in this jurisdiction.
 4. Local industry does not present the possibility of a major industrial disaster.
 5. The jurisdiction is vulnerable to damage caused by hurricane winds and sea flooding.
 6. Mutual aid will be available from contiguous municipalities except in the case of hurricanes and major sea flooding.
 7. The likelihood of a terror or WMD attack is less likely than in nearby Atlantic City.

V. **Operations and Control**

- A. Under normal conditions, the functions and organization of Margate City government is made by the City Administration. In an emergency situation, the Emergency Management Coordinator works with the City Administration in vital decision making processes. This is the primary resource around which the Emergency Management organization has been developed. The prime role of the Emergency Management organization is coordination and information compilations for up and down link dissemination; the secondary role is maximum usage of all government, private and volunteer agencies to mitigate emergencies or disasters. Existing mutual aid agreements may be invoked or additional workers may be recruited and assigned to the various government departments in line with normal day-to-day responsibilities. In addition, special units having only disaster related functions, such as radiological protection and damage assessment, will be formed and personnel will be temporarily assigned to these units.

1. The Emergency Management Chain of Command is:
 - a. Emergency Management Coordinator.
 - b. Deputy Emergency Management Coordinators.
 - c. Emergency Management Operations Official.
 2. During periods of increased risk the Emergency Management Coordinator will make the decision to activate the Emergency Operations Center and insure notification of all necessary departments and their personnel and volunteer personnel to report to the Emergency Operations Center.
 - a. Emergency Operations Direction and Control will emanate from the Emergency Operations Center, Margate City Police Department, 111 N. Decatur Ave, Margate, NJ. In the event that the National Weather service predicts flooding in excess of 9.5 feet, the Emergency Operations Center will be located in the Margate City Board of Education offices on the third floor of the William H. Ross School located at 101 N. Haverford Avenue, Margate, NJ. An on-scene Command Post may be established. Direction and Control may emanate from the on-scene command post or from the Emergency Operations Center. In the event of a technical or natural hazard condition which would render the Emergency Operations Center ineffective, the Emergency Operations Center will be relocated to a safe area. Because of the undetermined nature of a technological or natural hazard condition that could affect the operating capabilities of the Emergency Operating Center, exact relocation will
-

depend upon the operational requirements and relocation resources. The relocation decision will be determined at that time.

- b. The Emergency Operations Center is capable of being staffed on a 24 hour basis, and will be normally be scheduled on two (2) - twelve (12) hour operational shifts. However, the hours of operation will depend on the disaster or emergency situation, response needed and necessity of 24 hour operation. The Emergency Management Coordinator, Administration, and each Annex Official will provide the staffing needed to maintain operational capability and coordinate the activation and release of emergency response personnel.
- 3 Incident Commanders, Law Enforcement, Fire, and responding Ambulance/Rescue utilize the Incident Command System to handle emergency situations according to their individual protocol.
4. The Emergency Management Coordinator will work with the Administration in all necessary decisions and actions that would reduce and/or temporarily curtail public services such as tax collection, trash collection, street cleaning, etc.
5. As an emergency or disaster situation develops, the Emergency Management Coordinator may declare a State of Emergency to exist and begin implementing emergency procedures. The Emergency Management Coordinator will work with the Mayor and City Commissioners in all declarations of a "State of Emergency". Cessation of a State of Emergency shall be declared by the authority by whom it was proclaimed, either the Emergency Management Coordinator or the Governor of the State of New Jersey. (Reference BPA-5)

B. Phases of Emergency Management

1. Mitigation - Mitigation activities are those that eliminate or reduce the probability of a disaster occurrence. Also included are those long term activities that lessen the undesirable effects of unavoidable hazards. Some examples include the establishment of building codes, flood plain management, insurance, elevating buildings, and public education programs.

2. Preparedness - Preparedness activities serve to develop the response capabilities needed in the event of an emergency. Planning, exercising, training and developing public information programs and warning systems are among the activities conducted under this phase.
3. Response - Response activities include direction and control, warning, evacuation and emergency services and are designed to address immediate and short term effects of the onset of an emergency or disaster. They help to reduce casualties and damage and to speed recovery.
4. Recovery - Recovery includes both short term and long term activities. Short term operations seek to restore critical services to the community and provide for the basic needs of the public. Long term recovery focuses on restoring the community to its normal, or improved state of affairs. The recovery period is also an opportune time to institute mitigation measures, particularly those related to the recent emergency. Examples of recovery actions would be temporary housing and food, restoration of non-vital government services, and reconstruction of damaged areas.

VI. **Responsibilities**

- A. The EMC is responsible for implementing this plan and directing the emergency response. (See BPA-1)
- B. A functional area responsibility matrix has been developed and is attached as Appendix BPA-3. This matrix includes the individual responsible for developing each annex and the primary and support agencies responsible for each annex.
- C. The major tasks assigned to each functional annex are listed in Appendix BPA-4.
- D. For each of the annexes listed on the Responsibilities Matrix, (BPA -3) it shall be incumbent upon the responsible individual to prepare and distribute Standard Operating Procedures (SOPs) and an Operational Checklist pertaining to their emergency management function.

VII **Continuity of Government**

- A. There is a need for a line of succession to the office of the Mayor and the EMC to assure continuous leadership in an emergency and this line is as follows:
 - 1. Mayor
 - a. Commissioner of Public Safety
 - b. Commissioner of Public Works
 - c. Commissioner of Revenue and Finance
 - d. City Clerk
 - 2. Emergency Management Coordinator
 - a. Deputy EMC, Police Chief.
 - b. Deputy EMC, Fire Chief.
- B. The person responsible for each annex must establish a line of succession and ensure personnel in that function and the EMC are kept informed of that line of succession.
- C. Reporting procedures to other levels of government during an emergency are as follows:
 - 1. During times of emergency all department heads shall direct and coordinate all resource requests through the Municipal OEM. The OEM shall prioritize all municipal resource requests and direct them to the affected area. All resource requests that exceed municipal capability shall be directed to, and be coordinated by, the County OEM. The County OEM shall periodically advise the State OEM of all such requests. The State will request resources from the Federal Government or private agencies if required.
 - 2. When the local EOC is activated the following agencies, depending on scope and severity, shall be notified. Notification of municipal personnel will be by telephone, radio or beeper. Notification of other agencies, County, or State will be by telephone, radio, computer, or fax.
 - a. All municipal department heads
 - b. Other agencies with emergency function responsibilities.

c. County OEM

- D. Individual department heads are responsible for the protection and preservation of all vital records received or generated by or through their departments. These vital records will be stored in locked, fireproof files as specified by internal SOP's or through contracted computer vendors off site. Vital records are those non-replaceable records of the Municipality for which there may be a future need and shall include but not be limited to:
1. Tax Records
 2. Real Estate Maps and Records
 3. Birth Certificates
 4. Marriage Licenses
 5. Death Certificates

VIII. Administration and Logistics

- A. Accurate detailed records of all actions taken in any emergency are essential for use in designing future improvements, training emergency personnel, and settling possible litigation. Therefore, each department head or person responsible for an emergency function will keep accurate detailed records of actions taken during an emergency and forward reports of these actions to the EMC. The EMC is responsible for records and reports received from or passed to the county or higher levels of government and for starting and maintaining a significant events log of the emergency.
- B. Each department head is responsible for maintaining records of his or her department's expenditures and for ensuring that these expenditure records are forwarded to the Municipal Treasurer for processing. The EMC is responsible for the record of expenditures associated with the general operation of the OEM.
- C. Written and verbal mutual aid agreements, other than provided for in Title 40 which mandates mutual aid between emergency services:
1. Atlantic County Chapter of the American Red Cross (ARC). (Margate falls under the Red Cross National Agreement regarding sheltering)

IX Plan Development and Maintenance

- A. The EMC in conjunction with the Emergency Management Council is responsible for the maintenance of this Plan and for ensuring that necessary changes and revisions to the Plan are prepared, coordinated, approved and distributed.
- B. The EMC will ensure that the Basic Plan and all annexes are reviewed and updated annually based on deficiencies identified through drills and exercises.

X. Definitions

ARC	American Red Cross
DEP	New Jersey Department of Environmental Protection
EBS	Emergency Broadcast System
EMC	Emergency Management Coordinator
EMRAD	Emergency Management Radio
EMS	Emergency Medical Services
EPA	Environmental Protection Agency
EPI	Emergency Public Information
EOC	Emergency Operating Center
EOP	Emergency Operation Plan
FCC	Federal Communications Commission
FEMA	Federal Emergency Management Agency
Haz Mat	Hazardous Materials
NAWAS	National Warning System
NWS	National Weather Service
NJOEM	New Jersey Office of Emergency Management
OEM	Office of Emergency Management
PIO	Public Information Officer
RADEF	Radiological Defense
RO	Radiological Officer
RACES	Radio Amateur Civil Emergency Service
SOP	Standard Operating Procedure
SPEN	State wide Police Emergency Network
WMD	Weapons of Mass Destruction

XI. Required Appendices and Attachments

(These attachments do not have to be included with the Plan unless so noted, but must be available for review by county or regional personnel.)

- BPA 1 Resolutions, letters or other documents appointing the
Emergency

Management Coordinator, Deputy Emergency Management Coordinators, and Emergency Management Council.

Located in City Clerk's office.

BPA 2 List of map(s) for the jurisdiction that show the following:
Highways, waterlines, sewer lines and power transmission lines.
Schools, special populations, and senior citizen housing.

Located in City Planner's Office in City Hall and in Public Works Office.

BPA 3 Responsibility Matrix. Included with Plan.

BPA 4 Functional Annex Tasks and Responsibility Assignments.
Included with Plan

BPA 5 Sample emergency proclamation for the jurisdiction.
Included with Plan

BPA 6 Hazard Analysis. Included with Plan

BPA 7 Vulnerability Assessment. Included with Plan

BPA 8 Statistical Information and Comparisons Included with Plan

BPA-1

EMERGENCY MANAGEMENT COUNCIL

RESOLUTION #125 of 2012

WHEREAS, The Board of Commissioners of the City of Margate finds it necessary to appoint an Emergency Management Council;

NOW, THEREFORE, BE IT RESOLVED, that the following named persons hereby be appointed to the Emergency Management Council:

Michael Becker	Mayor
Maury Blumberg	Commissioner of Revenue & Finan
Brenda Taube	Commissioner of Public Works
Anthony Tabasso	Chief, Fire Department
David Wolfson	Chief, Police Department
Frank Ricciotti	Manager, Public Works
John Scott Abbott, Esq.	Solicitor
J. Guy Galantino	Construction Official
Jerome Greenberg	Emergency Management Coord
Richard <u>Deaney</u>	City Administrator
Lisa McLaughlin	Chief Financial Officer

DATED: July 19, 2012

I, Thomas D. Hiltner, Clerk of Margate City, Atlantic County, do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Commissioners of the City of Margate City at a meeting of said Commission held on July 19, 2012, and said Resolution was adopted by not less than a two-thirds vote of the members of the Commission.

Thomas D. Hiltner, RMC, City Clerk

ORDINANCE NO. 1990-5

AN ORDINANCE ESTABLISHING AN OFFICE OF EMERGENCY
MANAGEMENT; PROVIDING FOR THE APPOINTMENT OF A
COORDINATOR OF THE OFFICE; AND AUTHORIZING THE
ADOPTION OF RULES AND REGULATIONS BY THE
COMMISSION OF THE CITY OF MARGATE CITY,
COUNTY OF ATLANTIC AND STATE OF NEW JERSEY

BE IT ORDAINED by the City Commission of the City of Margate, County of Atlantic and State of New Jersey, that:

SECTION 1. Purpose: Because of the existing and increasing possibility of disasters of unprecedented size and destructiveness resulting from fire, flood, earthquake, hurricane, tropical storm, aircraft accident, boat accident or other natural or man-made causes, and in order to ensure that preparations of the City of Margate will be adequate to deal with such disasters and, generally, to provide for the common defense and to protect the public peace, health, safety and to preserve the lives and property of the residents of the City of Margate, it is hereby found and declared to be necessary to:

- (a) Create an Office of Emergency Management;
- (b) Provide for the rendering of mutual aid to other cities within the State of New Jersey and to cooperate with the County and State Offices of Emergency Management;
- (c) Create and test an emergency operating plan for all divisions of City government and all volunteer organizations in the event of one of the aforementioned disasters;
- (d) Establish an Emergency Operating Center.

SECTION 2. Comprehensive Plan:

- (a) It is further declared to be the purpose of this Ordinance and the policy of this City that all functions of municipal government, as well as volunteer and private agencies of every type, be included in the Emergency Operating Plan so that a comprehensive plan can be developed to make use of all available resources in the event that a disaster does occur.
- (b) It shall be the responsibility of the coordinator to create and test the Emergency Operating Plan and be prepared to activate it whenever necessary.

SECTION 3. Establishment of an Office: It is further declared to be the purpose of this Ordinance and the policy of the City government to organize an Office of

Emergency Management in conformity with the authority as set forth in the statutes of the State of New Jersey. The name of the office shall be: "MARGATE CITY OFFICE OF EMERGENCY MANAGEMENT.

SECTION 4: Coordinator: The Commissioner of Public Safety of the City shall be responsible for the appointment of a qualified coordinator of this office, pursuant to state guidelines, as of the date of his or her appointment. The Commissioner of Public Safety of the City may appoint two (2) deputy coordinators to assist the Coordinator and to act in his or her place if not available.

SECTION 5: Staff: The Coordinator may appoint a staff which will be representative of the various departments of the City, as well as other private and public agencies, to assist with the Emergency Operating Plan as well as staffing the Emergency Operating Center, when activated.

SECTION 6: Responsibility During State of Emergency: It shall be the responsibility of the Office of Emergency Management to carry out and enforce such orders, rules and regulations as issued under a proclamation of a local state of emergency by the Commission of the City of Margate and the Coordinator. The Office shall have available all such orders and rules and regulations as promulgated by the Coordinator and the Commission.

SECTION 7: Emergency Operating Center: The office shall have a fully equipped emergency operating center which shall be ready to coordinate all City functions in the event of an emergency. It shall also have an alternate emergency operating center in the event that the first shall be damaged or unusable.

SECTION 8: Violations: Violation of or failure to comply with any of the provisions of this Ordinance, or the rules and regulations as promulgated by the Commission of the City of Margate, upon conviction, shall be punishable by a fine not to exceed One Thousand Dollars (\$1,000.00) or by imprisonment in the County Jail for a period not to exceed ninety (90) days, or by both such fine and imprisonment.

SECTION 9: Repealer: All ordinances or parts thereof which are inconsistent with this Ordinance are hereby repealed.

SECTION 10: Adoption: This Ordinance shall take effect immediately upon its final passage and publication, as provided by law.

Commissioner

Commissioner

Commissioner
LEGAL RESPONSIBILITIES OF THE
EMERGENCY MANAGEMENT COORDINATOR

The position of Municipal Emergency Management Coordinator is based on provisions of public laws and directives which carry the force of law.

- A. New Jersey State Law: New Jersey Statutes Annotated (NJSA) appendix A:9-33 et seq. (Chapter 251 P.O. 1942, as amended by Chapter 438, P.O. 1953). These laws set forth responsibilities, obligations and authorities.

1. Appointment of Municipal Emergency Management Coordinator

In every municipality of the State, the Mayor (or in the case of a Commission form of government, the Commissioner of Public Safety) shall appoint a Municipal Emergency Management Coordinator, from among the residents of the municipality. The Municipal Emergency Management Coordinator shall serve for a term of three years. As a condition of appointment and the right to continue for the full term of the appointment, the Coordinator shall successfully complete the approved courses within one year of appointment. The Governor may remove a Municipal Emergency Management Coordinator at any time for cause.

2. Duties of Municipal Emergency Management Coordinator

- a. The Municipal Emergency Management Coordinator shall be responsible for the planning, activating, coordinating and the conduct of Emergency Management operations within the municipality.
- b. The Municipal Emergency Management Coordinator shall be a member and shall serve as chairman of the local Emergency Management Council.
- c. Each Municipal Emergency Management Coordinator shall appoint one and may appoint more than one Deputy Municipal Emergency Management Coordinator with the approval of the Commissioner of Public Safety. Wherever possible, such Deputy(ies) shall be appointed from among the salaried officers or employees of the municipality.

(Under the Commission form of government utilized by Margate, the Deputy Emergency Management Coordinators are appointed by Resolution.)

- B. New Jersey Office of Emergency Management Directive #61, November 19, 1986, indicates:
-

1. Wherever, in the opinion of the Municipal Emergency Management Coordinator, a disaster has occurred or is imminent in the municipality, the Municipal Emergency Management Coordinator shall proclaim a state of local disaster emergency within the municipality.
2. The Municipal Emergency Management Coordinator, in accordance with regulations promulgated by the State Director of Emergency Management, shall be empowered to issue and enforce such orders as may be necessary to implement and carry out Emergency Management operations and to protect the health, safety and resources of the residents of the municipality.
3. The County Emergency Management Coordinator shall be immediately advised of the proclamation of a state of local disaster emergency by the Municipal Emergency Management Coordinator and the action taken.

BPA-3

MARGATE CITY RESPONSIBILITY MATRIX

FUNCTION	Exc GP	Emerg Mgt	Police	Fire	EMS	Public Works	Build Insp	Vol Org	Welfare Dept
Alert/Warn/Comm			P	S					
Damage Assment			S	S	S	S	P		
Emer. Medical			S	P	P				
Emer Oper Center	S	P	S	S					
PIO	P	S	S	S					
Evacuation		S	P						
Fire & Rescue			S	P	S				
Haz-Mat		S	S	P	S	S			
Law Enforcement			P	S	S	S			
Public Health	P								
Public Works		S	S	S		P	S		
Radiologic Protect				P	S				
Resource Mgmt						P	S		
Shelter/Rec Care		P			S				
Social Services		S	S		S			P	

P = Primary Responsibility

S = Secondary Responsibility

BPA-4

MARGATE CITY

FUNCTIONAL ANNEX TASK AND RESPONSIBILITY ASSIGNMENT

ANNEX ASSIGNED	RESPONSIBLE AGENT	MAJOR TASKS
Alert/Warning/ Communications	Margate City Police Chief	Alert Emergency Personnel Warn Community Coordinate/Supervise Procedures
Damage Assessment	Building Inspector	Determine Damage Incurred
Emergency Operations Center	Emergency Management Coordinator	Coordinate Emergency Operations/ Provide Administrative & Logistical Support
Emergency Medical Service	Margate City Fire Chief	Provide First Aid Services Alert & Warn
Public Information	Emergency Management Coordinator	Gather & Disseminate Information / Rumor Control
Evacuation	Emergency Management Coordinator	Coordinate and Conduct Evacuation
Fire and Rescue	Margate City Fire Chief	Fire Suppression / Alert and Warning
Hazardous Materials	Margate City Fire Chief Count Hazmat Team	Coordinate Control/Clean up Hazmat Incidents
Law Enforcement	Margate City Police Chief	Enforce the Laws/ Alert & Warn Evacuation
Public Health	County Emergency Mgt Coordinator	Provide Public Health and Sanitation Services
Public Works	Superintendent Public Works	Debris Removal Street Repair Restore Utilities
Radiological Protection	County Health Dept Margate City Fire Chief	Provide Information on Radiological Hazards
Resource Management	Superintendent Public Works Emergency Mgt Coordinator	Locate and Procure needed Resources for Emergency Operations
Shelter Reception/Care	Red Cross Shelter Coordinator	Obtain, open and operate Shelters for Mass Care
Social Services	Social Services Coordinator	Provide Social Services Support in Mass Care Shelters/Casualty Notification

BPA-5
MARGATE CITY
EMERGENCY MANAGEMENT

THE PROCLAMATION OF A "STATE OF EMERGENCY" IS ON THE NEXT PAGE.

THIS PROCLAMATION WAS APPROVED AS TO FORM BY MARY SIRACUSA, ESQ., CITY SOLICITOR, ON AUGUST 8, 2005.

THE STATUTE READS THAT THE EMERGENCY MANAGEMENT COORDINATOR OR HIS DESIGNEE SHALL BE THE PERSON TO PROCLAIM AND SIGN A "STATE OF EMERGENCY." THE EMERGENCY MANAGEMENT COORDINATOR HEREBY DESIGNATES THE MAYOR, THE CITY COMMISSIONERS, THE POLICE CHIEF, THE FIRE CHIEF, THE CITY CLERK, AND THE CITY ENGINEER TO PROCLAIM AND SIGN THE "STATE OF EMERGENCY."

IMMEDIATELY UPON SIGNING THE PROCLAMATION, FAX A COPY TO THE ATLANTIC COUNTY EMERGENCY OPERATIONS CENTER USING THE FOLLOWING TELEPHONE NUMBER: 272-0750

THE SAME PERSON WHO PROCLAIMS A "STATE OF EMERGENCY" MUST ALSO DESIGNATE THE END OF THE "STATE OF EMERGENCY" WHEN IT IS NO LONGER NEEDED. THE NOTICE OF THE END OF A "STATE OF EMERGENCY" MUST ALSO BE GIVEN TO THE ATLANTIC COUNTY EOC. A COPY OF THE PROCLAMATION RESCINDING THE STATE OF EMERGENCY IS ON THE SECOND FOLLOWING PAGE.

PROCLAMATION
OF STATE OF EMERGENCY

TO ALL CITIZENS AND PERSONS WITHIN THE CITY OF MARGATE, AND TO ALL DEPARTMENTS, DIVISIONS AND BUREAUS OF THE MUNICIPAL GOVERNMENT OF THE CITY OF MARGATE, NEW JERSEY:

WHEREAS, pursuant to the powers vested in me by Chapter 251 of the laws of 1942 as amended and supplemented, NJSA App. A:9-30 et seq.; NJSA 40:48-1(6), NJSA 2C:33-1 et seq.; and Ordinance 1990-5 and any other statutes and ordinances enacted pursuant thereto; I have declared that a Disaster/Emergency exists within the City of Margate; and

WHEREAS, the aforesaid laws authorize the promulgation of such orders, rules and regulations as are necessary to meet the various problems which have or may be presented by such Disaster/Emergency; and

WHEREAS, by reasons of the _____ conditions which presently exist or are imminent in the City of Margate and which may affect the health, safety and welfare of the people of the City of Margate; and

WHEREAS, the entire City of Margate (or the following area) is to be designated a Disaster/Emergency area; and

WHEREAS, certain measures must be taken so that the authorities will be not be hampered in their efforts to maintain law and order and in order to protect the persons and property of the residents affected by the conditions:

NOW THEREFORE, IN ACCORDANCE WITH THE AFORESAID LAWS, I DO HEREBY PROMULGATE AND DECLARE A STATE OF EMERGENCY EXISTS IN THE CITY OF MARGATE. THIS PROCLAMATION AND SUBSEQUENT DISASTER RELATED REGULATIONS WILL BE IN EFFECT UNTIL SUCH TIME AS IT IS DECLARED THAT SUCH AN EMERGENCY NO LONGER EXISTS IN THE CITY OF MARGATE. SUCH REGULATIONS SHALL BE IN ADDITION TO ALL THE OTHER LAWS OF THE STATE OF NEW JERSEY AND OF THE COUNTY OF ATLANTIC AND THE CITY OF MARGATE.

EFFECTIVE: /DATE/ _____ /TIME/ _____

/SIGNED/

/TITLE/

PROCLAMATION

RECINDING STATE OF EMERGENCY

TO ALL CITIZENS AND PERSONS WITHIN THE CITY OF MARGATE, AND TO ALL DEPARTMENTS, DIVISIONS AND BUREAUS OF THE MUNICIPAL GOVERNMENT OF THE CITY OF MARGATE, NEW JERSEY:

WHEREAS, pursuant to the powers vested in me by Chapter 251 of the laws of 1942 as amended and supplemented, NJSA App. A:9-30 et seq.; NJSA 40:48-1(6) NJSA 2C:33-1 et seq.; and Ordinance 1990-5 and any other statutes and ordinances enacted pursuant thereto; I have declared that a Disaster/Emergency exists within the City of Margate by reasons of the

_____ ; and

WHEREAS, the State of Emergency issued on _____ no longer exists:

NOW THEREFORE, IN ACCORDANCE WITH THE AFORESAID LAWS, I DO
HEREBY DECLARE THAT THE DISASTER/EMERGENCY NO LONGER
EXISTS AND RESCIND THE AFORESAID PROCLAMATION.

EFFECTIVE: /DATE/ _____ /TIME/ _____

/SIGNED

/TITLE/

BPA-6

MARGATE CITY HAZARD ANALYSIS

HAZARD	APPROXIMATE		
	FREQUENCY	PREDICTABILITY	WARNING TIME
Earthquake	0	Low	0
Tsunami	0	Low	10 minutes
Flood	4	High	2 days
Hurricane	>1	Moderate	4 days
Winter Storm	3	High	2 days
Human Epidemic	>1	Low	30 days
Animal Epidemic	0	Low	60 days
Multiple Alarm Fire	>1	Low	0
Aircraft Wreck	0	Low	0
Shipwreck	>1	Low	0
Multiple Vehicle Accident	100/1	High	0
Building Collapse	>1	Low	0
Electric Power Failure	2	Low	0
Gas Failure	0	Low	0
Water Supply Failure	1	Low	30 minutes
Sewage Failure	>1	Low	0
Hazmat Incidents (exclude auto)	>1	Low	0
Nuclear Spill	0	Low	0
Oil Spill	1	Low	0
Air Pollution (from city source)	0	Low	0
Water Pollution	>1	Low	0
Civil Disturbance	1	Moderate	0
Rumored Martian Invasion	0	Low	0
Nuclear War	0	Low	0
Large Meteorite Strike	0	Low	0
Terrorism Attack	0	Low	0

FREQUENCY: Number of events per year based on historical data.
100/1 = 100 events per year

PREDICTABILITY: Chance of event occurring in city.

WARNING TIME: Time between threat recognition and disaster impact.

BPA-7 MARGATE CITY

VULNERABILITY ANALYSIS

1. Population based on the most recent available census data. Permanent population has declined since the 1990 census. Approximately 60 per cent of all dwellings are occupied on a seasonal basis.

a.	Normal	6,459 (Full-Time Population)
b.	Seasonal	15,000 It is estimated in 2009 that 60% of residences are summer seasonal.
c.	Workday	5,131
d.	Summer Weekend	25,000

2. Transportation Systems.

a.	Highways	
	1. Atlantic Ave.	East, West
	2. Ventnor Ave.	East, West
	3. Winchester Ave.	West
	4. Monmouth Ave.	East
	5. Amherst Ave.	East, West
	5. Jerome Ave.	North, South
b.	Railroads	0
c.	Airports	0
d.	Waterways	1
e.	Pipelines	0

3. Major Recreational Areas.

<u>Name</u>	<u>Type of Facility</u>	<u>Population during max. use</u>
Beach	Beach and Ocean	12,500

4. Employment Statistics (From New Jersey Department of Labor & workforce Development).

2012

Total Population	6,459
Employed	3,924
Unemployed	794
Percent Unemployed	12.3

Income

Margate City per capita income in 2010 was \$50,850. The per household income was \$66,444. The median family income was \$94,539. Margate City has experienced real income growth every year since the 1980's. The service sector income grew fastest through this period due to the expansion of the casino gaming industry.

5. Major Employers

	Employer	No. of Employees	Products or services
a.	Government Margate City	173	Municipal
b.	Private Sector Casel's Super Market	60	Food

6. Educational Facilities

Margate School District (including students from Longport sending district):

Pre-K through 8th Grades

School Name	Enrollment
Eugene A. Tighe Middle School	217
William Ross III School	293

In addition, there are 109 Staff personnel which are approximately evenly divided among the 2 schools but the actual number at any one school may vary.

Non-Public Elementary and Secondary Schools.
None

7. Day Care Centers.

Jewish Community Center 100 plus 20 staff

Margate Community Church Nursery School 60 plus 6 staff
2 daily sessions – approximately 30 children at any one time

8. Hospitals/Nursing Homes.

None

9. Specialty Facilities:

Senior Citizens' Homes:

Name	Location	Approx. No. of People
Margate Terrace	610 N. Fredericksburg Ave.	85

10. Mobile Home Parks:

None

11. Weather

Prevailing weather conditions including wind. Seasonal highs and lows are in Fahrenheit and as measured from the Atlantic City International Airport at Pomona. Margate temperatures show less variation than Pomona due to the proximity of the Atlantic Ocean.

