



REGULAR VILLAGE BOARD MEETING

MEETING NOTICE AND AGENDA

WHITEFISH BAY VILLAGE HALL
5300 North Marlborough Drive

Monday, January 6, 2020, 6:00 PM

- I. Call to Order and Roll Call
- II. Consent Agenda – Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business.
 1. Minutes of the regular meeting held on December 16, 2019.
 2. Claims for December, 2019.
 3. Ordinance No. 1861 to repeal and recreate Chapter 12 (Electrical Code) to incorporate updated language from the State Electrical Code.
 4. Certified Survey Map to combine the existing lots at 105 W. Silver Spring Dr. and 115 W. Silver Spring Dr.
- III. Report of Village Officers
 1. Village Attorney
 2. Village Manager
 3. Village President
 4. Miscellaneous Trustee
- IV. Petitions and Communications – This is an opportunity for anyone to address the Village Board on any issue NOT on the current agenda. While the Board encourages input from residents of the Village, it may not discuss or act on any issue that is not duly noticed on the agenda.
- V. General Business
 1. Discussion/action on Resolution No. 3067 – Awarding the Sale of \$3,430,000 General Obligation Fire Department Project Bonds, Series 2020A.
 2. Discussion/action on Resolution No. 3068 – Adopting a Comprehensive Emergency

Management Plan.

3. Discussion/Action on Memorandum of Agreement and Privilege between Lake Park Synagogue and East Side Eruv for installation of an Eruv structure on six Village light poles on N. Wilson Dr.

VI. Adjourn

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. Contact Village Hall at (414) 962-6690. It is possible that members of and possibly a quorum of members of other Boards, Commissions, or Committees of the Village including in particular the North Shore Fire Board may be in attendance in the above stated meeting to gather information; no action will be taken by any other Boards, Commissions, or Committees of the Village except by the Board, Commission, or Committee noticed above. Agendas and minutes are available on the Village website (www.wfbvillage.org)

REGULAR VILLAGE BOARD MEETING

A regular meeting of the Board of Trustees of Whitefish Bay was held in the Board Room of Whitefish Bay Village Hall, 5300 North Marlborough Drive, December 16, 2019

Pursuant to law, written notice of this meeting was given to the press and posted on the public bulletin boards.

I. Call to Order and Roll Call

President Siegel called the meeting to order at 6:00 pm.

Present: Trustees Serebin, Buckley, Demet, Fuda, Davis and President Siegel

Excused: Trustee Saunders

Also Present: Village Manager Paul Boening
Village Attorney Chris Jaekels
Police Chief Michael Young
Finance Director Jen Amerell
Assistant Village Manager Tim Blakeslee
Director of Public Works John Edlebeck
Library Director Nyama Reed
Director of Building Services Joel Oestreich
Deputy Clerk Caren Brustmann

II. Consent Agenda

It was moved by Trustee Buckley, seconded by Trustee Demet, and unanimously carried by the Village Board to approve the consent agenda as presented.

1. Minutes of the regular meeting held on December 2, 2019.
2. Claims for November, 2019.
3. Investment Report for November, 2019.
4. Revised Incentive Grant Agreement with Ledor, LLC (Schwanke-Kasten Jewelers) reflecting an amended construction timeline.
5. Approval of WFB Garden Club/MMSD educational signage for placement at Silver Spring Park.
6. Appointment of Election Inspectors for the period of 1/1/20 – 12/31/21.

III. Report of Village Officers

1. **Village Attorney** – Not present
2. **Village Manager**

Village Manager Paul Boening noted property taxes went in the mail Thursday, December 12th and front end staff is fielding calls and concerns pertaining to the Village wide revaluation.

3. Village President

Village President Julie Siegel has attended ICC (Intergovernmental Cooperation Council) meetings and has no new updates to provide.

4. **Miscellaneous Trustees** – No reports

IV. Petitions and Communications

Maureen Stalle, 5111 N. Lake Dr.; 23 year resident. Suggested Village staff review the 2 car garage ordinance. In her opinion, the Village doesn't support residents between the ages of 50-65, the majority of homeowners, when they decide to downsize their homes.

V. General Business

1. Discussion/action on Memorandum of Understanding (MOU) between the Village of Whitefish Bay and the Milwaukee Winter Club for installation and operation of an ice rink at Cahill Park.

Village Manager Paul Boening noted the ice rink expenses were adopted in the 2020 budget, enabling the rink to be utilized between November 15th and December 31st beginning in 2020. Attorney John McDonald was present on behalf of MWC to address any questions or concerns. In discussion, the 300 ton chiller and potential sound barriers to reduce noise were provided. It was also noted that review and approval of the storage shed will still be needed by ARC.

It was moved by Trustee Davis, seconded by Trustee Demet, and unanimously carried by the Village Board to approve the MOU subject to final approval of form, content and exhibits by the Village Manager and Village Attorney.

2. Discussion/action recommended design for redevelopment of Consaul Commons.

Village Manager Paul Boening stated an RFP for Professional Design Services for the redevelopment of Consaul Commons was released in March 2019. 8 proposals were received, selecting raSmith as the design consultant for the project. The CDA reviewed three concepts, and made adjustments to the preferred concept, which included an addition of signage, more public seating, no artificial turf, and additional green space and tree types.

Tom Mortensen, Assistant Director of Land Development Services of raSmith, was present to address any questions or concerns. Jeff Comer, Business Improvement District President, was also present.

It was moved by Trustee Demet, seconded by Trustee Buckley, and unanimously carried by the Village Board to approve the final design concept for the redevelopment of Consaul Commons and direct staff to prepare the project for bidding and construction.

3. Discussion/action on revised Employee Handbook.

Village Manager Paul Boening stated the current Employee Handbook was approved in 2016. The Management Team conducted an independent review, along with the Village's insurance provider, CVMIC, with suggested edits.

It was moved by Trustee Buckley, seconded by Trustee Davis, and unanimously carried by the Village Board to move that the Village Board approve the Revised Employee Handbook subject to any final modifications/direction to Village staff.

VI. Adjourn

There being no further business, it was moved by Trustee Fuda, seconded by Trustee Serebin, and unanimously carried by the Village Board to adjourn the meeting at 6:43pm.

Caren Brustmann
Deputy Clerk

Check Date	Check	Vendor Name	Amount
Bank Cking ASSOCIATED			
12/06/2019	56271	AARONIN STEEL SALES, INC.	284.25
12/06/2019	56272	ACCURATE RECHARGE	1,625.13
12/06/2019	56273	ALSCO	695.26
12/06/2019	56274	AMAZON CAPITAL SERVICES	64.83
12/06/2019	56275	ANDREW CHEVROLET	325.06
12/06/2019	56276	AT&T	177.04
12/06/2019	56277	BADGER UNDERGROUND INC	24,400.00
12/06/2019	56278	BAKER & TAYLOR BOOKS	3,147.07
12/06/2019	56279	CHRISTINE DUNNING	166.74
12/06/2019	56280	CONFLUENCE GRAPHICS	48.00
12/06/2019	56281	DIEDRICH ELECTRIC	247.50
12/06/2019	56282	EDLO AUTO TRIM	235.00
12/06/2019	56283	FORWARD CONTRACTORS	70,844.74
12/06/2019	56284	GALLS, LLC	60.94
12/06/2019	56285	GENERAL FIRE EQUIPMENT	381.44
12/06/2019	56286	GOODYEAR TIRE & RUBBER CO	913.62
12/06/2019	56287	GRAEF	6,719.50
12/06/2019	56288	HEISER AUTOMOTIVE GROUP	912.46
12/06/2019	56289	JFTCO, INC	373.49
12/06/2019	56290	KRIETE TRUCK CENTER MILWAUKEE	669.07
12/06/2019	56291	L&K SPECIALTIES, INC	330.92
12/06/2019	56292	LACY MAE VENTURES, LLC	750.00
12/06/2019	56293	LAURA GRAVANDER	15.15
12/06/2019	56294	LEXISNEXIS RISK SOLUTIONS	150.00
12/06/2019	56295	MACQUEEN EQUIPMENT	2,213.04
12/06/2019	56296	MILLER-BRADFORD & RISBERG, INC.	930.27
12/06/2019	56297	MILWAUKEE COUNTY TREASURER	808.24
12/06/2019	56298	MOTION & CONTROL ENTERPRISES LLC	50.31
12/06/2019	56299	MSC INDUSTRIAL SUPPLY CO	254.12
12/06/2019	56300	NAPA	8.49
12/06/2019	56301	NATIONAL ELEVATOR INSPECTION SVCS.	88.00
12/06/2019	56302	NORTH SHORE WATER COMMISSION	33,542.27
12/06/2019	56303	PETER BRONEK	1,245.00
12/06/2019	56304	RAY O'HERRON	890.00
12/06/2019	56305	SAFETY-KLEEN SYSTEMS, INC.	343.23
12/06/2019	56306	SCHOOL DISTRICT OF WFB	49.02
12/06/2019	56307	SIRCHIE	54.80
12/06/2019	56308	SNAP-ON TOOLS	327.85
12/06/2019	56309	STAPLES ADVANTAGE	91.98
12/06/2019	56310	STATE OF WI-COURT FINES/SURCHARGES	2,582.47
12/06/2019	56311	TIME WARNER CABLE	2,633.98
12/06/2019	56312	TOTAL ENERGY SYSTEMS, LLC	959.60
12/06/2019	56313	TRAFFIC ANALYSIS & DESIGN, INC	2,512.00
12/06/2019	56314	TRUCK COUNTRY OF WISCONSIN	65.21
12/06/2019	56315	UTILITY SALES AND SERVICE	2,257.47
12/06/2019	56316	VERIZON WIRELESS	813.36
12/06/2019	56317	WELLS FARGO	139.44
12/06/2019	56318	WEX BANK	6,215.95
12/06/2019	56319	WFA, LLC	1,285.20
12/06/2019	56320	WI DEPARTMENT OF TRANSPORTATION	58,742.99
12/06/2019	56321	WI DEPT OF JUSTICE	77.00
12/06/2019	56322	WM RECYCLE AMERICA	6,641.70
12/06/2019	56323	ZIPS AW DIRECT	1,226.69
12/13/2019	56324	ABT MAILCOM	2,776.62
12/13/2019	56325	AMAZON CAPITAL SERVICES	37.48
12/13/2019	56326	AT&T	89.35
12/13/2019	56327	BIASEW	105.00
12/13/2019	56328	BIRCHWOOD	325.00
12/13/2019	56329	BLACKSTONE PUBLISHING	40.00
12/13/2019	56330	CARDMEMBER SERVICE	6,340.67
12/13/2019	56331	CORE & MAIN LP	356.52
12/13/2019	56332	DESIGN GROUP THREE	72.00
12/13/2019	56333	EIASEW	95.00
12/13/2019	56334	GALE	51.19
12/13/2019	56335	GRAINGER	769.26
12/13/2019	56336	JRT TOP NOTCH ROOFS LLC	792.64
12/13/2019	56337	M&M TREE SERVICE	3,555.00
12/13/2019	56338	MILWAUKEE COUNTY FED. LIBRARY SYST.	2,685.63
12/13/2019	56339	MINNESOTA LIFE INSURANCE CO.	1,583.83
12/13/2019	56340	NORTH SHORE FIRE DEPARTMENT	282,333.00
12/13/2019	56341	NORTH SHORE WATER COMMISSION	10,113.49
12/13/2019	56342	POM INCORPORATED	512.80
12/13/2019	56343	R.A. SMITH NATIONAL	3,559.20
12/13/2019	56344	RADIATOR EXCHANGE	164.14
12/13/2019	56345	SHORT POUR DELIVERY SERVICES LLC	585.00
12/13/2019	56346	SNAP-ON TOOLS	76.50
12/13/2019	56347	SNWBIA	395.00
12/13/2019	56348	TASC	203.98