Winter:	41.9 - 24.8	WNW @ 11 MPH
Spring:	61.6 - 41.8	S @ 10 MPH
Summer:	91.1 - 66.3	S @ 7 MPH
		Wind directions and speeds are variable
Autumn:	65.7 - 47.2	W @ 9 MPH

Climate: Temperate with seasonal highs and lows constantly moderated by the Atlantic Ocean's influence. The Gulf Stream provides a warming effect during the winter months. The interaction of ocean and land produces land and sea breezes . especially a cooling breeze effect during the hot months of summer. Precipitation is well distributed throughout the year with June being the wettest month and August the driest. The majority of winter storms are

northeasters, yet the resulting snowfall is considerably less than at other points at the same latitude.

12. Other relevant data:

a. The planning for Margate requires that both the winter population as well as the seasonal summertime population be taken into effect. Statistically, 60% of all tax bills are sent to addresses other than in the City of Margate. This leads to the conclusion, since Margate is a summertime resort, that the permanent residence of these people is not in Margate. In the event of an evacuation, these people would have another residence and would not need shelter.

b. The average age of the population of Margate has been increasing. Census and school registration data shows the number of school age residents has been declining. This is attributed to the fact that fewer and fewer young families have been moving into the City. The dwellings formerly occupied by families with school age children are very often purchased by seasonal residents.

c. With the aging population, many of whom have resided in their homes for many years, come other considerations. While Margate has attempted to have elderly and disabled persons register on the “Register Ready” or “Code Red database, it is estimated that only 25% have done so.

BPA-8
MARGATE CITY
ADDITIONAL STATISTICAL INFORMATION
MARGATE CENSUS DATA CENTER (Based on 2010 Census Data)

1. MARGATE GENERAL POPULATION

Total Population in Margate, NJ

At the time of the most recent United States Census Survey, the number of people in Margate, NJ was 6,459.

Margate Male Population

At the time of the last full census survey, the number of men in Margate was 2826, which represents 43.8 percent of the total for the community.

Male Population, Married in Margate, NJ

There are an estimated 1,596 married men in the town which represents 43.8% of men over 15 years old in Margate .

Female Population

The estimated female population in Margate is 3623 which is 56.2% of the total population.

Female Population, Married in Margate, New Jersey

There are an estimated 1622 married women in the community which represents 50.3 percent of females over the age of 15.

2. AGE

Median Age in Margate, NJ

The median age of people living in Margate, NJ was 57.3 years of age.

At that time, the number of people under the age of 5 living in Margate was 175. There were 5,616 people above the age of 18, which represents 86.9 percent of the entire population. 28.9 percent of the population (2,229) in the community were 65 years and over.

3. RACE

One Race Percent in Margate, NJ

At the time of the last census survey, the number of people of one race in Margate, NJ was 6412.

White Population in Margate, NJ

The estimated White population in the Margate community is 6,278, which is 95.7 percent of the total population .

Black Population in Margate, New Jersey

The estimated Black/African American population is 67, which is 1 percent of the total population in town.

American Indian and Alaska Native Population in Margate, NJ

In 2010, the number of American Indians or Alaska Natives in Margate, NJ was 0.

Asian Population in Margate, New Jersey

At the last survey, the total Asian population in the community was 53.

Native Hawaiian and other Pacific Islander Population in Margate, NJ

The number of Native Hawaiian/Pacific Islanders living in Margate was 0.

Other/Multiple Races

The number of residents identified as “some other race” was 61, while those of “two or more races” was 47 at the time of the last census.

Hispanic Population

The Hispanic population in the Margate community was 185, or 2.9 percent of the total population.

4. HOUSEHOLD CHARACTERISTICS

Household Population in Margate, NJ

The household population number in Margate was 3096.

Group Quarters Population in Margate, NJ

Group Quarters population in the community was 0.

Average Household Size in Margate, NJ

The average household size in Margate is 2.09.

Average Family Size

The average family size in the community is 2.67 (The average family size in the United States is 3.14).

5. HOUSING**Total Housing Units in Margate, NJ**

According to the tax assessor's office, there were 6597 total housing units in Margate.

The number of year round occupied housing units was 3,094, or 46.9 of the total units in town. Of these, 2,959 were owner-occupied (74.3) and 1,025 were renter-occupied (25.7, compared to the national average of 33.80%). There were also 3,022 vacant homes in Margate at the time of the last complete survey.

Median Home Values in Margate, New Jersey

The total number of single family, owner occupied homes (including condominiums) in the community was 2,553, with a median assessed value in dollars of \$496,000

Monthly Owner Costs in Margate, NJ

For homes with a mortgage, average monthly owner costs were \$2,252. For homes without a mortgage in Margate, average costs per month were \$993.

6. EDUCATION**High School Graduate or higher**

At the time of the last survey, 95.1 per cent people in the community had a high school diploma.

Bachelor's Degree or Higher in Margate, New Jersey

At the time of the last survey, 44.8 per cent of the Margate population also had a Bachelor's degree or higher.

7. MISCELLANEOUS**Civilian Veterans in Margate, NJ**

The number of Civilian Veterans in Margate was 739, or 13.2 percent of the total population.

Disability Status in Margate, NJ

In 2010, there were 768 people in Margate, NJ listed as disabled.

Foreign Born in Margate, NJ

At the time of the last complete survey, there were 479 people in Margate. This represented 7.4 of the total population.

8. Vehicles

The number of motor vehicles in Margate was 2905.

9. LABOR STATISTICS**Percentage In Labor Force in Margate, New Jersey**

There were 3,924 in the labor force in Margate at the time of the last complete survey. This represented 49.9 of the total population.

Mean Travel Time to Work in minutes

From the most recent complete survey, the average commute time to work for local residents in Margate was 22.7 minutes.

Median Household Income in Margate, NJ

The median household income in the community at the time of the last survey was \$66,444.

Median Family Income in Margate, NJ

In the last complete census survey, the median family income in the community was \$94,539.

Per Capita Income in Margate, New Jersey

Per capita income in Margate in the last full census was \$50,850.

Families below poverty level

According to the most recent survey, families living below the poverty line in Margate was 9.8 percent of the population.

Individuals below the poverty level in Margate, NJ

Individuals living below the poverty line in the community was 594, or 7.3 percent. The percentage of individuals living beneath the poverty level in the country was 12.40%.

ALERTING, WARNING, AND COMMUNICATIONS SECTION “A”

I. INTRODUCTION.

A. Statement of Approval:

The Alerting, Warning, and Communications Annex of the Margate City Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Emergency Management Alerting, Warning, and Communications Official, and is hereby approved. This annex supersedes any previously written Alerting, Warning, and Communications Annexes.

APPROVAL DATE: _____

CHIEF DAVID WOLFSON
ALERTING, WARNING, AND
COMMUNICATIONS OFFICIAL

JEROME GREENBERG
EMERGENCY MANAGEMENT COORDINATOR

II. AUTHORITY AND REFERENCES

A. Laws, ordinances, regulations, resolutions and directives.

1. Federal
 - a. As cited in the Basic Plan
2. State
 - a. OEM Directive No. 89, Frequency Allocation
3. County
 - a. None
4. Municipal
 - a. None

B. References, guidance material and other documents.

1. Federal
 - a. FEMA State and Local Guide 100 (SLG100) May 1990
 - b. FEMA Principles of Warning & Criteria Governing Eligibility of National Warning Systems (NAWAS) Terminals, CPG 1-14, 1981

- c. FEMA State and Local Communications and Warning Systems and Engineering Guidance, CPG 1-37, 1984.
 - d. FEMA EMP Protection Guidance, CPG 2-18, 1985
- 2. State.
 - a. New Jersey Radio Amateur Civil Emergency Service (RACES) Manual.
 - b. New Jersey Emergency Broadcast System Guidebook
 - c. New Jersey Attack Warning Plan, 1988
- 3. County.
 - a. S.O.P. 03087-2, Dissemination of Weather Information, 1987.
 - b. S.O.P. 0304, 1991, Communications S.O.P
- 4. Municipal
 - a. None

III. PURPOSE.

The purpose of this Alerting, Warning, and Communications Annex is to define and to provide guidance for the development and operation of a viable alert, warning, and communications program during any emergency or disaster situation ant to ensure completion of required emergency actions.

IV. SITUATION.

In order to provide the most efficient Alerting, Warning, and Communications response to an emergency, all alerting, warning, and communications response will be coordinated through one central facility. The Margate City E. O. C. has been designated as the base of operations for all emergency management activities for Margate City and has the capability to deal with most identified hazards.

- A. The main Alerting, Warning, and Communications Center for Margate City is located in the Margate City Police Department, located at 111 N. Decatur Ave., Margate, NJ. During an emergency, it will receive direction and control from the Margate EOC. Backup communications will be provided by the Margate Fire Department, Washington & Ventnor Avenues. Margate, NJ. which will serve as the backup Alerting, Warning, and Communications Center.
- B. Margate City does not have specific public alerting and warning devices for public warning. Margate utilizes the Public Address systems on police, fire and EMS vehicles as well as the media for

alerting and warning. Margate can also utilize Comcast Cable Channel 2 for warning purposes. Margate can also utilize Reverse 911 for warning purposes

- C. The 24-hour and NAWAS warning point for receiving and disseminating warning in Margate City is located at Margate City Police Department Communications Center. This warning point has 24 hour, 7 day a week staffing. Ref.: Warning Flow Chart, AWCA-2.
- D. Procedures for implementation of route alerting of the public are via the Margate City Alert, Warning official to the EMC and to all media via fax or telephone. Police and Fire vehicles are equipped with public address systems for route alerting. Personnel from said departments, depending on prior assignments, can also assist with door to door alerting.
- E. Margate City has the capability for the following warning methods:
 - 1. Media via County OEM, (EBS Station: WFPG, radio/TV stations: WMGM-FM, WMGM-TV Channel 40,). The principal means of immediate citywide public warning will be via Reverse 911 and Code Red. Warnings with a longer time frame will be put on cable Channel 2.
 - 2. Reverse 911 specifically for Police and Fire Departments and Group Page.
 - 3. Margate has a contract for computerized telephone alerting (Code Red).
 - 4. Statewide teletype system. (Police Department)
 - 5. Margate does not have specific hazard warning systems.
 - 6. County Code Red.
- F. Jurisdictional communications capability:

Unit	Frequency	Response Agency Access
COUNTY:OEM		E-TEAMS via EOC Computer
COUNTY OEM		RACES Radio

COUNTY OEM	158.775	Municipal and Response Agencies to County EOC
	156.015	County EOC to Municipal and Response Agencies
	153.785	County, Municipal and Response Agencies interaction
	145.45625	County and Municipal (PACKET) interaction
156.015/158.775 MHz is the O.E.M. repeater frequency and serves as a county wide common frequency for communicating with all of Atlantic County's Municipalities and their response agencies.		

NOTE: TALK GROUP ASSIGNMENTS ON ATLANTIC COUNTY 800MHz
TRUNKED SYSTEM (SEE ATLANTIC COUNTY OEM PLAN)

MARGATE CITY:

TG1601	Law Enforcement, Municipal
TG1901	Law Enforcement, County Wide
TG1607	Fire
TG1607	EMS
TG1612	Local Government, Public Works

Reference AWCA-5 for Communications Capability Matrix.

V. OPERATIONS AND CONTROL.

- A. During periods of heightened risk (Phased-in Operations), the E.M.C. will make the decision to activate the E.O.C., thereby notifying the Alerting, Warning, and Communications Official to report to the E.O.C. The EM Alerting, Warning, and Communications Official will take action to notify and mobilize needed personnel.
 1. Alerting, Warning, and Communications direction and control will emanate from the E.O.C.
-

2. The recall rosters for the Alerting, Warning, and Communications group will be verified and maintained by the Alerting, Warning, and Communications Official and updated when necessary, but not less than yearly (See AWCA-6).
 3. The Alerting, Warning, and Communications group is capable of being operated continuously for the duration of a disaster. Supervisory and personnel staffing will be scheduled by the Alerting, Warning, and Communications Official and will consist of two (2) - twelve (12) hour shifts. However, the hours of operation will depend upon the disaster situation, response needed and necessity of 24-hour operation (See AWCA-6).
- B. Interaction between the Alerting, Warning, and Communications Group and other E.O.C. groups is accomplished by way of coordination through established work stations, telephone consoles, radios, voice, and the Operations Official.
1. The Alerting, Warning, and Communications Official, a Police Department Officer, designated by the Police Chief, is designated as the Alerting, Warning, and Communications representative to report to the E.O.C. during an emergency.
 2. Procedures for reporting appropriate information to the E.O.C. during an emergency is via telephone, fax, voice, and radio. The operators at these systems will use standard E.O.C. message forms and coordinate the information through the Operations Official.
- C. Margate City does not have a public warning system such as sirens or alarms to provide public warning for identified hazards. It is unlikely that such a system will be installed. Public warning will be via law enforcement, fire or ambulance sirens and public address systems. In addition the Public Information Officer will furnish the media with public warning press releases as authorized by the E.M.C. and Executive Group. Margate will use Cable Channel 2 for warnings. Warnings will also be made by telephone utilizing Reverse 911.
- D. Procedures for implementing route alerting of the public are via media releases as instructed by the E.M.C. and Executive Group. Functional responsibility will be via interaction of the Incident Commander and involved Law Enforcement, Fire, EMS, and/or other responding agencies.
-

- E. Warning procedures for individuals in institutions of special concern, such as schools, senior citizen housing, etc., is the responsibility of that particular institution. The Alerting, Warning, and Communications Official will make every effort to call institutions and to work with the P.I.O. to make public service announcements available for the TV and broadcast media so as to reach the hearing impaired, non-English speaking individuals, and general population.
- F. The Atlantic County E.M.C., or Deputy E.M.C., are authorized to activate the Emergency Broadcast System (EBS) and cable TV. Procedures to activate the EBS are in place at the Atlantic County Office of Emergency Management, EMC's office. The Margate City Emergency Management Coordinator will contact the Atlantic County E.O.C. for EBS activation.
- G. Key officials will be alerted when there is a threat of, or an impending emergency or an actual emergency that will impact on Margate City, or for emergencies that require mutual aid from Margate City. Key officials will be alerted by way of telephone, cell phone, or radio. Procedures for alerting key officials are in place at the E.O.C. and in the Police Department Communications Room.
- H. The Public will be notified by the media or Reverse 911 regarding what action they should take should an actual emergency occur.
- I. Margate has a computerized telephone warning system which is capable of contacting all land line and registered cellular telephones in the City. This system also has the ability to target specific areas for emergency telephone calls.

VI. RESPONSIBILITIES.

- A. The Margate City Emergency Management Coordinator is responsible for implementing this annex and directing the Alerting, Warning, and Communications emergency response.
- B. There are no special SOP's that address how the Alerting, Warning, and Communications functions will be accomplished.
- C. There are no mutual aid agreements for the Alerting, Warning, and Communications functions.

- D. There are no sirens specifically used for alerting and warning. There are no projections to obtain sirens for alerting and warning.
- E. A test of the New Jersey Attack Warning System (NAWAS) (without sirens) is authorized once each month by the State Director of Emergency Management. These are originated at the State Warning Point (N. J. State Police Division Headquarters, West Trenton) and disseminated via NAWAS and SPEN radio.
- F. Testing and exercising of municipal emergency communications will be accomplished through normal usage and monthly ACORN tests.
- G. Procedures for obtaining telephone services during emergencies, will be accomplished through the Resource Management Official.
- H. Communications procedures are established and in place at the Margate City E.O.C. by the use of message forms and message control.
- I. All emergency equipment is tested weekly to include visual inspection of antennas and transmission lines. Testing of the emergency power generator is done weekly. Repair is done on an as needed basis.

VII. CONTINUITY OF GOVERNMENT.

- A. There is a need for a line of succession for the person responsible for the alerting, warning, and communications functions in order to ensure continuous leadership, authority, and responsibility. The E.M.C. and the personnel working within these functions will be kept informed of the following line of succession:
 - 1. Alerting, Warning, and Communications Official: On Duty Police Supervisor
 - 2. Deputy Alerting, Warning, and Communications Official: Senior Police Department Officer
- B. Essential Alerting, Warning, and Communications logs and records will be protected in accordance with standing departmental orders. Records and logs pertaining to emergency operations will be forwarded to the EMC to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS.

- A. The Alerting, Warning, and Communications Official is responsible for maintenance of all records and reports required for the alerting, warning, and communications functions in an emergency.
- B. The E.M.C. and Deputy E.M.C. are responsible for records of expenditures for the alerting, warning, and communications functions in an emergency.
- C. The Alerting, Warning and Communications Official will coordinate with the EMC for all requests for supplies and equipment through mutual aid or from the County Office of Emergency Management (See RMA-8).

IX. ANNEX DEVELOPMENT AND MAINTENANCE.

- A. The E.M.C., assisted by the Deputy E.M.C., and the EM Alerting, Warning, and Communications Official is responsible for the maintenance of the Alerting, Warning, and Communications Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved, and distributed.
- B. The E.M.C., assisted by the Deputy E.M.C., and the EM Alerting, Warning, and Communications Official is responsible for review and updating of the Alerting, Warning, and Communications Annex, SOP's, and attachments based on deficiencies identified through drills, exercises, and actual emergencies on an annual basis.

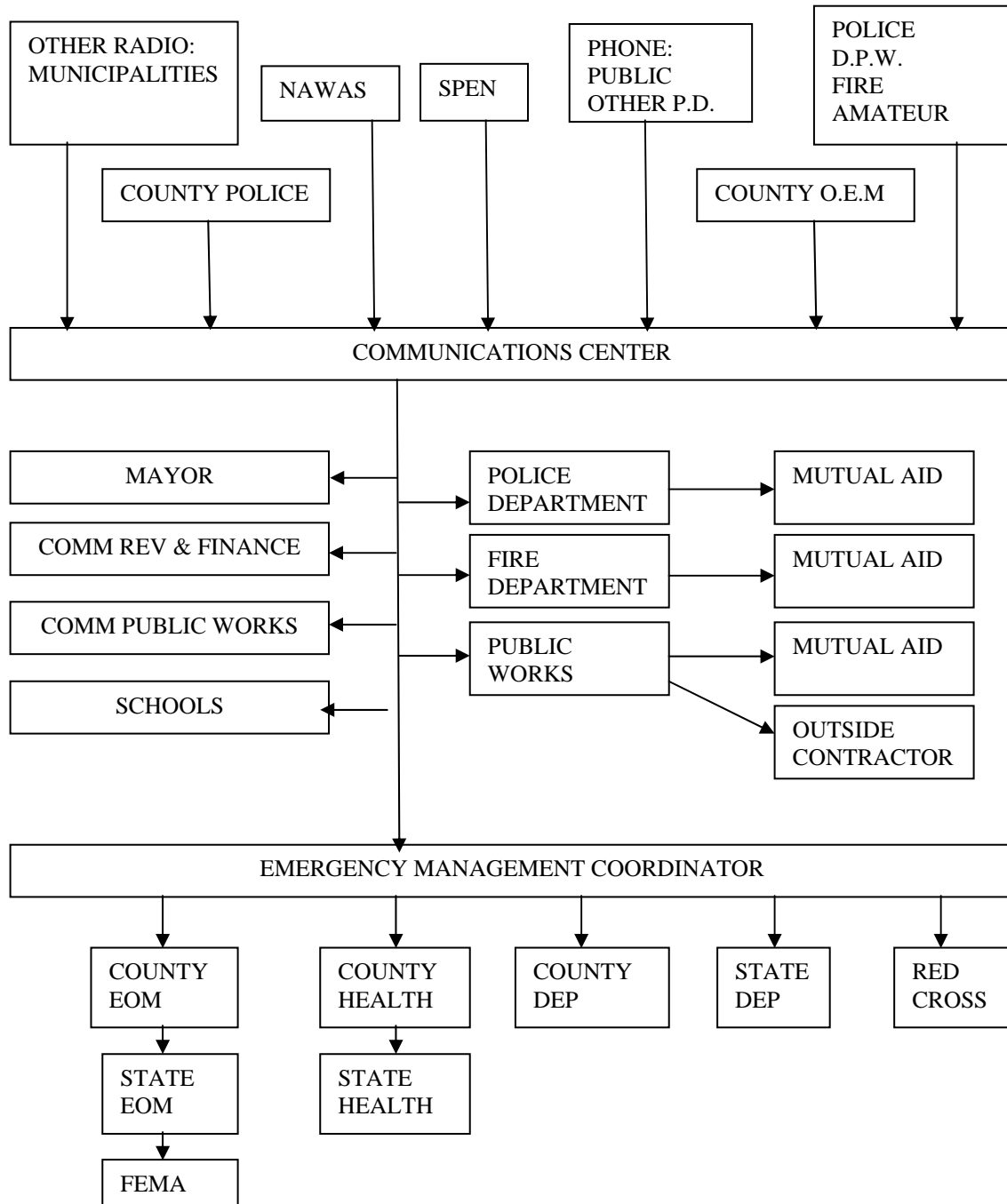
X. DEFINITIONS.

- A. There were no terms and acronyms used in this Annex that were not defined in the Basic Plan.

XI. ATTACHMENTS

- AWCA 1 List of key government and Emergency Management personnel with telephone numbers who require early notification. (On File in Police Dispatch Computer)
- AWCA 2 A Warning Flow Chart. (Attached)
- AWCA 3 An area map which displays the existing and projected outdoor warning devices and area coverage for each unit. (No Specific Warning Sirens)
- AWCA 4 Warning device deficiencies and proposed schedule of corrections. (No specific outdoor warning system exists or is proposed)
- AWCA 5 Matrix that includes a list of frequencies that identifies which agencies have access to those frequencies. (Attached)
- AWCA 6 Recall Duty Roster. (On File in Police Department)
- AWCA7 Message Form. (Attached)
- AWCA-8 Warning Messages

**AWCA-2
ALERT & WARNING FLOW CHART**



AWCA-5

COMMUNICATIONS MATRIX

NOTE: A JURISDICTIONAL COMMUNICATIONS CAPABILITY MATRIX IS OUTLINED ON PAGE A-3, PART IV, SECTION F.

COMMUNICATIONS INTERACTION VIA THE ATLANTIC COUNTY OEM CAN BE MADE WITH THE FOLLOWING AGENCIES:

UNIT	FREQ	RESPONSE AGENCY ACCESS
COUNTY EOM	E-TEAMS	Municipality to County EOC via Computer
COUNTY EOM	158.775	Municipal & Response Agencies to County EOC
	156.15	County EOC to Municipal & Response Agencies
	158.775/ 156.015	serves as the County Repeater Net and is the county-wide common frequency for communicating with Municipal EOC's and their emergency services
	153.785	County, Municipal & Response Agencies interaction (SPEN 4)
	145.45625	County & Municipal (PACKET) interaction
RED CROSS	147.42	County & Red Cross interaction or Phone 646-8330
ARES	144-148	County & Municipal interagency coordination
SECURE	2.32740 2.41240 2.58840 5.19640 7.80640	County to State interaction

Note: SECURE license has been granted; awaiting delivery & installation

NOTE: TALK GROUP ASSIGNMENTS ON ATLANTIC COUNTY 800MHz
TRUNKED SYSTEM (SEE ATLANTIC COUNTY OEM PLAN)

COUNTY TRANSPORTATION DEPARTMENT:

TG 594 County Transportation Vehicles

COUNTY DEPARTMENT OF PUBLIC WORKS:

TG 561 County Department of Public Works Vehicles

ATLANTIC COUNTY PROSECUTOR:

TG 547 Atlantic County Prosecutor

ATLANTIC COUNTY SHERIFF:

TG 577 Atlantic County Sheriff

TG 577 Car to Car

TG 577 Access

LAW ENFORCEMENT:

156.210 County Band

154.680 SPEN 1

154.725 SPEN 3

153.785 SPEN 4

155.790/155130 Atlantic City

TG 145 Egg Harbor Township

155.595 Pleasantville

156.030/155.685 Egg Harbor City, Mullica, Galloway

TG 401 Hamilton Township

155.625 Somers Point, Northfield, Margate

155.535 Ventnor, Margate, Longport

155.250 Hammonton, Buena

EMERGENCY MEDICAL:

155.340 GEMS #2 Hospital Net

155.175 Atlantic County EMS Net

155.295 GEMS #1 Dispatch

155.280 GEMS #2 Triage

155.220 Cape May EMS

FIRE:

154.310 County Fire Net #1

154.355 County Fire Net #2

154.265 South Jersey Fire Net

159.375 Forest Fire #6

154.025 Atlantic City Fire Department #1

153.770 Atlantic City Fire Department #3

	154.415	Atlantic City Fire Department #4
	154.370	Absecon Fire Department
	154.010	Egg Harbor Township Fire
Department		
	154.175	Pleasantville Fire Department
	154.205	Somers Point Fire Department

AWCA-7**MESSAGE FORM**

On the following page is a message form to be used for all messages both incoming and outgoing.

This page should be photocopied so that a sufficient number are on hand at the beginning of any emergency.

Message forms are to be consecutively numbered and retained as a record of communications and actions taken.

MARGATE CITY EMERGENCY MANAGEMENT

TELEPHONE 822-1151

FAX 823-8602

MESSAGE FORM

DATE: _____ TIME: _____

FROM: _____ TO: _____

☐ INCOMING #____ ☐ OUTGOING #____ ☐ REPLY REQUESTED☐ FAX #____ ☐ RADIO #____ ☐ TELEPHONE #____

E-TEAMS (Note Time)

MESSAGE:**ACTION TAKEN:**

AWCA-8
Sample Storm Notices for Channel 2

Residents should prepare for Hurricane (or type of storm)

Bring in furniture and other items which could blow away or be damaged by high wind
or water.

Bring in trash and recycle cans

Residents of high rise condos must remove all items from balconies.

Streets are susceptible to flooding. Move your car off of the island.

DAMAGE ASSESSMENT ANNEX
SECTION “B”

I. INTRODUCTION.

A. Statement of Approval.

The Damage Assessment Annex of the Margate City Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Damage Assessment Official and is hereby approved. This annex supersedes any previously written Damage Assessment Annexes.

APPROVAL DATE: JAMES GALANTINO
DAMAGE ASSESSMENT OFFICIAL

JEROME GREENBERG
EMERGENCY MANAGEMENT COORDINATOR

II AUTHORITY AND REFERENCES.

A. Laws, Ordinances, Regulations, Resolutions, and Directives.

- 1. Federal.
 - a. As cited in the Basic Plan.
- 2. State.
 - a. As cited in the Basic Plan.
- 3. County.
 - a. None
- 4. Municipal.
 - a. None

B. References, guidance materials, and other documents.

- 1. Federal.
 - a. As cited in the Basic Plan.
- 2. State.
 - a. New Jersey Disaster Operations Field Manual.
 - b. NJOEM Directive No. 84
- 3. County.
 - a. None
- 4. Municipal.
 - a. None

III. PURPOSE.

The purpose of this Damage Assessment Annex is to define and to provide guidance for the development and operation of a viable damage assessment program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION.

When emergencies occur and eventual recovery operations are initiated, the Emergency Operations Center (E.O.C.) is activated by the Emergency Management Coordinator (E.M.C.). The Damage Assessment Coordinator will coordinate between Federal, State, County, and Municipal authorities in damage assessment procedures, which include observing, estimating, and reporting, in writing, to the proper authorities, damage caused to private and public properties and facilities for reimbursement of expenditures due to emergencies, and assistance in recovery operations, i.e., to returning all systems to normal or improved levels.

- A. Primary support agencies are the Building, Engineering, and Public Works Departments. Secondary support agencies are Emergency Management, Police and Fire.
- B. One person, the City Engineer (P.E.), is available to conduct public sector damage assessment (i.e., roads and bulkheads). Ref: DAA-2.
- C. Two people are available to conduct private sector damage assessment (i.e., private homes and businesses). They are the City Building Inspector and the City Tax Assessor. Both are State Certified. Ref: DAA-2.
- D. Damage Assessment communications capability is limited to local government frequency, through previously issued hand held and vehicular radios and cell phones. However Damage Assessment can interact with other city departments or agencies via radio or telephone, which in turn, can communicate with surrounding communities. Ref: AWCA-5.
- E. Sources of transportation for damage assessment teams are by city vehicles or privately owned vehicles.
- F. The City of Margate has photographic equipment located in the Building Department, the Police Department, the Fire Department, the Public Works Department and the Tax Assessor's office. This equipment will be made available to the Damage Assessment Teams and they will operate the equipment as a means of recording before, during, and after an emergency. VHS recorded television pictures

of Margate are on file at the building department. Aerial maps and photographs (prior to damage) are also available on Google.