Check Date	Check	Vendor Name	Amount
12/13/2019	56349	THERESA HOGE	37.12
12/13/2019	56350	TRACI MURPHY	1,000.00
12/13/2019	56351	TRAFFIC ANALYSIS & DESIGN, INC	6,462.00
12/13/2019	56352	U.S. CELLULAR	497.41
12/13/2019	56353	VILLAGE ACE HARDWARE	68.60
12/13/2019	56354	VILLAGE OUTDOOR LIVING	36.75
12/13/2019	56355	WACHTEL TREE SCIENCE	2,730.00
12/13/2019	56356	WALLACE TREE AND LANDSCAPE	17,316.50
12/13/2019	56357	WESTHOFEN WORKS, INC.	371.75
12/13/2019	56358	WEX BANK	4,850.48
12/13/2019	56359	WFA, LLC	440.64
12/20/2019	56365	AFLAC	511.12
12/20/2019	56366	AMAZON CAPITAL SERVICES	12.53
12/20/2019	56367	ARMSTRONG CONSULTING GROUP INC	1,418.00
12/20/2019	56368	ASCENSION MEDICAL GROUP	282.00
12/20/2019	56369	ASSOCIATED TRUST COMPANY	475.00
12/20/2019	56370	AUTOMATIC TRANSMISSION DESIGN	792.85
12/20/2019	56371	CARQUEST AUTO PARTS	863.53
12/20/2019	56372	CLARK DIETZ, INC	12,492.24
12/20/2019	56373	CONFLUENCE GRAPHICS	139.33
12/20/2019	56374	CORRECT CONCRETE & REMOVAL LLC	1,000.00
12/20/2019	56375	DELTA DENTAL OF WISCONSIN	5,965.30
12/20/2019	56376	EHLERS	4,000.00
12/20/2019	56377	ELIZABETH STRAUB	1,000.00
12/20/2019	56378	ENGINEERED SECURITY	180.00
12/20/2019	56379	GALE	73.57
12/20/2019	56380	GUNTA LAW OFFICES	409.25
12/20/2019	56381	JACOBUS ENERGY	2,012.26
12/20/2019	56382	LEADER TOWING	142.50
12/20/2019	56383	MACQUEEN EQUIPMENT	1,180.00
12/20/2019	56384	MICHAEL BEST & FRIEDRICH LLP	11,932.65
12/20/2019	56385	MILLER-BRADFORD & RISBERG, INC.	104.65
12/20/2019	56386	MILWAUKEE COUNTY EMS	7,344.00
12/20/2019	56387	NORTH SHORE BANK, FSB	470.00
12/20/2019	56388	OFFICE TECHNOLOGY GROUP	132.80
12/20/2019	56389	PERKINS OIL	3,055.65
12/20/2019	56390	PITNEY BOWES INC	250.14
12/20/2019	56391	PUBLIC SERVICE COMMISSION OF WI	288.71
12/20/2019	56392	SMART INTERACTIVE MEDIA, LLC	250.00
12/20/2019	56393	THE SIGMA GROUP, INC	2,753.25
12/20/2019	56394	TRUCK COUNTRY OF WISCONSIN	1,378.13
12/20/2019	56395	VILLAGE ACE HARDWARE	25.36
12/20/2019	56396	W.C.T.C.	465.00
12/20/2019	56397	WEA INSURANCE TRUST	102,935.66
12/20/2019	56398	WESTHOFEN WORKS, INC.	625.00
12/20/2019	56399	WFA, LLC	734.40
12/20/2019	56400	WI DEPARTMENT OF TRANSPORTATION	45,394.50
12/20/2019	56401	WI SCTF	331.38
12/27/2019	56402	AMERICAN INDUSTRIAL MEDICAL	710.00
12/27/2019	56403	ANDREW MROZ	390.00
12/27/2019	56404	BLACKSTONE PUBLISHING	412.85
12/27/2019	56405	CHRIS JENSON	210.00
12/27/2019	56406	COMPLETE MOBILE DRUG TESTING	96.92
12/27/2019	56407	CUSTOM GROWN GREENHOUSES	1,600.00
12/27/2019	56408	DANIEL KRIPLEAN	25.00
12/27/2019	56409	DAVID HRYNIEWICKI	30.00
12/27/2019	56410	ENGINEERED SECURITY	180.00
12/27/2019	56411	GALE	49.59
12/27/2019	56412	GEORGE MEDINA	300.00
12/27/2019	56413	GORDON FLESCH COMPANY INC.	641.83
12/27/2019	56414	HEISER AUTOMOTIVE GROUP	533.10
12/27/2019	56415	JESSE BARKOW	150.00
12/27/2019	56416	JOSEPH MCLEOD	60.00
12/27/2019	56417	KEVIN KAEGI	30.00
12/27/2019	56418	MICHAEL BELSHA JR	150.00
12/27/2019	56419	MICHAEL KOWALSKI	310.00
12/27/2019	56420	MILWAUKEE JOURNAL SENTINEL	86.36
12/27/2019	56421	MILWAUKEE METRO SEWERAGE DISTRICT	206,346.04
12/27/2019	56422	NEHER ELECTRIC SUPPLY, INC.	1,659.20
12/27/2019	56423	PATRICK MURPHY	60.00
12/27/2019	56424	PAUL GORECKI	25.00
12/27/2019	56425	PAUL LOCKWOOD	130.00
12/27/2019	56426	PAUL WITTE	60.00
12/27/2019	56427	PLANET BEAD	6,680.00
12/27/2019	56428	R.A. SMITH NATIONAL	222.00
12/27/2019	56429	RALPH ZEIT	120.00
12/27/2019	56430	RAYMOND SIPEK	520.00
12/27/2019	56431	RECYCLE TECHNOLOGIES, INC.	322.45
12/27/2019	56432	RUSSELL BLANK	420.00
12/27/2019	56433	RYAN BUSH	50.00
12/27/2019	56434	SHRED-IT USA	49.89

01/02/2020 09:34 AM
User: C.Brustmann
DB: Whitefish Bay

CHECK REGISTER FOR VILLAGE OF WHITEFISH BAY
CHECK DATE FROM 12/01/2019 - 12/31/2019

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Check Date	Check	Vendor Name	Amount
12/27/2019	56435	THERESA HOGE	60.00
12/27/2019	56436	TIM BLAKESLEE	400.00
12/27/2019	56437	TIME WARNER CABLE	179.96
12/27/2019	56438	TONY JOHNSON	60.00
12/27/2019	56439	VILLAGE ACE HARDWARE	20.95
12/27/2019	56440	WIL-KIL PEST CONTROL	301.50

CKING TOTALS:

Total of 165 Checks:	1,027,089.86
Less 0 Void Checks:	0.00
Total of 165 Disbursements:	1,027,089.86



Village of Whitefish Bay
5300 N. Marlborough Drive
Whitefish Bay, Wisconsin 53217

Phone: 414-962-6690
Fax: 414-962-5651

Memorandum

To: Paul Boening, Village Manager
From: Joel Oestreich, Director of Building Services
Date: December 18, 2019
Re: Referral of Ordinance to Village Board (Amend Chapter 12 to be compliant with State Code).

The State of WI recently reviewed our Electrical Code (Chapter 12). The State made me aware that our Village Code had 4 inconsistencies with the State Code. I have amended WFB Chapter 12 and received notification from the Electric Program Manager at the State that the proposed changes have brought WFB's Chapter 12 into compliance with the State Electrical Code.

STATE OF WISCONSIN MILWAUKEE COUNTY VILLAGE OF WHITEFISH BAY

ORDINANCE NO: 1861

**An Ordinance to Repeal and Recreate Chapter 12
of the Municipal Code with Regard to Electrical Code**

The Village Board of the Village of Whitefish Bay, Milwaukee County, Wisconsin does ordain as follows:

Section One: Chapter 12 of the Municipal Code is hereby deleted in its entirety and recreated to read as follows:

Chapter 12. Electrical Code

§ 12-1. Purpose.

The purpose of this chapter is to safeguard life and property from hazards arising from the use of electricity. Compliance therewith and proper maintenance will result in an installation essentially free from hazard. This chapter is not intended as a design specification nor an instruction manual for untrained persons.

§ 12-2. Scope.

A.

This chapter covers electrical conductors and equipment installed within or on public and private buildings or other structures and other premises such as yards, parking lots and industrial substations, and conductors that connect the installations to a supply of electricity.

B.

This chapter does not cover installations in mobile homes, recreational vehicles, carnival equipment and installations not covered under the Wisconsin State Electrical Code.

§ 12-3. State Codes.

The Wisconsin State Electrical Code, Chs. PSC 114 and SPS 316, Wis. Adm. Code, as far as applicable, is hereby incorporated herein as though fully set forth. A violation of any applicable provision thereof shall constitute a violation of this chapter.

§ 12-4. Electrical Inspector.

A.

Duties. The Electrical Inspector shall perform electrical inspections and other duties as may be required. The Electrical Inspector shall have the authority in all matters pertaining to electrical code and inspections and shall enforce state laws and Village ordinances relating thereto.

B.

Qualifications. The Electrical Inspector shall hold a current Certified Electrical Inspector's Certificate from the State of Wisconsin and shall be well versed in the approved methods of electrical construction and the State Electrical Code.

C.

Authority. The Electrical Inspector or his authorized agent shall have the authority at all reasonable hours for any proper purpose to enter any public or private building and premises, upon notice to the owner or person immediately in charge, in the discharge of his official duties, or for the purpose for making an inspection or test of the electrical systems contained therein. If consent to enter personal or real properties which are not public buildings, or to enter portions of public buildings which are not open to the public for inspection purposes, has been denied, the Electrical Inspector may obtain a special warrant under § 66.0119, Wis. Stats.

§ 12-5. Records.

A complete record of all licenses, applications and permits shall be kept, along with a record of all inspections made and other official work performed under the provisions of the chapter and so arranged to afford prompt information of electrical work.

§ 12-6. Definitions.

A.

For the purpose of this chapter, the following terms and words shall be interpreted as having the following meanings:

DAYS

Calendar days, legal holidays excluded.

ELECTRICAL SYSTEM

All materials, devices or appliances located for the purpose of conducting or safeguarding electricity.

ELECTRICAL WORK

Any act in connection with the installation, alteration or maintenance of an electrical system, which act requires the use of tools.

INSPECTOR

Any person duly appointed for the purpose of enforcing the provisions of this chapter.

B.

Definitions of terms not defined in this chapter shall conform to the definitions set forth in the State Code.

Article II. Electrical Licenses and Permits

§ 12-7. Electrical permits.

A.

The Electrical Inspector shall issue permits to companies or individuals who hold both a Wisconsin Master Electrician license and an Electrical Contractor license for the installation, for alteration or maintenance of electrical systems, upon the filing of proper application, which shall prescribe the nature of the work as well as such other information as may be required for inspection. In no case shall any electrical work be done unless a permit has been obtained.

B.

The Electrical Inspector shall issue permits to a residential property owner who installs, repairs, or maintains electrical wiring on premises that the property owner owns and occupies as a residence. The property owner must also hold a valid Wisconsin Master Electrician license or Journeyman Electrician license. The owner shall also file a proper application, which shall prescribe the nature of the work as well as such other information as may be required for inspection. In no case shall any electrical work be done unless a permit has been obtained.

C.

The permit shall lapse and become void if the work thereunder is not commenced within 12 months.

§ 12-8. License and permit exceptions.

The electrical license and permit requirements of this article shall not apply to the following:

A.

The installation, alteration, or repair of electrical generation, transmission, or distribution equipment owned and operated by an electrical public utility company.

B.

The installation, alteration, or repair of signal or communication equipment where such equipment is owned and operated by an electrical public utility company, cable communication company, or government body.

C.

Any work in trailers, buses, automobiles or tractors.

D.

Any work in connection with electrical equipment used for radio and television transmission, but not including supply wires to such equipment.

E.

Any work involved in the manufacturing or testing of electrical equipment or apparatus, but not including any permanent wiring or equipment.

F.

Any work associated with the following:

(1)

The repair of plug-connected electrical equipment or devices.

(2)

Permanently connected electrical appliances which have been electrically and mechanically disconnected and separated from all sources of electrical supply.

(3)

The replacement of approved fuses which are not oversize for the circuit involved.

(4)

The installation or replacement of plug connected portable appliances which do not overload the circuit involved.

(5)

Replacement of fixtures, switches or receptacles which are a part of existing 120 volt electrical wiring.

§ 12-9. Electrical power discontinued.

The Electrical Inspector shall have the authority to cause the turning off of all electrical power to any equipment which is found to be in unsafe condition, and to cut off or discontinue electric service in cases of emergency and where such is dangerous to life or property or may interfere with the work of the Fire Department. No person shall reconnect any equipment thus cut off until permission is given by the Electrical Inspector.

§ 12-10. Temporary work.

For buildings where conduit wiring is required, special permits for temporary work may be granted by the Electrical Inspector for the installation of open work and exposed wiring, lights,

power for building, operations, display, decorative lighting, etc., for use for a limited period subject to discontinuance and complete removal at expiration, and to condemnation and revocation within such period. On applying for a permit for temporary work, a specified period of time for which such wiring is to remain in service must be stated but not exceeding 90 days. Service shall be cut off at the end of this period and shall not again be connected without written permission from the Electrical Inspector.

§ 12-11. Emergency work.

Under emergency conditions, the necessary electrical wiring may commence without obtaining a permit, provided the owner of the premises where the installation is to occur or their agent submits a permit application to the inspection agency designated by the department to provide electrical inspections for the installation no later than the next business day after commencement of the installation.

§ 12-12. Inspections.

A.

Except as provided under s. 101.875 (2), Stats., electrical wiring installations shall be subject to inspection.

B.

Inspections of electrical wiring installations described under s. SPS 316.012 (1) (a) shall be conducted by a certified commercial electrical inspector.

C. (1) The building owner or their agent shall notify the inspection agency designated by the department to provide electrical inspections when the electrical wiring installation is ready for inspection.

(2) Except as provided in par. (3), to facilitate inspection all of the following shall apply:

- a. Electrical wiring shall remain accessible and exposed for inspection purposes.
- b. Electrical wiring may not be energized.

(3) a. The concealment or energizing of electrical wiring, other than an electrical service, may proceed if inspection has not been completed within 2 business days after notification is received or as otherwise agreed between the wiring installer and the designated inspection agency providing the inspection.

b. The notification that an electrical wiring installation is ready for final inspection shall be made to indicate when all electrical fixtures, outlets and face plates are in place and the installation or that portion of the installation is energized.

(4) a. If upon inspection, it is found that the installation is in compliance with this chapter, the certified inspector shall approve the installation prior to concealment or energizing of the electrical wiring.

b. If upon inspection, it is found that the installation is incomplete or not in compliance with this chapter, orders to correct shall be issued. An order may include the condition that the electrical wiring is to remain unconcealed and non-energized until re-inspected.

§ 12-13. Approved materials.

A.

No electrical materials, devices or appliances shall be used or installed in the Village of Whitefish Bay unless they are in conformity with the provisions of this chapter, the statutes of the State of Wisconsin relating to electrical work and the rules and regulations of the Department of Safety and Professional Services of the State of Wisconsin. All items shall bear UL or other testing laboratory approval.

B.

The name, trademark or other identification symbol of the manufacturer shall be placed on all electrical material, devices and appliances used or installed under this chapter, shall be identified on the packaging or shall be described in manufacturer's literature. The rating in volts, amperes, watts, or horsepower, etc., shall be indicated.

Article III. Appeals and Penalties

§ 12-14. Board of Appeals.

Any person feeling himself aggrieved by any order or ruling of the Electrical Inspector may appeal from such ruling to the Board of Appeals within 20 days after written notice of such ruling shall have been delivered to or received by him. Such appeal is to be in writing, setting forth the order appealed from, and the respects in which said person feeling himself aggrieved claims that said order or ruling is erroneous or illegal. Said notice of appeal shall be filed with the Clerk who shall thereupon notify the Electrical Inspector of said appeal, and the appeal shall be heard at the next meeting of the Board of Appeals. The said Board of Appeals, after consideration thereof, shall affirm, reverse or modify said ruling as is just in the premises. Stay of the Inspector's order shall be as per § 62.23(7)(e)5, Wis. Stats.

§ 12-15. Violations and penalties.

Any person who shall violate any provision of this chapter shall be subject to a penalty as provided in Chapter 17, Village Code and Ordinances, Article III, General Penalty, of the Code of the Village of Whitefish Bay, in addition to the specific penalties provided in this chapter. A separate offense shall be deemed committed on each day on which a violation of this chapter occurs or continues.

Section Two: All ordinances or parts of ordinances conflicting with the provisions of this Ordinance are hereby and to such extent repealed.

Section Three: This ordinance shall take effect and be in force from and after its passage and posting.

PASSED AND ADOPTED by the Village Board of Trustees of the Village of Whitefish Bay this ___ day of _____, 2020.

VILLAGE OF WHITEFISH BAY

Julie Siegel, Village President

Jennifer Amerell, Village Clerk



VILLAGE BOARD STAFF REPORT

REPORT TO: President Julie Siegel & Village Board of Trustees

REPORT FROM: Tim Blakeslee – Assistant Village Manager

DATE: 12/31/19

AGENDA ITEM: Approve a Certified Survey Map to combine the existing lots at 105 W Silver Spring Drive, Whitefish Bay, WI, 53217 and 115 W Silver Spring Drive, Whitefish Bay, WI, 53217

ACTION REQUESTED: Ordinance Resolution Motion (Consent)

BACKGROUND

In October, the Village was approached by Peter Nagel with The Redmond Company to combine the existing lots at 105 W Silver Spring Drive, Whitefish Bay, WI, 53217 and 115 W Silver Spring Drive, Whitefish Bay, WI, 53217. The intention of The Redmond Company is to remove the two existing structures (Modern Touch Dental and Connections Ticket Services), combine the lots, and develop the property into a branch location for Town Bank.

The Redmond Company submitted a Certified Survey Map (CSM) to Village Staff requesting to split the lots in mid-November. This CSM is included as Attachment 1. Tim Barbeau, PE, PLS, with R.A. Smith reviewed several drafts of the CSM on behalf of the Village and found that it was technically acceptable subject to conditions outlined in Attachment 2. Village Staff reviewed and approved the CSM with regards to zoning which is outlined in Attachment 3.

The Plan Commission recommended the CSM to the Village Board for approval by a vote of 5 to 0 subject to applicable conditions in the memo from Mr. Barbeau.

RECOMMENDED ACTION BY VILLAGE BOARD

Move to approve the Certified Survey Map to combine the existing lots at 105 W Silver Spring Drive, Whitefish Bay, WI, 53217 and 115 W Silver Spring Drive, Whitefish Bay, WI, 53217 contingent on the sale of the properties to Midland (Silver Spring) Associates, L.P.

ATTACHMENTS

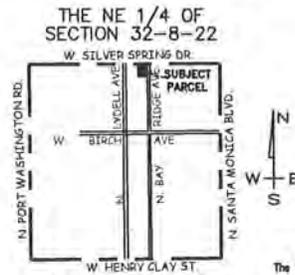
1. CSM for 105 W Silver Spring Drive, Whitefish Bay, WI, 53217 and 115 W Silver Spring Drive, Whitefish Bay, WI, 53217
2. CSM review memo from Tim Barbeau, PE, PLS with R.A. Smith
3. Village Staff Zoning Review 105 W Silver Spring Drive, Whitefish Bay, WI, 53217 and 115 W Silver Spring Drive, Whitefish Bay, WI, 53217

CERTIFIED SURVEY MAP NO. _____

BEING A REDIVISION OF LOT 1, IN BLOCK 7, IN ASSESSOR'S PLAT NO. 243, LOCATED IN THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 32, TOWN 8 NORTH, RANGE 22 EAST IN THE VILLAGE OF WHITEFISH BAY, MILWAUKEE COUNTY, WISCONSIN.

- - DENOTES FOUND 1" IRON PIPE
- - DENOTES SET 3/4 X 18" LONG IRON REBAR WEIGHING 1.13 LBS PER LINEAL FOOT.
- ⊕ - DENOTES EXISTING POWER POLE

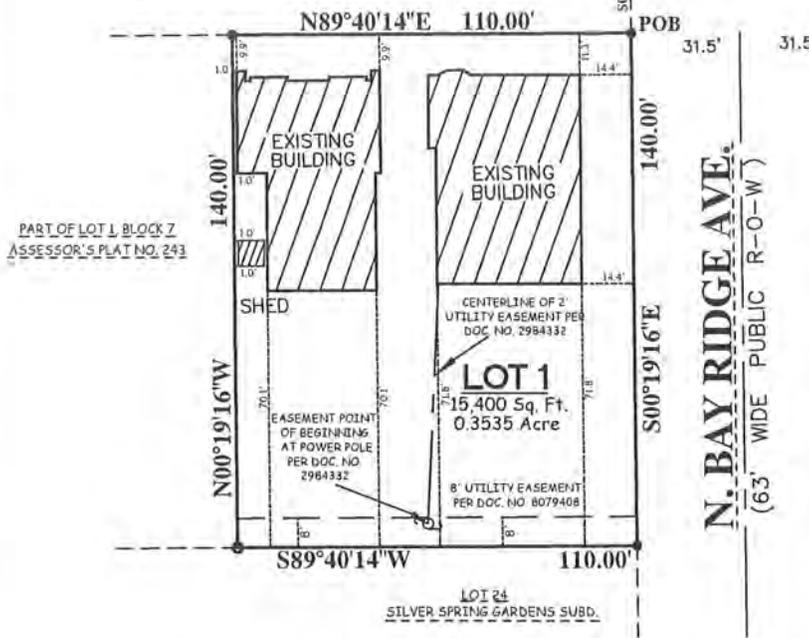
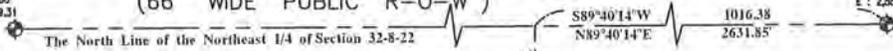
PREPARED FOR :
 MIDLAND (SILVER SPRING) ASSOCIATES, L.P.
 W228 N745 WESTMOUND DR.
 WAUKESHA, WI 53186
 262-896-8728



The NE Corner of the NE 1/4 of Section 32-8-22
 Concrete Monument with Brass Cap
 N : 414,872.83
 E : 2,558,860.80

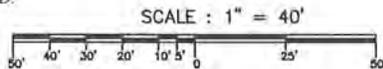
The NW Corner of the NE 1/4 of Section 32-8-22
 Concrete Monument with Brass Cap
 N : 414,857.80
 E : 2,558,229.31

W. SILVER SPRING DR.
 (66' WIDE PUBLIC R-O-W)



PART OF LOT 1, BLOCK 7
 ASSESSOR'S PLAT NO. 243

ALL BEARINGS ARE REFERENCED TO THE NORTH LINE OF THE NORTHEAST 1/4 OF SECTION 32-8-22, WHICH IS ASSUMED TO BEAR N89°40'14"E, WI. STATE PLANE COORDINATE SYSTEM SOUTH ZONE PER JAN. 2019 C.S.S.D.



Marc Passarelli
 MARC C. PASSARELLI P.L.S. # 2817



735 NORTH WATER STREET, SUITE 510
 MILWAUKEE, WI 53202
 414.224.8300 (tel) - 414.224.8383 (fax)

(REVISED: 01/02/2020)
 (REVISED: 12/05/2019)
 DATE: 09/18/2019

CERTIFIED SURVEY MAP NO. _____

BEING A REDIVISION OF LOT 1, IN BLOCK 7, IN ASSESSOR'S PLAT NO. 243, LOCATED IN THE NORTHEAST ¼ OF THE NORTHEAST ¼ OF SECTION 32, TOWN 8 NORTH, RANGE 22 EAST IN THE VILLAGE OF WHITEFISH BAY, MILWAUKEE COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE
STATE OF WISCONSIN)
MILWAUKEE COUNTY)SS

I, Marc C. Passarelli, a Professional Land Surveyor do hereby certify:

That I have surveyed, divided and mapped Lot 1, In Block 7, In Assessor's Plat No. 243, located in the Northeast ¼ of the Northeast ¼ of Section 32, Town 8 North, Range 22 East in the Village of Whitefish Bay, Milwaukee County, Wisconsin, bounded and described as follows: Commencing at the Northeast corner of the Northeast ¼ of Section 32; thence South 89° 40' 14" West along the North line of said ¼ Section, 1016.38 feet; thence South 00° 19' 16" East 33.06 feet to the Northeast Corner of Lot 1 in Block 7 of Assessor's Plat No. 243 also being the point of beginning; thence continuing South 00° 19' 16" East along the westerly right-of-way of North Bay Ridge Avenue, 140.00 feet; thence South 89° 40' 14" West, 110.00 feet; thence North 00° 19' 16" West, 140.00 feet; thence North 89° 40' 14" East along the Southerly right-of-way line of West Silver Spring Drive, 110.00 feet to the point of beginning.

Containing 15,400 square feet (0.3535 acres) of land.

That I have made such survey, land division and map by the direction of the Midland (Silver Spring) Associates, L.P., owner of said land.

That such map is a correct representation of all the exterior boundaries of the land surveyed and the land division thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes and the regulations of the Village of Whitefish Bay in surveying, dividing and mapping the same.

Dated this 2nd day of January, 2020.



Marc C. Passarelli S-2817
Wisconsin Professional Land Surveyor



CERTIFIED SURVEY MAP NO. _____

BEING A REDIVISION OF LOT 1, IN BLOCK 7, IN ASSESSOR'S PLAT NO. 243, LOCATED IN THE NORTHEAST ¼ OF THE NORTHEAST ¼ OF SECTION 32, TOWN 8 NORTH, RANGE 22 EAST IN THE VILLAGE OF WHITEFISH BAY, MILWAUKEE COUNTY, WISCONSIN.

CORPORATE OWNERS CERTIFICATE:

Midland (Silver Spring) Associates, L.P., as owner, does hereby certify that said company has caused the land described to be surveyed, divided, and mapped represented on this map.

IN WITNESS WHEREOF, the said Midland (Silver Spring) Associates, L.P. has caused these presents to be signed by Steve Rolfe, President, on this _____ day of _____, 2020.

In the Presence of:

Steve Rolfe, President
Midland (Silver Spring) Associates, L.P.

STATE OF WISCONSIN)
COUNTY OF _____)SS

Personally came before me this _____ day of _____, 2020, the above named Steve Rolfe, president of the above named Midland (Silver Spring) Associates, L.P., to me known to be the person who executed the foregoing instrument and to me known to be such President of said company and acknowledged that he executed the foregoing instrument as such president as the deed of said by its authority.

Notary Public, State of Wisconsin
My Commission expires _____

WHITEFISH BAY VILLAGE BOARD APPROVAL

Approved by the Whitefish Bay Village Board on this _____ day of _____, 2020.

Julie Siegel, Village President

Jennifer Amorell, Secretary

PLAN COMMISSION APPROVAL

Approved by the Village of Whitefish Bay Plan Commission on this _____ day of _____, 2020.

Julie Siegel, Village President, Chairperson

Tim Blakeslee, Secretary



CREATIVITY BEYOND ENGINEERING

MEMORANDUM

DATE: December 5, 2019

TO: Tim Blakeslee, Village of Whitefish Bay (via e-mail)

CC: Debra Tarnow, Key Engineering (via e-mail)

FR: Tim Barbeau, raSmith *TGB*

RE: MCDC Acquisitions, Inc. CSM – 105/115 W. Silver Spring Drive

I have reviewed the updated version of the subject Certified Survey Map dated 12/5/19 and have the following review comments and recommendation:

Ms. Tarnow has stated that the owner has not been established yet. Therefore, there are items that cannot be completed on the CSM at this time. It will be important to have the correct owner at the time that the approval takes place by the Village Board. Once approved by the Village Board no other changes should be made to the document unless they are conditions of the approval. I am concerned that at the time the document is approved and signed there will be confusion as to who is the actual property owner.

Recommendation:

I recommend that the Village approval of the CSM dated 12/5/2019 subject to satisfaction of the following items prior to the Village affixing any signatures on the document:

1. The name of the owner, address and telephone number should be added to sheet 1 of 3.
2. The owner's certificate should state the name of the owner at time of approval.
3. The surveyor must stamp, sign and date the final version of the CSM (all pages).
4. The owner must sign the survey and have his/her name notarized on the final version of the survey.

Should you have any questions, please feel free to contact me.

H:\1191290\DocM 191290 Blakeslee MCDC Acquisitions CSM Review.docx



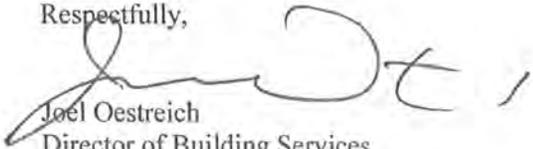
Village of Whitefish Bay

5300 N. Marlborough Drive • Whitefish Bay, Wisconsin 53217 • (414) 962-6690 • Fax (414) 962-5651

December 10, 2019

I have conducted a Zoning review for the proposed lot combination located at 105 W. Silver Spring Dr. and 115 W. Silver Spring Dr. The combination of the lots does not create any new non-conformance with the Zoning Code. It is noted that the westerly building (115 W. Silver Spring) is located 0.1' into the required setback. The combination of the lot does not affect this in any way.

Respectfully,



Joel Oestreich
Director of Building Services
Village of Whitefish Bay.

RESOLUTION NO. 3067

RESOLUTION AWARDING THE SALE OF \$3,430,000
GENERAL OBLIGATION FIRE DEPARTMENT PROJECT
BONDS, SERIES 2020A

WHEREAS, on December 2, 2019, the Village Board of the Village of Whitefish Bay, Milwaukee County, Wisconsin (the "Village") adopted an initial resolution authorizing the issuance of general obligation bonds in an amount not to exceed \$3,430,000 for the public purpose of financing a regional fire project, consisting of the construction of an engine house and acquisition of fire equipment for the North Shore Fire Department (the "Project") (the above-referenced initial resolution is referred to herein as the "Initial Resolution");

WHEREAS, on December 2, 2019, the Village Board of the Village also adopted a resolution (the "Set Sale Resolution"), providing that the general obligation bonds authorized by the Initial Resolution be issued and sold as an issue of bonds designated as "General Obligation Fire Department Project Bonds, Series 2020A" (the "Bonds") for the purpose of paying the cost of the Project;

WHEREAS, pursuant to the Set Sale Resolution, the Village has directed Ehlers & Associates, Inc. ("Ehlers") to take the steps necessary to sell the Bonds to pay the cost of the Project;

WHEREAS, Ehlers, in consultation with the officials of the Village, prepared a Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Bonds and indicating that the Bonds would be offered for public sale on January 6, 2020;

WHEREAS, the Village Clerk (in consultation with Ehlers) caused a form of notice of the sale to be published and/or announced and caused the Notice of Sale to be distributed to potential bidders offering the Bonds for public sale;

WHEREAS, the Village has duly received bids for the Bonds as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation");

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Notice of Sale and is deemed to be the most advantageous to the Village. Ehlers has recommended that the Village accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference; and

WHEREAS, the Village Board now deems it necessary, desirable and in the best interest of the Village that the Bonds be issued in the aggregate principal amount of \$3,430,000.