- G. The location for a potential Disaster Application Center (D.A.C.) for the jurisdiction has been identified as the Municipal Building, Winchester and Union Avenues, Margate, NJ.

V. OPERATIONS AND CONTROL.

- A. During periods of heightened risk and phased in operations, the Damage Assessment Official will provide supervisory functions to coordinate actions of the Damage Assessment Team and needed interagency damage assessment reporting of and to Municipal, County, State and Federal authorities.
1. Damage Assessment direction and control will emanate from the E.O.C.
 2. Verification of current recall rosters is accomplished yearly or as needed by personnel changes and updates by the Damage Assessment Official and the Office of Emergency Management (Ref DAA-2).
 3. Damage Assessment supervisor staffing will be accomplished in two modes:
 - 1) EOC operations: one (1) - shift for reporting operations :
 - 2) Field operations: one shift for day light hours operations for direct visual assessment. (Ref . DAA-3)
 4. The Emergency Management Coordinator via individual or staff briefings will brief damage assessment team commanders and annex coordinators on procedures for record keeping of expenditures.
- B. During an emergency the Damage Assessment Group interacts with other Emergency Groups at the EOC or in the field by way of radios, telephones or direct contact.
1. The Damage Assessment representative, Building Inspector, a city employee, is designated to stand by during an emergency.
 2. Procedures for reporting appropriate information to the EOC during an emergency is by way of radio, telephone, cellular phone, or runner. Usually this information will come into the EOC communications room, be formatted and delivered to the Operations Official who will take action to have the information delivered to the Damage Assessment Official.
-

- C. Upon activation of the EOC, all city employees and volunteers having responsibilities and duties in emergency management are recalled or placed on standby. The damage Assessment Group consist of city employees and volunteers, and once the order is given to begin damage assessment, the Damage Assessment Group is notified to assemble, briefed and given damage reporting forms and procedures by the Emergency Management Coordinator or the Damage Assessment Official.
- D. Video or photographic documentation of damage will be taken by personnel who have the capability to accomplish documentation. (Reference Part IV Section f. of this annex.) In addition video or photographic documentation will be gleaned from available resources, such as media or citizen.

VI. RESPONSIBILITIES.

- A. The Margate City Emergency Management Coordinator is responsible for implementing this annex. The Damage Assessment Official is responsible for directing the Damage Assessment emergency response.
- B. There are no SOP's that address how the Damage Assessment functions will accomplish their emergency response.
- C. There are no mutual aid agreements for the Damage Assessment function.
- D. The Margate City Damage Assessment Official is responsible for coordinating the submission of accurate, detailed, and timely Preliminary Damage Assessment Reports.
- E. The Damage Assessment Official is responsible for coordinating the maintenance of accurate records of resources, expenditures, and supporting documentation to substantiate future damage assessment claims.

VII. CONTINUITY OF GOVERNMENT.

- A. There is a need for a line of succession for the person responsible for the damage assessment functions in order to ensure continuous leadership, authority, and responsibility. The E.M.C. and the personnel working within this function will be kept informed of the following line of succession:
 - 1. EM Damage Assessment Coordinator
 - 2. Deputy EM Damage Assessment Coordinator, the Margate City Building Inspector.
-

3. Deputy EM Damage Assessment Coordinator, the Margate City Tax Assessor.

- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to emergency operations will be forwarded to the E.M.C. to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS.

- A. The Margate City Damage Assessment Official is responsible for the coordination for maintenance of all records and reports required for the damage assessment function in an emergency.
- B. The Damage Assessment Official is responsible for the coordination for records of expenditures for the damage assessment functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. (Ref RMA-8)

IX. ANNEX DEVELOPMENT AND MAINTENANCE.

- A. The Margate City E.M.C., assisted by the Deputy E.M.C., and Damage Assessment Official is responsible for the maintenance of the Damage Assessment Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved, and distributed.
- B. The E.M.C., assisted by the Deputy E.M.C., and Damage Assessment Official is responsible for review and updating of the Damage Assessment Annex, SOP's and Attachments based on deficiencies identified through drills, exercises, and actual emergencies on an annual basis.

X. DEFINITIONS.

The following terms and acronyms were used in addition to those

D.A. - Damage Assessment.

D.A.T. - Damage Assessment Team.

XI. ATTACHMENTS.

The following attachments are in place at the Margate City E.O.C. or elsewhere and are available for review by County and Regional personnel:

DAA - 1 - Disaster Operations Field Manual. (Located City Clerk's Office)

DAA - 2 - Recall/Duty Roster. (Located in Building Department)

DAA - 3 - Damage Assessment SOP's. (none)

DAA - 4 - List of potential Disaster Application Centers for Margate in accordance with Section 4.01 of the Disaster Operations Field Manual. (See Below)

Margate Municipal Building, Winchester and Union Avenues, Margate, NJ

Eugene Tighe School - Gladstone and Amherst Avenues, Margate, NJ

Union Avenue School - Union and Winchester Avenues, Margate, NJ

**EMERGENCY MEDICAL ANNEX
SECTION "C"**

I. INTRODUCTION

- A. The Emergency Medical Annex of the Margate City EOP meets the approval of the EMC and the Emergency Medical Official and is hereby approved. This annex supersedes any previously written Emergency Medical Annexes.

Approval date: _____
Chief Anthony Tabasso
Emergency Medical Official

Jerome Greenberg
Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

- A. Laws, ordinances, regulations, resolutions and directives.
1. Federal
 - a. As cited in the Basic Plan
 2. State
 - a. Chapter 33, N.J.S.A. 13:1D-1
 - b. Chapter 232, N.J.S.A. 13:1D-29
 - c. Title 8 - Chapter 51, N.J.A.C. 8:51
 - d. New Jersey Public Law 1947, N.J.S.A. 26A-1 et seq.
 3. County
 - a. None
 4. Municipal
 - a. None
- B. References, guidance material and other documents.
1. Federal
 - a. As cited in the Basic Plan
 2. State
 - a. New Jersey State First Aid Council, District Mobilization Plan
 - b. New Jersey Emergency Operations Plan, Mass Casualty Incident Plan
 3. County
 - a. None
-

- 4. Municipal
 - a. None

III. PURPOSE

- A. The purpose of this Emergency Medical Annex is to define and to provide guidance for the development and operation of a viable emergency medical program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

When a disaster threatens or strikes Margate City the Margate City Office of Emergency Management, Emergency Medical Official will serve as a centralized coordination point to coordinate an ambulance/rescue squad network consisting of Margate City's ambulance/rescue squad and those ambulance/rescue squads or medical agencies responding from other municipalities or out of county. The Emergency Medical Official will also facilitate needed coordination between the Incident Commander, medical units and hospitals. This networking facilitates emergency medical capabilities to deal with most identified hazards.

- A. The Emergency Medical organization within Margate City consists of the Fire Department. The Fire Department is identified in the NJ Bell 9-1-1 computerized database and will be directly correlated with emergency medical 9-1-1 calls. The City of Margate comprises 1 district under a unified command. (See EMA-6)
 - B. Emergency Medical District Identification
 - 1. Two ambulances and rescue squad stations
 - 2. Thirty-five full time paid Fire Department personnel all of whom are trained Emergency Medical Technicians with Defibrillation.
 - 3. Major pieces of equipment include 3 ambulance type units with a total litter capacity of 6 (Ref. EMA-6).
 - 4. There are no significant emergency medical hazards.
 - C. The primary dispatch center for the Margate EMS is the Margate Police Dispatch located in the Margate Police Station. Alternate dispatch would be Atlantic County Medcom Dispatch.
 - D. The EMS radio communications capability consists of the Margate Police Department and Medical Radio Communications. Other
-

departments or agencies communication interaction is via Police Communications.

1. Ambulance/rescue squad vehicles are equipped with EMS radios operating on the EMS "HEAR" Network and can interface with all area hospitals utilizing appropriate dial numbers and touch tone dial numbers

E. There is special Emergency Medical Capability (Ref. EMA-7).

1. All EMT's are trained as EMT-D (Defibrillation)

F. There are no hospitals in Margate City. However there are three hospitals in eastern Atlantic County. Dependent upon critical patient load, these hospitals can be expanded into emergency treatment centers for disaster victims. E. A. Tighe School, dependent upon the time of year and student load, could serve as an emergency treatment center.

G. Atlantic County and Margate City tie into the State of New Jersey Emergency Medical Services Multiple Casualty Incident Plan.

H. Margate City is in the 7th district of the NJ First Aid Council and is a member of the council. (See EMA-5)

I. Margate has a Senior Citizen residence, Margate Terrace, located at Fredericksburg and Burk Avenues. There are about 87 residents in the building. Margate Terrace has an Emergency Plan for relocation of residents should this be necessary.

V. OPERATIONS AND CONTROL

A. During periods of heightened risk the E.M.C. will make the decision to fully or partially activate the E.O.C., thereby notifying the Emergency Medical Official to report to the E.O.C. The Emergency Medical Official will take the necessary action to notify and mobilize needed personnel.

1. Emergency Medical Direction and Control will emanate from the Emergency Medical Official at the E.O.C.
2. Recall rosters for the Emergency Medical Group are verified and updated annually and/or when necessary due to personnel changes and additions, by the Emergency Medical Official. (See EMA-2)
3. Emergency Medical supervisor and personnel staff is adequate to operate continuously for the duration of a disaster. The hours of

operation, depended upon the emergency situation, response needed, and necessity of 24-hour operation will be two (2) - twelve- (12) hour shifts and will be scheduled by the Emergency Medical Official. (See EMA-2)

- B. The Emergency Medical Group interacts with other Emergency Groups during an emergency by way of telephones, cellular telephones, radios, amateur radios, and FAX equipment in place at the EOC communications room.
 - 1. The Emergency Medical Official, the Fire Chief, is designated as the Emergency Medical Official to report to the E.O.C. during an emergency.
 - 2. Procedures for reporting appropriate information to the E.O.C. during an emergency is via radio, telephone, cellular telephone, and FAX to the Communications room and in turn to the Operations Official for dissemination.
 - 3. Margate City uses the Incident Command System to handle emergency situations.
- C. EMS is dispatched by either MEDCOM or the Margate City Police Department Dispatch. Upon request of the EMC or the Incident Commander, depending upon the situation, emergency medical personnel and resources are dispatched, and additional personnel and equipment are called in by the Emergency Medical Official at the E.O.C. utilizing procedures set forth by District Mobilization Plans, the New Jersey First Aid Council and/or the State of New Jersey Plan for Emergency Mass Casualty Care.
- D. The first ambulance squad on the scene will assume Incident Command and will remain in command of the scene until relieved or the incident is turned over to another Responder. The command system for major emergency medical operations in which more than one district's or jurisdiction's forces are involved will be as dictated by the incident commander.
 - 1. Standard E.O.C. operations will remain in effect.
 - 2. Local ambulance and rescue squads will follow existing plans and Internal Procedures.
 - 3. Ambulance and rescue squads will follow procedures set forth by the New Jersey First Aid Council and follow the operational

procedures outlined in the New Jersey Plan for Emergency Mass Casualty Care.

- E. Procedures for the rescue of injured people during emergency situations, accidents or other situations are by standard established procedures and protocol of the individual responder, or ICS Commander. The responsible commander (Fire, Police, EMS, etc.) will direct the rescue efforts. Margate has a limited rescue capability. Equipment and personnel from other districts will be called in, when necessary, using established mutual aid agreements
- F. Implementation of Margate City's Mass Casualty Plan is by the Emergency Medical Official. The triage system will be utilized. The Atlantic County E.O.C. will be contacted by radio or telephone for additional assistance, if needed.
- G. Coordination of emergency medical care at shelter facilities and reception centers will take place via telephone or radio communications from the American Red Cross Shelter Managers or volunteer shelter/reception center supervisors to the E.O.C. From the E.O.C., the Emergency Medical Official working with the Shelter Official will coordinate emergency medical care.
- H. Hospitals, nursing homes, and other health care facilities have emergency preparedness and evacuation plans as specified by the New Jersey State Department of Health, Division of Health Facilities Evaluation and Certification [Chapter 8:39 (N.J.A.C.)]. Needed coordination will be provided by the County office of Emergency Management.
 - a. Continuing medical care for those that cannot be evacuated is the responsible of the health care provider. Should the health care provider request assistance, the assistance will be rendered initially at the municipal level then coordinated at the county level.
 - 1. Many factors may affect medical care assistance, category of Hurricanes, and the nature, type and extent of the emergency and disaster. The medical care personnel, Red Cross Personnel, or citizens with the people that cannot evacuate may have to cover this function until medical assistance can be provided.

VI. RESPONSIBILITIES

- A. The EMC is responsible for implementing this annex. The EMO is responsible for directing the emergency medical emergency response.
- B. There are SOP'S that address how the emergency medical functions will accomplish their emergency response.
- C. There are written Mutual Aid Agreements for the emergency medical function (Ref EMA-3).
- D. The EMO is responsible for arranging for emergency medical support and hospital care during and after an emergency including decontamination.
- E. The shelter manager, working with the available EMT's, is responsible for emergency medical protection in emergency shelters.
- F. Support annexes for Emergency Medical are: EOC, Fire and Rescue, Haz-Mat and Public Health.

VII. CONTINUITY OF GOVERNMENT FOR EMERGENCY MEDICAL

- A. There is a need for a line of succession for the person responsible for the emergency medical functions in order to ensure continuous leadership, authority and responsibility. The EMC and the personnel working within these functions will be kept informed of the following line of succession:
 - 1. Emergency Medical Official, Fire Chief
 - 2. Deputy Medical Official, Deputy Fire Chief
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to emergency operations will be forwarded to the EMC to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The EMO is responsible for maintenance of all records and reports required for the emergency medical functions in an emergency.
- B. The EMO is responsible for records of expenditures for the emergency medical functions in an emergency.

- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The EMO will coordinate with the EMC for all requests for supplies and equipment through mutual aid or from the County OEM (Ref. EMA-3 and RMA-8).

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The EMO is responsible for the maintenance of the Emergency Medical Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The EMO is responsible for review and updating of the Emergency Medical Annex, SOP'S, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. The following terms and acronyms were used in addition to those defined in the Basic Plan.

EMO Emergency Medical Official

XI. Required Appendices/Attachments

(These attachments do not have to be included with the Plan but must be available for review by county and regional personnel).

EMA-1 through EMA-6 are located in the Fire Chief's office located Washington and Ventnor Avenues, Margate, NJ

EMA 1 District Mobilization Plans.

EMA 2 Recall/Duty Roster. (Fire Department Computer)

EMA 3 Mutual Aid Agreements.

EMA 4 Hospital Emergency Plan.

EMA 5 NJ State First Aid Council Mass Casualty Plan.

EMA 6 EMS Organizations and Resource Lists.

EMA 7 Identify Sites within Jurisdiction that would be used as MEDEVAC Landing Sites.

The Beach along the entire city can be used as a MEDEVAC Landing Site.

The ball field located at Jerome and Amherst Avenues can be utilized as a MEDEVAC Landing Site.

EMERGENCY OPERATIONS CENTER ANNEX SECTION “D”

I. INTRODUCTION

- A. The Emergency Operations Center Annex of the Margate City EOP meets the approval of the EMC and is hereby approved. This annex supersedes any previously written Emergency Operations Center Annexes.

Approval date: _____

Jerome Greenberg
Emergency Operations Center Official
Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

- A. Laws, ordinances, regulations, resolutions and directives.
1. Federal
 - a. As cited in the Basic Plan
 2. State
 - a. As cited in the Basic Plan
 3. County
 - a. None
 4. Municipal
 - a. None
- B. References, guidance material and other documents.
1. Federal
 - a. FEMA Emergency Operations Center Handbook, CPG 1-20, 1984
 2. State
 - a. As cited in the Basic Plan
 3. County
 - a. None
 4. Municipal
 - a. None

III. PURPOSE

The purpose of this Emergency Operations Center Annex is to define and to provide guidance for the development and operation of a viable EOC program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

In order to provide the most efficient response to an emergency or disaster situation, all response and recovery activities will be coordinated through one central facility. The Margate City E.O.C. has been designated as the base of operations for all emergency management activities for Margate City, and has the capability to deal with most identified hazards.

- A. The location of the primary E.O.C. is the Margate City Police Department, 111 N. Decatur Ave., Margate, NJ. The location of the alternate E.O.C. is the William H. Ross III School, 101 N. Haverford Avenue, Margate, NJ
- B. For most emergencies, the location of the Primary E.O.C. is adequate; however, the elevation of the floor is only 10 feet above mean low water. Flooding in excess of 9.5 feet would only be due to rising salt water. The rising salt water would create a severe electrical shock hazard. In the event that the National Weather Service predicts that the water height will exceed about 9 feet above mean low water, the Margate E.O.C. would be located in the offices of the Margate City Board of Education. This location is on the third floor of the William H. Ross III School, 101 N. Haverford Avenue, Margate, NJ. Radios and other equipment would have to be shifted to this location. There is an auxiliary diesel generator with limited fuel.
- C. The primary E.O.C. is located in the Margate City Police Department, a one story masonry building. The alternate E.O.C. is located in the William H. Ross III School, 101 N. Haverford Avenue, Margate, NJ, a three story brick building. Capabilities include:
 - 1. The primary E.O.C. has telephone, cellular phone, radio, computer and FAX capabilities. The Alternate EOC has telephone, cellular phone, fax capabilities and would be equipped with computer and radio facilities. These means of communication can reach all Margate locations. The radio can reach the Atlantic County EOC. Telephone and fax can reach around the world.
 - 2. The Emergency Operations Center consists of 300 square feet with an additional 1200 square feet of supporting complexes, i.e., kitchen, communications room, rest rooms, and interlaced offices, etc. The alternate E.O.C. consists of 500 square feet with an additional 1750 square feet of supporting complexes (Ref EOCA-1).

3. The E.O.C. has a diesel powered back-up Generator, 3 Phase, 150 KWH. It is directly wired into the building's electrical system, and has automatic switching capability. The alternate E.O.C. also has a diesel powered generator. This generator has a limited fuel supply and must be switched on. In the event of expected use, additional barrels of fuel would be brought to the site by Public Works personnel. Clean barrels are stored at the Public Works garage
 4. The E.O.C. (Primary and Alternate) has not been analyzed by the N.J.O.E.M. Shelter Analyst, therefore a protection factor for radiation has not been determined.
 5. The E.O.C. (Primary and Alternate) can withstand snowstorms, normal gale forces and minor flooding, but is susceptible to chemical, biological, radiation, nuclear blasts, tornadoes, and hurricane effects.
 6. The E.O.C. (Primary and Alternate) has two or more bathrooms (Primary and Alternate). These are also designated "MEN" and WOMEN".
 7. The Primary E.O.C. has eating facilities but no in-place sleeping facilities. Margate City has emergency cots which would be moved from their storage facility at the Margate Municipal Building to the EOC. Margate has a limited food supply stored at the primary EOC. The Alternate EOC has eating facilities, but both cots and food would have to be moved from their storage locations.
- D. Margate City does not have a mobile command post. However a mobile command post is available through the Atlantic County Fire Coordinator. The mobile command post (known as Field Com 2500) has placement for the incident commander and radio operators, maps, a generator, a mobile telephone with site specific placement for additional mobile telephones, and radios sufficient to contact any police, fire or EMS unit within Atlantic County or responding out of county units.

V. OPERATIONS AND CONTROL

- A. During periods of heightened risk the E.M.C., or the EMC's designee, will make the decision to fully or partially activate the E.O.C. and direct recall of needed E.O.C. personnel. The EMC will brief the Mayor and Commissioners of the emergency/disaster situation. The Deputy E.M.C. will brief E.O.C. personnel of the emergency/disaster situation and make arrangements for E.O.C. resources such as food and supplies.

1. Verification of current recall rosters for the Emergency Operations Center Group will be updated by the E.M.C annually or when necessary due to personnel changes or additions (Ref: EOCA-2).
 2. Emergency Operations Center supervisor and personnel staff is adequate to operate continuously for the duration of a disaster. The hours of operation, depended upon the emergency situation, response needed, and necessity of 24-hour operation will be two (2) - twelve (12) hour shifts and will be scheduled by the E.M.C (Ref EOCA-3).
- B. Key people assigned to the E.O.C. are those identified in this plan as annex officials and city administration. E.O.C. staff member relocation to the alternate E.O.C. will be by way of city owned vehicular transportation or privately owned vehicles. Current E.O.C. staff notification and recall rosters are maintained by the E.M.C. and Deputy E.M.C.
- C. Logs will be maintained by each key E.O.C. staff person during emergency operations. After the emergency situation, all logs will be turned in to the Operations Official who will assemble and compile the logs for sequential events and responses.
- D. To monitor and report disaster effects, the E.O.C. staff will communicate with field forces by way of radio or telephone at their respective E.O.C. station or by way of a message logging system to the communications group (Ref: EOCA-5).
- E. The E.O.C. will be opened when there is a threat or potential threat to health, life and safety to the residents of Margate City. A forward command post will be used only when the E.O.C. would be operationally ineffective or when directed by higher authority.
- F. Shut down and securing the E.O.C. after the emergency will be accomplished by the Emergency Management Coordinator and Deputy Emergency Management Coordinator using established procedures which includes notification of the Atlantic County E.O.C.

VI. RESPONSIBILITIES

- A. The EMC is responsible for implementing this annex and directing the EOC emergency response.

- B. The EMC is responsible for notifying the Atlantic County EOC upon the activation of the Margate EOC.
- C. There are no SOP'S that address specifically how the EOC functions will accomplish their emergency response.
- D. There are no mutual aid agreements for the EOC function. There is mutual aid for 911 and dispatch functions.
- E. The EMC is responsible for displays, maps, and status boards in the EOC.
- F. The Police Chief is responsible for maintaining EOC equipment in a current state of readiness.
- G. The Deputy EMC is responsible for maintaining adequate EOC supplies such as forms, office supplies, batteries, blankets, etc.

VII. CONTINUITY OF GOVERNMENT FOR EMERGENCY OPERATIONS CENTER

- A. There is a need for a line of succession for the person responsible for the EOC functions in order to ensure continuous leadership, authority and responsibility. The EMC and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Emergency Management Coordinator
 - 2. Deputy Emergency Management Coordinator
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to emergency operations will be forwarded to the EMC to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The EMC is responsible for maintenance of all records and reports required for the EOC functions in an emergency.
 - B. The EMC is responsible for records of expenditures for the EOC functions in an emergency.
 - C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as
-

outlined in the Resource Management Annex. The EMC will coordinate for all requests for supplies and equipment through mutual aid or from the County OEM (Ref: EOCA-5 & RMA-8).

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The EMC is responsible for the maintenance of the EOC Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The EMC is responsible for review and updating of the EOC Annex, SOPs, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. No terms and acronyms were used in addition to those defined in the Basic Plan.

XI. Required Appendices/Attachments

(These attachments do not have to be included with the Plan, but must be available for review by county and regional personnel).

EOCA 1	EOC Floor Plan. (Police Chief's Office)
EOCA 2	Recall Duty Roster. (Police Chief's Office)
EOCA 3	EOC Staffing Roster. (Police Chief's Office)
EOCA 4	EOC SOP's (i.e. for Message Wording & Logging, EOC Activation/Deactivation, Event Log and Security Log) (Communications Room in front of Communications Staff and in Police Department Computer).
EOCA 5	Resource List (Police Chief's Office)

**EMERGENCY PUBLIC INFORMATION ANNEX
SECTION “E”**

I. INTRODUCTION

- A. The Emergency Public Information Annex of the Margate City EOP meets the approval of the EMC and the Public Information Officer and is hereby approved. This annex supersedes any previously written Emergency Public Information Annexes.

Approval date: _____

Mayor Michael Becker
Public Information Official

Jerome M. Greenberg
Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

- A. Laws, ordinances, regulations, resolutions and directives.
1. Federal
 - a. as cited in the Basic Plan
 2. State
 - a. As cited in the Basic Plan
 3. County
 - a. None
 4. Municipal
 - a. None
- B. References, guidance material and other documents.
1. Federal
 - a. As cited in the Basic Plan
 2. State
 - a. As cited in the Basic Plan
 3. County
 - a. None
 4. Municipal
 - a. None

III. PURPOSE

- A. The purpose of this Emergency Public Information Annex is to define and to provide guidance for the development and operation of a viable

emergency public information program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

Margate City seeks to provide the general public with information and instruction about natural or technological hazards and appropriate responses on a continuing basis thru both published sources as well as Comcast Cable channel 2. Margate City seeks to provide the general public with information and instruction about natural or technological hazards and appropriate response during times of emergency by utilizing media in the immediate area and when necessary, major metropolitan centers. Using Margate City personnel resources, Margate City has the capability to deal with most identified hazards.

1. The Atlantic County O.E.M. has a Public Information Officer and an assistant Public Information Officer, and when requested, can provide assistance to Margate City. They are professional media personnel.
 - A. There is one person assigned to the Public Information function: the Margate Emergency Management Coordinator (Ref: EPIA-4).
 - B. The Emergency Operations Center is available as a general work area, however specifically the training room is designated as the prime work areas for Emergency Public Information. Telephones, FAX, computer and a photocopier are available for emergency public information use.
 - C. The media assembly area is adjacent to the Municipal Building, Winchester and Union Avenues, Margate, NJ. The media briefing area is located in the Conference Room in the Municipal Building. Designated media assembly and briefing areas are large enough to accommodate identified media.
 - D. The Atlantic City Press, the local newspaper, radio stations WAYV, WCMC, WFPG, WIXM, WJSE, WKXW, WMGM, WMID, WOND, WPUR, WTKU, WTTH, WXXY, WZBZ, WZXL, and television channels 40, 3, 5, 6, 10, 12, 23 (New Jersey Network), and Comcast Cable television are readily available to issue emergency information or press releases. Channel 2 can be utilized as well as Reverse 911. There are no agreements in place for these media. (Ref: EPIA-6).
 - E. "P.I.O. Guidelines for Emergency Situations" is on hand in the EMC's office. (Ref: EPIA-3).
 - F. A quantity of FEMA and Red Cross publications are kept on hand at the Municipal Building to distribute to the public. Since the quantity of

these items varies based on the number of pamphlets requested by the public throughout the year, no specific list of these items is herein enumerated.

- G. If necessary, Margate has the photocopy capability and supplies to produce an emergency one-sheet flyer for immediate distribution to the public.
- H. Margate has the capability to utilize Comcast cable channel 2 for public information. The console to make changes in the messages displayed is in the Information Technology Office in the Municipal Building and sufficient trained personnel are available to change the message as needed.

V. OPERATIONS AND CONTROL

- A. During periods of heightened risk the E.M.C. will make the decision to fully or partially active the E.O.C., thereby notifying the Emergency Public Information Official to report to the E.O.C. The Emergency Public Information Official will take action to gather necessary information and implement public information dissemination.
 - 1. Emergency Public Information direction and control will emanate from the E.O.C. Should a mobile command post be established, then the emergency public information will emanate from the command post to the E.O.C. for dissemination.
 - 2. Verification of current recall rosters for the Emergency Public Information Group is accomplished yearly or as needed by personnel changes and updates by the Emergency Public Information Official and the Office of Emergency Management (Ref: EPIA-4).
 - 3. Emergency Public Information supervisor twenty-four (24) hour staffing will be accomplished by the Emergency Public Information Official and will be two (2) twelve (12) hour shifts or as needed by the emergency or disaster situation (Ref: EPIA-4).
- B. The Emergency Public Information Group interacts with other Emergency Groups via interactive coordination with the E.M.C., Deputy E.M.C. and/or Operation Official.
 - 1. The Emergency Public Information representative designated to report to the E.O.C. during an emergency is the EMC of Margate City.

2. The procedure for reporting appropriate information to the E.O.C. during an emergency is by way of radio, telephone, cellular phone, FAX, or runner. Usually this information will come to the E.O.C. communications room, be formatted and delivered to the Operations Official and in turn to the E.M.C. for review and then to the Public Information Official for appropriate action.
- C. When the E.O.C. is activated, and when directed by the E.M.C., the Public Information Group will accomplish all media activities, including writing press releases, coordination with radio, television, telephone, Reverse 911, TV cable, and print media, giving media releases, and managing rumor control.
- D. The Emergency Management Coordinator, or designee, will authenticate and review information for accuracy and release. The Emergency Management Coordinator will accomplish needed inter-departmental or agency coordination as per standard established procedures.
- E. Distribution of emergency public information will be by way of all available media sources, such as newspapers, radio, television Reverse 911 and cable.
1. Use of media sources will be dependent upon the nature of the emergency or disaster, time of day, day of week, targeted media release area and available media. (Ref: EPIA-1 and EPIA-4)
- F. Rumor control will be established, when necessary, by the E.M.C., and managed by the P.I.O. A special E.O.C. complex telephone number will be established to serve as a phone number where residents can call and verify information. This telephone number will be released to the media by the P.I.O.
- G. The EMC will contact the County OEM for activation of the Emergency Broadcast System or emergency cable TV messages.
1. Activation of the E.B.S. will be in accordance with the New Jersey Emergency Broadcast System Operational Plan. A copy of this plan is on file at the Atlantic County Emergency Management Coordinator's office.
 2. Reverse 911 may be utilized for informational messaging

VI. RESPONSIBILITIES

- A. The EMC is responsible for implementing this annex. The PIO is responsible for directing the emergency public information emergency response.
- B. The EMC of Margate City serves as the PIO and is the official point of contact during an emergency.
- C. There are no SOP'S that address how the emergency public information function will accomplish their emergency response.
- D. There are no written mutual aid agreements for the emergency public information function. However a verbal agreement exists with the County Office of Emergency Management to help disseminate emergency public information.
- E. The PIO is responsible for emergency public information guidance materials (pamphlets, magazines, etc.) that are prepared based on hazards affecting the jurisdiction, and arranging for the dissemination of these materials to the media.
- F. The PIO is responsible for ensuring that emergency public information material for visually impaired and non English speaking groups are available for dissemination (Ref: EPIA-5).

VII. CONTINUITY OF GOVERNMENT FOR EMERGENCY PUBLIC INFORMATION

- A. There is a need for a line of succession for the person responsible for the emergency public information functions in order to ensure continuous leadership, authority and responsibility. The EMC and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Public Information Official, EMC, Margate City
 - 2. The Mayor of Margate,
 - 3. The City Commissioners
 - 4. Any other City Employee specifically designated by the above for the purpose of Public Information

- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to emergency public information will be forwarded to the EMC to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The PIO is responsible for maintenance of all records and reports required for the emergency public information functions in an emergency.
- B. The PIO is responsible for records of expenditures for the emergency public information functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The PIO will coordinate with the EMC for all requests for supplies and equipment through mutual aid or from the County OEM (Ref: RMA-8).

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The PIO and EMC are responsible for the maintenance of the Emergency Public Information Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The PIO and EMC are responsible for review and updating of the Emergency Public Information Annex, SOP'S, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. The following terms and acronyms were used in addition to those defined in the Basic Plan.

PIO Public Information Official

XI. Required Appendices/Attachments

(These attachments do not have to be included with the Plan but must be available for review by county and regional personnel).

EPIA 1	Media List. (i.e. TV, Radio, Cable TV) (Located in City Clerk's office)
EPIA 2	PIO General Procedures/SOP's. (None)
EPIA 3	Emergency Information Packets. (Located in the Municipal Building foyer)
EPIA 4	Recall/Duty Roster. (Located in City Clerk Rolodex)
EPIA 5	Special Population Information Procedures (i.e. Hearing-Impaired, Non-English Speaking, etc.) (None)
EPIA 6	Mutual Aid Agreements with local media, etc. (No written agreements)

EVACUATION ANNEX SECTION “F”

I. INTRODUCTION

- A. The Evacuation Annex of the Margate City EOP meets the approval of the EMC and the Evacuation Official and is hereby approved. This annex supersedes any previously written Emergency Evacuation Annexes.

Approval date: _____

Chief David Wolfson
Evacuation Official

Jerome Greenberg
Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

- A. Laws, ordinances, regulations, resolutions and directives.
1. Federal
 - a. As cited in the Basic Plan
 2. State
 - a. OEM Directive NO. 79, Citizens Duty to Evacuate
 3. County
 - a. None
 4. Municipal
 - a. None
- B. References, guidance material and other documents.
1. Federal
 - a. FEMA Disaster Operations, CPG 1-6, 1980
 - b. FEMA Transportation Planning Guidelines for the Evacuation of Large Populations, CPG 2-15
 2. State
 - a. As cited in the Basic Plan
 3. County
 - a. None
 4. Municipal
 - a. None

III. PURPOSE

- A. The purpose of this Evacuation Annex is to define and to provide guidance for the development and operation of a viable evacuation program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

Evacuation operations will be conducted at the municipal level using resources available to the municipality. In some instances, assistance from adjacent municipalities may be required. The County O.E.M. will assist, if resources are available, and coordinate municipal evacuations as necessary. If evacuation efforts have exceeded municipal and county capability, the Region and State will be notified for evacuation operations assistance.

- A. The Primary agency to effect evacuation is the Margate City Police Department. Support agencies for evacuation are, but not limited to: fire, print and broadcast media, and municipal and county E.O.C.'S. Primary transportation resources are Citizen vehicles, municipal vehicles, the Board of Education mini-bus, Margate Senior Citizen bus. All other requests will be coordinated by the County OEM.
- B. Other than hurricanes or other flooding, there are no identified hazards that would impact the entire city of Margate. Hazards that would require either full or partial evacuation within Margate will be determined by the nature of the technological or natural hazard and its projected area impact. Accordingly, probable impact areas and percentage of population that would be evacuated cannot be projected in advance. Exceptions would be 1) Nuclear war or other nuclear disaster, which would affect 100% population. 2) Hurricanes, dependent upon category and impact point, at minimum could affect the Beachfront areas and at a maximum could extend inland. In any case hurricanes could affect 45% to 100% of Margate's population.
S.A.R.A. Facility: Facility conversion has been completed. There are no S.A.R.A. Facilities within Margate City. Ref: Annex H, Hazardous Materials, Part IV, C., 1., a., "NOTE".
- C. The estimated number of persons including special needs persons, who would require transportation in an evacuation is estimated at 300 (Ref: EA-8).
- D. Margate has the small school bus and the Senior Citizen bus which could be used for evacuation. Margate City has municipal vehicles such as public works, fire, and police vehicles which could be utilized,

however, realistically Margate City would have to draw on alternate sources of transportation. Refer to: Section IV., A., above. (Ref: EA-5)

- E. Primary and alternate centrally located staging areas and pickup points for persons without private automobiles or other means of transportation are (Ref:EA-7):

Primary: Margate Municipal Building
Union and Winchester Avenues

NJ Transit Bus Lot,
Ventnor and Franklin Avenues

Alternate: Margate Terrace
610 .Fredricksburg Avenue

Eugene Tighe School
Gladstone and Amherst Avenues

- F. Primary and secondary routes expected to be used in a major county wide evacuation are: (Ref: EA-1)

ROAD	Number of Lanes	Capacity - Vehicles/Hour/Lane
Jerome Avenue to Margate Bridge Road	1 or 2	UNK
Ventnor Ave. to Dorset Ave.	1	UNK
Ventnor or Amherst Avenue To Longport-Somers Point Road	1	UNK

Use of evacuation routes will be determined by the emergency situation and availability of use. Normally routes used for return from evacuation will be the same as the routes used for evacuation. (Ref EA-1)

- G. The City of Margate owns one heavy duty tow truck. Margate has a contract with a private towing firm which would have towing vehicles available if time and conditions allow these vehicles to get from the mainland into Margate. However there are 42 other towing companies within Atlantic County, three of which are close to the City of Margate. Combined, these three tow companies would have a minimum of five tow vehicles available for contracted use in evacuation (Ref: EA-5)

The Atlantic County Department of Public Works has two (2) Rollbacks which can tow cars or light trucks and one (1) large loader which can tow a bus or a large truck. These units, depending on availability, can be made available for use in an evacuation. (Ref EA-5)

- H. Blast over pressure and direct fallout effects might affect Margate City. In accordance with NAPB, Margate would not be affected by a potential blast overpressure of 2.0 PSI. (Ref: EA-11).

V. OPERATION AND CONTROL

- A. During periods of heightened risk the E.M.C. will make the decision to fully or partially activate the E.O.C. thereby notifying the Evacuation Official to report to the E.O.C. The Evacuation Official will take action to notify and mobilize needed evacuation and transportation personnel, staff and agencies
1. Evacuation direction and control will emanate from the E.O.C.
 2. Verification of current recall rosters for the Evacuation Group will be done by the Evacuation Official and the Emergency Management Coordinator. (Ref EA-3)
 3. The Evacuation Official will schedule two (2) - twelve (12) hour shifts to provide for 24 hour staffing. (Ref EA-3)
- B. The Evacuation Group interacts with other Emergency Groups during an emergency by way of a radio, cell phone, and telephone at the Evacuation E.O.C. station and by way of message handling through the E.O.C. message center.
1. The Evacuation Official is designated to report to the E.O.C. during an emergency.
 2. Procedures for reporting appropriate information to the E.O.C. during an emergency is via radio, Cellular Phone, Computer or telephone or by way of the E.O.C. communications center.
- C. Once a state of emergency is declared, the E.M.C. in consensus with the Commissioner of Public Safety, may order a full scale or partial evacuation of the city.
- D. The Evacuation Official will coordinate available public and private transportation to assist in evacuation of people without automobiles. The Evacuation Official will work with the Public Information Official
-

to ensure people without automobiles are aware of staging areas and that NJ Transit has a bus line that runs through Margate City. If manpower is available, the Fire Department will evacuate bedridden persons using the Margate ambulances. The Superintendent of Schools will be contacted by the EMC and requested to have the mini-van available and standing by at Eugene Tighe School.

- E. Affected population will be notified of the need to evacuate, evacuation routes, and transportation, via media broadcasts, Emergency Cable Broadcasts, Cable Channel 2, Reverse 911, and via municipal vehicles, police and fire, using public address systems.
- F. Vehicle security will be handled by available municipal police. Vehicles with mechanical problems will be removed from the roadway to permit unobstructed traffic flow. This will be accomplished by either private towing agencies, or the best way possible.

VI. RESPONSIBILITIES

- A. The EMC is responsible for implementing this annex. The EO is responsible for directing the evacuation emergency response.
- B. There are SOP'S that address how the evacuation function will accomplish the emergency response.
- C. There are no written mutual aid agreements for the evacuation. (Ref: EA-4)
- D. The EMC is responsible for relocation of essential resources, personnel and equipment to the reception area.
- E. The EO is responsible for coordination of all public transportation resources planned for use in an evacuation.
- F. The RO is responsible for movement control guidance, in time of increased threat of nuclear attack, that details the population at risk, evacuation routes, zones, alerting, warning of the public; identifies reception areas and routes for return to residences; outlines transportation for essential workers to commute to hazardous areas, and reentry into the hazard area.
- G. The EO is responsible for evacuees receiving instructional materials showing evacuation zones, routes, reception areas, lodging, food service and medical clinics (Ref: EA-10).

VII. CONTINUITY OF GOVERNMENT FOR EVACUATION

- A. There is a need for a line of succession for the person responsible for the evacuation functions in order to ensure continuous leadership, authority and responsibility. The EMC and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Evacuation Official, Police Chief
 - 2. Deputy Evacuation Official, Designated Police Captain
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to evacuation will be forwarded to the EMC to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The EO is responsible for maintenance of all records and reports required for the evacuation functions in an emergency.
- B. The EO is responsible for records of expenditures for the evacuation functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The EO will coordinate with the EMC for all requests for supplies and equipment through mutual aid or from the County OEM (Ref: EA-9 and RMA-8).

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The EO and the EMC are responsible for the maintenance of the Evacuation Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The EO and the EMC are is responsible for review and updating of the Evacuation Annex, SOPs, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. The following terms and acronyms were used in addition to those defined in the Basic Plan.

EO	Evacuation Official
RO	Radiological Official

XI. Required Appendices/Attachments

(These attachments do not have to be included with the Plan but must be available for review by county and regional personnel).

- | | |
|-------|---|
| EA 1 | Evacuation Routes. (Located in Police Chief's Office) |
| EA-2 | Evacuation Statements and Procedures (Attached to plan) |
| EA 3 | Evacuation Procedures (SOP's). (Attached to plan) |
| EA 3 | Recall/Duty Roster. (Located Police Chief's Office) |
| EA 4 | Mutual Aid Agreements. (Verbal Agreements with Ventnor and Northfield) |
| EA 5 | Transportation Resources. (Located Police Chief's Office) |
| EA 6 | Reception Areas Maps. (Located Police Chief's Office) |
| EA 7 | Staging Areas Maps. (Located Police Chief's Office) |
| EA 8 | Special Interest Group Evacuation.
(Located Fire Chief's Office) |
| EA 9 | Supplies and Equipment List. (Located Police Chief's Office) |
| EA 10 | Information Packets. (Located in Municipal Building foyer) |
| EA 11 | Population at Risk/Identified Hazard Areas (NAPB 90) (Located Fire Chief's Office). |

EA-2

EVACUATION STATEMENTS

NOTE 1. PRIOR TO AN EVACUATION ORDER, THE FOLLOWING SHOULD BE NOTIFIED:

ATLANTIC COUNTY OEM	609-272-9495
NORTHFIELD POLICE	609-641-3122 (TRAFFIC CONTROL)
MARGATE BRIDGE	609-822-9175 (STOP TOLLS)

NOTE 2. - IT IS ANTICIPATED THAT THE EMERGENCY MANAGEMENT COORDINATORS OF THE 4 ABSECON ISLAND COMMUNITIES PLUS BRIGANTINE AND THE ATLANTIC COUNTY OFFICE OF EMERGENCY MANAGEMENT WILL MEET TO DECIDE WHETHER AN EVACUATION IS NEEDED. SHOULD THE COORDINATORS BELIEVE THAT AN EVACUATION IS NECESSARY, THEY WILL AGREE TO A TIME TO COMMENCE THE EVACUATION AND ANNOUNCE THE BEGINNING OF AN EVACUATION SIMULTANEOUSLY. IF THIS OCCURS, THE ATLANTIC COUNTY PIO WILL MAKE THE ANNOUNCEMENT OF THE EVACUATION.

EVACUATION NOTICE FOR THE CITY OF MARGATE TO BE USED FOR THE MEDIA, TO BE BROADCAST OVER CHANNEL 2, AND REVERSE 911.

EVACUATION STATEMENTS FOLLOW:

HURRICANE EVACUATION NOTICE:

A HURRICANE WARNING HAS BEEN ISSUED BY THE NATIONAL WEATHER SERVICE. THE MAYOR AND COMMISSIONERS OF MARGATE HAVE DECIDED

THAT ALL PERSONS MUST EVACUATE THE CITY OF MARGATE AS QUICKLY

AS POSSIBLE. HIGH WINDS AND RISING WATERS MAY MAKE IT IMPOSSIBLE TO EVACUATE OFF OF THE ISLAND WHEN THE STORM GETS CLOSE. WE ADVISE THE USE OF THE MARGATE BRIDGE TO GET TO THE MAINLAND. A PUBLIC SHELTER FOR MARGATE RESIDENTS IS LOCATED

AT:

TAKE BLANKETS AND NECESSARY MEDICATION. ALL PERSONS MUST EVACUATE IMMEDIATELY. I REPEAT, IT IS URGENT THAT ALL PERSONS LEAVE IMMEDIATELY.

PARTIAL EVACUATION ORDERS

A (FIRE, HAZARDOUS MATERIAL ACCIDENT, ETC.) HAS OCCURRED AT

(LOCATION):

BECAUSE OF THE EXTREME HAZARD TO YOUR HEALTH, ALL PERSONS
BETWEEN

(AVENUE)

AND

(AVENUE)

AND FROM

(AVENUE)

TO

(AVENUE)

ALL PERSONS MUST EVACUATE IMMEDIATELY. A TEMPORARY SHELTER
HAS BEEN SET UP AT

(LOCATION)

TAKE ONLY BLANKETS AND NECESSARY MEDICATION. ALL PERSONS
MUST LEAVE THE AREA IMMEDIATELY.

AN EXTREMELY HIGH TIDE WARNING HAS BEEN ISSUED BY THE
NATIONAL WEATHER SERVICE. THE MAYOR AND COMMISSIONERS OF
MARGATE HAVE DECIDED THAT ALL PERSONS IN THE BLOCK FROM
ATLANTIC AVENUE TO THE BEACH AND LOW LYING AREAS ALONG THE

BAY MUST MOVE THEMSELVES AND THEIR VEHICLES AT ONCE. A PUBLIC SHELTER HAS BEEN OPENED AT THE FOLLOWING LOCATION:

LIST LOCATIONS

TAKE BLANKETS AND NECESSARY MEDICATION. ALL PERSONS MUST BEGIN THEIR EVACUATION IMMEDIATELY.

GENERAL EVACUATION PROCEDURES

1. evacuation of all or part of the City of Margate. (See pages A-30 and A-40 for Declaration of State of Emergency and page M-20 for Evacuation Statements)
2. In the event of a hurricane or wide scale flooding, the Island communities of Margate, Ventnor, Longport, Brigantine and Atlantic City have made an Agreement of a State of Emergency should be signed prior to the order for an agreement to decide, and simultaneously announce, any large-scale evacuation. As conditions worsen, it is expected that telephone conference calls will be made among the communities from their various EOCs to implement this decision. No large-scale evacuation will be announced unless all of the downbeach communities agree.

NOTE: BRIGANTINE WILL BE NOTIFIED TO EVACUATE 1 HOUR PRIOR TO THE ABSECON ISLAND COMMUNITIES

The telephone numbers of the EOCs are as follows (unless specifically changed):

VENTNOR	BILL MELFI	823-7920
LONGPORT	BRUCE FUNK	823-2731
ATLANTIC CITY	TOM FOLEY	347-5466
BRIGANTINE	JAMES BENNETT	266-7414

Before notifying the public, contact the following:

ATLANTIC COUNTY OEM 272-9495

Notify County OEM of "State of Emergency" By FAX

Request County to ready statement for Media
Prepare Statement for Channel 2
Prepare Statement for Reverse 911

NORTHFIELD POLICE 641-3122 for TRAFFIC CONTROL

3. Contact the Margate Bridge at 822-9175 to stop taking tolls. The following persons are authorized to notify the Margate Bridge Company: the Mayor of Margate or, in his absence, one of the Commissioners, the Emergency Management Coordinator, the Chief of Police or (and only in the event of a hazardous materials accident) the Fire Chief. Contact will be made immediately

before making any public announcement of an evacuation. The Margate Bridge will immediately stop collection of tolls and facilitate the westward movement of traffic.

4. Request the Public Information Officer at the Atlantic County Office of Emergency Management to utilize the County Plan to get the Evacuation Order to the greatest number of media as well as to contact Comcast Cable so that the information can be put on all TV sets in Margate.

A telephone call to the following locations will cause them to effect their own evacuation plans:

NAME	PHONE	CONTACT
Margate Public Schools	822-1686	Dr. Theresa DeFranco
Margate Terrace May need transportation assistance	822-7747	Michael Karwowski
Island House	823-6663	Liz Young
9600 Condominium Assn.	822-9600	Sharon Ianole
Margate Towers	822-7127	Chuck Conant

If the County PIO is not available, contact the following media:

Atlantic County OEM to notify Comcast Cable TV*

WFGG 348-4646

WMGM 641-1400

A statement for Reverse 911 will be prepared. In order to impress the importance of the statement on the public, it is strongly suggested that the Mayor introduce himself and make the statement. In the event that the Mayor is not available, the Chief of Police should make the statement.

The Margate Police Department and Margate Fire Department will warn residents by the use of sirens and loudspeakers from police and fire vehicles. It is especially important that residents in the Beach Block be notified since the homes in that area are most subject to severe damage by wave wash. In addition to being ordered to evacuate, residents will be instructed to take blankets and

medication. The Police Department and Fire Department have plans for the dissemination of this information.

Messages to be put on Channel 2 are found at the end of Annex-A.

THE FIRE DEPARTMENT AND THE POLICE DEPARTMENT CAN ACCESS THE NEW JERSEY SPECIAL NEEDS REGISTRY WHICH WOULD GIVE A LIST OF PEOPLE WHO MIGHT NEED ASSISTANCE. GIVEN SUFFICIENT LEAD TIME, MOST PEOPLE NEEDING ASSISTANCE WILL ARRANGE THEIR OWN EVACUATION.

As soon as information on shut-ins is received, the Atlantic County EOC should be contacted to ascertain the location of the shelter which will be used for elderly and disabled persons. The Margate City Fire Department will commence to contact these persons and, if they need assistance, move them to this shelter using the school bus or an ambulance.

5. Traffic lights in Margate will be allowed to cycle normally in order that traffic heading for the Margate Bridge can merge safely. The Margate Police Department will monitor and facilitate the flow of traffic in order to allow the smooth movement and merging of automobiles toward the Margate Bridge. Jerome Avenue will be the principal street used by outgoing traffic. If flood waters make Jerome Avenue impassable, Huntington Avenue will be utilized down to Lagoon Drive and then traffic will be directed towards the bridge. Residents of Ventnor will be instructed to use the Dorset Avenue and Albany Avenue bridges to evacuate that community. Some residents in the western part of Ventnor can be expected to be using Margate City streets to get to the Margate Bridge. Margate can also expect some people to evacuate from Longport and go over the Margate Bridge.
6. Contact the Ventnor OEM. They will restrict traffic going out Lafayette Avenue to the Margate Bridge.
7. The Margate Public Works will put up barriers on both Lagoon Drive and Marshall Avenue at their intersections with Huntington Avenue. This will force traffic down Huntington Avenue and allow autos to merge at the traffic light at Fulton and Jerome Avenues.
8. There will be a lag of 1 to 4 hours between the evacuation order and the peak traffic flow. A nighttime evacuation order will cause people to leave faster than a daytime evacuation order. Most people will decide the location to which they will evacuate at the very last minute. Most seasonal residents and visitors will

- return to their permanent residences. This will cause clogging of the main roads north and west. Most permanent residents evacuating from Margate City will stay on the Mainland with relatives and friends or find their own shelter. It is not expected that more than 400 people from Margate will seek public shelter. Even if they are requested to bring them, many people will forget blankets and medication. (Blankets and cots for emergency use in Margate are stored at the Margate Municipal Building)
9. Because Brigantine has only 1 route of egress (the Brigantine Bridge), the evacuation from Brigantine will begin 1 hour prior to the evacuation of Absecon Island. Atlantic City will evacuate at the same time as the other 3 island communities. In addition to Atlantic City itself, each of the Atlantic City Casinos has an Emergency Plan which consists, in part, of how and where to evacuate patrons, buses, and other personnel. It is not anticipated that many Atlantic City residents or visitors will be utilizing the Margate Bridge as an evacuation route.
 10. Many people will head back to permanent residences in the western part of New Jersey and eastern Pennsylvania utilizing the Atlantic City Expressway. It can be anticipated that, in the event of a large-scale evacuation of the coastal communities, the Governor will stop the collection of tolls on the Garden State Parkway and the Atlantic City Expressway.
 11. It can be expected that a majority of people evacuating from Atlantic City will do so by way of the Atlantic City Expressway. The Atlantic City Expressway will be utilizing a reverse lane strategy to facilitate westward traffic flow. This additional traffic on the Expressway will make it difficult for cars to enter the Expressway westbound from the Black Horse Pike (US40-322) at Expressway exit 2. This will tend to jam cars on the Black Horse Pike as Ventnor principally evacuates over the Dorset Avenue Bridge and out the Black Horse Pike.
 12. People evacuating from Cape May County can be expected to jam the Garden State Parkway northbound, thus slowing traffic going in this direction as well as entering the Expressway at its intersection with the Parkway (exit 7).
 13. The large number of vehicles on the Parkway northbound will slow traffic entering at the Parkway entrances from Fire Road, the Black Horse Pike (US40-322) and from Washington Avenue. These are the principal entrances normally utilized by residents and visitors from the Ventnor and Margate areas to get onto the Parkway northbound in order to go westbound on the Atlantic City Expressway
 14. People evacuating from West Atlantic City and low-lying sections of Pleasantville and Northfield can be expected to also use the Black Horse Pike for evacuation westward.
-

15. Probable traffic backups will occur at the intersection of Fire Road and the Black Horse Pike, Tilton Road and the Black Horse Pike, as well as the Parkway and Expressway entrances. In order to ease the flow of traffic and facilitate evacuating Margate, it is necessary to direct traffic from the Margate Bridge Road straight out Mill Road prohibiting turns at Tilton Road, New Road, Fire Road, and Spruce Avenue. Traffic will continue out Mill Road to its intersection with Ocean Heights Avenue, and then onto English Creek Road where it can rejoin the Black Horse Pike. Drivers can either continue to Philadelphia using the Black Horse Pike or get onto the Expressway beyond the expected choke points in the Cardiff, Egg Harbor Township area.
16. The Margate Bridge Road beginning at Lagoon Drive in Margate and Mill Road from its terminus at the Margate Bridge Road and extending to Bay Avenue in Northfield will be made one way westbound. The Margate Department of Public Works will supply a sign or signs saying “ONE WAY, KEEP RIGHT” and “NO TOLLS” to be placed at the Margate Bridge. Even though, at the beginning of the evacuation and for as long as traffic flows freely, only the right lane of the road will be utilized, traffic will be blocked from using the eastbound lane at Bay Avenue. This will allow traffic to bypass a stalled vehicle or accident and also allow emergency vehicles to more easily get to the scene of the incident and clear it up. The intersecting streets in Northfield between Shore Road and Bay Avenue will have barriers supplied by Northfield. Only if the number of vehicles is too great to allow free movement will both lanes be used for westbound traffic. At that time, Margate Police Department, which is monitoring traffic in Margate, will contact Northfield Police Department and advise them of the use of both lanes. Also at that time, a sign will be supplied by the City of Margate and placed on the Margate end of the bridge, indicating that both lanes will be outbound.
17. The City of Northfield will handle traffic control in that city and will have policemen at the traffic lights at Mill and Shore Roads and Mill and New Roads. Traffic from the Margate Bridge will be directed westward on Mill Road (CR #662) to its intersection with Ocean Heights Avenue (CR #Alt-559), westward on Ocean Heights Avenue to its intersection with English Creek Road, and then directed off of Ocean Heights Avenue northward onto English Creek Road (CR #557). Traffic will proceed to the Black Horse Pike (US40-322) where it will turn westward. This traffic can then get onto the westbound Atlantic City Expressway by use of Liepzig Avenue (CR #575) or State Highway #50. Traffic can also continue toward Philadelphia by use of westbound US322.
18. Traffic wishing to travel northbound on the Garden State Expressway will be directed north on Fire Road by the policeman stationed at the intersection of Fire and Mill Roads. This traffic will be directed to the northbound entrance off of Fire Road onto the Garden State Parkway.
19. If possible, the Atlantic County Office of Emergency Management will supply traffic control at the intersections of Fire and Mill Roads, Mill Road and Ocean

Heights Avenue, Ocean Heights Avenue and English Creek Road and English Creek Road and US 40-322 (Black Horse Pike). Traffic control may also be needed at the entrances to the Garden State Parkway at both Fire Road and at US40-322, the intersection of Tilton Road and U.S. Route 40-322 and elsewhere in Egg Harbor Township. Because of limited police manpower in Egg Harbor Township, the Atlantic County Office of Emergency Management will arrange for sufficient manpower to insure that traffic flows freely through these traffic control points. Also, since the communities receiving evacuees have limited and strained resources and would therefore not be in a position to utilize existing mutual aid agreements, the Atlantic County Office of Emergency Management will supply additional traffic control manpower as needed.