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village that:

Section 1. Ratification of the Notice of Sale and Offering Materials. The Village Board hereby ratifies and approves the details of the Bonds set forth in Exhibit A attached hereto as and for the details of the Bonds. The Notice of Sale and any other offering materials prepared and circulated by Ehlers are hereby ratified and approved in all respects. All actions taken by officers of the Village and Ehlers in connection with the preparation and distribution of the Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Authorization and Award of the Bonds. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.04, Wisconsin Statutes, the principal sum of THREE MILLION FOUR HUNDRED THIRTY THOUSAND DOLLARS (\$3,430,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Bonds for the sum set forth on the Proposal, plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted. The President and Village Clerk or other appropriate officers of the Village are authorized and directed to execute an acceptance of the Proposal on behalf of the Village. The good faith deposit of the Purchaser shall be applied in accordance with the Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Bonds shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Bonds. The Bonds shall be designated "General Obligation Fire Department Project Bonds, Series 2020A"; shall be issued in the aggregate principal amount of \$3,430,000; shall be dated January 22, 2020; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on May 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on May 1 and November 1 of each year commencing on May 1, 2020. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Bonds is set forth on the Debt Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Bonds maturing on May 1, 2030 and thereafter are subject to redemption prior to maturity, at the option of the Village, on May 1, 2029 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the Village, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

[If the Proposal specifies that any of the Bonds are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Bonds subject to mandatory redemption, the principal amount of such Bonds so redeemed shall be

credited against the mandatory redemption payments established in Exhibit MRP for such Bonds in such manner as the Village shall direct.]

Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the Village are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the Village a direct annual irrepealable tax in the years 2020 through 2038 for the payments due in the years 2020 through 2039 in the amounts set forth on the Schedule. The amount of tax levied in the year 2020 shall be the total amount of debt service due on the Bonds in the years 2020 and 2021; provided that the amount of such tax carried onto the tax rolls shall be abated by any amounts appropriated pursuant to subsection (D) below which are applied to payment of interest on the Bonds in the year 2020.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the Village shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the Village and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the Village for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due, the requisite amounts shall be paid from other funds of the Village then available, which sums shall be replaced upon the collection of the taxes herein levied.

(D) Appropriation. The Village hereby appropriates from taxes levied in anticipation of the issuance of the Bonds, proceeds of the Bonds or other funds of the Village on hand a sum sufficient to be irrevocably deposited in the segregated Debt Service Fund Account created below and used to pay debt service on the Bonds coming due in 2020 as set forth on the Schedule.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the Village, if one has not already been created, a debt service fund, separate and distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the Village may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Fire Department Project Bonds, Series 2020A, dated January 22, 2020" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the Village at the time of delivery of and payment for the Bonds; (ii) any premium which may be received by the Village above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the Village, be invested by purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the Village, unless the Village Board directs otherwise.

Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of the Bonds (the "Bond Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the Village and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed Money Fund after the purpose or purposes for which the Bonds have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the Village, charged with the responsibility for issuing the Bonds, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Bonds to the Purchaser which will permit the conclusion that the Bonds are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The Village represents and covenants that the projects financed by the Bonds and the ownership, management and use of the projects will not cause the Bonds to be "private activity bonds" within the meaning of Section 141 of the Code. The Village further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Bonds including, if applicable, the rebate requirements of Section 148(f) of the Code. The Village further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The Village Clerk or other officer of the Village charged with the responsibility of issuing the Bonds shall provide an appropriate certificate of the Village certifying that the Village can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The Village also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Bonds provided that in meeting such requirements the Village will do so only to the extent consistent with the proceedings authorizing the Bonds and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Bonds are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Bonds; Closing; Professional Services. The Bonds shall be issued in printed form, executed on behalf of the Village by the manual or facsimile signatures of the President and Village Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the Village of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but, unless the Village has contracted with a fiscal agent to authenticate the Bonds, at least one of the signatures appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and

directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The Village hereby authorizes the officers and agents of the Village to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 12. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by Associated Trust Company, National Association, Green Bay, Wisconsin, which is hereby appointed as the Village's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes (the "Fiscal Agent"). The Village hereby authorizes the President and Village Clerk or other appropriate officers of the Village to enter a Fiscal Agency Agreement between the Village and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Bonds.

Section 13. Persons Treated as Owners; Transfer of Bonds. The Village shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the President and Village Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The Village shall cooperate in any such transfer, and the President and Village Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the Village at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the Village agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the Village Clerk or other authorized representative of the Village is authorized and directed to execute and deliver to DTC on behalf

of the Village to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the Village Clerk's office.

Section 16. Payment of Issuance Expenses. The Village authorizes the Purchaser to forward the amount of the proceeds of the Bonds allocable to the payment of issuance expenses to Old National Bank, Chaska, Minnesota at Closing for further distribution as directed by Ehlers.

Section 17. Official Statement. The Village Board hereby approves the Preliminary Official Statement with respect to the Bonds and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the Village in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate Village official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The Village Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 18. Undertaking to Provide Continuing Disclosure. The Village hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the Village to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

To the extent required under the Rule, the President and Village Clerk, or other officer of the Village charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the Village's Undertaking.

Section 19. Record Book. The Village Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 20. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Bonds, the officers of the Village are authorized to take all actions necessary to obtain such municipal bond insurance. The President and Village Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the President and Village Clerk including provisions regarding restrictions on investment of Bond proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds

by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Bond provided herein.

Section 21. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Village Board or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded January 6, 2020.

Julie Siegel
President

ATTEST:

Jennifer R. Amerell
Village Clerk

(SEAL)

NORTH SHORE FIRE/RESCUE

Office of the Fire Chief

Robert Whitaker

To: Village Board/City Council
Date: January 2, 2020
Subject: North Shore Community Emergency Management Plan

Board Members – A PDF of the Plan Document will be emailed to you. The Plan is also available at <https://www.wfbvillage.org/DocumentCenter/View/1018/North-Shore-CEMP-120919-Redacted>

Each municipality is required by State Law to appoint an emergency manager. Currently, either the local city administrator/village manager or police chief is appointed to fill the emergency manager role in each of the seven North Shore municipalities.

In addition to requiring a local emergency manager, State Statute 323 also requires each municipality to develop and adopt an emergency management plan and program that is compatible with the State of Wisconsin Emergency Management Plan. Traditionally, each North Shore municipality has authored and adopted their own emergency management plan. While varying in length and organization, each plan has generally contained a fair amount of duplicative information since the seven communities share a fair amount of emergency resources, including fire/emergency medical, health and 911 dispatch.

In 2015, the Commission on Fire Accreditation International, during its assessment of the North Shore Fire Department, recommended the seven municipalities served by the Department consider adopting a single plan to improve coordination in all disciplines between the municipalities in emergencies. The Commission on Fire Accreditation International is the international accrediting body for fire and emergency medical services agencies.

A working group of the seven emergency managers, with assistance from the Milwaukee County Office of Emergency Management, was convened to determine whether a single plan was feasible and evaluate the impacts. The attached Comprehensive Emergency Management Plan was developed using a model template that is presented for consideration of adoption by the seven municipalities.

This single plan will help ensure coordination between municipalities for emergency management. The impacts of disasters commonly cross municipal borders and municipalities will rely on each other to assist in preparation, response and recovery from the disaster. While this single plan does set the framework for coordinated response, it is important that each municipality ensure it has enacted internal procedures to assist in accomplishing the actions outlined in the plan. It is also imperative that this plan be exercised and trained on regularly.

The document calls for the establishment of a North Shore Emergency Planning Team to conduct continuing review and revision of the plan and to ensure exercise planning and evaluation is accomplished. At this time, the municipalities have indicated that the current municipal emergency manager will be appointed to this Planning Team.

The legal responsibility of emergency management in each municipality continues to fall upon the individual appointed as the emergency manager by the municipality. This joint plan does not absolve a community from the responsibility of emergency management functions, but it does assist in ensuring coordination between the seven municipalities as they continue to cooperate on municipal service provision at multiple levels.

RESOLUTION NO. 3068

**Resolution Approving the Adoption of a
Comprehensive Emergency Management Plan**

WHEREAS, the United States of America Government has identified a National Preparedness Goal of “A secure and resilient nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that post the greatest risk”.

WHEREAS, the United States of America’s Federal Emergency Management Agency has published the National Response Framework, a document that sets strategy and doctrine for how the whole community builds, sustains, and delivers the response core capabilities identified in the National Preparedness Goal in an integrated manner with other mission areas.

WHEREAS, the National Response Framework is built upon the premise that incidents are typically managed at the lowest jurisdictional level thereby often requiring the action of local municipal government.

WHEREAS, the State of Wisconsin Statute 323.14 requires governing bodies of each city, village or town of the State of Wisconsin to develop and adopt an emergency management plan and program that is compatible with the state plan of emergency management.

WHEREAS, the City of Glendale and Villages of Bayside, Brown Deer, Fox Point, River Hills, Shorewood and Whitefish Bay make-up Zone A, a geographic region, as part of the Milwaukee County Comprehensive Emergency Management Plan and provide many joint services and cooperate daily on provision of other services.

WHEREAS, a Comprehensive Emergency Management Plan, meeting requirements of Wisconsin Statutes 323.14 for the seven municipalities has been developed to assist in ensuring a coordinated response to emergencies.

NOW, THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Whitefish Bay that the Village of Whitefish Bay hereby adopts the Comprehensive Emergency Management Plan for The Municipalities of the North Shore as its municipal emergency management plan.

PASSED AND ADOPTED by the Village Board of the Village of Whitefish Bay this 6th day of January, 2020.

VILLAGE OF WHITEFISH BAY

Julie Siegel
Village President

Countersigned:

Jennifer Amerell
Village Clerk

Comprehensive Emergency Management Plan (CEMP)

for

The Municipalities of the North Shore

*Village of Bayside
Village of Brown Deer
Village of Fox Point
Village of River Hills
Village of Shorewood
Village of Whitefish Bay
City of Glendale*

December 2019

Redacted Version

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HOW TO USE THIS DOCUMENT

The municipalities of Glendale, Bayside, Brown Deer, Fox Point, River Hills, Shorewood and Whitefish Bay (North Shore), Wisconsin have strategically structured this CEMP around its programs that protect the North Shore communities. The Comprehensive Emergency Management Program includes performing mitigation/prevention, preparedness, response, and recovery activities. The CEMP major components include:

- | | |
|------------------------|--|
| CEMP Basic Plan | Provides a general overview and summary of the purpose, responsibilities, and operational concepts of the Comprehensive Emergency Management Program. |
| Annex I | Addresses the emergency management mitigation/prevention phase. |
| Annex II | Addresses the emergency management preparedness phase. |
| Annex III | Guides the North Shore municipalities response to an emergency. The North Shore municipalities engage their staff and manage specific emergency activities, such as response efforts involving transportation of hazardous materials and severe weather events, through the Emergency Support Functions (ESFs). All levels of government – federal, state and local – have adopted the ESF model. Under this model, the North Shore municipalities have designated a primary department to coordinate certain emergency activities with other selected departments and the Emergency Operations Center staff. The CEMP also identifies other departments and partners outside municipal government that support the primary departments. The CEMP outlines the roles that the ESF primary and support departments have in emergency response. While basic response and the concept of operations will always remain the same, the ESFs activated will depend on the type and scope of the emergency. |
| Annex IV | Addresses the recovery phase. Recovery Support Functions (RSFs) identify critical recovery activities that may need to be activated and performed to restore the community back to normal after an emergency. A primary North Shore municipal department is designated to coordinate each emergency support function as a part of the Emergency Operations Center staff. Support departments and partners outside the North Shore municipalities are also identified along with likely tasks to be performed. While the concept of operations should always remain the same, the RSFs activated will depend on the type and scope of the recovery efforts needed. |

INSTRUCTIONS TO ALL NORTH SHORE MUNICIPAL EMPLOYEES AND NON-GOVERNMENTAL ORGANIZATIONS:

Please note, this plan refers to all North Shore municipal government offices, agencies and departments universally as “departments.”

1. Read the Basic Plan, Sections I through VI. Take special note of your department's general responsibilities contained within the **Basic Plan, Part IV, Responsibilities**.
2. Look at the **Primary/Support Matrix** found in **Annex III Response Functions—Emergency Support Functions (ESFs)**. Find the name of your department and look horizontally across all eighteen ESFs and note whether you have primary or supporting responsibilities.
3. Note that the primary and support departments are also listed in a table summary on the **second page of each ESF** (Annex III Response Functions— Emergency Support Functions).
 - IF THE RESOURCES OF THE NORTH SHORE MUNICIPALITIES ARE EXCEEDED DURING AN EMERGENCY, OR IF ASSISTANCE IS NEEDED, THE MILWAUKEE COUNTY OFFICE OF EMERGENCY MANAGEMENT SHOULD BE CONTACTED. OEM WILL ALSO ARRANGE COUNTY, STATE, AND FEDERAL ASSISTANCE.
4. It is imperative that your department establishes and maintains Standard Operating Procedures (SOPs) which support your obligations and responsibilities during all response scenarios. Utilize the defined responsibilities contained herein to begin mapping out your response.

Refer to the **Basic Plan Section III, Concept of Operations**, for additional information and guidance.