20. Atlantic County Emergency Management will open emergency evacuation shelters on the mainland if a general evacuation is ordered. The Red Cross will not open or operate any shelters on a Barrier Island if a hurricane is expected. The Atlantic County EOC will notify Margate of the location of these shelters as soon as possible after their opening. The Atlantic County Public Information Officer will notify Margate residents by voice-over Television on all cable channels as well as by radio.
21. In the event of a local evacuation requiring off of the island evacuation, Margate residents will evacuate towards Northfield over the Margate Bridge. Atlantic County Emergency Management will open and operate shelters. Atlantic County Emergency Management will notify Margate of the location of these shelters. This information will be disseminated to all residents through the media and Cable Channel 2 and Reverse 911
22. 10The National Weather Service has said that the evacuation should be essentially over when the wind speed reaches 40 knots. At that time waters in the back bays will probably be covering all of the access roads to the Barrier Islands. (The NWS anticipates that 40-knot winds will arrive about 2 hours before the passing of the center of the storm.) Once the waters cover the access roads, the Island communities will be forced to utilize existing Island shelters.
23. When the emergency conditions are over, traffic (except for emergency and other authorized vehicles) will be restricted from re-entry onto the Island until all 5 of the Island communities agree that it is safe to allow re-entry. Brigantine may further restrict re-entry after the 4 Absecon Island communities allow re-entry. New Jersey State Police or Atlantic County Sheriff Department uniformed personnel will be stationed on the access roads to Absecon Island to turn back citizens not authorized to re-enter the island. Prior to the reinstitution of 2-way traffic on Mill Road from Shore Road to Margate, the Police Departments of Margate and Northfield will both be notified by Atlantic County Emergency Management. The Atlantic County Road Department will handle clearing of Mill Road. The Margate Bridge Company will handle clearing of their road. Re-entry will be controlled in Northfield with personnel supplied by Atlantic County

- Emergency Management. Re-entry may be restricted to residents of the Island communities (proof by valid driver's license) and "Essential Personnel". Properly identified Margate Bridge personnel will be allowed access as soon as possible for inspection and road clearing.
24. Should the Margate Bridge Company wish to make any inspections and/or repairs prior to allowing the public to use their road, they will contact the Margate City Office of Emergency Management at 822-1151 or Northfield Emergency Management at 641-0600 with an estimated time of re-opening. Such information will be forwarded to the Atlantic County Office of Emergency Management for dissemination and to allow proper planning for traffic control. The Margate Bridge Company will charge its normal fees for reentry.
25. Because the evacuation of the Barrier Islands requires that evacuees and traffic pass through many communities, the ultimate responsibility for the smooth flow of traffic and the sheltering of evacuees rests with the Atlantic County Office of Emergency Management. The Atlantic County Office of Emergency Management will monitor traffic flow and shelter utilization and will supply additional manpower and direction as needed.

ATLANTIC COUNTY, NEW JERSEY

REFERENCE TIDE GAGE - ATLANTIC CITY

The Atlantic City tide gage is located on the oceanfront at the Trump Pier.

Back Bays

The larger back bays of Atlantic County (from north to south) include Great Bay, Little Bay, Reeds Bay, Absecon Bay, Lakes Bay, Scull Bay and Great Egg Harbor Bay. There are a number of smaller bays and channels within and behind the barrier islands.

High tides on the back bays of Atlantic County occur up to about 1½ hours later than the high tides on the oceanfront. Low tides occur up to about 2 hours later. The back bays present a problem during prolonged periods of onshore flow. For each successive tide cycle that the back bays are not allowed to drain, the water levels increase.

REFERENCE TIDE GAGE - ATLANTIC CITY

The tide heights from actual events referenced below are those that were verified by the National Ocean Service. They may vary slightly from figures found in National Weather Service publications.

In the table an asterisk (*) indicates that location is along the back bays. Being that the reference gage is on the oceanfront, the tide level associated with that particular location may vary somewhat from event to event based on the number of tide cycles during which there is an onshore flow.

ALL HEIGHTS ARE IN MEAN LOWER LOW WATER (**MLLW**).

9.3 FT -- December 11, 1992.

9.2 FT -- September 14, 1944 (Hurricane).

8.9 FT -- September 27, 1985 (Hurricane Gloria).

8.8 FT -- March 6, 1962; August 9, 1976 (Hurricane Belle) and October 31, 1991.

8.7 FT -- **SEVERE TIDAL FLOODING BEGINS.**

8.6 FT -- November 25, 1950.

8.4 FT -- March 29, 1984.

8.2 FT -- October 25, 1980.

-The Margate Bridge causeway (Atlantic County Route 563) begins to flood.*

8.1 FT -- January 4, 1992.

7.9 FT -- March 19, 1996.

7.8 FT -- March 2, 1994.

7.7 FT -- **MODERATE TIDAL FLOODING BEGINS.**

7.4 FT -- -The north end of Brigantine Island begins to flood.

-Flooding begins in Pleasantville.*

-Flooding begins along Albany Avenue in Atlantic City.*

-Flooding begins along West End Avenue in Atlantic City and Ventnor.*

-Bayside flooding begins in Margate.*

-Longport Boulevard (NJ Route 152) begins to flood between Somers Point and Longport.*

-Atlantic County Route 559 in Somers Point begins to flood (the section between US Route 9 and the traffic circle).*

-US Route 9 begins to flood at the north end of the Beeselys Point Bridge.*

7.2 FT -- -Local roads along the back bays in Atlantic City begin to flood (the Venice Park and Chelsea

Heights sections).*

-Dorset Avenue and Monmouth Avenue in Ventnor begin to flood.*

-Longport begins to flood between 11th Street and 24th Street.

7.0 FT -- -Flooding begins on Absecon Creek in Absecon along Absecon Boulevard (US Route 30), Shore

Road and New Road (US Route 9).*

-Ventnor Avenue in Atlantic City begins to flood (the section just to the south of Albany Avenue).*

6.7 FT -- **MINOR TIDAL FLOODING BEGINS.**

-The White Horse Pike (US Route 30 - Absecon Boulevard) in Absecon begins to flood.*

-The Black Horse Pike (US Routes 40 and 322) in West Atlantic City begins to flood.*

-1.8 FT -- **BLOWOUT TIDE.**

-3.6 FT -- January 26, 1928 and January 25, 1936.

-3.7 FT -- February 2, 1976.

-3.8 FT -- March 8, 1932.

-4.1 FT -- January 10, 1978.

PLEASE NOTE - The impact statements in the table above are estimates and they do not take into account elements such as rainfall and wave action. As a result, the actual heights at which flooding will occur may vary slightly from those listed in the table.

The New Jersey Department of Transportation has installed tide gages at Absecon, Atlantic City (Coast Guard Station), Atlantic City (Albany Avenue) and Margate.

(3/4/01)

**FIRE & RESCUE ANNEX
SECTION “G”****I. INTRODUCTION**

- A. The Fire & Rescue Annex of the Margate City EOP meets the approval of the EMC and the Fire Chief and is hereby approved. This annex supersedes any previously written Emergency Fire & Rescue Annexes.

Approval date: _____

Chief Anthony Tabasso
Fire Chief

Jerome Greenberg
Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

- A. Laws, ordinances, regulations, resolutions and directives.
1. Federal
 - a. As cited in the Basic Plan
 2. State
 - a. OEM Directive No. 33, Procedures in Requesting Aid as a Result of Fires
 - b. N.J.S.A. 40A:14-7 Creation and Establishment of Fire Departments and Forces
 - c. N.J.S.A. 52:27D-192 Uniform Fire Safety Act
 3. County
 - a. None
 4. Municipal
 - a. None
- B. References, guidance material and other documents.
1. Federal
 - a. FEMA Disaster Operations, CPG 1-6, 1980
 - b. National Fire Protection Handbook
-

- c. National Fire Protection Association Standards
- 2. State
 - a. N.J.A.C. 5:18 Uniform Fire Code
 - b. N.J.A.C. 5:18A Fire Code Enforcement
 - c. N.J.A.C. 5:18B High Level Alarms
- 3. County
 - a. None
- 4. Municipal
 - a. None

III. PURPOSE

- A. The purpose of this Fire & Rescue Annex is to define and to provide guidance for the development and operation of a viable fire and rescue program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

In order to provide the most efficient fire and rescue operations, coordinated fire and rescue operations will be implemented at the E.O.C. by the Fire Chief and coordinated through the Incident Commander. This command and communications concept provides for a method to deal with most identified hazards.

- A. Margate City has a unified municipal Fire Department which is in District #2.
- B. District Identification:
 - 1. Two fire stations:
 - Station #1 located Washington & Ventnor Aves.
 - Station #2 located 7510 Fremont Drive.
 - 2. Thirty-five paid firefighters of whom all are trained EMT-D.
(See FRA-2)
 - 3. Major Equipment
 - 1 - 1999 Quint
 - 1 - 2004 1500 GPM Pumper
 - 1- 1985 1250 GPM Pumper
 - 3 - Ambulances

- 2 - Command Vehicles
 - 3 – 5 Ton Cargo Trucks
 - 1 - Stocked Haz-Mat Trailer (Ref FRA-4)
 - 1 – Air/Light Trailer
 - 1 - Rescue Jet-Ski (Ski-Doo) with Rescue Board – Trailer mounted
 - 3 - Rescue Boards
 - 3000 Feet of 5 inch Hose
4. There are no significant fire hazards such as chemical companies, propane storage yards, etc., identified in Margate.
- C. Primary dispatch is the Margate Police Department. Alternate dispatch would be via District #1, or District #3, or via mobile command vehicle (Field Com 2500). (See AWCA-5)
- D. Communications capabilities include interfacing within the Fire Company and with other Fire Companies including outside fire response agencies. This is accomplished by way of radio communications: departmental radio, field to dispatch centers, dispatch centers to the field, responding fire agencies, or via the communications/command mobile vehicle. This network of communications has proven effective in communicating with surrounding counties, other departments and agencies. The common county frequency for fire fighting operations is County Fire Net #1. The Margate Fire Department has communications capability with Atlantic County Emergency Management.
- E. There are special fire fighting capabilities such as:
- Primary Haz-Mat teams
 - 6 - Haz-Mat Technicians
 - 10 - Water/Ice Rescue Suits
 - 16 – Certified Water/Ice Rescue Technicians
- F. Emergency electric power at Fire Station 1 is supplied by a 200 horsepower natural gas supplied motor-generator. This generator also supplies power to the attached Margate City Hall (not presently in use). This generator starts automatically if electric power to the building is lost. Emergency electric power at Fire Station 2 is supplied by a 150 KVA diesel generator.

V. OPERATIONS AND CONTROL

- A. During periods of heightened risk the E.M.C. will make the decision to activate the E.O.C. thereby notifying the Fire Chief to report to the E.O.C. The Fire Chief will take action to notify and mobilize needed personnel.
 - 1. Fire and Rescue direction and control will emanate from the E.O.C., or Incident Command Post.
 - 2. The Fire Chief will provide for the verification of current recall rosters for the Fire and Rescue Group. (See FRA-2)
 - 3. The Fire Chief will schedule two (2) - twelve (12) hour shifts to ensure 24 hour staffing. All personnel have Pagers. (See FRA-2)
- B. The Fire and Rescue Group interacts with other Emergency Groups by way of telephone or radio at their E.O.C. station or via internal E.O.C. message flow.
 - 1. The Fire and Rescue representative, the Fire Chief or his representative, is designated to report to the E.O.C. during an emergency.
 - 2. Procedures for reporting appropriate information to the E.O.C. during an emergency are via radio or telephone at the E.O.C. Fire and Rescue Station or by way of internal message flow from the E.O.C. Communications Group.
 - 3. ICS was adopted and implemented as of March 1997.
- C. Fire and Rescue units are dispatched by municipal dispatch agencies. Additional personnel and equipment are called in by the Incident Commander either directly or through municipal dispatch centers. If the Fire Coordinator is called in, then the Fire Coordinator, through Field Comm 25 or the County E.O.C. will support personnel and equipment requests from the Incident Commander. (See AWCA-5)
- D. The Incident Commander is the person in charge at the incident location. The command system for major fires is as per established Fire Service Command Procedures. Command emanates from the Incident Commander to other districts or the county's response forces.
- E. The procedures for rescue of injured people during emergency situations will, by necessity, vary according to the situation. The Incident Commander will use his prior training and best judgment in safely organizing and effecting such rescues. Rescue - Responder Incident Command and Internal Procedures will be utilized.

- F. The procedures for the handling of other emergency situations will, by necessity, vary according to the situation. The Incident Commander will use his prior training and best judgment in safely organizing and effecting handling such emergency situations. Responder Incident Command and Internal Procedures will be utilized.

VI. RESPONSIBILITIES

- A. The Fire Chief is responsible for implementing this annex and directing the fire and rescue emergency response.
- B. There are SOPs that address how the fire and rescue functions will accomplish their emergency response. Written SOP's are in the office of the Fire Chief.
- C. Fire Mutual Aid agreements are as rendered under the Atlantic County Fire Mutual Aid Agreement and written mutual aid agreements with Atlantic City, Ventnor, Longport, and Egg Harbor Township. (See FRA-1)
- D. The Shelter Manager is responsible for fire protection in emergency shelters, i.e., coordination with Fire Inspectors, etc.
- E. Depending on the situation, the Margate City Fire Department gives support to and also is supported by: Alert and Warning, Damage Assessment, Emergency Medical, Emergency Operations Center, Evacuation, and Hazardous Materials. (Ref BPA-3)

VII. CONTINUITY OF GOVERNMENT FOR FIRE AND RESCUE

- A. There is a need for a line of succession for the person responsible for the fire and rescue functions in order to ensure continuous leadership, authority and responsibility. The EMC and the personnel working within these functions will be kept informed of the following line of succession:
 - 1. Fire Chief
 - 2. Deputy Fire Chief
 - 3. Duty Commander
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to fire and rescue will be forwarded to the EMC to ensure that a complete

record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The Fire Chief is responsible for maintenance of all records and reports required for the fire and rescue functions in an emergency.
- B. The Fire Chief is responsible for records of expenditures for the fire and rescue functions in an emergency.
- The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The Fire Chief will coordinate with the EMC for all requests for supplies and equipment through mutual aid or from the County OEM. (See RMA-8)

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The Fire Chief and EMC are responsible for the maintenance of the Fire & Rescue Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The Fire Chief is responsible for review and updating of the Fire & Rescue Annex, SOP'S, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. The following terms and acronyms were used in addition to those defined in the Basic Plan.

FO Fire Official

XI. Required Appendices/Attachments

(These attachments do not have to be included with the Plan but must be available for review by county and regional personnel).

FRA 1 Fire Mutual Aid Agreements.
(Located Margate Fire Chief's Office)

FRA 2 Recall/Duty Roster.
(Located Margate Fire Chief's Office)

FRA 3 Fire SOP's.

(Located Margate Fire Chief's Office)

FRA 4

Resource/Equipment List
(County Mutual Aid Plan)

HAZARDOUS MATERIALS ANNEX SECTION "H"

I. INTRODUCTION

- A. The Hazardous Materials Annex of the Margate City EOP meets the approval of the EMC and the Margate City and is hereby approved. This Annex supersedes any previously written Hazardous Materials Annexes.

Approval Date _____

Chief Anthony Tabasso
Fire and EMS Representative

Chief David Wolfson
Police Department Representative

Deputy Chief Dan Adams
HAZMAT Representative

Jerome Greenberg
Emergency Management Coordinator

II. AUTHORITIES AND REFERENCES

- A. Laws, ordinances, regulations, resolutions and directives.
1. Federal
 - a. Emergency Planning and Community Right-To-Know Act of 1986, PL 99-499. (SARA Title-III)
 2. State
 - a. N.J.S.A. 13:1K-16 & 17, Notification of the NJDEPE Hotline.
 - b. N.J.S.A. 26:3A2-21, County Environmental Health Act.
 - c. Other state statutes and directives as listed in "New Jersey Laws Applicable to Hazardous Materials Response and Planning", NJOEM.
 3. County
-

- a. None
- 4. Municipal
 - a. None
- B. References, guidance material and other documents.
 - 1. Federal
 - a. Hazardous Materials Emergency Planning Guide, NRT-1, NRC.
 - b. Emergency Response Guidebook, USDOT.
 - c. Chemical Hazards Response Information System (CHRIS) manuals, USDOT/USCG.
 - d. NIOSH Pocket Guide to Chemical Hazards, US Dept. of Health and Human Services.
 - 2. State
 - a. NJ Hazardous Materials Emergency Response Course, NJOEM.
 - b. NJ Hazardous Substance Fact Sheets, NJDOH.
 - c. Standardized Hazardous Materials Training Comes to New Jersey, NJOEM.
 - d. Guidelines for Public Evacuation, NJOEM.
 - e. Preparing a Traffic Diversion Capability, NJOEM.
 - f. Emergency Response Reference Guide for Chemical Handling Facilities, NJOEM.
 - 3. County
 - a. None
 - 4. Municipal
 - a. None
 - 5. Other
 - a. Emergency Handling of Hazardous Materials in Surface Transportation, Association of American Railroads.
 - b. Hawley's Condensed Chemical Dictionary, revised by Sax and Lewis.

III. PURPOSE

- A. The purpose of the Hazardous Materials Annex is to define and to provide guidance for the development and operation of a viable hazardous materials program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION

- A. The primary agency for hazardous materials response is the Margate City Fire Department. The support agencies are: Margate Police Department, Margate City Public Works, Margate City Communications, Margate City Shelter and Margate City Transportation. In addition the

Atlantic County Health Department, Division of Environmental Health will respond.

- B. There are 6 specially trained hazardous materials Technicians within the Margate City Fire Department. Margate also has a Hazmat Decontamination team as part of Atlantic County response. As per agreement under the NJ County Environmental Health Act, the Atlantic County Department of Health, Division of Environmental Health will provide response efforts in accordance to agreement. (Ref HMA-6)
- C. Based on available information, there are no hazardous materials threats specific to Margate City.
 - 1. There are no chemical handling facilities in the City of Margate.
 - 2. The main streets used for transporting hazardous materials are: Ventnor Ave., Atlantic Ave. Reference HMA-4.
 - 3. Margate City has no central ports, transfer stations, storage yards or railroad lines used for shipping or receiving bulk chemicals.

V. OPERATIONS AND CONTROL

- A. Heightened risk actions.
 - 1. Initial notification of an incident would be via responding Police, Fire or Public Works Departments or concerned citizen, to the dispatch center, located at the Margate City Police Department Communications Center, 111 N. Decatur Ave. Callouts will be made to the appropriate organization, i.e., The Margate City Emergency Management Coordinator, Margate City Police, Margate City Fire Department, Atlantic County Health, Atlantic City Fire Department, New Jersey Department of Environmental Protection, and the Atlantic County Office of Emergency Management, by telephone, radio, or Cellular Phone.
 - 2. Incident assessment will be made by the first responder and in-turn by the I.C.S. Commander, by use of D.O.T. manuals and additional assistance from the Atlantic County Department of Environmental Health, CHEMTREC, and the Atlantic City Fire Department Haz-Mat unit.
 - 3. The Fire Department is designated as the lead agency to assume control, and the Fire Chief is designated as the incident commander.
 - 4. According to NFPA Standard 471, emergency responders are to utilize a system for classifying incidents. As outlined in the New

Jersey Hazardous Materials Emergency Response Course, this classification scheme is broken down into three categories which are based on the three levels of response function. Level I incidents involve minor situations requiring only defensive actions. Level II incidents often require only defensive actions, but may involve some offensive response. Level III incidents require more involved defensive and offensive actions, and will most likely involve considerations such as public exposure or evacuation. A full layout of the classification scheme is provided in chart form is provided in HMA-4.

5. The process of activation of a multi-agency response is via the I.C.S. Commander, the Margate City Emergency Management Coordinator, the Atlantic County Department of Health, Division of Environmental Health, and the Atlantic County Office of Emergency Management, the New Jersey State Police Office of Emergency Management - South Region, the New Jersey Department of Environmental Protection, and the Atlantic City Fire Department. One, several, or all of the above may be involved in a multi-agency response mitigation effort, dependent upon the nature of the incident and the response needed. Communication will be via telephone, pager, and radio and N.J.D.E.P.E. hotline.
6. It is impossible to predict the proper response to all hazardous materials incidents in advance of an actual occurrence. In most cases, however, the response will be directed through a command post operation. For situations requiring large-scale evacuation and multi-agency coordination the E.O.C. will be activated. This decision will be made by the Incident Commander in consultation with the Emergency Management Coordinator and any department heads present on-scene. In either case, the command post operation will remain as the primary point for direction and control.
7. As required by OSHA Law 29-CFR-1910.120, the Incident Command System (ICS) is used for directing the response phase to hazardous materials emergencies. There are five functional areas under the ICS, including command, planning, operations, logistics, and finance. In virtually all situations, the Fire Chief will be designated as the Incident Commander. Depending on the severity of the situation, the Incident Commander may delegate the responsibility for the remaining four functions of the ICS to the appropriate department heads on scene. These sub-commanders will report directly to the Incident Commander and will be in command of each of their delegated functions. An

expanded description of the five functional areas of the ICS is provided in HMA-4.

8. Margate City has a trained Haz-Mat Team. Margate City has a stocked Haz-Mat trailer and has the ability to do limited “offensive response”. The Atlantic County Office of Emergency Operations has a Haz-Mat team which can do "offensive" response. The Atlantic City Fire Department has a Haz-Mat team that does offensive operations. The Haz-Mat Team of the Atlantic County Department of Emergency Management is designated as the agency in charge of any offensive actions that may be required to bring the incident under control.
- B. The following table has been prepared as a planning tool to provide emergency responders with a rough idea of how long it will take to muster the necessary support for hazardous materials response. (Times are in minutes and hours.)

RESPONDING AGENCY	NORMAL CONDITIONS	SEVERE CONDITIONS
Police Department	:03	:06
Fire Department	:05	:08
EMS	:05	:08
OEM	:12	:20
Public Works (day)	:05	:15
Public Works (night)	:20	:35
Atlantic City Fire Dept	:15	1:00
Atlantic County Health Dept	:45	2:00
Atlantic County OEM	:30	2:00
NJDEPE	1:00	5:00
NJOEM	1:00	3:00
USEPA	3:00	6:00
US Coast Guard	1:00	6:00

From the chart it is important for the first responders to be aware that there may be substantial time lag before assistance from other responding agencies may arrive to perform advanced or offensive response actions. Procedures

will be implemented to notify and activate these agencies as soon as it is determined that their assistance will be needed.

- C. There are no special communications frequencies or procedures, unique to hazardous materials response.
- D. Clean-up operations will be coordinated with the Atlantic County Health Department, Environmental Health and/or the NJDEPE.

VI. RESPONSIBILITIES

- A. The Margate City Emergency Management Coordinator is responsible for implementing this Annex. The Incident Commander will be designated from the Margate City Fire Department and will be responsible for directing the hazardous materials emergency response.
- B. SOP'S that address how the hazardous materials functions will be accomplished are on file at the Margate City Fire Department.
- C. Agreements for the hazardous materials function are as follows:
 - 1. Atlantic County response services as provided in the County Environmental Health Act Interagency Agreement for the Hazardous Substance Response and Investigation Program Between Atlantic County and the New Jersey Department of Environmental Protection.
 - a. Further details on these agreements are provided in HMA-6.
- D. The Chiefs of concerned departments, i.e., Police, Fire and Public Works are responsible for coordinating hazardous materials training. Reference HMA-7 for training details.
- E. If it is determined that due to incident conditions it is possible that emergency responders may be exposed to a hazardous substance, the Incident Commander will assure that self-contained breathing apparatuses are worn.
- F. The Incident Commander will assure that personal protective equipment (PPE) will be worn only by trained qualified emergency responders and will be done in accordance with OSHA Law and established procedures.
- G. For incidents requiring the establishment of site control measures, the Incident Commander will limit and control the number of responders entering the "hot zone".

- H. If a hazardous materials response team is undertaking offensive actions in order to mitigate an incident, the Incident Commander will assure that responders follow the "buddy system" by working in groups of two or more.
- I. The Margate City Fire Department will provide basic life support services as required. The Medical Intensive Care Unit (MICU) at Atlantic City Medical Center will provide advanced life support services as required.
- J. The Incident Commander, the Atlantic County Department of Health, Environmental Health, and the Atlantic City Fire Department, will be responsible for coordinating safety monitoring and decontamination by the local Fire Department.
- K. Atlantic County hospitals have the capability to receive and treat citizens and/or emergency responders injured and/or contaminated as a result of a hazardous materials incident.
- L. The Police Department will be responsible for maintaining safety zones, providing site security and traffic control. The Incident Commander and the Emergency Management Coordinator will be responsible for providing and coordinating places of refuge for both emergency workers and the public.
- M. The Incident Commander, working with the Atlantic County Health Department, Environmental Health, will be responsible for providing and maintaining exposure records for responders. At this time Margate City has 4 personnel trained as "team members or specialists", however, any responder exhibiting symptoms of overexposure shall receive immediate medical attention and follow-up medical surveillance.
- N. Most of the response equipment is the responsibility of Atlantic County and will be maintained and calibrated by Atlantic County Office of Emergency Management. Individual departments in Margate will be responsible for the maintenance and calibration of their response equipment according to established procedures which follow manufacturer's and NFPA recommended practices.
- O. The EM Public Information will be responsible for establishing and coordinating a hazardous materials public information and education program. All information which must be made available to the public will be on file at the E.O.C.

VII. CONTINUITY OF GOVERNMENT FOR HAZARDOUS MATERIALS

- A. There is a need for a line of succession for the person responsible for hazardous materials response functions in order to ensure continuous leadership, authority and responsibility. This procedure will be consistent

with the structure to be used under the Incident Command System. Therefore, even though individual lines of succession exist for each department, a separate line of succession for hazardous materials response will also be established. The Emergency Management Coordinator and the personnel working within this function will be kept informed of the following line of succession:

1. Hazardous Materials Official, Margate City Fire Chief
 2. Atlantic County Emergency Management Haz-Mat Officer
 3. Deputy EM Hazardous Materials Coordinator, a Fire Department Officer.
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Copies of records and logs pertaining to hazardous materials emergency operations will be forwarded to the Fire Department to ensure that a complete record of the hazardous materials incident response is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The EM Hazardous Material Coordinator is responsible for the maintenance of all records and reports required for the hazardous materials functions in an emergency. In addition, current files will be maintained on all Right-To-Know, SARA, and TCEPA facilities in this jurisdiction. Emergency Response Reference Guides will be kept at the E.O.C. for use during emergencies.
- B. The EM Hazardous Materials Coordinator is responsible for records of expenditures for the hazardous materials functions in an emergency. Accurate record keeping is of paramount importance if any future claims are made against a responsible party. This activity will be coordinated with the NJDEPE regional responder in accordance with established procedures.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with the Resource Management Annex. The HMO will coordinate with the EMC for all requests for supplies and equipment through agreement with neighboring jurisdictions, industry or from the County OEM. (See HMA-5, HMA-6, and RMA-8)

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The HMO is responsible for the maintenance of the Hazardous Materials Annex and for ensuring that necessary changes and revisions to the Annex are prepared, coordinated, approved and distributed to all agencies participating in hazardous materials planning and response.

- B. The HMO is responsible for review and updating of the Hazardous Materials Annex, SOP'S and attachments based on changes or additions to existing hazardous materials laws or directives, and deficiencies identified through drills, exercises and actual emergencies on an annual basis. It is important to note that exercising of the EOP is also required by SARA Title-III, Section 303.

X. DEFINITIONS

The following terms and acronyms were used in addition to those defined in the Basic Plan.

A.C.F.D. – Atlantic City Fire Department

HMO - Hazardous Materials Official

CEHA - NJ County Environmental Health Act

ICS - Incident Command System

NFPA - National Fire Protection Association

NIOSH - National Institute for Occupational Safety and Health

NJDEPE - NJ Department of Environmental Protection

NJDOH - NJ Department of Health

NRC - National Response Center

OSHA - U.S. Occupational Safety and Health Administration

PPE - Personal Protective Equipment

RTK - Right-To-Know

SARA - U.S. Superfund Amendments and Reauthorization Act

SCBA - Self Contained Breathing Apparatus

TCPA - NJ Toxic Catastrophe Prevention Act

USCG - U.S. Coast Guard

USDOT - U.S. Department of Transportation

USEPA - U.S. Environmental Protection Agency

XI. Required Appendices/Attachments

(These attachments must be included with the Plan unless special arrangements have been made with the NJOEM HMERP Unit.)

HMA-1	Chemical Handling Facilities: a listing (name, address, contact person and phone number) of facilities subject to and broken down by SARA, Toxic Catastrophe Prevention Act (TCPA), or NJ Right-To-Know (RTK) regulations which pose a threat to your jurisdiction. Identify if an Emergency Response Reference Guide has been prepared by the facility and where it is filed for emergency use.
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- Margate has no facilities which must be listed under SARA, TCPA, RTK.

HMA-2 Facilities Location, Transportation and Vulnerability Map
A local map of the facilities described in HMA-1 along with the major routes used to transport hazardous materials to and from these facilities and through your jurisdiction. Establish a circle of vulnerability for each of the facilities and routes depending on the chemicals, quantities and operations involved. Also map the special facilities identified in your Law Enforcement and Evacuation Annexes to identify their proximity to your chemical handling facilities.

- Margate has no facilities which must be listed under SARA, TCPA, RTK.

HMA-3 Hazardous materials evacuation and traffic rerouting
special evacuation and traffic rerouting procedures beyond the scope of the Evacuation Annex for each of the facilities and transportation routes identified in HMA-1 and HMA-2.

- THERE ARE NO SPECIAL EVACUATION AND TRAFFIC REROUTING PROCEDURES BEYOND THE SCOPE OF THE EVACUATION ANNEX FOR IDENTIFIED FACILITIES AND TRANSPORTATION ROUTES.

HMA-4 Hazardous materials SOP's list and describe any hazardous materials specific SOP's. (Include such things as notification, assessment, incident classification levels, ICS, public warning messages, etc.)

APPENDIX NUMBER 4 - PLANNING GUIDE

- 4.a - INCIDENT COMMAND SYSTEM
- 4.b INCIDENT COMMAND SYSTEM (ICS) FUNCTIONS

THE MARGATE CITY FIRE DEPARTMENT HAS INTERNAL HAZARDOUS MATERIALS SPECIFIC SOP'S, THEY ARE IN PLACE AT THE FIRE DEPARTMENT.

THE MARGATE CITY POLICE DEPARTMENT HAS INTERNAL HAZARDOUS MATERIALS SPECIFIC SOP'S, THEY ARE IN PLACE AT THE POLICE DEPARTMENT.

THE MARGATE CITY PUBLIC WORKS DEPARTMENT HAS INTERNAL HAZARDOUS MATERIALS SPECIFIC SOP'S, THEY ARE IN PLACE AT THE PUBLIC WORKS OFFICE.

HMA-5 Hazardous materials resources

MARGATE CITY HAS A SMALL TRAILER WITH LIQUID HAZMAT CONTAINMENT MATERIAL AND A SMALL QUANTITY OF HAZMAT EQUIPMENT. THIS TRAILER IS LOCATED AT MARGATE FIRE DEPARTMENT STATION 2.

MARGATE HAS A FULLY STOCKED HAZMAT DECONTAMINATION TRAILER WHICH IS PROVIDED BY THE ATLANTIC COUNTY OFFICE OF EMERGENCY MANAGEMENT. MARGATE HAS 4 TRAINED DECONTAMINATION TECHNICIANS AVAILABLE TO OPERATE THIS EQUIPMENT. THIS TRAILER IS LOCATED AT MARGATE FIRE DEPARTMENT STATION 2.

THE ATLANTIC COUNTY OFFICE OF EMERGENCY MANAGEMENT HAS RESOURCES AND THE ABILITY TO COORDINATE THE EFFORTS OF ALL OF VARIOUS COUNTY AND MUNICIPAL RESOURCE TEAMS. THESE RESOURCES ARE LISTED IN THE ATLANTIC COUNTY EMERGENCY OPERATIONS PLAN, ANNEX H, HAZARDOUS MATERIALS ANNEX. AVAILABILITY OF COORDINATION IS THROUGH THE ATLANTIC COUNTY EOC OR THE ON-SITE INCIDENT COMMANDER.

THE ATLANTIC COUNTY DEPARTMENT OF HEALTH DIVISION OF ENVIRONMENTAL HEALTH, HAS LIMITED RESOURCES SPECIFIC TO HAZARDOUS MATERIALS RESPONSE.

THE ATLANTIC CITY FIRE DEPARTMENT HAS LIMITED RESOURCES SPECIFIC TO HAZARDOUS MATERIALS RESPONSE. THESE RESOURCES ARE LISTED IN THE ATLANTIC CITY EMERGENCY OPERATIONS PLAN, ANNEX H, HAZARDOUS MATERIALS ANNEX. AVAILABILITY AND COORDINATION IS THROUGH THE ATLANTIC COUNTY OFFICE OF EMERGENCY MANAGEMENT.

HMA-6 Hazardous materials agreements describe any verbal or formal agreements specific to hazardous materials response. Detail services available from industry teams as well as your county response organization (as per NJ County Environmental Health Act agreement with the NJDEPE). (Located Fire Chief's Office)

- The Atlantic County Office of Emergency Management will respond to all Hazardous Material Incidents when notified.

ATLANTIC COUNTY ENVIRONMENTAL HEALTH ACT AGREEMENT WITH THE NJDEPE.

SERVICES:	INCIDENT REPORTING INCIDENT RESPONSE INCIDENT INVESTIGATION INCIDENT REMEDIATION AND DISPOSAL OVERSIGHT
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MARGATE

MARGATE HAS A VERBAL AGREEMENT WITH THE ATLANTIC CITY FIRE DEPARTMENT FOR OFFENSIVE RESPONSE.

HMA-7 Hazardous materials training according to OSHA Law 29-CFR-1910.120, as of March 6, 1990. All personnel who may come in contact with a hazardous material during the normal course of their duties must have training specific to their level of involvement. You must establish a program which assures that:

Training will be provided according to responder function.

All new employees will be properly trained within 30 days of employment.

Training levels are targeted for each agency (for example, Police - Awareness; Fire - Awareness and Operational; First Aid - EMS Basic; etc.).

Training will involve instruction in use and adoption of the Incident Command System.

Annual refresher training and exercising will be provided.

MARGATE CITY HAS A STAFF EMPLOYEE WHO IS QUALIFIED AS A HAZARDOUS MATERIAL TRAINER. THIS EMPLOYEE KEEPS DETAILED RECORDS OF ALL HAZMAT TRAINING.

MARGATE POLICE, FIRE, PUBLIC WORKS, AND EMS UTILIZE THIS TRAINING AS WELL AS OTHER SPECIFIC TRAINING COURSES, AS THEY ARE AVAILABLE, AND AS THEY ARE NEEDED, TO SATISFY 29 CFR 1910.

**LAW ENFORCEMENT ANNEX
SECTION “I”**

I. INTRODUCTION

The Law Enforcement Annex of the Margate City Emergency Operations Plan meets the approval of the Emergency Management Coordinator and the Law Enforcement Official and is hereby approved. This annex supersedes any previously written Law Enforcement Annexes.

Approval date: _____

David Wolfson, Chief of Police
Law Enforcement Official

Jerome Greenberg
Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

- A. Laws, ordinances, regulations, resolutions and directives.
 - 1. Federal
 - a. Emergency Management and Assistance Act of 1980, 44 U.S. Code 2.1
 - 2. State
 - a. OEM Directive No. 38, Governor's Proclamation on Auxiliary Police Powers
 - b. N.J.S.A. Title 40A, Municipalities & Counties
 - 3. County
 - a. None
 - 4. Municipal
 - a. None
- B. References, guidance material and other documents.
 - 1. Federal
 - a. FEMA Disaster Operations, CPG 1-6, 1980
 - b. FEMA Standards For Local Civil Preparedness, CPG 1-5, 1980
 - 2. State
 - a. State of New Jersey, Civil Disorders, The Role of Local, County and State Governments, August 1984
 - 3. County
 - a. None
 - 4. Municipal
 - a. None

III. PURPOSE

The purpose of this Law Enforcement Annex is to define and to provide guidance for the development and operation of a viable law enforcement program during any emergency or disaster situation and to ensure completion or required emergency actions.

IV. SITUATION.

The Margate City Police Department is in charge of Law Enforcement activities in Margate City. When an emergency or disaster threatens or strikes Margate City, the Margate City Office of Emergency Management, Emergency Operations Center has been designated as the base of operations for all emergency management activities, including Law Enforcement. Through police procedures, Law Enforcement has the capability to deal with most identified hazards.

A. Law Enforcement identification:

1. 24 sworn full time personnel. (Ref LEA-5) No part time personnel sworn personnel.
2. No Special Police and Auxiliary Police. (Ref LEA-5)
3. 8 Dispatchers
4. 1 Traffic Control person
5. 1 Part time Maintenance Person
6. 17 vehicles. (Ref. LEA-3)
7. Law enforcement has the following special capabilities:
 - 4 All Terrain Vehicles
 - 3 Motorcycles
 - 1 Traffic Control Van
 - 2 6-By High Body Trucks

B. Margate City Police Department is divided into the following divisions:

1. Operations Division consisting of:
 - a. Patrol Branch
 - b. Detective Branch.
2. Administrative Division consisting of:
 - a. Communications Branch
 - b. Civilian Employees

C. Margate City Police Department has the following communications capabilities: Radio Communications to Margate police and fire personnel, nearby communities, and Atlantic County Emergency Management, Data Retrieval Systems to New Jersey State Police, Internet, Telephone and FAX. (Ref: AWCA-5).

D. The potential for major crime or civil disturbance is low for Margate City. The Police Department has the capability to handle most major crimes and civil disturbances.

- E. Margate City Police Department has key traffic control points that would have to be staffed in a large-scale emergency requiring evacuation. These have been identified as: The junctions of Jerome and Ventnor Avenues, Jerome and Winchester Avenues, and Jerome and Amherst Avenues. (Ref BPA-2)
- F. The following intersections have electrical traffic control devices. Connections are in place, and Margate has generators to operate the traffic lights at these intersections in the event that there is no electrical power.
 - 1. Jerome and Fulton Avenues
 - 2. Jerome and Amherst Avenues
 - 3. Jerome and Monmouth Avenues
 - 4. Jerome and Winchester Avenues
 - 5. Jerome and Ventnor Avenues
 - 6. Ventnor and Washington Avenues

V. OPERATIONS AND CONTROL.

- A. During periods of heightened risk (phased-in operations), the Emergency Management Coordinator will make the decision to activate the E.O.C., thereby notifying the Law Enforcement Official to report to the E.O.C. The Law Enforcement Official will take action to notify and mobilize needed personnel.
 - 1. Law Enforcement direction and control will emanate from the E.O.C. The LE Official is the Chief of Police or his assigned Duty Officer. All emergency law enforcement operations will be coordinated from the E.O.C.
 - a. The Atlantic County Firefighters Mobile Command and Communications Vehicle, Field Com 2500, is available for on-the-scene direction and control support. Ref.: Fire and Rescue Annex for request and coordination procedures.
 - 2. The LE Official will update and verify recall rosters when necessary and review them yearly. A copy of changes will be forwarded to the E.M.C. (Ref LEA-4)
 - 3. The LE Official's station at the E.O.C. is capable of being operated continuously for the duration of an emergency or disaster. The hours of operation will depend upon the emergency or disaster situation, response needed, and necessity of 24-hour

operations. Supervisory staffing: 2 12-hour shifts, will be scheduled by the LE Official.

- B. Interaction between the LE Official and other Emergency Groups is accomplished through established work stations, voice contact, telephone consoles, radios, FAX, police dispatch and the Operations Official.
 - 1. The Chief of Police, or his designee, will report to the E.O.C during emergencies.
 - 2. Procedures for reporting appropriate information to the E.O.C. during emergencies is by telephone, radio, fax, and police dispatch. (REF LEA-4)
 - 3. The Incident Command System is utilized in all emergency situations. The Margate City Police Department uses existing rank structure to facilitate the Incident Command System.
- C. Upon coordination with the EMC and EOC Group, additional personnel and equipment are assembled via direction from the Law Enforcement Official. The Law Enforcement personnel are dispatched through the Margate City Police Department Dispatch Center. (Ref. LEA-1)
- D. The LE Official will command and coordinate the system to be used for major incidents when another jurisdiction's forces are used. The forces responding to the incident will report to the Incident Commander and designate a representative to coordinate with the Incident Commander. (Ref. LEA-2)
- E. The LE Official will coordinate access to evacuated areas and disaster areas. Uniform personnel will be used at staffed traffic control posts. Access will be denied unless verified by identification. Uniformed personnel from other jurisdictions and military personnel will be placed under the control of the LE Official.
- F. Margate City does not keep prisoners on a day to day basis. The Margate City Police Department does have four holding cells for prisoners. In the event of an emergency, prisoners under Margate City's control will be relocated to the Atlantic County Justice Facility as soon as possible. Transportation to the Justice Facility is by vehicle utilizing established procedures.
- G. The LE Official, coordinating with the Shelter Official and P.I.O., will assist handling inquiries and informing families on the status of individuals injured or missing due to a disaster event.

- H. The Margate Police Department houses the Margate Dispatch Center. The Dispatch Center has communications capability with nearby Police and Fire Departments, as well as Atlantic County Emergency Management, the Atlantic County Sheriff's Office, and New Jersey State Police. Communications are by telephone, radio, E-Teams and other established procedures.
- I. The Margate Police Department has emergency power through a 150 KVA diesel generator. This generator comes on automatically in the event power to the building is interrupted.

VI. RESPONSIBILITIES

- A. The EMC is responsible for implementing this annex. The Law Enforcement Official is responsible for directing the law enforcement emergency response.
- B. There are SOP'S that address how the law enforcement function will accomplish their emergency response.
- C. Mutual Aid agreements for the law enforcement function are confidential, and in place at the Margate City Police Department. (Ref LEA-1)
- D. The LE Official is responsible for evacuating the prisoner holding facility and the relocation of prisoners to the Atlantic County Justice Facility. The Atlantic County Justice Facility has its own staff for security and safety.
- E. The LE Official or is responsible for providing security at reception centers, lodging, feeding facilities, and emergency shelters within the City of Margate. If personnel are available, security will also be provided at facilities outside the City where Margate residents have been relocated. (Ref. LEA-2)

VII. CONTINUITY OF GOVERNMENT FOR LAW ENFORCEMENT

- A. There is a need for a line of succession for the person responsible for the law enforcement functions in order to ensure continuous leadership, authority and responsibility. The EMC and the personnel working within these functions will be kept informed of the following line of succession:

1. Law Enforcement Official: Chief of Police, Margate City Police Department.
 2. Deputy Law Enforcement Official: Captain, Margate City Police Department
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to law enforcement will be forwarded to the EMC to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The LE Official is responsible for maintenance of all records and reports required for the law enforcement functions in an emergency.
- B. The LE Official is responsible for records of expenditures for the law enforcement functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The LE Official will coordinate with the EMC for all requests for supplies and equipment through mutual aid or from the County OEM. (Ref LEA-3 and RMA-8)

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The LE Official and the EMC are responsible for the maintenance of the Law Enforcement Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The LE Official is responsible for review and updating of the Law Enforcement Annex, SOPs, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. The following terms and acronyms were used in addition to those defined in the Basic Plan.

LE Official Law Enforcement Official

XI. Required Appendices/Attachments

(These attachments do not have to be included with the Plan unless so noted, but must be available for review by county and regional personnel).

- | | |
|-------|---|
| LEA 1 | Mutual Aid Agreement.
(On File in Police Chief's Office) |
| LEA 2 | Critical Facilities List
(jails, armory, etc.) Include with Plan <ul style="list-style-type: none">• Four Holding Cells located at the Margate City Police Department.• Dispatch Center located at the Margate City Police Department |
| LEA 3 | Law Enforcement Resource List.
(On File in Police Chief's Office) |
| LEA 4 | Law Enforcement SOP's related to Emergency Management. (On File in Police Chief's Office) |
| LEA 5 | Recall/Duty Roster.
(On File in Police Chief's Office) |

**PUBLIC HEALTH ANNEX
SECTION “J”**

INTRODUCTION

The Public Health Annex of the Margate City EOP meets the approval of the EMC and is hereby approved. This annex supersedes any previously written Public Health Annexes.

Approval date: _____

Jerome Greenberg
Emergency Management Coordinator

- A. Margate City has no municipal Public Health organization. All Public health functions under non-emergency conditions are now carried out by the Atlantic County Division of Public Health. A copy of the Atlantic County Public Health annex is available by contacting the Division at 609-645-5935.
1. There are no municipal codes or resolutions concerning Public Health.
 2. Ventnor, Margate, and Longport have a verbal agreement with the Atlantic County Division of Public Health to distribute medication should emergency medication of the public be necessary. A copy of this plan is appended (See Appendix 1)
 3. During an emergency the Emergency Management Coordinator or his deputy will interact between Margate and the Atlantic County Division of Public Health. All available assistance will be rendered by appropriate Margate City Departments.
 4. The municipality has limited controlled resources, people and equipment for Public health.
 - a. Margate has 38 firefighters who are fully trained EMT-D.
 - b. Margate has 2 ambulances.
 - c. Margate is home to many physicians (none of whom specializes in public health) but without proper facilities, the scope of their help may be limited.
 - d. Margate uses sodium hypochlorite to treat potable water and for treating sewage. If necessary, a small quantity of this chemical could be used as a disinfecting agent.
 - e. The public works garage has been designated for use as a temporary morgue.
 5. There are no contracts or agreements with any entity (Other than Atlantic County) for Public Health services.
 6. Information regarding public health hazards will be passed to the EOC by the Incident Commander.
 7. In emergency situations, the Margate City Emergency Management Coordinator or his deputy will contact the Atlantic County office of Emergency Management for assistance from the Atlantic County Health Department.
 8. The Margate City Emergency Management Coordinator is responsible for the maintenance and updating of this Addendum.
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Addendum 1

In the event that a public health emergency should arise, notification to Margate would be given by the Atlantic County Division of Public Health through the Atlantic County Office of Emergency Management. Medications would be supplied to Margate by the Atlantic County OEM.

In order that First Responders be able to assist the largest number of people, the first distribution of medication would be made to Margate employees.

An amount of medication to treat all employees and their families would be released by the Atlantic County OEM. Margate would procure its ration by sending a vehicle, accompanied (or driven) by a uniformed member of the Margate Police Department, to the Canale Training Center and returning with the supplied medications. The medication would be delivered to the Margate Police Department. A member from each Municipal Department will come to the Margate Police Department to pick up the designated amount.

The Atlantic County Health Department would supply information regarding dosage. This information would be distributed to each Municipal Department and, if necessary, duplicated for each employee.

Addendum 2

In the event of the need for immediate distribution of medication to the general public, the following plan has been formulated:

1. This program is a cooperative program between Margate, Ventnor, and Longport. Each Community will supply the necessary manpower and equipment, if needed.
2. Atlantic County Emergency Management will notify Ventnor, Margate and Longport of the need for distribution of medication due to a natural or man-made disaster.
3. The Emergency Management Coordinators from Margate, Ventnor, and Longport will meet at the Ventnor City Fire House at New Haven and Winchester Avenues in Ventnor for the purpose of finalizing plans and a time to notify the public to pick up medication from the distribution point.
4. Ventnor will send a truck and a Uniformed Police Officer to the Canale Training Center and pick up medication which will be delivered to the Ambulance Bay of the Ventnor Fire House at New Haven and Winchester Avenues. Ventnor will supply a fork lift to facilitate the unloading of the medication from the truck.
5. Media will be notified and requested to distribute information regarding the necessity of medication, the times and the location of the distribution point. Margate will program Channel 2 to carry a message for all 3 communities. Reverse 911 may be utilized.
6. Each Community will supply 3 Police and 3 Fire personnel for each shift. The Police and Fire personnel will be directed to their duty locations upon arrival at the Ventnor Fire House..
7. The Atlantic County Health Department will supply personnel and make “Just in Time” training available for all personnel distributing medication. The Atlantic County Health Department will also supply registration forms and informational handouts.
8. The ground floor of the Fire House will be emptied of Fire Equipment. This equipment will be temporarily stationed at the Ventnor Public Works Garage.
9. The Ventnor Fire House will be set up with tables and chairs for the distribution of medication to pedestrians. In addition, tables and chairs will be set up to allow Atlantic County Health personnel to discuss and answer questions from those members of the public needing assistance. One section of the Firehouse will be cordoned off with tarpaulins as an infirmary for those persons who are obviously ill.
10. Distribution to the public will be made on Winchester Avenue adjacent to the Ventnor Fire House. The Ambulance Bay will be utilized as a storage point for medication.
11. All automobile traffic on Winchester Avenue (which runs east) will be directed south at Buffalo Avenue to Ventnor Avenue.
12. Traffic for those persons picking up medication by vehicle will be directed north on Troy Avenue to Winchester Avenue. At Winchester Avenue, traffic will be

- directed eastbound and directed to form 3 lanes. Ventnor will supply cones and/or barrels to facilitate the 3 lanes.
13. At a point, approximately opposite the Ambulance Bay, Ventnor will supply 3 stands from which personnel will make distribution.
 14. Pedestrians or persons who arrive by foot from Public Transit will be directed to the entrance of the Firehouse on New Haven Avenue. Medication will be distributed inside of the Firehouse.
 15. Persons wishing additional information or deemed already ill will be directed to the entrance of the Firehouse on New Haven Avenue.
 16. After receiving medication traffic will be directed south on New Haven Avenue.
 17. Completed Registration Forms will periodically be turned over to the Atlantic County Health Department in the Firehouse.
 18. At the conclusion of the distribution, all remaining medication and other supplies will be returned to the Atlantic County Health Department.

**PUBLIC WORKS ANNEX
SECTION “K”**

I. INTRODUCTION

- A. The Public Works Annex of the Margate City EOP meets the approval of the EMC and the Public Works Official and is hereby approved. This annex supersedes any previously written Public Works Annexes.

Approval date: _____

Frank Ricciotti, C.P.W.M.
Public Works Official

Jerome Greenberg
Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

- A. Laws, ordinances, regulations, resolutions and directives.
1. Federal
 - a. As cited in the Basic Plan
 2. State
 - a. As cited in the Basic Plan
 3. County
 - a. None
 4. Municipal
 - a. None
- B. References, guidance material and other documents.
1. Federal
 - a. As cited in the Basic Plan
 2. State
 - a. As cited in the Basic Plan
 3. County
 - a. None
 4. Municipal
 - a. None

III. PURPOSE

- A. The purpose of this Public Works Annex is to define and to provide guidance for the development and operation of a viable public works program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION.

When a disaster threatens or strikes Margate City, the Office of Emergency Management, the E.O.C., will serve as a centralized coordination point to coordinate the public works activities consisting of public works facilities and engineering services within Margate City. This network facilitates public works capabilities to deal with most identified hazards.

- A. Public Works facility identification.
 - 1. The office of the Margate City Public Works Department is located in the Municipal Building located 9001 Winchester Ave., Margate, NJ. In addition, Margate City Public Works has 3 additional locations:
 - a. The Main Yard located at Benson and Winchester Avenues.
 - b. The Carpenter Shop located at Benson and Monmouth Avenues
 - c. The Mechanical Shop located at 208 N. Benson Avenue
 - 2. There are 35 full-time employees. (Ref. PWA-1)
 - 3. There are 45 major pieces of motorized equipment including: 2-Trash Trucks, 10-Dump Trucks, 4-Pick-up Trucks, 7-Front-End Loaders, 2 Small front end loaders, 3- Backhoe and front end loaders, 2-Bucket Trucks, 1-Cement Mixer, 3 Beach Cleaners, 2-Street Sweepers, 3-Utility Trucks, 1-small bus, 1-5 ton Cargo truck, Skag Mower, 250 GPM Trailer mounted Pump, 1 Wrecker, and 3- 4 door sedans. (Ref. PWA-4)
 - 4. The Department of Public Works also has portable equipment such as shovels, chain saws, pneumatic drills and miscellaneous other hand tools. The Publics Works Garage has tools for most mechanical repairs to vehicles and some of the portable equipment.
 - 5. The Public Works Yard has underground tanks with sufficient gasoline and diesel fuel for refueling vehicles in an emergency. The pumps can be operated from an auxiliary generator (located at the Police Department) or a hand operated pump.

6. The public works building at Benson and Winchester Avenues has an auxiliary Diesel generator.
 7. Other than the water towers, built to withstand 135-mph winds, there are no significant hazards to the Public Works buildings or yards.
- B. The Department of Public Works consists of Streets, Beach, Park, Trash, and Water and Sewer Divisions. The Department of Public Works has the assistance of the City Engineer when needed.
1. There are approximately 48.3 miles of streets in Margate which are the responsibility of the Department of Public Works. This includes approximately 1.75 miles of streets (Ventnor Avenue and part of Jerome Avenue) owned by Atlantic County which are maintained by Margate under an agreement with Atlantic County.
 2. In addition to the 2 water towers and various wells and pumps, Public Works is responsible for approximately 45 miles of water mains.
 3. Public Works is responsible for approximately 32 miles of storm sewers most of which empty into the Bay.
 4. Margate Public Works is responsible for approximately 45 miles of sanitary sewer piping, pumps, etc. Sanitary sewage is pumped into the Atlantic County Utilities Authority facilities.
 5. The Margate Public Works garage maintains all Margate vehicles and has the ability to do minor repair work.
 6. The Atlantic County Utilities Authority has approximately 1.2 miles of sanitary sewer mains running thru Margate. The Authority also has various pump houses and other facilities.
- C. The Department of Public Works has its own radio communications capabilities, with the primary site located at the Municipal Building, 9001 Winchester Avenues. This site does not have an auxiliary generator. Alternate dispatch is the Police Department Dispatch Center.
- D. The Margate City Dept. of Public Works radio communications capabilities are limited to the Margate City DPW and other municipal DPW'S. All vehicles have two way radio communications. There are 8 hand held units which can communicate with all vehicles, the Margate City Police and Fire
-

Departments other community departments of Public Works and the Atlantic County Department of Public Works (refer to AWCA-5).

V. OPERATIONS AND CONTROL.

- A. During periods of heightened risk (Phased-in Operations) the Emergency Management Coordinator will make the decision to activate the E.O.C., thereby notifying the Public Works Official to report to the E.O.C. The Public Works Official will take action to notify and mobilize needed personnel.
 - 1. Public Works direction and control will emanate from the E.O.C.
 - 2. The Public Works Official will verify and update recall rosters when necessary and review them yearly. (Ref PWA-1)
 - 3. The Public Works Official will schedule 2 - 12 hour shifts to provide 24 hour Public Works supervisor staffing.
- B. Interaction between the Public Works Group, forces in the field, and other E.O.C. groups is accomplished through established work stations, telephone consoles, radios, FAX, and message flow through the Operations Official.
 - 1. During an emergency, the Public Works representative designated to report to the E.O.C. is the Department Head of the Department of Public Works, or designee.
 - 2. EOC reporting procedures is via police dispatch, telephone or FAX.
- C. Debris clearance will be accomplished by the Margate City Public Works Department. Debris clearance, including needed outside contractors, will be coordinated with the Resource Management Official, Commissioner of Public Works, and the Public Works Official.
 - 1. In the event of possible flooding, the Public Works Department will close the scuppers to reduce sand and debris on public and private property.
- D. Margate has 2 water towers holding a total maximum of 2,000,000 gallons of water above ground. Check valves are in place to prevent the loss of one water tower from affecting the other. There are 5 wells, each with its own pump. Any 2 wells can produce a normal day's supply of water. There are auxiliary diesel powered pumps on 4 of the wells. In addition, there is a gasoline powered

portable generator available at the Public Works garage, which can supply enough power to operate a pump. According to old maps, there is supposed to be an interconnect with the Ventnor City water supply, but apparently the valve was paved over years ago and no one is sure where it is located. The emergency or other use of this interconnect is, therefore, entirely discounted. A 6 inch interconnect is available to interconnect with Longport but a six inch line will not carry enough water to be of much assistance. There are no present plans to make either interconnect a viable resource. On a temporary basis, water can be moved from either a Ventnor or Longport hydrant to a Margate hydrant (or vice versa) by utilizing a fire engine as an auxiliary pump.

In the event of a hurricane, the water towers will be kept topped off in accordance with directions from the City Engineer. Public Works will ensure water mains are maintained during an emergency and, if necessary, coordinate the staging area(s) for water tanks. In the event of damage or contamination of water mains, the Public Works Official will coordinate the need for water holding tanks, bottled water, and other water supplies through the Operations Official, EMC, and Resource Management Official.

- E. The City Engineer has the training to determine the safety of public facilities, the need to demolish damaged public structures, and the method of draining flooded areas during and after emergencies. The City Engineer will decide whether public buildings are safe, how to make them safe, what kinds of temporary or permanent repairs are necessary or if the structures must be demolished. The City Engineer will advise the City Commissioner of his findings and how best to accomplish the repairs or demolition. Normal tidal flood drainage is usually based on the theory that the good Lord caused the flooding and the good Lord will, in time, remove the source of the water. The sand and debris is left for the Department of Public Works which then labors to remove it. The Public Works Official will coordinate with the Municipal Engineer regarding procedures to be used in the repair of Public Works facilities.
- F. The Building Department, although not a division of Public Works, is responsible for the determination of the safety of private structures. At the same time that damage assessment is being done, the Building Department will make an eyeball survey to determine those private structures obviously damaged beyond repair and attempt to notify the property owners. The repair of damage to private property is the responsibility of the owner.

VI. RESPONSIBILITIES

- A. The EMC is responsible for implementing this annex. The PWO is responsible for directing the public works emergency response.