Helpful Hint — make a list of your department’s responsibilities:

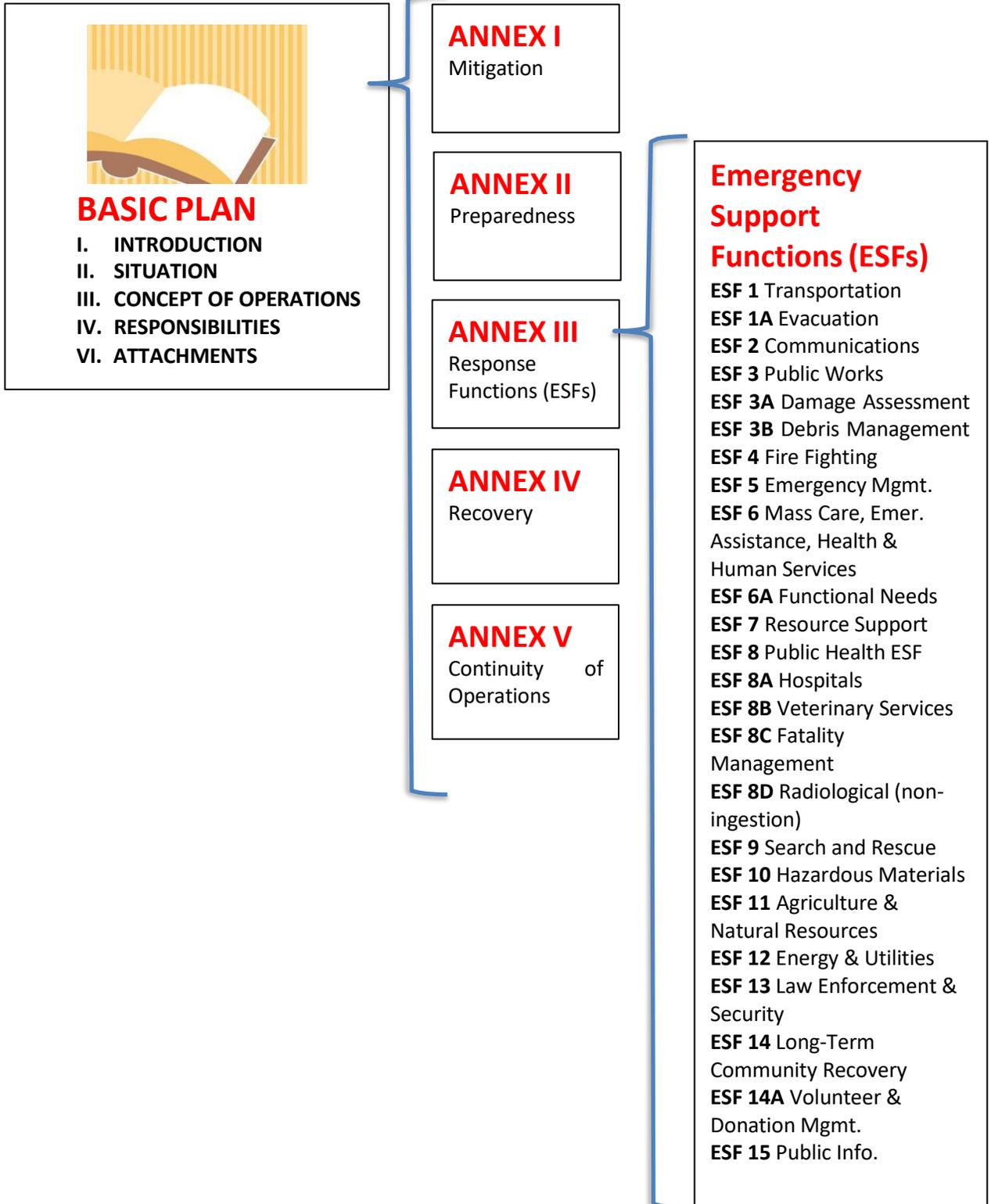
- 1) See the Basic Plan, Part IV, Responsibilities BP IV-1
- 2) See the Annex III Emergency Support Functions, Primary/Support Matrix III-2

This list will be the basis for developing internal tactical SOPs and personnel action guides.

Comprehensive Emergency Management Plan (CEMP)

BASIC PLAN

CEMP COMPONENT PARTS:



Comprehensive Emergency Management Plan CEMP**Basic Plan****I. INTRODUCTION****I. INTRODUCTION.****A. INTRODUCTION.**

1. This plan provides:
 - a. Guidance in mitigating, preparing for, responding to, and recovering from emergencies and disasters threatening life or property within the North Shore communities.
 - b. A framework that will guide organizational behavior (response) during emergencies or disasters.
 - c. A framework of interagency and community-wide cooperation to enhance disaster mitigation, preparedness, response and recovery.
2. Each North Shore municipality's departments and participating agencies are to become familiar with this plan to insure efficient and effective execution of emergency responsibilities. Each North Shore municipality's departments and participating agencies must develop and maintain Standard Operating Procedures (SOPs). By being prepared we can better serve the citizens of North Shore.
3. This is a strategic document that will continue to be evaluated, updated, and refined to meet our changing needs. Each North Shore municipality's departments have contributed to this plan. Milwaukee County Office of Emergency Management (OEM) will continue to coordinate input and updates to this plan to meet state and federal planning requirements.

B. PURPOSE, SCOPE, ASSUMPTIONS.

1. Purpose.
 - a. The North Shore municipalities along with the Milwaukee County Office of Emergency Management (OEM), in cooperation with each municipality's administration, municipal departments, and other members of the community and to maximize the efficiency and effectiveness of available resources, endeavors to mitigate, prepare for, respond to, and recover from natural and man-made disasters which threaten the lives, safety, or property of the citizens of North Shore by:
 - (1) Identifying major natural and man-made hazards threats to life, property and/or the environment that are known or thought to exist.

- (2) Assigning emergency management responsibilities and tasks.
 - (3) Describing predetermined actions (responsibilities, tasks) to be taken by municipalities and other cooperating organizations and institutions to eliminate or mitigate the effects of these threats and to respond effectively and recover from an emergency or disaster.
 - (4) Providing for effective assignment and utilization of each municipal unit of government's employees.
 - (5) Documenting the current capabilities and existing resources of each municipality's departments and other cooperating organizations and institutions which must be maintained to enable accomplishment of those predetermined actions.
 - (6) Providing for the continuity of each municipality during and after an emergency or disaster.
 - (7) Enhancing cooperation (mutual aid agreements and memorandums of understanding) and coordination with cooperating community agencies, neighboring jurisdictions, and county, state, and federal agencies.
 - (8) Providing for a North Shore Emergency Planning Team comprised of representatives from various departments as identified and utilized through this plan development for: continuing review and revision of the plan; and, exercise planning and evaluation.
- b. To provide guidance for:
- (1) Mitigation, preparedness, response and recovery policy and procedures.
 - (2) Disaster and emergency responsibilities.
 - (3) Training and public education activities.
- c. This plan applies to all North Shores municipalities' officials, departments, and agencies. The primary audience for the document includes each municipality's Chief Elected Official and other elected officials, the emergency management staff, department and agency heads and their senior staff members, leaders of local volunteer organizations that support emergency operations, and others who may participate in our mitigation, preparedness, response, and recovery efforts.
2. Scope.
- a. The Plan assigns specific functions to each appropriate North Shore municipalities' agencies and organizations, as well as outlines methods to coordinate with the private sector and voluntary organizations.
 - b. The Plan identifies the actions that the North Shore municipalities may initiate, in coordination with municipal, state, and federal counterparts as appropriate, regardless of the magnitude of the disaster.
3. Assumptions.

- a. This plan is based upon the concepts that emergency functions for various groups involved in emergency management will generally parallel their normal day-to-day functions. To the extent possible, the same personnel and material resources will be employed in both cases. It is generally true, however, that a disaster is a situation in which the usual way of doing things no longer suffices. It is desirable, and always attempted, to maintain organizational continuity and to assign familiar tasks to personnel. Day-to-day functions that do not contribute directly to the emergency operation may be suspended for the duration of any emergency. Efforts that would normally be required of those functions will be redirected to accomplish the emergency task by the agency concerned. Assumptions include, but are not limited to:
- (1) While it is likely that outside assistance would be available in most major disaster situations affecting North Shore municipalities, and while plans have been developed to facilitate coordination of this assistance, it is necessary for each North Shore municipality to plan for and be prepared to carry out disaster response and short-term recovery operations on an independent basis.
 - (2) A major emergency can exhaust the resources of a single municipality or directly impact more than one North Shore municipality. It may require resources from numerous municipalities, agencies and levels of government.
 - (3) Incidents will be operated under the Incident Command System (ICS), potentially utilizing a Unified Command, in accordance with the National Incident Management System (NIMS). In keeping with the nationwide strategy of the Integrated Emergency Management System (IEMS), this plan is concerned with all types of emergency situations that may develop. It also accounts for activities before, during, and after emergency operations. As per State guidance, this plan will be reviewed every year so appropriate changes can be made.

C. OBJECTIVES.

The objectives of North Shore's emergency management program are to protect public health and safety and preserve public and private property. During emergencies and disasters, each municipality will endeavor to:

1. **Save Lives:** Save human lives; Treat the injured; Warn the public to avoid further casualties; Evacuate people from the effects of the emergency; Shelter and care for those evacuated; Save animals.
2. **Stabilize Incident:** Prevent and incident from getting worse by ensuring life safety and managing resources efficiently and cost effectively.
3. **Protect Property:** Save property from destruction; Take action to prevent further lose; Provide security for property, especially in evacuated areas; Prevent contamination to the environment.
4. **Restore the Community to Normal:** Restore essential utilities; Restore community infrastructure; Help restore economic basis of the community.

D. METHODOLOGY.

1. This plan was developed by a planning process coordinated by the Milwaukee County Office of Emergency Management (OEM) and North Shore municipalities.
2. This plan is “approved and implemented” by each municipality’s Chief Elected Official and the Milwaukee County Office of Emergency Management (OEM). See statement on the following page.
3. Departmental letters of acknowledgment regarding the planning process and the plan responsibilities are on file in the Milwaukee County Office of Emergency Management (OEM) office.
4. A distribution list containing department/agency names and the number of copies of the Comprehensive Emergency Management Plan (CEMP) that were issued is on file in the Milwaukee County Office of Emergency Management (OEM) office.
5. Plan maintenance and record of changes.
 - a. The North Shore municipalities ensure that necessary changes and revisions to the plan are prepared, coordinated, published and distributed.
 - b. This plan will undergo revision whenever:
 - (1) It fails during an emergency.
 - (2) Exercises, drills reveal deficiencies or “shortfall(s).”
 - (3) The North Shore’s consolidated fire/emergency management structure changes.
 - (4) Community situations change.
 - (5) State requirements change.
 - (6) Any other condition occurs that causes conditions to change.
 - c. The North Shore municipalities will maintain a list of individuals and organizations which have controlled copies of the plan. Only those with controlled copies will automatically be provided updates and revisions. Plan holders are expected to post and record these changes. Revised copies will be dated to show where changes have been made.

E. RELATIONSHIP TO OTHER PLANS.

1. The combined homeland security and emergency management authorities, policies, procedures, and resources or the County, regional and state partners, federal government, and other entities (e.g., voluntary disaster relief organization, the private sector) constitute an intergovernmental emergency response network for providing assistance following an emergency.
2. The CEMP may be implemented as the only response plan, or it may be used in conjunction with local partner operational plans developed under statutory authorities and/or Memoranda’s of Understanding (MOUs). It is also supported by tactical policies and procedures of municipal operational roles. However, the CEMP shall remain the official and primary plan to guide response and recovery activities for the North Shore municipalities.
3. The structure of the CEMP is always in place and available for implementation. When a public emergency

occurs, the framework of the CEMP is used to facilitate response of one or more Emergency Support Functions (ESF) as dictated by the requirements of the incident. The EOC may be activated and staffed with a partial or full team at the direction of the EOC Manager. Individual ESF and support agencies may be employed in the response as needed to respond to the emergency situation.

4. Local CEMP and other Local, State or Federal Plans.
 - a. The CEMP may also be implemented concurrently with a number of local, state, federal and regional emergency operation plans without a state or Presidential Declaration. (See Figure 1: Relationship of the CEMP to other Plans, on the following page.) Regardless, the response would be in accordance with the local CEMP, and in accordance with the senior state or federal official for the applicable plan.
 - b. In certain circumstances, state and/or federal agencies have statutory responsibility and authority to respond directly to incidents without a formal request for assistance from the County. In all cases, however, those agencies should immediately establish contact with the Office of Emergency Management and the local incident commander to coordinate the response and/or recovery efforts.
5. Local CEMP and the National Response Framework (NRF).
 - a. The NRF is built upon the premise that incidents are typically managed at the lowest jurisdictional level. The CEMP was designed to be compatible with the NRF based on the planning assumption that for major incidents, it is likely the Chief Elected Official would declare a state of emergency, followed by a request for specific types of assistance from the County, Governor and/or President under the Stafford Act.

F. STATEMENT OF LIMITATIONS.

1. Not all emergency situations can be foreseen. The North Shore emergency management system must be able to adapt rapidly to unique conditions. This may include multijurisdictional situations as well as simultaneous events.
2. The multijurisdictional and multidiscipline approach reflected in this plan is a means of ensuring the best use of local response and recovery resources in time of community crisis. No attempt will be made in this document to specify all the possibilities and intricacies associated with every type of disaster that might conceivably develop.
3. Because the North Shore Comprehensive Emergency Management Plan represents a corporate capability that is constantly altered by changes that occur in the law, public policy, organizations, program funding, systems, and the environment, it is impossible to create, maintain and promise the delivery of a perfect emergency management system.
4. The North Shore municipalities may also be constrained because hazards can create effects that may impair the availability and use of local government assets, along with other essential services provided by the private sector. The disaster response and relief activities of government may be limited by:

Relationship of CEMP to other Plans & Operating Guides

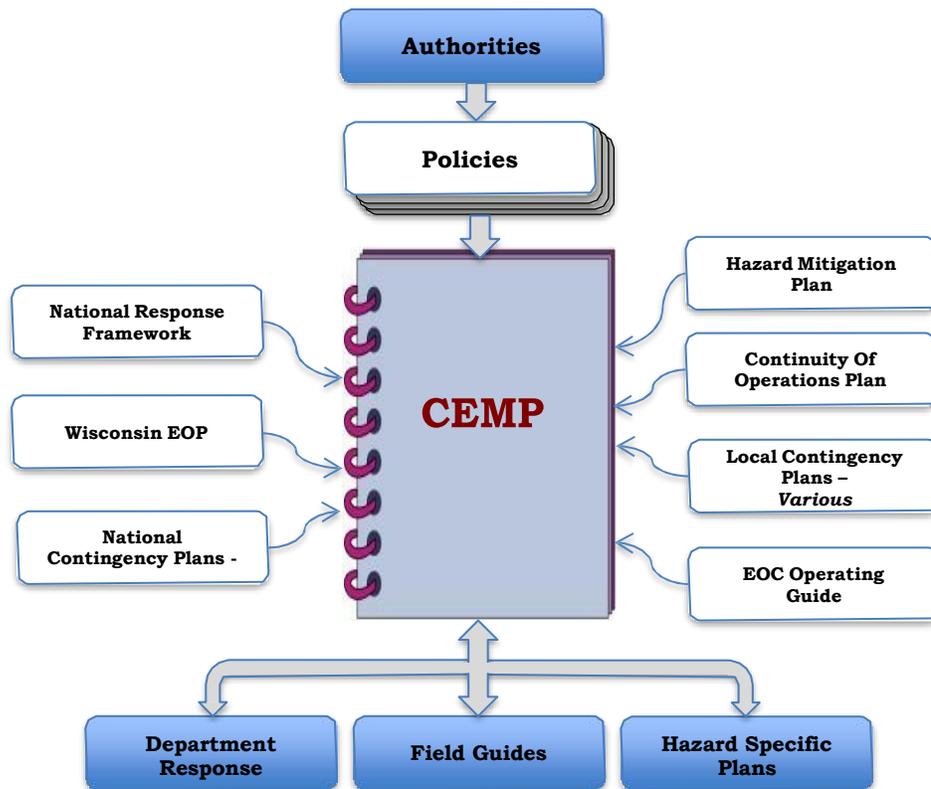


Figure 1: Relationship of the CEMP to other Plans

- a. An inability of the general citizenry to survive on their own for more than three days without additional supplies of water, food, shelter and medical supplies.
- b. A lack of law enforcement, fire, emergency medical services and public works and other response organizations due to damage to facilities, equipment and shortages of personnel.
- c. The shortage of critical drugs and medicines at medical facilities.
- d. The shortage of specialized response personnel and equipment needed to respond to a disaster.
- e. Damage to or overload of lifelines, such as roads, utilities and communication networks.
- f. The delay of arrival of outside assistance from either the state or federal level.
- g. The limited number of public safety responders in a rural environment.