- B. There are no SOP'S that address how the public works function will accomplish their emergency response.
- C. There are no written mutual aid agreements for the public works function.
- D. The PWO is responsible for preparing and maintaining a resource list that identifies source, location and availability of earth moving equipment, dump trucks, road graders, fuel, etc., for use in disaster response or recovery operations. (Ref. PWA-4 and PWA-5)
- E. The PWO is responsible for coordinating the repair and restoration of essential services and vital facilities.
- F. The PWO is responsible for the arrangement of the restoration of utilities to essential facilities.
- G. The PWO is responsible for maintaining sanitation services during an emergency.
- H. Margate is a small, well-run city in which both manpower and resource support efforts flow both to and from all departments. Support assignments for Public Works are detailed in other annexes and include, but not limited to, Law Enforcement, Fire, Public Health, Damage Assessment, Evacuation and Alerting and Warning. In turn, these departments also lend support to Public Works when needed and available.

VII. CONTINUITY OF GOVERNMENT FOR PUBLIC WORKS

- A. There is a need for a line of succession for the person responsible for the public works functions in order to ensure continuous leadership, authority and responsibility. The EMC and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Public Works Official, Department Head, Department of Public Works.
 - 2. Deputy Public Works Official, Deputy Department Head of Public Works.
 - B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to public works will be forwarded to the EMC to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.
-

VIII. ADMINISTRATION AND LOGISTICS

- A. The PWO is responsible for maintenance of all records and reports required for the public works functions in an emergency.
- B. The PWO is responsible for records of expenditures for the public works functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The PWO will coordinate with the EMC for all requests for supplies and equipment through mutual aid or from the County OEM. (Ref. RMA-8)

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The PWO and the EMC are responsible for the maintenance of the Public Works Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The PWO is responsible for review and updating of the Public Works Annex, SOP'S, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. The following terms and acronyms were used in addition to those defined in the Basic Plan.

PWO Public Works Official

DPW Department of Public Works

XI. Required Appendices/ATTACHMENTS

(These attachments do not have to be included with the Plan but must be available for review by county and regional personnel).

PWA 1 Recall/Duty Roster. (On File Public Works Office)

PWA 2 Public Works SOP's. (None)

PWA 3 Mutual Aid Agreements. (None)

PWA 4 Equipment/Resource List. (On File in Public Works
 office)

PWA 5 Private Contractors List. (On File in Public Works
 Office)

**RADIOLOGICAL PROTECTION ANNEX
SECTION “L”**

I. INTRODUCTION

- A. The Radiological Protection Annex, of the Margate City EOP meets the approval of the EMC and is hereby approved. This annex supersedes any previously written Radiological Protection Annexes.

Approval date: _____

Jerome Greenberg
Emergency Management Coordinator

Margate City has no municipal Radiological Protection. All Radiological Protection functions under both emergency and non-emergency conditions are now carried out by the Atlantic County Public Health Department. A copy of the Atlantic County Public Radiological Annex is located at the Atlantic County Health Department and at the Atlantic County Emergency Management headquarters.

1. There are no municipal codes or resolutions concerning Radiological Protection.
2. During an emergency the Emergency Management Coordinator or his deputy will interact between the municipality and the Atlantic County Public Health organization. All available assistance will be rendered by appropriate Margate City Departments.
3. Margate City has no resources, people and equipment for Radiological Protection.
4. There are no contracts or agreements with any entity (other than Atlantic County) for Radiological Protection.
5. Information regarding radiological hazards will be passed to the EOC by the incident commander.
6. In emergency situations, the Margate City Emergency Management Coordinator or his deputy will contact the Atlantic County office of Emergency Management for assistance from the Atlantic County Health Department.
7. The Margate City Emergency Management Coordinator is responsible for the maintenance and updating of this Addendum.
8. If an event occurs which requires the distribution of medication, refer to the Public Health Annex J for additional information.

RESOURCE MANAGEMENT ANNEX

SECTION “M”

I. INTRODUCTION

- A. The Resource Management Annex of the Margate City EOP meets the approval of the EMC and the Resource Management Official and is hereby approved. This annex supersedes any previously written Resource Management Annexes.

Approval Date_____

Frank Riciotti, C.P.W.M.
Resource Management Official

Jerome M. Greenberg
Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

- A. Laws, ordinances, regulations, resolutions and directives.
1. Federal
 - a. As cited in the Basic Plan
 2. State
 - a. As cited in the Basic Plan
 3. County
 - a. None
 4. Municipal
 - a. None
- B. References, guidance material and other documents.
1. Federal
 - a. As cited in the Basic Plan
 2. State
 - a. As cited in the Basic Plan
 3. County
 - a. None
 4. Municipal
 - a. None

III. PURPOSE

- A. The purpose of this Resource Management Annex is to define and to provide guidance for the development and operation of a viable resource management program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION.

The Margate City Resource Management Official, the Emergency Management Coordinator, working in consensus with the Executive Group has the capabilities to deal with most identified hazards and resource needs. Priority revisions of emergency situation resource analysis must be accomplished so that resources can be shifted and concentrated effectively when problems of major dimension surface, or are projected.

- A. The primary agency for Resource Management is the Margate City administration and its entities. Margate City has a Commission form of government and, as such, each of the three Commissioners has the legal ability to make any and all purchases for his own department. However, in the case of an emergency situation, the three Commissioners or their designees will coordinate emergency purchasing procedures and utilize the policies and guidelines set up by the Margate City Department of Finance. Such policies provide that emergency supplies shall be purchased from the most expedient sources.
- B. The resource management organization consists of Department Heads, who coordinate resource requests from their staffs, and work with the EMC, the Mayor and the Commissioners to acquire needed emergency supplies. Margate City department heads and their staffs have the best information regarding the location of the supplies necessary for use in each particular incident and, upon approval of the City Commissioner, will arrange for purchase and receipt of necessary supplies. (Ref. RMA-1)
- C. 1. Jurisdiction owned resources that are routinely stockpiled mainly consists of minor resources such as: 1 trailer mounted generators, one trailer mounted 8 inch pump, 22 barricades, 10 tons of sand (plus the entire beach), 10 tons $\frac{3}{4}$ inch stone, 3 chain saws, 10 spades, 12 shovels, 1 cut-off saw, 2 bow saws, 500 tons of road salt, 3 axes, 3 brush hooks, and 4 picks.

2. Margate has 100 blankets and 24 cots. These are stored in the attic of the Public Works Building. Margate also has a limited amount of non-perishable food stored at the Police Department.
 3. Major resources such as construction supplies, emergency generators, water storage equipment, etc., will be procured on an as needed basis. Emergency support resources will be requested from adjacent municipalities or through the county EOC. (Ref. RMA-7)
- D. Private sector resources, rental, leasing or purchase, that are locally available to Margate City, are, but not limited to, light and heavy equipment, generators, pumps, air compressors, concrete and lumber, cranes, and heaters. In the local Yellow Pages, there are 8 businesses identified as "Contractors Equipment and Supplies - Renting and Leasing". Experience has shown that, in times of emergency, much of this equipment may not be available due to prior commitments to other contractors or communities. There are also 24 lumber companies, and 77 concrete contractors.
- E. There are no unique resources identified that may be required due to hazards within this jurisdiction.
- F. Resource Management communications consists of radio, telephone, FAX, and Police Dispatch radio. With these communications, resources communications are established with other agencies and surrounding municipalities. (Ref: AWCA-5).

V. OPERATIONS AND CONTROL.

- A. During periods of heightened risk (phased-in operation), the Emergency Management Coordinator (the Resource Management official) will make the decision to activate the E.O.C. The Emergency Management Coordinator will take action to notify and mobilized needed personnel.
1. Resource Management direction and control will emanate from the E.O.C. The Resource Management Official will receive direction and control from the E.M.C., Deputy E.M.C.s, Operations Official, and Executive Group.
 2. The Resource Management Official will verify and update current recall rosters for the RM group, when necessary and

review them yearly. A copy of changes will be forwarded to the E.M.C., who will coordinate with concerned agencies and ensure proper placement. (Ref RMA-1)

3. The Resource Management Official will schedule 2 -12 hour shifts to provide staffing on a 24-hour basis. (Ref. RMA-1)
- B. Interaction between the Resource Management Official, forces in the field, mobile command posts, and other E.O.C. groups is accomplished through the Operations Official or the E.M.C.
1. During an emergency, the Margate City Resource Management Official or the Commissioners' designees, will report to the E.O.C.
 2. During an emergency, appropriate information will be reported to the EOC via telephone, FAX, or Police Dispatch radio and will be processed through established information flow procedures.
- C. The Margate City Resource Management Official will coordinate purchasing procedures according to the following policy:
1. Requests for supplies which are specifically designated for use by one department will be approved and purchased by the Commissioner in charge of that department.
 2. Requests for supplies for use by multiple departments will be approved and purchased by one of the Commissioners and the costs pro rated among the Commissioners in accordance with the quantities used by their department.
- D. The Resource Management Official will coordinate priority allocations of available resources and the implementation of resource controls with the Mayor and Commissioners.
- E. The Resource Management Official will coordinate the recall, and monitoring of resource equipment with each department head.

VI. RESPONSIBILITIES

- A. The EMC is responsible for implementing this annex. The RMO is responsible for directing the resource management emergency response.
 - B. There are no SOP'S that address how the resource management function will accomplish their emergency response.
-

- C. There are no mutual aid agreements for the resource management function.
- D. The EMC and Department Heads are responsible for providing the identification of potential resource needs relative to known hazards.
- E. The RMO is responsible for collecting and maintaining resource inventories of personnel, equipment and supplies from the governmental, private and voluntary sectors and for identifying sources, location and availability. The RMO is also the Supervisor of Public Works and is in regular contact with suppliers. The Supervisor of Public Works keeps lists of suppliers and their locations. Lists of equipment being used and the responsibility for its return are kept in the Public Works office. (Ref RMA-1)
- F. Each Commissioner is responsible for record keeping of expenditures for resources and manpower to support disaster response or recovery operations.
- G. Each Commissioner is responsible for the maintenance of accurate records of resources, expenditures, and supporting documentation to substantiate future damage assessment claims. (Ref. RMA-3)

VII. CONTINUITY OF GOVERNMENT FOR RESOURCE MANAGEMENT

- A. There is a need for a line of succession for the person responsible for the resource management functions in order to ensure continuous leadership, authority and responsibility. The EMC and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Resource Management Official.
 - 2. Commissioner of Public Works
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to resource management will be forwarded to the EMC to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The RMO is responsible for maintenance of all records and reports required for the resource management functions in an emergency.

- B. Each Commissioner is responsible for records of expenditures for the resource management functions in an emergency. (Ref. RMA-8)
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the this Annex. The RMO will coordinate with the EMC for all requests for supplies and equipment through mutual aid or from the County OEM. (Ref. RMA-8)

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The RMO is responsible for the maintenance of the Resource Management Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The Resource Management Official is responsible for review and updating of the Resource Management Annex, SOPS, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. The following terms and acronyms were used in addition to those defined in the Basic Plan.

RM Official Resource Management Official

RMO Resource Management Official

RM Resource Management

XI. REQUIRED APPENDICES/ATTACHMENTS

(These attachments do not have to be included with the Plan unless so noted, but must be available for review by county and regional personnel).

RMA 1 Recall/Duty Roster. (On File in Public Works Office)

RMA 2 Drivers list for trucks and heavy equipment. (On File in Public Works Office)

RMA 3 Private sector reimbursement procedures (On File in City Clerk's Office)

RMA 4 Mutual aid agreements among municipalities. (None)

RMA 5	Mutual aid agreements private sector. (None)
RMA 6	Resource Management SOP'S. (None)
RMA 7	Resource Distribution Centers List. (On File in Public Works Office)
RMA 8	Purchasing Manual (On File in Public Works Office)

SHELTER, RECEPTION & CARE ANNEX SECTION N

I. INTRODUCTION

- A. The Shelter, Reception & Care Annex of the Margate City EOP meets the approval of the EMC and the Shelter, Reception and Care Official (SRCO) and is hereby approved. This annex supersedes any previously written Shelter, Reception & Care Annexes.

Approval date: _____

Jerome Greenberg
Shelter, Reception & Care Official
Emergency Management

Coordinator

II. AUTHORITY AND REFERENCES

- A. Laws, ordinances, regulations, resolutions and directives.
1. Federal
 - a. As cited in the Basic Plan
 2. State
 - a. N.J.S.A. 10:82, Public Assistance Manual
 3. County
 - a. (None)
 4. Municipal
 - a. (None)
- B. References, guidance material and other documents.
1. Federal
 - a. FEMA Guidance for Development of an Emergency Fallout Shelter Stocking Plan, CPG 1-19, 1983
 - b. FEMA Radiation Safety in Shelters, CPG 2-6.4, 1983
 - c. FEMA Sheltering and Care Operations, CPG 2-8, 1987
 2. State
 - a. As cited in the Basic Plan
 3. County
 - a. (None)
-

- 4. Municipal
 - a. (None)

III. PURPOSE

- A. The purpose of this Shelter, Reception & Care Annex is to define and to provide guidance for the development and operation of a viable shelter reception and care program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION.

When a disaster threatens or strikes Margate City, the Margate City Office of Emergency Management, Emergency Operations Center, Shelter, Reception and Care Coordinator will serve as the central coordination point for shelter management within Margate City.

- A. The Red Cross is the primary agency for shelter and mass care in Margate. Margate City does not have an agreement with the American Red Cross, but comes under the State agreement with the American Red Cross. Under the State agreement the American Red Cross, Southern Counties Chapter provides shelter management, shelter inspections and shelter certifications. Under hurricane conditions, the Red Cross will not open any shelters in Margate. Margate will have to staff any shelters, which it may elect to open, with its own personnel during a hurricane. (Ref. SCRA-3 and SCRA-6)
- B. The Margate City OEM will provide, and the EMC and Deputy EMCs will coordinate shelter services.
 - 1. Municipal employees needed for sheltering will come primarily from the Police and Fire Departments. The number needed will vary as to the severity of the occurrence requiring the opening of shelters, the number of shelters opened and the expected number of shelterees. (Ref. SCRA-4)
 - 2. Margate has 4 trained CERT members who can be called on to assist in sheltering.
- C. Since Margate has no direct agreements with any volunteer agencies, the extent of services that volunteer organizations such as the Red Cross or Salvation Army shall provide is outlined in The

Statement of Understanding between the Salvation Army and The American Red Cross. The following denotes extent of services:

Services: Availability of services varies according to local circumstances and by local agreement. Dependent on local conditions, the organizations provide all or some of the following services. (Ref. SCRA-3 and SCRA-6)

1. Red Cross:
Nationally and through the agreement between The State of New Jersey and the American Red Cross, the American Red Cross has been designated as the agency to operate shelter facilities during natural disasters and has agreed to provide shelter managers. Margate City realizes that the American Red Cross solicits volunteers to perform the tasks of shelter management and that the American Red Cross has no more shelter managers than it has volunteers. Accordingly, Margate City OEM will initiate and work with the Atlantic County Chapter of the American Red Cross in recruitment of shelter manager volunteers. Other public or non-profit organizations, such as the Salvation Army, churches, schools, and other service agencies may be able to provide help when needed to operate shelter facilities.
The Red Cross may provide Damage Assessment, Emergency Shelters, Stationary and mobile facilities for feeding victims and emergency workers, Medical and Nursing Aid, Blood and Blood Products, Welfare inquires and information services, Emergency financial assistance for food, clothing, rent, bedding, selected furnishings, transportation, medical needs, temporary home repairs, occupational supplies and other essentials on an individual or family basis, Referral services to government and private agencies, Casework services to provide other recovery assistance to families where government programs or other resources are not available, Communications, First Aid personnel and stations, Distribution and emergency supplies (cleaning, personal hygiene, etc.)
2. Salvation Army:
Spiritual consoling (comforting the bereaved and consoling the injured and distressed), Family counseling and casework services, Registration and identification of victims, missing person services (locating individuals and answering inquires from concerned relatives and families outside the disaster area), Medical assistance, Temporary shelter in Salvation Army institutions or Salvation Army operated facilities, Mass

feeding in existing Salvation Army institutions or temporary facilities assigned for that purpose, Mobile feeding (hot meals or snacks for disaster victims and emergency workers at the scene of the disaster), Collection of donated goods for victims (according to predetermined needs and including food, clothing, furniture, medical supplies, bedding, utensils and tools), Clothing distribution, Food and commodities distribution, Furniture distribution, Bedding distribution, Cleaning supplies distribution, Services to emergency workers, Referrals to appropriate government and private agencies for special purposes and Distribution of Bibles.

- D. Margate has agreed with Longport to provide shelter for Longport evacuees. Longport shelterees will utilize the same facilities as Margate shelterees. In the event of Longport shelterees utilizing Margate shelters, Longport has agreed, if possible, to supply personnel to assist in the manning of the Margate shelters. Based on prior experience, it is not expected that sheltering Longport residents will materially increase the number of shelterees utilizing Margate shelters.
- E. The total number of congregate care shelters is 4, number of spaces in each congregate care shelter averages 321, and total number of congregate care spaces equal 1895. Details are listed in SCRA-2. (ATTACHED).
- F. There are no stocked and approved fall-out shelter spaces (PPP) at the present time. Details are listed in the National Facility Survey (NFS) Listing for Margate City.
- G. Based on a hazard analysis, and expedient evacuation, a maximum of 300 shelter spaces will be required during an emergency.
- H. If a hurricane, severe northeast storm, severe hazmat or radiological incident impacts Margate City, all identified shelters may be rendered unusable. There are no other identified or specific hazards that would render all shelters unusable.

V. OPERATIONS AND CONTROL.

- A. During periods of heightened risk (Phased-in Operations), the Emergency Management Coordinator will make the decision to activate the E.O.C., thereby notifying the Shelter, Reception and Care Official to report to the E.O.C. The Shelter, Reception and Care Official will take action to notify and mobilize needed personnel.
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1. Shelter, Reception and Care direction and control will emanate from the E.O.C. The Shelter, Reception and Care Official will provide liaison with shelter managers and other related personnel.
 2. The Shelter, Reception and Care Official will verify and update recall rosters when necessary and review them yearly. A copy of the verified and updated rosters will be forwarded to the EMC to ensure proper placement. (Ref SCRA-4)
 3. Supervisor staffing will be scheduled by the Shelter, Reception and Care Official and will be 2 - 12 hour shifts to provide 24-hour coverage. (Ref SCRA-4)
- B. Interaction between the Shelter, Reception and Care Official and other E.O.C. groups, command posts, etc., is accomplished through established works stations, telephone consoles, police dispatch, the Operations Official, and the E.M.C.
1. The Shelter, Reception and Care Official to report to the E.O.C. during emergencies as the Shelter, Reception and Care representative is the EMC, Deputy EMC or Mayor's designee.
 2. The procedure for reporting appropriate information to the E.O.C. during an emergency is via telephone, cell phone, radio, police dispatch, or FAX, and message runners.
- C. Request for assistance from the American Red Cross and the Salvation Army will be forwarded to the Atlantic County EOC. The Atlantic County EOC will process the requests and provide coordination between the ARC or SA and the Margate City EOC. (Ref. SCRA-6)
- D. Crisis upgrading of shelters will be directed by OEM, and supported by the Executive Group and the Public Works Department. Crises upgrading of shelters will be as instructed in the Nuclear Attack Appendix (Ref: SCRA-5). Food will be purchased and stored blankets will be supplied each shelter.
- E. Crisis marking of previously unmarked shelter facilities will be as instructed in the NJOEM Nuclear Attack Appendix, directed by OEM and supported by the Executive Group and the Department
-

of Public Works. Spray painted signs will be placed near entrance doors.

- F. The American Red Cross will manage reception and care activities (i.e., registration, staffing, lodging, feeding, pertinent evacuee information, etc.). Ref: IV, 2, Section 1 & 2 of this Annex.

VI. RESPONSIBILITIES

- A. The SRCO is responsible for implementing this annex and directing the shelter, reception and care emergency response.
 - B. There are no SOP'S that address how the shelter, reception and care functions will accomplish their emergency response.
 - C. There are no specific mutual aid agreements for the shelter, reception and care functions for Margate City. There is a Memorandum of Understanding between Margate and Longport for the shelter of Longport Evacuees. Red Cross, Salvation Army agreements are covered by the State agreement between the ARC and the State of New Jersey.
 - D. The SRCO is responsible for the provision of in place fallout shelter protection for each person within the threatened area.
 - E. The SRCO is responsible for identifying those facilities suitable as public fallout shelters which are contained in the National Facilities Listing and the allocation of fallout shelter space to the public.
 - F. The SRCO is responsible for coordinating the use of expedient fallout shelter where fallout shelter and upgradeable shelter is inadequate.
 - G. The SRCO is responsible for the shelter needs of the institutionalized or special needs groups.
 - H. The SRCO is responsible for designating shelter facilities in the reception area with the shortest commuting distance to the hazardous area for essential workers and their families.
 - I. The SRCO is responsible for providing acquisition of additional equipment and supplies when needed at shelter sites.
 - J. The SRCO and/or the ARC is responsible for assigning trained shelter managers and staff to all facilities during any period of lodging or fallout shelter occupancy.
-

- K. The SRCO and/or the ARC is responsible for assigning responsibilities (individual and/or organizations) for emergency mass feeding operations
- L. The SRCO, RPO, and Shelter Manager are responsible for maintaining shelter areas free from contamination.

VII. CONTINUITY OF GOVERNMENT FOR SHELTER, RECEPTION & CARE

- A. There is a need for a line of succession for the person responsible for the shelter, reception and care functions in order to ensure continuous leadership, authority and responsibility. The EMC and the personnel working within these functions will be kept informed of the following line of succession:
 - 1. Shelter, Reception & Care Official, Emergency Management Coordinator.
 - 2. Deputy Shelter, Reception & Care Official, Deputy EMC.
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to shelter, reception and care will be forwarded to the EMC to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The SRCO and/or the ARC is responsible for maintenance of all records and reports required for the shelter, reception and care functions in an emergency.
- B. The SRCO and/or the ARC is responsible for records of expenditures for the shelter, reception and care functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex and in the following SOP'S. The SRCO will coordinate with the EMC or Mayor for all requests for supplies and equipment through mutual aid or from the County OEM. (Ref RMA-8)

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The SRCO is responsible for the maintenance of the Shelter, Reception & Care Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The SRCO is responsible for review and updating of the Shelter, Reception & Care Annex, SOP'S, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. The following terms and acronyms were used in addition to those defined in the Basic Plan.

SRCO	Shelter, Reception & Care Official
ARC	American Red Cross
SA	Salvation Army

XI. Required Appendices/Attachments

(These attachments do not have to be included with the Plan, but must be available for review by county and regional personnel).

SRCA 1	Shelter SOP's. (reports, checklists, special needs groups) (Located Red Cross Headquarters)
SRCA 2	Shelter List. (Attached)
SRCA 3	Mutual Aid Agreements (None).
SRCA 4	Recall/Duty Roster (Located at Fire and Police Headquarters).
SRCA 5	Nuclear Attack Appendix (None)
SRCA 6	Red Cross/Salvation Army Agreements (None)
SCRA 7	General Shelter and Supply Information (Attached)
SCRA 8	Margate Terrace Temporary Shelter (Attached)

SHELTER #1**Note: THIS WILL BE THE PRINCIPAL SHELTER**

1. LOCATION: ALL PURPOSE ROOM, MUNICIPAL BUILDING,
WINCHESTER & UNION AVES
2. TELEPHONE NUMBER: (609) 822-1151
3. **CONTACT PERSON:**
DAVID WOLFSON
609-822-1151
- ALTERNATE CONTACT**
ANTHONY TABASSO
609-822-1151
4. MAXIMUM NUMBER OF PEOPLE: 385
5. NUMBER COTS: 24 STORED IN PHYS ED OFFICE
6. NUMBER BLANKETS: 100 – STORED IN PHYS OFFICE
7. SHELTER MANAGER: POLICEMAN TO BE ASSIGNED
ALTERNATE SHELTER MANAGER: TO BE ASSIGNED
8. EMERGENCY MEDICAL TECHNICIAN: 2 EMT's WITH THEIR
AMBULANCE WILL BE STATIONED AT THE BUILDING
9. CLERGY:
10. FEEDING FACILITIES: FACILITIES FOR COOKING AND WARMING
FOOD
11. NEAREST FOOD SOURCE AND AVAILABILITY: WAWA FOOD
MARKET
12. EMERGENCY LIGHTING (GENERATOR, CANDLES, ETC.):
ELECTRICAL CONNECTIONS AND CONCRETE TIE-DOWN PAD ARE
IN PLACE. PUBLIC WORKS HAS A TRAILER MOUNTED
GENERATOR WHICH WILL BE BROUGHT TO SITE AND WILL
OPERATE LIGHTS, IN GYM AND FIRST FLOOR. HEAT WOULD BE
PROVIDED BY PORTABLE HEATER WHICH WOULD BE PLACED
OUTSIDE AND DUCTED INTO THE BUILDING.
13. STORED SUPPLIES NONE
14. FIRST AID AND EMERGENCY SUPPLIES: AED AVAILABLE
OUTSIDE ROOM. EMT AMBULANCE.

15. SMOKING AREA LOCATION: NONE

16. RECREATIONAL SUPPLIES, TV, MOVIES, ETC.: TV, GAMES,
LIBRARY

17. COMMENTS: RED CROSS APPROVED SHELTER. LOCATED ON
HIGH GROUND. EMERGENCY EQUIPMENT CAN BE LEFT IN
SCHOOLYARD. 2 STORY BUILDING WITH ELEVATOR. PETS CAN
BE HOUSED IN CAGES IN REAR STAIRWELL

SHELTER #2

1. LOCATION: EUGENE A. TIGHE SCHOOL, GLADSTONE & AMHERST AVES.
2. TELEPHONE NUMBERS: 822-2353
- 3 **CONTACT PERSON:** **ALTERNATE CONTACT PERSON:**
MICHELLE CARNEY-RAY DR. THERESA DEFRANCO
73 LaCOSTA DRIVE 3 EVIO JOHN COURT
EGG HARBOR TWP., NJ 08234 PALERMO, NJ 08223
HOME PHONE: 609-926-0650 609-390-4371
CELL PHONE: 609-432-5792 609-335-9493
4. MAXIMUM NUMBER OF PEOPLE: 242
5. NUMBER COTS: ALTERNATIVES (MATS, ETC): MATS IN GYM
6. NUMBER BLANKETS: NONE
7. SHELTER MANAGER: TO BE ASSIGNED
ALT. SHELTER MGR: TO BE ASSIGNED
8. EMERGENCY MEDICAL TECHNICIAN: FIRE DEPT. WILL ASSIGN 2 EMT'S WITH AMBULANCE WHEN SHELTER IS OPENED
9. CLERGY:
10. FEEDING FACILITIES: FACILITIES FOR WARMING FOOD
11. NEAREST FOOD SOURCE AND AVAILABILITY: CASELS SUPER MARKET
12. EMERGENCY LIGHTING (GENERATOR, CANDLES, ETC.): NONE
13. STORED SUPPLIES (PAPER PLATES, CANDLES, ETC.): SMALL QUANTITY OF PAPER PLATES AND PLASTIC SPOONS
14. FIRST AID AND EMERGENCY SUPPLIES: FIRST AID KIT IN NURSE'S OFFICE
15. SMOKING AREA LOCATION: NONE
16. RECREATIONAL SUPPLIES, TV, MOVIES, ETC. TV, LIBRARY

17. COMMENTS: IN LOW-LYING AREA, CANNOT BE ACCESSED DURING TIMES OF HIGH WATER. GYM FLOOR AND SOME SEATS IN PERFORMING ARTS CENTER COULD BE UTILIZED DURING HIGH WATER. IN SANDY, WATER FILLED THE AREA UNDER THE FLOOR CREATING A MLD HAZARD.

SHELTER #3

1. LOCATION: WILLIAM H. ROSS III SCHOOL, 111 N. GLADSTONE AVENUE
 2. TELEPHONE NUMBERS: 822-2080
 3. CONTACT PERSON: ALTERNATE CONTACT PERSON:
 JOHN DiNICOLA DR. THERESA DEFRANCO
 505 KNOLLWOOD CT. 3 EVIO JOHN COURT
 LANOKA HARBOR, NJ 08734 PALERMO, NJ 08223
 609-693-9429 609-390-4371
 609-442-2666 609-335-9493
 4. MAXIMUM NUMBER OF PEOPLE: 268
 5. NUMBER COTS: 1
 ALTERNATIVES (MATS, ETC): MATS IN GYM
 6. NUMBER BLANKETS NONE
 7. SHELTER MANAGER: TO BE ASSIGNED
 ALT. SHELTER MGR: TO BE ASSIGNED
 8. EMERGENCY MEDICAL TECHNICIAN: FIRE DEPT. WILL ASSIGN 2 EMT'S WITH AMBULANCE WHEN SHELTER IS OPENED
 9. CLERGY:
 10. FEEDING FACILITIES: FACILITIES FOR COOKING AND WARMING FOOD
 11. NEAREST FOOD SOURCE AND AVAILABILITY: CASELS SUPER MARKET
 13. EMERGENCY LIGHTING (GENERATOR, CANDLES, ETC.): NONE
 13. STORED SUPPLIES (PAPER PLATES, CANDLES, ETC.): SMALL QUANTITY OF PAPER PLATES AND PLASTIC SPOONS
 14. FIRST AID AND EMERGENCY SUPPLIES: FIRST AID KIT IN NURSE'S OFFICE
 15. SMOKING AREA LOCATION: NONE
 18. RECREATIONAL SUPPLIES, TV, MOVIES, LIBRARY
-

19. COMMENTS: UNDER FLOOD CONDITIONS, VEHICLES MUST USE ENTRANCES NEAREST MONMOUTH AVENUE. SHELTEREES WILL NOT BE ALLOWED ONTO THIRD FLOOR BOARD OF EDUCATION OFFICES.

SHELTER #4

1. LOCATION: - JEWISH COMMUNITY CENTER, 501 N. JEROME AVE.
 2. TELEPHONE NUMBERS: 822-1167
 3. CONTACT PERSON: ALTERNATE CONTACT PERSON:
 JACK FOX MARG MANCUSO
 501 N. JEROME AVE. 501 N. JEROME AVE.
 MARGATE, NJ 08402 MARGATE, NJ 08406
 PHONE: 822-1167 609-412-8775
 4. MAXIMUM NUMBER OF PEOPLE: 100
 5. NUMBER COTS: 6
 ALTERNATIVES (MATS, ETC): MATS IN GYM
 6. NUMBER BLANKETS: NONE – PROCURE FROM MUNICIPAL BUILDING
 7. SHELTER MANAGER: TO BE ASSIGNED
 ALT. SHELTER MGR: TO BE ASSIGNED
 8. EMERGENCY MEDICAL TECHNICIAN: (FIRE DEPT. WILL BE AVAILABLE TO ASSIGN 2 EMT'S WITH AMBULANCE WHEN SHELTER IS OPENED
 9. CLERGY: RABBI AARON KRAUSS
 10. FEEDING FACILITIES: FACILITIES FOR COOKING AND WASHING
 11. NEAREST FOOD SOURCE AND AVAILABILITY: CASEL'S SUPER MARKET
 12. EMERGENCY LIGHTING (GENERATOR, CANDLES, ETC.): NONE
 13. STORED SUPPLIES (PAPER PLATES, CANDLES, ETC.): NONE
 14. FIRST AID AND EMERGENCY SUPPLIES: FIRST AID KIT IN GYM OFFICE. 2 AED'S
 15. SMOKING AREA LOCATION: NONE
 16. RECREATIONAL SUPPLIES, TV, MOVIES, ETC.: TV, GAMES
 17. COMMENTS:
-

ON HIGH GROUND. CAN BE USED WHEN SCHOOLS ARE IN SESSION AS A RED CROSS SHELTER. WHEN THE BUILDING IS USED IN EMERGENCY SITUATIONS, RABBI KRAUS HAS SAID THAT NON-KOSHER FOODS MAY BE BROUGHT IN AND USED. IN THE EVENT THAT THERE IS NO ELECTRICITY, THE LIGHTS IN THE AUDITORIUM CAN BE OPERATED BY "BIG BERTHA". IF THERE IS NO ELECTRICITY, NONE OF THE DOOR LOCKS, OPERATED NORMALLY BY ELECTRICITY, WILL STAY LOCKED, ALLOWING FREE ACCESS TO ALL PARTS OF THE BUILDING. HEAT ANDF AIR CONDITIONING WILL NOT OPERATE.

SCRA-7

GENERAL SHELTER INFORMATION

1. Margate has 4 shelters. All 4 shelters have been inspected and approved by the American Red Cross. None of the shelters has a permanent emergency generator. Except during a hurricane, when a shelter is opened, immediate notification should be made to the Red Cross and the Atlantic County Shelter Coordinator. If the Red Cross agrees to designate a shelter as a Red Cross Shelter, is most important that receipts for shelter supplies be kept by the shelter manager. These receipts should be turned over to the Emergency Management Coordinator so that these receipts can be forwarded to the Red Cross office in Pleasantville for reimbursement. Except in the case of hurricanes, other high water, and building code enforcement evacuations, Margate can expect help from the Red Cross. The National Red Cross policy is not to staff shelters on the barrier islands in the case of a hurricane.
2. Margate's principal Shelter will be in the All Purpose Room at the Municipal Building located at Winchester and Union Avenues. At the present time, this room can be lit by the trailer mounted generator. Heat can be supplied by a portable heater, but there is no air conditioning.
3. As soon as a decision to open a shelter has been made, cots and blankets will be moved from the storage area in the All Purpose Room to the shelter. The Shelter Manager should estimate the probable number of shelterees for all supplies.
4. The Fire Department will be notified and will, IF POSSIBLE, station 1 EMS team with an ambulance at each opened shelter. The Fire Department and the Police Department have a small quantity of shelter supplies. Food supplies will have to be procured from the below listed stores.
5. The Police Department will maintain 1 uniformed member at the shelter at all times. If shelterees are sent elsewhere than in Margate, if possible, a Margate policeman will be assigned to those shelters housing Margate residents.
6. If it appears that the conditions will necessitate the sheltering of Margate, Longport, and Ventnor evacuees, those communities will be notified to send personnel to the shelter.

SUPPLY LOCATIONS

ITEMS	LOCATION	CONTACT
Blankets & Cots	Phys Ed. Office off of All Purpose Room	Deputy Fire Chief Dan Adams
Food	Casels Market 823-2741	Howard Seiden 822-9177
Food	WaWa Market 822-6632	Jeff O’Sullivan, Mgr 625-9349
Food	Police Dept	Small quantity packaged hot meals
Plates, Cups, Spoons, Napkins	Police Dept Attic	Chief Wolfson
Water Jugs	Atlantic County Emergency Mgmt	Jugs hold about 6 gallons and have spigot
Pet Cages	Pet Salon 3 S. Franklin 822-6636	Charles Simons 822-6541

HAVE LARGE QUANTITY OF NEWSPAPER AVAILABLE FOR PETS.

SCRA 8

Margate Terrace Temporary Sheltering

Memorandum of Understanding

This Memorandum is between Margate Terrace and Congregation Beth Judah for the accommodation of a temporary safe haven of residents evacuated from Margate Terrace.

In the event of a localized disaster requiring the immediate evacuation of Margate Terrace, the residents of Margate Terrace will be notified that Congregation Beth Judah is available and that they should all immediately go to the Beth Judah building.

Margate Terrace will notify the Margate Police and Fire Dispatch and request assistance.

Beth Judah will open a suitable part of the Synagogue where the Margate Terrace residents can sit and wait until they can be moved to a more suitable shelter.

The Ventnor Fire Department has keys to the Beth Judah building.

Transportation will be supplied by Margate City.

If the building is opened for the purpose of a temporary shelter at least one of the following will be notified:

Rabbi Aaron Gaber	609-487-8188	Cell 609-214-8403
Ethel Levinson	609-823-9665	Cell 609-214-3338
Guy Zompa	609-457-7001	

Note - 1: This is only for very temporary accommodation. Should longer term needs be required, contact the Red Cross and Atlantic County Emergency Management.

Note – 2 The same MOU is in place for residents of Shalom House in Ventnor.

SOCIAL SERVICES ANNEX
SECTION “O”

I. INTRODUCTION

- A. The Social Services Annex of the Margate City EOP meets the approval of the EMC and the Social Services Official and is hereby approved. This annex supersedes any previously written Social Services Annexes.

Approval date: _____

Jerome Greenberg
Social Services Official
Emergency Management Coordinator

II. AUTHORITY AND REFERENCES

- A. Laws, ordinances, regulations, resolutions and directives.
1. Federal
 - a. As cited in the Basic Plan
 2. State
 - a. N.J.A.C. 10:82, Public Assistance Manual
 - b. N.J.A.C. 10:81, Public Standards Handbook
 - c. N.J.A.C. 10:87, Food Stamp Manual
 3. County
 - a. None
 4. Municipal
 - a. None
- B. References, guidance material and other documents.
1. Federal
 - a. As cited in the Basic Plan
 2. State
 - a. As cited in the Basic Plan
 3. County
 - a. None
 4. Municipal
 - a. None

III. PURPOSE

- A. The purpose of this Social Services Annex is to define and to provide guidance for the development and operation of a viable social services program during any emergency or disaster situation and to ensure completion of required emergency actions.

IV. SITUATION.

When a disaster threatens or strikes Margate City, the Margate City Office of Emergency Management and the Emergency Management Social Services Official will serve as a centralized coordination point to coordinate emergency activities of agencies dealing with needs of individual disaster victims. The Margate City Office of Emergency Management has only limited capability to deal with most social services. When municipal resources are exhausted or exhaustion is imminent, the Social Services Official will work with the Atlantic County O.E.M., Social Services Official and Red Cross Representative to obtain and coordinate needed disaster services.

- A. Primary and support agencies in Margate for Social Services are the OEM and Margate City Administration. Margate City has no agreements with volunteer organizations to provide Social Services. (Ref. SSA-1)
 - 1. Atlantic County has a Department of Social Services which services Atlantic County. Among the services provided are Welfare, Aging and Disabled, Senior Citizen and Disabled Transportation Project, Office of the Disabled, Nutrition, Atlantic/C.E.A.S. (Ref. SSA-1)
 - 2. Margate City comes under the State agreement with the American Red Cross. Under the State agreement the American Red Cross, Atlantic County Chapter provides shelter management, shelter inspections and shelter certifications. The extent of services that volunteer organizations such as the Red Cross or Salvation Army have agreed to provide is outlined in The Statement of Understanding between the Salvation Army and The American Red Cross. The following denotes extent of services:
 - 3. Services: Availability of services varies according to local circumstances and by local agreement. Dependent on local conditions, the organizations provide all or some of the following services.
-

a. Red Cross:

Damage Assessment, Emergency Shelters, Stationary and mobile facilities for feeding victims and emergency workers, Medical and Nursing Aid, Blood and Blood Products, Welfare inquires and information services, Emergency financial assistance for food, clothing, rent, bedding, selected furnishings, transportation, medical needs, temporary home repairs, occupational supplies and other essentials on an individual or family basis, Referral services to government and private agencies, Casework services to provide other recovery assistance to families where government programs or other resources are not available, Communications, First Aid personnel and stations, Distribution and emergency supplies (cleaning, personal hygiene, etc.)

b. Salvation Army:

Spiritual consoling (comforting the bereaved and consoling the injured and distressed), Family counseling and casework services, Registration and identification of victims, missing person services (locating individuals and answering inquires from concerned relatives and families outside the disaster area), Medical assistance, Temporary shelter in Salvation Army institutions or Salvation Army operated facilities, Mass feeding in existing Salvation Army institutions or temporary facilities assigned for that purpose, Mobile feeding (hot meals or snacks for disaster victims and emergency workers at the scene of the disaster), Collection of donated goods for victims (according to predetermined needs and including food, clothing, furniture, medical supplies, bedding, utensils and tools), Distribution of Clothing, Food and Commodities, Furniture, Bedding, Cleaning supplies, Services to emergency workers, Referrals to appropriate government and private agencies for special purposes and Distribution of Bibles.

- B. Margate has a very limited ability to supply Social Services. No personnel are trained and permanently assigned to provide social services. In an emergency, limited social services would be performed by Fire, Police and other municipal employees. The number of such employees would depend on the type of disaster. Most Social Services would have to be provided by volunteer organizations and professional social workers from Atlantic County. The OEM, EMC and Deputy EMC are available to provide Social Services coordination. (Ref . SSA-2)
- C. The extent of services that volunteer organizations have agreed to provide is outlined in Section IV, Paragraph A, Parts a., 1, 2, and 3 of this Annex. (Ref. SSA-5)
- D. Margate has an extremely limited ability to supply regular Social Services. Religious Assistance, Welfare Information, and Senior Citizen transportation are a few of the services which Margate can and, in some instances, does provide. Crisis Counseling is an example of identified special programs that Margate City has access to through agencies such as Jewish Family Services, the Atlantic County Department of Social Services, the Red Cross and the Salvation Army. The EMC will work with the Atlantic County OEM to provide all other social services to people that need them. (Ref. SSA-1)
- E. Margate City does not have a Department of Social Services, but utilizes County and Volunteer Agencies to provide that service. The Social Services Official will work with the EMC and Mayor to provide for responding agencies needs. Assets available would be buildings for shelter and the distribution of food and clothing. The EMC will contact the Atlantic County OEM for responding agency needs that are not available through Margate City assets.
- F. The Atlantic County Department of Social Services services Margate City. Approximate client population is 10. The estimate increase based upon identified hazards would be from 10 to 30 persons.

V. OPERATIONS AND CONTROL.

- A. During periods of heightened risk (Phased-in Operations), the E.M.C. will make the decision to activate the E.O.C., thereby notifying the person designated by the EMC to be the Social Services Official to report to the E.O.C. The Social Services Official will take action to notify and mobilize needed personnel.

1. Social Service direction and control will emanate from the E.O.C.
 2. The Social Services Official will verify, maintain, and update E.O.C. Social Services recall rosters when necessary and review them yearly. A copy of the changes will be forwarded to the E.O.C. (Ref . SSA-2)
 3. The Social Services Official will schedule 2 - 12 hour shifts to provide 24-hour coverage. (Ref. SSA-2)
- B. Interaction between the Social Services Official, forces in the field, Command Posts, and other E.O.C. groups is accomplished through established work station interaction, telephone, FAX, and police dispatch radio
1. The Social Services representative to report to the EOC during an emergency is the EMC.
 2. Procedures for reporting appropriate information to the E.O.C. during an emergency is via Police Dispatch Radio, telephone or FAX. Message flow will be processed using established EOC message flow procedure.
- C. The Social Services Official will work with volunteer agencies to coordinate the distribution of food, clothing and shelter to disaster victims. The volunteer agencies assisting in Margate will have the trained people to handle the distribution of food, clothing and shelter and such distribution will be left to them. The SSO will locate and assist in the preparation of distribution sites and storage areas. The SSO will arrange with the PIO to forward information to the media regarding distribution and housing areas. (Ref . SSA-5)
- D. The Social Services Official will use human voice, radio, telephone, FAX and police dispatch to communicate to other departments, communities or agencies. These agencies will notify the SSO if they have the capability to be of assistance and if so, will be called upon to render such assistance.
- E. The Social Services Official will work with the American Red Cross to handle inquiries of, and to inform families on, the status of individuals injured or missing due to a disaster event.
- F. Crisis augmentation of Social Services personnel will be accomplished by: Requesting assistance from the Mayor of Margate City (city government personnel), and contacting the County EOC
-

and requesting assistance of The American Red Cross and Salvation Army, and of County Social Services personnel. (Ref. SSA-2)

- G. Access of volunteer groups which perform social services functions, i.e., the American Red Cross, Salvation Army, etc., will be through the County E.O.C. or social services agencies on scene in Margate City. The Social Services Official (the EMC) will make contact directly or through the County EOC. (Ref . SSA-1 and SSA-5)

VI. RESPONSIBILITIES

- A. The EMC is responsible for implementing this annex and directing the social services emergency response.
- B. There are no SOP'S that address how the social services function will accomplish their emergency response.
- C. There are no Margate City specific mutual aid agreements for the social services function.
- D. The SSO is responsible for ensuring that social services personnel are available to assist at shelter or congregate care facilities.
- E. The EMC is responsible for ensuring that agency clients have access to evacuation transportation. (Ref. SSA-4 and EA-5)

VII. CONTINUITY OF GOVERNMENT FOR SOCIAL SERVICES

- A. There is a need for a line of succession for the person responsible for the social services functions in order to ensure continuous leadership, authority and responsibility. The EMC and the personnel working within this function will be kept informed of the following line of succession:
 - 1. Social Services Official, Emergency Management Coordinator.
 - 2. Deputy Social Services Official, Deputy Emergency Management Coordinator.
- B. Essential records and logs will be protected and preserved in accordance with standing departmental orders. Records and logs pertaining to social services will be forwarded to the EMC to ensure that a complete record of the emergency is available for post operation analysis and possible use in litigation.

VIII. ADMINISTRATION AND LOGISTICS

- A. The SSO is responsible for maintenance of all records and reports required for the social services functions in an emergency.
- B. The SSO is responsible for records of expenditures for the social services functions in an emergency.
- C. The procedures for obtaining supplies and equipment during an emergency will be in accordance with standing departmental orders as outlined in the Resource Management Annex. The SSO will coordinate with the EMC for all requests for supplies and equipment through mutual aid or from the County OEM. (Red. RMA-8)

IX. ANNEX DEVELOPMENT AND MAINTENANCE

- A. The SSO and the EMC are responsible for the maintenance of the Social Services Annex and for ensuring that necessary changes and revisions to the annex are prepared, coordinated, approved and distributed.
- B. The SSO is responsible for review and updating of the Social Services Annex, SOPs, and attachments based on deficiencies identified through drills, exercises and actual emergencies on an annual basis.

X. DEFINITIONS

- A. The following terms and acronyms were used in addition to those defined in the Basic Plan.

SSO Social Services Official

XI. Required Appendices/Attachments

(These attachments do not have to be included with the Plan but must be available for review by county and regional personnel).

- SSA 1 Primary and support social services agencies list. (On File in City Hall)
- SSA 2 Recall/Duty Roster. (On File in Police Department)
- SSA 3 Social Services SOP'S. (None)
- SSA 4 Special needs groups list (senior citizens, handicapped, transportation dependent, etc.) The State of New Jersey maintains a Special Needs Register. This Register is available to the Margate Police and Fire Departments. This Register only

has those residents (full and/or part-time) who have submitted their information.

SSA 5 Red Cross/Salvation Army Agreements (On File at Atlantic County Emergency Management Office)

SSA 6 Distribution of essential commodities (Attached)

SSA-6**Distribution of Essential Commodities**

This appendix concerns the distribution of commodities to the public in the event of an emergency where the majority of the population of Margate remains at home and does not go to a shelter. Examples of these emergencies are long-term loss of electricity in either a summer heat wave or winter storm or loss of natural gas during a winter storm. Under these circumstances, Margate can request certain supplies through the Atlantic County Office of Emergency Management. The request is to be made by the Emergency Management Coordinator or his Deputy. Atlantic County Emergency Management will transmit the request up to the New Jersey Emergency Operations Center.

The following are examples of the types of supplies which may be requested:

Blankets
Water
Ice
Meals Ready to Eat

The supplies will be delivered in tractor trailers which will have to be directed to the distribution locations.

Margate has set up 2 distribution centers to handle the distribution of these commodities:

1. The Eugene Tighe Schoolyard. The public will enter off of Amherst Avenue receive supplies in the school yard and exit by way of Monmouth Avenue.
2. The Public Works Yard. The public will enter from Benson Avenue and exit back onto Benson Avenue and be directed toward Monmouth Avenue.

Each location will be operated for a 6 hour period. The times and locations of the distribution points will be disseminated over Channel 2 and by Reverse 911. The message should request people to group together so that one vehicle gets supplies for several households. Those persons planning to receive supplies should be notified that they will have to bring proof that they are a resident of Margate.

The Margate Department of Public Works will supply manpower. Public Works will supply a fork lift to assist unloading supplies. If available, the Margate City Fire Department will supply additional manpower.

The Margate City Police Department will supply officers for traffic control and security.

Individuals requesting commodities must produce identification indicating that they reside in Margate and declare the number of people they are getting commodities for.

A record of the amount of commodities issued must be kept on a daily basis and reported to Atlantic County Emergency Management.

CHANGES TO 2010 MARGATE EMERGENC

Date	Annex	Section	Page
1/24/2014	Basic Plan	Cover Page	
1/24/2014	Basic Plan	BP-I-A-1	BP-1
1/24/2014	Basic Plan		BP-2
5/15/2011	Basic Plan	IV-A-4	BP-6
1/24/2014	Basic Plan	XI-BPA-1	BP-14
1/31/2013	Basic Plan	BPA-1	BP-15
1/24/2014	Basic Plan	XI-BPA-1	BP-18
1/24/2014	Basic Plan	BPA-3	BP-20
1/24/2014	Basic Plan	BPA-6	BP-25
1/24/2014	Basic Plan	BP-7-5a	BP-27
12/14/2013	Basic Plan	BPA-7-6	BP-27
1/24/2014	Basic Plan	BPA-7-4	BP-27
1/24/2014	Basic Plan	BPA-7-4	BP-27
1/24/2014	Basic Plan	BPA-7-5	BP-27
1/24/2014	Basic Plan	BPA-7-6	BP-27
1/24/2014	Basic Plan	BPA-7-9	BP-28
1/24/2014	Basic Plan	BPA-7-12-a	BP-29
1/24/2014	Basic Plan	BPA-7-12-c	BP-29
1/24/2014	Basic Plan	BPA-8-1	BP-30
1/24/2014	Basic Plan	BPA-8-2	BP-30
1/24/2014	Basic Plan	BPA-8-3	BP-31
1/24/2014	Basic Plan	BPA-8-4	BP-31
1/24/2014	Basic Plan	BPA-8-5	BP-32
1/24/2014	Basic Plan	BPA-8-6	BP-32
1/24/2014	Basic Plan	BPA-8-7	BP-32
1/24/2014	Basic Plan	BPA-8-8	BP-33
1/24/2014	Basic Plan	BPA-8-9	BP-33
12/23/2013	A	IV-E-1	A-3
12/23/2013	A	IV-E-2	A-3
12/23/2013	A	IV-E-3	A-3
1/26/2014	A	IV-E-1	A-3
1/26/2014	A	IV-E-6	A-3
12/23/2013	A	V-C	A-5
12/23/2013	A	V-G	A-6
12/23/2013	A	V-I	A-6
12/23/2013	A	AWCA-2	A-10
12/23/2013	A	AWCA-7	A-15

1/2/2014	A	AWCA-7	A-15
12/23/2013	B	IV-D	B-2
12/23/2013	B	IV-G	B-3
12/23/2013	B	XI-DAA-4	B-6
12/10/2013	C	I-A	C-1
1/12/2014	C	IV-B-1	C-2
1/12/2014	C	IV-B-2	C-2
1/12/2014	C	IV-B-3	C-2
10/27/2013	D	IV-C-7	D-3
1/22/2014	F	Para-2	F-12
1/22/2014	F	Para-4	F-13
1/22/2014	F	Para-4	F-13
1/22/2014	F	Para -8	F-15
1/22/2014	F	Para 16	F-16
1/22/2014	F	Para-20	F-17
1/22/2014	F	Para-21	F-17
1/20/2014	F	IV-A	F-2
1/20/2014	F	IV-A	F-2
1/20/2014	F	IV-B	F-2
1/20/2014	F	IV-C	F-2
1/20/2014	F	IV-D	F-3
1/20/2014	F	IV-E	F-3
1/20/2014	F	IV-E	F-3
1/20/2014	F	IV-E	F-3
1/20/2014	F	IV-G	F-3
1/20/2014	F	V-B	F-4
1/20/2014	F	V-B-2	F-4
1/20/2014	F	V-B-2	F-4
1/20/2014	F	V-D	F-5
1/20/2014	F	V-D	F-5
1/20/2014	F	VI-C	F-5
1/20/2014	F	XI-EA-10	F-7
12/14/2013	G	I-A.	G-1
1/12/2014	G	IV-B-2	G-2
1/12/2014	G	IV-B-3	G-2
1/16/2013	G	IV-B-3	G-2
1/12/2014	G	IV-E	G-3
1/12/2014	G	IV-F	G-3
12/5/2013	H	I	H-1
1/14/2014	H	I	H-1
1/14/2014	H	IV-B	H-3

1/14/2014	H	V-A-1	H-3
1/14/2014	H	V-A-1	H-3
1/14/2014	H	V-A-8	H-5
12/5/2013	H	V-B	H-5
12/1/2013	I	IV-A1 to IV-A5	I-3
12/1/2013	I	IV-A6 and A7	I-3
12/2/2013	I	IV-C	I-3
12/2/2013	I	IV-F	I-4
12/30/2013	J	Addendum 1	J-3
12/30/2013	J	Addendum 2-4	J-4
1/16/2013	K	IV-A-3	K-2
1/16/2013	K	IV-A-4	K-2
1/27/2014	K	IV-A-3	K-2
1/16/2013	K	IV-A-5	K-2
1/16/2013	K	IV-A-6	K-3
1/16/2013	K	IV-A-1	K-2
12/26/2013	N	IV-B-2	N-5
12/26/2013	N	SCRA-2	N-13
1/24/2014	N	Shelter 3	N-14
12/26/2013	N	SCARA-7-4	N-17
12/26/2013	N	SCARA-7-1	N-18
12/26/2013	N	SCARA-7-2	N-18
12/26/2013	N	SCARA-7-2	N-18
12/26/2013	N	SCARA-7-3	N-18
12/26/2013	N	SCARA-7-6	N-18
12/26/2013	N	SCARA-7-4	N-19
12/26/2013	N	SCARA-8	N-20
6/19/2011	N	IV-D	N-4
6/19/2011	N	IV-E thru H	N4-5
12/26/2013	N	VI-B-2	N-5
12/26/2013	N	VI-C	N-6
12/26/2013	N	IX	N-8
2/12/2011	N	SRCA-1	N-9

CY PLAN

Change

Change Date
Change Table of Contents Page Numbers
Change offices of Commissioners
Update census population and estimates
Add Deputy Coordinators
Change Emergency Management Council
Add final paragraph under A-1-c
Minor responsibility changes
Amend Hazard Analysis
Amend number of city employees
Amend schools and enrollment
Amend Demographics
Amend Income Information
Change number of Margate Employees
Change School Information
Change Margate Terrace tenants
Assumed number of other residences
Add Code Red
Amend Census Data
Amend Census Data
Amend Census Data
Change Demographics
Amend Housing Information
Change Number of Schools and Population
Change Miscellaneous Information
Add number of vehicles
Amend labor statistics
Immediate Notice via Reverse 911
Utilization of Reverse 911
Code Red
add Code Red
add County Code Red
Unlikely to install Public Warning
Add Cell Phone
Add Registered Cell Phone
Change Commissioner Title
Add E-Teams to message form

Amend FAX Number
Add Cell Phones
Change location of Disaster Application Center
Change location of Disaster Application Center
Change Emergency Medical Officer Name
Change number of Ambulances
Change number of personnel
Change equipment list
Change cot location
Update Coordinator Info
Update Contact Names
Add Fire Dept
Change location of cots & blankets
Change to Bay Ave.
Change to Atlantic County Emergency Mgt
Change to Atlantic County Emergency Mgt
Add Citizen Vehicles
Delete Ventnor School Buses
Add -Other Nuclear Disaster
Change to 300
Add Fire Vehicles
Change location to Municipal Building
Add address of Mazrgate Terrace
Delete Union Avenue School
City now owns a tow truck
Add Cell Phone
Add Cell Phone
Add Computer
Eliminate Ventnor School Buses
Margate School Bus to Tighe School
Eliminate Written Mutual Aid
Change to Municipal Building
Change Fire Chief Name
Change number of firefighters
Update Major Equipment
Add Major equipment
Update Capabilities
Indicate City Hall is not in use
Change Fire and EMS Chief name
Amend Hazmat Representative Title
Change number of Technicians

Amend Communications Center location
Change pager to Cell Phone
Change County Capability
Indicate units
Update Personnel
Update Vehicles
Add Internet
Add Generator backed up controlled intersections
Eliminate Board of Education
Add Address
Amend Vehicle List
Indicate Generator location
Add Mower and Pump
Add Garage Equipment
Change location and indicate lack of generator
Amend Number of Employees
Add CERT Members
Change Comments
Insert Principal Information
Change comments
Change number of shelters
No Generator
Indicate Portable heat
Change Location of cots and blankets
Notice to Longport and Ventnor
Change supply information
Add Margate Terrace Information
Add paragraph regarding Longport shelterees
Change Paragraph Lettering
Add Cell Phone
Add MOU with Longport
Add SCRA-8
Shelter not presently available