6. Despite these potentially unavoidable limitations, the North Shore municipalities will endeavor to make every reasonable effort within their capabilities to respond to the dangers and hardships imposed by emergency or disaster events, i.e., based on the situation, the information available, and the resources at hand.
7. This Plan is adopted to protect and preserve the public peace, health, safety, and welfare. Its provisions shall be liberally construed for the accomplishment of these purposes. Moreover, nothing contained in this Plan is intended to be nor shall be construed to create or form the basis for any liability on the part of the North Shore municipalities or its officers, employees or agents, for any injury or damage resulting from failure of any public official or employee to comply with the provisions of this Plan, or by reason or in consequence of any act or omission in connection with the implementation or enforcement of this Plan on the part of the North Shore municipalities by any of its officers, employees or agents.
8. The Plan is not intended to limit or restrict initiative, judgment, or independent action required to provide an appropriate and effective emergency and disaster response.
9. It is expressly the purpose of this Plan to provide for and promote the health, safety and welfare of the general public. It is not intended to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by its provisions.

G. LEGAL BASIS.

1. Wisconsin statutes provide local government, principally the Chief Elected Official, with emergency powers to control emergency situations. If necessary, the North Shore municipalities shall use these powers during emergency situations (See Basic Plan Section VI "References and Authorities). These powers include:
 - a. When an emergency situation has caused severe damage, injury, or loss of life or it appears likely to do so, each North Shore municipality's Chief Elected Official may proclaim that a state of emergency exists for the municipality and/or issue a disaster declaration for the municipality. The municipality's Chief Elected Official or their designee may subsequently issue orders or proclamations referencing that declaration to invoke certain emergency powers in order to cope with the disaster. These powers include:
 - (1) To administer the municipal government effectively to meet the needs of the disaster relief. This includes the power to authorize the transfer of funds from and to individual departments and agencies until such time as this can be assumed by the governing body or the appropriate committees; serve as chief spokesman for the municipality and take all steps required to keep the public informed on protection and survival steps that may be needed; take all necessary steps to provide for the safekeeping of all county records and documents essential to the function of government; establish priorities in the procurement of supplies and services; control the resources of all municipal departments and utilize these resources to the most advantage in dealing with the emergency or recovery efforts; provide for the accounting of all emergency disbursements and review their need based on the priority of the operation; direct the resources of the municipality anywhere within the State of Wisconsin to insure the well being of municipal residents; administer the relocation of municipal government and provide for its functional ability during an emergency; appoint and direct special task groups as required for emergency operations.
 - (2) To assemble all department heads for the purpose of forming an advisory body to offer advice

upon the need for and to supervise emergency services to the impacted area(s).

- (3) Seek mutual aid and to contract with other units of government for the use of manpower, specialized services, and equipment.
- (4) To contract on a cost basis with private industry, leasing companies or contractors for services, manpower and equipment.
- (5) To order all municipal employees to immediate active duty.
- (6) To order municipal departments to concentrate their manpower and equipment in a given area or areas.
- (7) To authorize any municipal owned or leased property to be made available as emergency shelters, food and water dispensing areas, hospitals, morgues, bases of operations and the like.
- (8) To order municipal employees and equipment to be utilized in the transportation of equipment, supplies, food, water, materials, messages and the like, from place to place to assist any governmental, American Red Cross or non-governmental organizations (NGOs) operating within the county.
- (8) To suspend ordinary municipal services.
- (9) Order a curfew for the general public or any segment of the general public in all or any portion of the county.
- (10) To close any street, park or public facility within the municipality.
- (11) To order the evacuation of citizens or take other protective actions deemed necessary.
- (12) To request state disaster declarations and assistance from Milwaukee County, the Governor of the State of Wisconsin and the President of the United States, and other agencies, as appropriate.
- (13) To take all steps reasonably necessary to preserve the public health, safety and welfare and property of the citizens and residents of the North Shore Municipalities.

- b. A local disaster declaration activates the recovery aspects of this plan. A local disaster declaration is required to obtain state and federal disaster recovery assistance.

H. POLICIES.

1. In order to protect lives and property and in cooperation with other elements of the community (e.g. business, volunteer sector, social organizations, etc.), it is the policy of the North Shore municipalities to strive to mitigate, prepare for, respond to and recover from all natural and man-caused emergencies and disasters.
2. Because of the nature of emergencies and disasters (causing damages, interruptions and shortfalls to municipal resources), it is the policy of the North Shore municipalities that citizens are encouraged to be self-sufficient for a minimum of 72 hours should an emergency or disaster occur.
3. Wisconsin Statute Section 323 delineates the responsibility of North Shore municipal governments to protect life, property, and the environment. Local government has the primary responsibility for its own emergency management activities (CPG 1-20). When the emergency exceeds the local and County government's capability to respond, assistance will be requested from the State government. The federal government will provide assistance, via the state, when appropriate.

Emergency Powers of Cities, Villages, and Towns §323.14(3) & (4)

- (3) **DUTIES DURING AN EMERGENCY.** (a) If the governing body of a local unit of government declares an emergency under s.

323.11 and intends to make use of volunteer health care practitioners, as specified in s. 257.03, the governing body or its agent shall, as soon as possible, notify the department of health services of this intent.

- (b) During a state of emergency declared by the governor, a local unit of government situated within the area to which the governor's executive order applies may employ personnel, facilities, and other resources consistent with the plan adopted under sub. (1) (a) 1. or (b) 1. to cope with the problems that resulted in the governor declaring the emergency. Nothing in this chapter prohibits local units of government from employing their personnel, facilities, and resources consistent with the plan adopted under sub. (1) (a) 1. or (b) 1. to cope with the problems of local disasters except where restrictions are imposed by federal regulations on property donated by the federal government.

- (4) **POWERS DURING AN EMERGENCY.** (a) The emergency power of the governing body conferred under s. 323.11 includes the general authority to order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the local unit of government in the emergency and includes the power to bar, restrict, or remove all unnecessary traffic, both vehicular and pedestrian, from the highways, notwithstanding any provision of chs. 341 to 349.

- (b) If, because of the emergency conditions, the governing body of the local unit of government is unable to meet promptly, the chief executive officer or acting chief executive officer of any local unit of government shall exercise by proclamation all of the powers conferred upon the governing body under par. (a) or s. 323.11 that appear necessary and expedient. The proclamation shall be subject to ratification, alteration, modification, or repeal by the governing body as soon as that body can meet, but the subsequent action taken by the governing body shall not affect the prior validity of the proclamation.

323.15 Heads of emergency management; duties and powers. (1) **ONGOING DUTIES.** (a) The head of emergency management for each local unit of government shall implement the plan adopted under s. 323.14 (1) (a) 1. or (b) 1., whichever is applicable, and perform such other duties related to emergency management as are required by the governing body and the emergency management committee of the governing body when applicable. The emergency management plans shall require the use of the incident command system by all emergency response agencies, including local health departments, during a state of emergency declared under s. 323.10 or 323.11.

- (b) The head of emergency management for each county shall coordinate and assist in developing city, village, and town emergency management plans within the county, integrate the plans with the county plan, advise the department of military affairs of all emergency management planning in the county and submit to the adjutant general the reports that he or she requires, direct and coordinate emergency management activities throughout the county during a state of emergency, and direct countywide emergency management training programs and exercises.

- (c) The head of emergency management in each city, village and town shall do all of the following:

1. Direct local emergency management training programs and exercises.
2. Direct participation in emergency management programs and exercises that are ordered by the adjutant general or the county head of emergency management.
3. Advise the county head of emergency management on local emergency management programs.
4. Submit to the county head of emergency management any reports he or she requires.

4. Wisconsin Statute, Section 323, requires the County to implement emergency management among local

units of government.

I. LIABILITY IMMUNITY FOR EMERGENCY WORKERS.

Responsibility for Workers Compensation and Liability of State or Local Unit of Government (formerly Personnel)) §323.40 §323.41

LIABILITY AND EXEMPTIONS

323.40 Responsibility for worker's compensation.

- (1) **EMPLOYEES OF LOCAL UNIT OF GOVERNMENT.** An employee of a local unit of government's emergency management program is an employee of that local unit of government for worker's compensation under ch. 102 unless the responsibility to pay worker's compensation benefits are assigned as provided under s. 66.0313 or under an agreement between the local unit of government and the state or another local unit of government.
 - (2) **STATE AGENCY VOLUNTEERS.** A volunteer who registers with a state agency to assist the agency without compensation, other than reimbursement for travel, lodging, or meals, during a disaster, an imminent threat of a disaster, or a related training exercise is considered an employee of the agency for worker's compensation under ch. 102, for purposes of any claim related to the assistance provided.
 - (3) **LOCAL UNIT OF GOVERNMENT VOLUNTEERS.** (a) Except as provided in par. (b), an individual who registers in writing with a local unit of government's emergency management program to provide his or her own labor without compensation, other than reimbursement for travel, lodging, or meals, during a disaster, an imminent threat of a disaster, or a related training exercise is considered an employee of the local unit of government for worker's compensation under ch. 102 for purposes of any claim relating to the labor provided.
- (b) This subsection does not apply to an individual's provision of services if s. 257.03 applies. History: 2009 a. 42.

323.41 Liability of state or local unit of government.

- (1) **EMPLOYEE OF LOCAL UNIT OF GOVERNMENT.** An employee of a local unit of government's emergency management program is an employee of that local unit of government under ss. 893.80, 895.35, and 895.46 for purposes of any claim, unless the responsibility related to a claim under ss. 893.80, 895.35, and 895.46 is assigned as provided under s. 66.0313 or under an agreement between the local unit of government and the state or another local unit of government.
- (2) **STATE AGENCY VOLUNTEERS.** Except as provided in s. 323.45, a volunteer who registers with a state agency to assist the agency without compensation, other than reimbursement for travel, lodging, or meals, during a disaster, an imminent threat of a disaster, or a related training exercise is considered an employee of the agency under ss. 893.82 and 895.46, for purposes of any claim related to the assistance provided.
- (3) **LOCAL UNIT OF GOVERNMENT VOLUNTEERS.** (a) Except as provided in par. (b), an individual who registers in writing with a local unit of government's emergency management program to provide his or her own labor without compensation, other than reimbursement for travel, lodging, or meals, during a disaster, an imminent threat of a disaster, or a related training exercise is considered an employee of the local unit of government under ss.

893.80, 895.35, and 895.46 for purposes of any claim relating to the labor provided.

Comprehensive Emergency Management Plan CEMP

Basic Plan

II. SITUATION

II. SITUATION.

A. POTENTIAL EMERGENCY CONDITIONS.

1. The North Shore municipalities are exposed to many hazards, all of which have the potential to disrupt the community, cause damage, and create casualties. Possible natural hazards include snowstorms, floods, tornadoes, downbursts, and other violent storms. There is also the threat of national security/terrorism incidents such as a nuclear, biological, chemical, or conventional attack. Other disaster situations could develop from a hazardous material release, major transportation accident, or civil disorder. A comprehensive hazard analysis has been written addressing all currently- known threats that may impact Milwaukee County and the North Shore communities. This document is maintained in the Division's office and is updated on an annual basis.

B. HAZARD ANALYSIS.

1. This hazard analysis serves as the basis for emergency management planning. It will develop an awareness of the disasters that could affect the North Shore communities. Based on the potential hazards identified, local planners will set priorities and goals for planning, training and preparedness to effectively establish capabilities to allocate resources for disasters. This hazard analysis describes disasters that may occur in Milwaukee County and the North Shore municipalities.
2. The North Shore municipalities are vulnerable to a wide range of hazards, both natural and technological. Natural hazards such as floods, wind storms, tornados, winter storms, and excessive heat have caused injuries, loss of life, and disruption of essential services, significant property damage, and public infrastructure damage. Technological hazards exist from radiological, biological, and chemical sources, but are not limited to:

TECHNOLOGICAL HAZARDS	NATURAL HAZARDS
Airplane Crash	Ice Storm/Snow Storm
Multiple Vehicle Highway Accident	Severe Weather Outbreak / Tornado
HazMat Incident	Flood
Rail Incident	Drought
Multiple House/Building Fire	Heat Wave
	Pandemic Outbreak

TERRORISM	CRITICAL INFRASTRUCTURE
Explosives Attack – Bombing Using Improvised Explosive	Cyber Attack
Chemical Attack	Major Power Outage
Biological Attack – Foreign Animal Disease	Major Communications Disruption
Biological Attack – Food Contamination	
Radiological Attack – Radiological Dispersal Devices	
Municipal Water Supply Contamination	
Disease Outbreak	
Attack at Civic/Sports Events	
Attack during VIP Visit	
Civil Disturbance	

Note: A list of facilities that use, produce, and store extremely hazardous substances and hazardous materials is on file at with Milwaukee County Office of Emergency Management (OEM).

3. Disaster response efforts are often hampered by equipment and facility damage, communication failures, inclement weather, responder injury and death, and many other limiting factors. In the event of an emergency or disaster that exceeds the available resources; the public should expect and be prepared for a minimum 72 hour delay for emergency response services.

C. VULNERABILITY ANALYSIS.

1. Vulnerability Analysis.
 - The North Shore communities have a population of approximately 65,000. The North Shore could easily experience a loss of life and property of catastrophic proportion from a series of potential hazards. The County's Pre-Disaster Mitigation Plan provides relative information of the North Shore municipalities' vulnerability.
2. Important: Past occurrences are not reliable indicators of future events.

D. PERSONS WITH ACCESS AND FUNCTIONAL NEEDS.

1. Shelter operations can accommodate individuals who have a health condition that does not require institutionalization, but may require:
 - a. Intermittent skilled observation, assessment, and/or maintenance
 - b. Assistance with activities of daily living (e.g., feeding, ambulating, self-medication or personal hygiene);
 - c. Dependence on electricity
 - d. Receiving dialysis treatments
2. Shelter operations cannot provide 24-hour skilled care and the following individuals will be referred to an

appropriate health care facility:

- a. Persons who will require hospitalization or institutionalization;
- b. Residents of nursing homes, Assisted Living Facilities, Intermediate Care Facilities and facilities caring for the Developmentally Disabled or those with a mental illness;
- c. Persons who are bedridden;
- d. Women experiencing high-risk pregnancies who are within four weeks of estimated date of delivery or any pregnant woman in active labor;
- e. Persons who are in a sudden acute medical or emergency condition; and/or, an individual arriving at a shelter whose condition exceeds the capabilities of the shelter.

HAZARD RATING SUMMARY

<i>Catastrophic</i>	<ul style="list-style-type: none"> • Chemical Attack • Radiological Attack (radiological dispersal devices) 			
<i>Critical</i>	<ul style="list-style-type: none"> • Biological Attack (foreign animal disease) • Biological Attack (food contamination) • Municipal Water Supply Contamination • Disease Outbreak • Explosive Attack (Bombing Using Improvised Explosive) 		<ul style="list-style-type: none"> • Snow Storm 	<ul style="list-style-type: none"> • Tornado • Floods
<i>Limited</i>	<ul style="list-style-type: none"> • Attack at Civic/Sports Events • Attack during VIP Visit 	<ul style="list-style-type: none"> • Ice Storm/ Long Term Power Outage • Airplane Crash • Rail Incident 	<ul style="list-style-type: none"> • Drought • Heat Wave • Pandemic Outbreak 	<ul style="list-style-type: none"> • Multiple Vehicle Highway Accident • Multiple House/Building Fire • Hazardous Materials Accident • Major Power Outages • Severe Weather Outbreak
<i>Negligible</i>			<ul style="list-style-type: none"> • Civil Disturbance • Cyber Attack • Major Communications Disruption 	

Not Occurred

Low

Medium

High

<p style="text-align: center;">Frequency</p> <p>High: At least one occurrence every 1 – 4 years.</p> <p>Medium: At least one occurrence every 5 – 10 years.</p> <p>Low: At least one occurrence every 11 – 100 years.</p> <p>N/O: Has not occurred, but for planning purposes should be evaluated as part of jurisdictions HVA.</p>	<p style="text-align: center;">Severity</p> <p>Catastrophic: More than 50 deaths/injuries; Complete shutdown of critical facilities for 30 days or more; More than 50% property damage; Severe long-term effects on economy; Severely affects state/local/private sectors capabilities to begin or sustain recovery activities; Overwhelms local and state response resources.</p> <p>Critical: (Major) 10–50 deaths/injuries; Shutdown of critical facilities for 8–30 days; 25–50% property damage; Short-term effect on economy; Temporarily (24–48 hours) overwhelms response resources.</p> <p>Limited: Less than 10 deaths/injuries; Shutdown of critical facilities for 3–7 days; 10–25% property damage; Temporary effect on economy; No effect on response system.</p> <p>Negligible: Minor injuries, no deaths; Shutdown of critical facilities for less than 3 days; Less than 10% property damage; No effect on economy; No effect on response system.</p>
<p>NOTE: The Category of <u>Severity</u> is used if the hazard results in one or more of the qualifiers.</p>	

Comprehensive Emergency Management Plan CEMP

Basic Plan

III. CONCEPT OF OPERATIONS

III. CONCEPT OF OPERATIONS

A. EMERGENCY MANAGEMENT PROGRAM PHASES.

The North Shore municipalities will meet their responsibility for protecting life and property from the effects of hazardous events by acting within each of four phases of emergency management.

1. **Mitigation.** Actions accomplished before an event to prevent it from causing a disaster, or to reduce its effects if it does, save the most lives, prevents the most damage and are the most cost effective. North Shore municipal departments will enforce all public safety mandates of the municipality and codes to include land use management and building codes; and recommend to the municipal elected officials, legislation required to improve the emergency readiness of the community. (See Annex I; Mitigation Programs.)
2. **Preparedness.** The North Shore municipalities will remain vigilant to crises within their areas of responsibility. Municipal emergency service departments will prepare for emergencies by maintaining existing or developing detailed emergency plans and procedures to enable first responders to accomplish the tasks normally expected of them. All municipal departments will prepare for disasters by developing departmental plans and procedures to accomplish the extraordinary tasks necessary to integrate their department's total capabilities into a municipal disaster response. Municipal departments will ensure that their employees are trained to implement emergency and disaster procedures and instructions. Departments will validate their level of emergency readiness through internal drills and participation in exercises conducted by the North Shore municipalities. Other government jurisdictions within and outside municipal boundaries will also be encouraged to participate in these exercises. Exercise results will be documented and used in a continuous planning effort to improve North Shore's emergency readiness posture. This joint, continuous planning endeavor will culminate in revisions to this plan in the constant attempt to achieve a higher state of readiness for an emergency or disaster response. (See Annex II; Preparedness Programs.)
 - Preparedness consists of almost any pre-disaster action which is assured to improve the safety or effectiveness of disaster response. Preparedness consists of those activities that have the potential to save lives, lessen property damage, and increase individual and community control over the subsequent disaster response.
3. **Response.** The active use of resources to address the immediate and short-term effects of an emergency or disaster constitutes the response phase, and is the focus of department emergency and disaster standing operating procedures and instructions, mutual-aid agreements, and this plan. Emergency and disaster incident responses are designed to minimize suffering, loss of life and property damage, and to speed recovery and restoration of essential services. When any North Shore municipality receives information

about a potential emergency or disaster, it will conduct an initial assessment, determine the need to alert others, and set in motion appropriate actions to reduce risk and potential impacts. Emergency response activities will be as described in departmental plans and procedures and may involve activating the Emergency Operations Center (EOC) for coordination of support. North Shore municipalities will support first responders by providing warnings and emergency public information, and helping to save lives and property, supply basic human needs, maintain or restore essential services, and protect vital resources and the environment. Responses to declared emergencies and disasters will be guided by this plan. (See Annex III; Response.)

4. **Recovery.** Emergency and disaster recovery efforts aim at returning to pre-disaster community life. They involve detailed damage assessments, complete restoration of essential services and financial assistance. There is no definite point at which response ends and recovery begins. However, generally speaking, most recovery efforts will occur after the emergency organization is deactivated and North Shore municipalities have returned to pre-disaster operation. Recovery efforts may be coordinated from a central location or integrated with day-to-day departmental functions. (See Annex IV; Recovery.)

B. NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS).

1. The National Incident Management System (NIMS) provides a systematic, proactive approach to guide departments and agencies at all levels of government, nongovernmental organizations, and the private sector to work seamlessly to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life and property and harm to the environment.
 - a. NIMS works hand in hand with the National Response Framework (NRF). NIMS provides the template for the management of incidents, while the NRF provides the structure and mechanisms for national-level policy for incident management (fema.gov).
 - b. Milwaukee County formally adopted NIMS by Executive Order #02-05 in May 2005.

C. NORTH SHORE MUNICIPAL GOVERNMENTS.

1. Daily Operations (pre-disaster).
 - a. Each North Shore municipality is governed by a governing body. A Chief Appointed Official administers the daily routine business of the municipality in a manner consistent with policy established by the governing body. Each municipality is organized into functional departments and divisions, created for the delivery of essential governmental services.
 - b. During emergencies, the municipality's Chief Elected Official or his/her designee may order special, temporary personnel assignments that require individuals to work outside their regular department, job classifications and working hours.
2. North Shore Emergency Management Program.
 - a. It is the responsibility of each North Shore municipality's Chief Elected Official and governing body, under Wisconsin Law Chapter 323, to ensure the peace and safety of its citizens at all times. This

- responsibility includes pre-planning and response to all natural and technological hazards that can impact the municipality.
- b. This plan establishes the North Shore Emergency Management Program. All officers and employees of the North Shore municipalities are part of the emergency organization.
 - c. The Chief Elected Official of the municipality in which the event began is the head of all emergency management activities before, during, and after a major disaster. The responsibility for carrying out day-to-day planning and training activities are delegated by the municipal emergency managers who work with all departments, agencies and municipalities throughout the North Shore, both public and private, to ensure that an effective emergency management program is developed and maintained.
 - d. During any response to an actual disaster, the Office of Emergency Management (OEM) Director or his/her designee will serve as the Milwaukee County liaison to the affected municipality's Chief Elected Official, functioning either in the North Shore Emergency Operations Center (EOC) or in the field. The Office of Emergency Management (OEM) Director will be the chief technical advisor and official liaison on behalf of the County with state, federal and private agencies needed to assist.
 - e. A North Shore Emergency Planning Team is established through promulgation of this plan. The team shall be composed of representatives or alternates from selected municipal departments, plus other agencies or organizations as may be necessary. The team shall formulate emergency management policy recommendations to the Chief Elected Officials of each North Shore municipality. This includes development and maintenance of this plan, exercise planning and evaluation, and related initiatives. Each agency appointed to this team will: designate a primary representative and alternates; document these appointments to include telephone numbers; and provide a copy to the Milwaukee County Office of Emergency Management (OEM). The Office of Emergency Management (OEM) North Shore Representative will chair the team and will schedule periodic meetings as needed.
3. Chain of Authority.
 - a. If an incident affects more than one North Shore municipality, there may be an Incident Commander or Unified Command in-charge of the response and recovery to the incident. However, the chief elected official of each municipality will retain ultimate control of their respective municipality.
 4. Emergency Organization.
 - a. Policy/Advisory Group. The Policy/Advisory Group provides guidance and direction for emergency response and recovery operations. They are charged with making emergency policy decisions, declaring a state of emergency when necessary, implementing the emergency powers of local government, keeping the public informed of the emergency situation, and requesting outside assistance when necessary. The Policy/Advisory Group includes:
 - (1) Each North Shore municipality's Chief Elected Official
 - (2) Milwaukee County Office of Emergency Management
 - (3) Local Law Enforcement
 - (4) North Shore Fire Department
 - (5) Each municipality's Corporation Counsel
 - (6) North Shore Health Department Director
 - (7) Each municipality's head of Administrative Services

(8) Other Municipal Department Heads (as necessary)

- b. Incident Command Team (Field Command). Includes the Incident Commander and those departments, agencies, and groups with primary emergency response actions. The incident commander is the person in charge at an incident site.
 - This plan formalizes North Shore’s Incident Command System, and Incident Command organization and structure.
- c. EOC Management Team. Charged with the effective direction, control and coordination of the EOC, if fully activated. This group is composed of members from various municipal departments considered necessary for the implementation of the North Shore Comprehensive Emergency Management Plan and operations of the EOC, if fully activated. The EOC Management Team consists of:

- Each municipality’s Chief Elected Official
- Office of Emergency Management (OEM) Director
- Department Directors
- Others as selected or needed.
 - Municipal Fiscal Affairs
 - Municipal Risk Management
 - Police and Fire
 - Municipal Corporation Counsels
 - Municipal Facilities Management
 - North Shore Health Department
 - DOT-Highways & Transit/Paratransit

- e. Volunteer and Other Services. This group includes organized volunteer groups and businesses that have agreed to provide certain support for emergency operations.

D. DIRECTION AND CONTROL.

The affected municipalities Chief Elected Official is designated to serve as Director of Emergency Management Services (State Statute 323). The Chief Elected Official’s may appoint an Emergency Manager to manage the day-to-day operations, and to serve as the North Shore’s emergency management designee.

The Emergency Manager may head the Policy group of the Direction and Control Organization. The emergency manager may provide support and coordination for municipal operations. Each of the municipalities within the North Shore will exercise full authority over emergency operations when the emergency situation exists entirely within the boundaries of their jurisdictions.

If there is a very serious emergency that exceeds North Shore’s available resources, the County organization may be activated but will not necessarily assume control of all functions. The County organization may decide to restrict its activities--relative to the

affected area--to monitoring, coordinating, and providing requested support. In case of a threat or actual occurrence of a very destructive, widespread disaster, the entire County Emergency Management organization may be activated.

1. General.
 - a. The Incident Commander, assisted by a staff sufficient for the tasks to be performed, will manage the emergency response at an incident site.
 - b. During emergency operations, municipal department heads and municipalities retain administrative and policy control over their employees and equipment. However, personnel and equipment will carry out mission assignments directed by the Incident Commander. Each department and agency is responsible for having its own operating procedures to be followed during response operations, but interagency procedures, such a common communications protocol, may be adopted to facilitate coordinated effort.
 - c. If state and/or federal resources are made available to the County, they will be under the operational control of the Milwaukee County Office of Emergency Management (OEM).
2. Crisis Monitoring
 - a. The Bayside Communications Center is the North Shoe municipalities' 24 hour "crisis monitor." The Dispatch Center provides an ongoing analysis of incoming information, and will notify the municipal emergency manager or affected municipalities' Chief Elected Official.

E. EMERGENCY PROCLAMATIONS/DISASTER DECLARATIONS.

1. Emergency Declaration.
 - a. The affected municipality's Chief Elected Official may declare a "State of Emergency" to expedite access to local resources needed to cope with the incident and "to afford adequate protection for lives, safety, health, welfare or property." If the needed response exceeds these local capabilities, a disaster has occurred.
 - b. The County Executive may, by emergency proclamation, use County resources and employees as necessary, and alter functions of departments and personnel, as necessary. (See "Proclamation of Existence of a County Emergency this section.)

F. EMERGENCY AUTHORITIES.

1. Authorities and References.
 - a. Emergency Services Act, 1970, as amended.
 - b. Chapter 323 Wisconsin Statutes, as amended.
 - c. Wisconsin Statute Chapter 17
 - h. Chapter 61 & 62 Wisconsin Statutes

- i. Governing Board Resolutions for the Provision of Emergency Management Services to Municipalities.

G. CONTINUITY OF GOVERNMENT.

1. Succession of Command.
 - a. The procedures for each North Shore municipality's line of succession follow Chapter 59 and 17 of the Wisconsin State Statutes, as well as local charters, ordinances, and resolutions.
 - d. The line of succession to each department head is according to the operating procedures established by each department.
2. Preservation of Records. Preservation of important records and measures to ensure continued operation of local government during and after catastrophic disasters or national security emergencies shall be established by each jurisdiction. Each government agency and department shall establish procedures to ensure the selection, preservation, and availability of records essential to the effective functioning of government and to the protection of rights and interests of persons under emergency conditions.

H. EMERGENCY SUPPORT FUNCTIONS (ESFs).

1. ESFs represent groupings of types of assistance activities that citizens are likely to need in times of emergency or disaster. The State Emergency Operations Plan is organized by related emergency functions known as "emergency support functions." The Federal Response Plan is also organized by "emergency support functions." During emergencies, municipal, county and state EOCs determine which ESFs/functional annexes are activated to meet the disaster response needs.
2. The County, State and federal governments will respond to North Shore requests for assistance through the ESF structure. Within the State and federal EOCs, requests for assistance will be tasked to the particular functional annex for completion. A lead agency/department for each emergency support function is indicated, and will be responsible for coordinating the delivery of that emergency function to the emergency area. The lead agency/department will be responsible for identifying the resources within the emergency function that will accomplish the mission, and will coordinate the resource delivery.
3. The North Shore CEMP "Annex III: Response Functions" is organized by ESFs. During emergencies, the affected municipality's Chief Elected Official and/or municipal Emergency Manager will determine which ESFs are activated to meet the disaster response needs. See Annex III: Response Functions, for further details.
4. This plan is based upon the concept that the emergency support functions (ESFs) for the various North Shore organizations involved in emergency operations will generally parallel their normal day to day functions. To the extent possible, the same personnel and material resources will be employed in both cases. The day to day functions that do not contribute directly to the emergency operations may be suspended for the duration of the emergency. The efforts that would normally be required for those functions will be redirected to the accomplishment of emergency tasks by the departments concerned.
 - a. Only those North Shore municipalities and municipal departments performing essential functions will be required to remain on duty during the period of some emergencies. This determination will be made and announced by each municipality's Chief Elected Officials or the municipal Emergency Manager.

- b. All municipal departments, including those with functions declared nonessential to emergency operations, will secure their facilities, records, and equipment against possible loss or damage, and take such action as is necessary to insure the safety of assigned personnel.

5. A municipal department or agency is designated as the primary department for an ESF due to a statutory responsibility to perform that function, or through its programmatic or regulatory responsibilities, may have developed the necessary expertise to lead the ESF. In some agencies, a portion of the agency's mission is very similar to the mission of the ESF, therefore, the skills to respond in a disaster can be immediately translated from the daily business of that agency. The primary agency also has the necessary contacts and expertise to coordinate the activities of that support function.
 - Departments designated to "lead" an ESF are responsible for coordinating the development and preparation of the ESF and enabling SOP's, in conjunction with the North Shore Planning Team.
6. Upon activation of the North Shore EOC, the activated ESF primary agencies will designate representatives in the EOC to coordinate the ESF. It is up to the primary agency's discretion as to how many, if any; support agencies should be represented in the EOC.
7. The primary department for the ESF will be responsible for obtaining all information relating to ESF activities and requirements needed by the emergency and disaster response.
8. The County will respond to requests for assistance through the ESF process. Within the EOC, requests for assistance will be tasked to the appropriate ESFs for completion. The lead agency will be responsible for coordinating the delivery of that assistance.
 - a. With concurrence from the County EOC Management Team, ESF #5 will issue mission assignments to the primary agencies for each ESF based on the identified resource shortfall.
 - b. The primary department or agency for that ESF will be responsible for identifying the particular resource or resources that will accomplish the mission and coordinate the delivery of that resource.

I. INCIDENT COMMAND SYSTEM (ICS).

1. Municipal On-Scene Management Incident Command System (ICS).
 - a. The affected municipalities' on-scene response to emergencies follows the concepts of the National Incident Management System (NIMS) / Integrated Emergency Management System (IEMS).
 - b. The Incident Command System:
 - (1) A standardized management tool for meeting the demands of small or large emergency or nonemergency situations.
 - (2) Represents "best practices" and has become the standard for emergency management across the country.
 - (3) May be used for planned events, natural disasters, and acts of terrorism.
 - (4) Is a key feature of the National Incident Management System (NIMS).

- (5) Is a management system designed to enable effective and efficient domestic incident management by integrating a combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure, designed to enable effective and efficient domestic incident management. A basic premise of ICS is that it is widely applicable. It is used to organize both near-term and long-term field-level operations for a broad spectrum of emergencies, from small to complex incidents, both natural and manmade. ICS is used by all levels of government—Federal, State, local, and tribal—as well as by many private-sector and nongovernmental organizations. ICS is also applicable across disciplines. It is normally structured to facilitate activities in five major functional areas: command, operations, planning, logistics, and finance and administration (fema.gov)
- c. The person in charge at the incident is the on-scene Incident Commander who is responsible for ensuring each agency on scene can carry out its responsibilities.
 - d. Milwaukee County and/or municipal emergency responders are likely to be the first on the scene of an emergency. They will normally take charge and remain in charge of the incident until it is resolved or others who have legal authority to do so assume responsibility. They will seek guidance and direction from local officials and seek technical assistance from state and federal agencies and industry where appropriate.
 - e. The first local emergency responder to arrive at the scene of an emergency situation will implement the incident command system and serve as the incident commander until relieved by a more senior or more qualified individual.
 - f. When more than one agency is involved at an incident scene, Unified Command may be established or the agency having jurisdiction and other responding agencies shall work together to ensure that each agency's objectives are identified and coordinated.
 - g. Other agency personnel working in support of the Incident Command system will maintain Unity of Command, but will be under control of the municipal on-scene Incident Commander or Unified Command.
 - h. The on-scene Incident Commander or Unified Command may designate a Public Information Officer to work with the news media at an incident. This may include coordinating agency media releases and arranging contacts between the media and response agencies. If additional support is needed, the EOC may be activated.
 - i. During widespread emergencies or disasters, emergency operations with different objectives may be conducted at geographically separated scenes. Incident command, Unified Command or Area Command will be established at each site. When this situation occurs, it is particularly important that the allocation of resources to specific field operations be coordinated through the EOC. Incident Command Post(s) will link to the EOC via radio, telephone or cell phone.
 - j. In emergency situations where other jurisdictions or the state or federal government are providing significant response resources or technical assistance, it is generally desirable to transition from the normal ICS structure to a Unified Command structure. Principles of Area Command or Multi-agency Coordinated Systems may also apply. This arrangement helps to ensure that all participating agencies are involved in developing objectives and strategies to deal with the emergency.

J. INCIDENT RESPONSE LEVELS (LEVELS OF DISASTER).

1. Many emergencies follow some recognizable build-up period during which actions can be taken to achieve a gradually increasing state of readiness. The North Shore municipalities will use a graduated response approach in responding to and managing emergencies and disasters. As the potential severity of the emergency or the demand on local resources grows, there will be an increase in emergency response and coordination activities to meet increasing emergency demands. Readiness Levels will be determined by the municipal emergency manager. See the chart titled, “Readiness / Emergency Action Levels,” which will be used as a means of increasing the County’s alert posture.
2. Defining the Disaster Severity. These categories were developed based on the North Shore municipalities’ capabilities. One of the “Categories of Severity” is chosen if the hazard results in one or more of the qualifiers found within the level chosen.
 - a. Negligible: Minor injuries, no deaths; Shutdown of critical facilities for less than 3 days; Less than 10% property damage; No effect on economy; No effect on ecological system; No effect on response system.
 - b. Limited: Less than 10 deaths/injuries; Shutdown of critical facilities for 3–7 days; 10–25% property damage; Temporary effect on economy; Temporary/minimal effects on ecological systems; No effect on response system.
 - c. Critical: 10–50 deaths/injuries; Shutdown of critical facilities for 8–30 days; 25–50% property damage; Short-term effect on economy; Short term effects on ecological systems; Temporarily (24–48 hours) overwhelms response resources.
 - d. Catastrophic: More than 50 deaths/injuries; Complete shutdown of critical facilities for 30 days or more; More than 50% property damage; Severe long-term effects on economy; Severe effects on ecological systems; Severely affects state/local/private sectors capabilities to begin or sustain recovery activities; Overwhelms local and state response resources.

K. INTER-JURISDICTIONAL RELATIONSHIPS.

1. Planning and Operations – Emergency Management Zones. For emergency planning purposes Milwaukee County is divided into five (5) zones. Zone A encompasses Bayside, Brown Deer, Fox Point, Glendale, River Hills, Shorewood, and Whitefish Bay. Zone B encompasses the City of Milwaukee. Zone C encompasses Wauwatosa, West Allis, and West Milwaukee. Zone D encompasses Franklin, Greendale, Greenfield, and Hales Corners. Zone E encompasses Cudahy, Oak Creek, St. Francis, and South Milwaukee. See Basic Plan, Section VI Attachments for map.
 - a. Memorandums of Agreements (MOAs) to coordinate emergency management services have been completed with each of the municipalities within the Milwaukee County area. The EMB offers coordination and support to General Mitchell International Airport and for planning, exercising, resources, and response. The Milwaukee County Level B mobile unit is housed at the General Mitchell International Airport Fire Department and is available to all county & municipal fire departments.
 - b. Southeast Wisconsin Mutual Aid Compact Is between participating Counties within the Southeast

Wisconsin Emergency Management Region (SEWEM) (Jefferson, Kenosha, Milwaukee, Ozaukee, Racine, Walworth, Washington, Waukesha and the City of Milwaukee) as authorized by their respective governing bodies. Where emergencies involving natural disasters and/or technological incidents may arise within the boundaries of Counties located in the SEWEM Region, which may require an effected county to seek additional assistance beyond its own resources and the knowledge, skills and abilities of Emergency Management staff personnel throughout the SEWEM Region could be requested to assist in dealing with natural and/or man-made disasters within the geographical boundaries of the SEWEM Region.

2. State. In case of a major emergency, the State may provide support to Milwaukee County and/or direct services on the local level and serves as a channel for obtaining and providing resources from outside the State.

L. EMERGENCY OPERATIONS CENTER – ACTIVATION.

1. Emergency Operations Center – Activation.

- a. Although the field incident command system is an outstanding way of managing manpower, resources and logistics on scene at an emergency or disaster incident, it should not be considered sufficient in and of itself to handle all management aspects of a disaster or emergency. Anytime a disaster or emergency situation goes beyond the capability of a single municipality, or requires multiple agencies or departments, the activation and use of the North Shore Emergency Operations Center may be requested.
- b. While a field incident command post does have capabilities to order resources and appoint a Public Information Officer, the resources procured and the information given should be limited to what is required for and what is happening at that scene.
- c. The Emergency Operations Center is the place where each municipality's chief elected official, major department heads and specialized resources will come together and handle community-wide policies, decisions, media relations, manpower and resource procurement. This is especially important when the damage or disaster strikes in several locations involving multiple jurisdictions, where several field command posts may be established and when the sociological, political, and media impacts will be great. Coordination of activities will ensure that all tasks are accomplished, minimizing duplication of efforts.
- d. Depending upon the severity and magnitude of the disaster, activation of the EOC may not be necessary, may only be partially required, or may require full activation. Partial activation would be dictated by the characteristics of the disaster and would involve only those persons needing to interact in providing North Shore's coordinated response.
 - (1) EOC activation levels will generally follow the "emergency levels."
 - (2) The following are examples of emergency incidents that can be handled with a field incident command post without activation of the North Shore Emergency Operations Center: Routine law enforcement, fire and rescue operations; A small localized flooding incident; Minor severe weather, downburst or tornado damage; A small chemical spill with little or no impact on citizens.

- (3) The following are examples of emergency and disaster incidents where the North Shore Emergency Operations Center may be activated to function in conjunction with a field incident command post(s): A major chemical spill or release that will require large scale shelter or evacuation of residents; Large scale flooding; When severe weather, downburst or tornado damages or loss of life and large scale damages are imminent or have occurred; Extreme prolonged blizzard or heat wave conditions; Widespread civil unrest or disturbances; Terrorist incidents; Nuclear or enemy attack; Any other event which would have widespread public health impact or require large scale shelter or evacuation of North Shore residents.

- e. The following individuals are authorized to activate the EOC:
 - 1) North Shore’s Chief Appointed Officials.
 - 2) Municipal emergency managers

- f. When the decision is made to activate the EOC, the municipal emergency manager will notify the appropriate staff members to report to the EOC. The EOC Management team will take action to notify and mobilize the appropriate organizations and operations centers which they are responsible for coordinating.

- g. When the EOC is activated, it is essential to establish a division of responsibilities between the incident command post and the EOC. It is essential that a precise division of responsibilities be determined for specific emergency operations. Common EOC tasks include:
 - (1) Assemble accurate information on the emergency situation and current resource data to allow North Shore officials to make informed decisions on courses of action.
 - (2) Work with representatives of emergency services, determine and prioritize required response actions and coordinate their implementation.
 - (3) Suspend or curtail government services, recommend the closure of schools and businesses, and cancellation of public events.
 - (4) Provide resource support for the incident command operations.
 - (5) Issue North Shore–wide warning.
 - (6) Issue instructions and provide information to the general public.
 - (7) Organize and implement large–scale evacuation.
 - (8) Organize and implement shelter and mass arrangements for evacuees.
 - (9) Coordinate traffic control for large–scale evacuations.
 - (10) Request assistance from the state and other external sources.

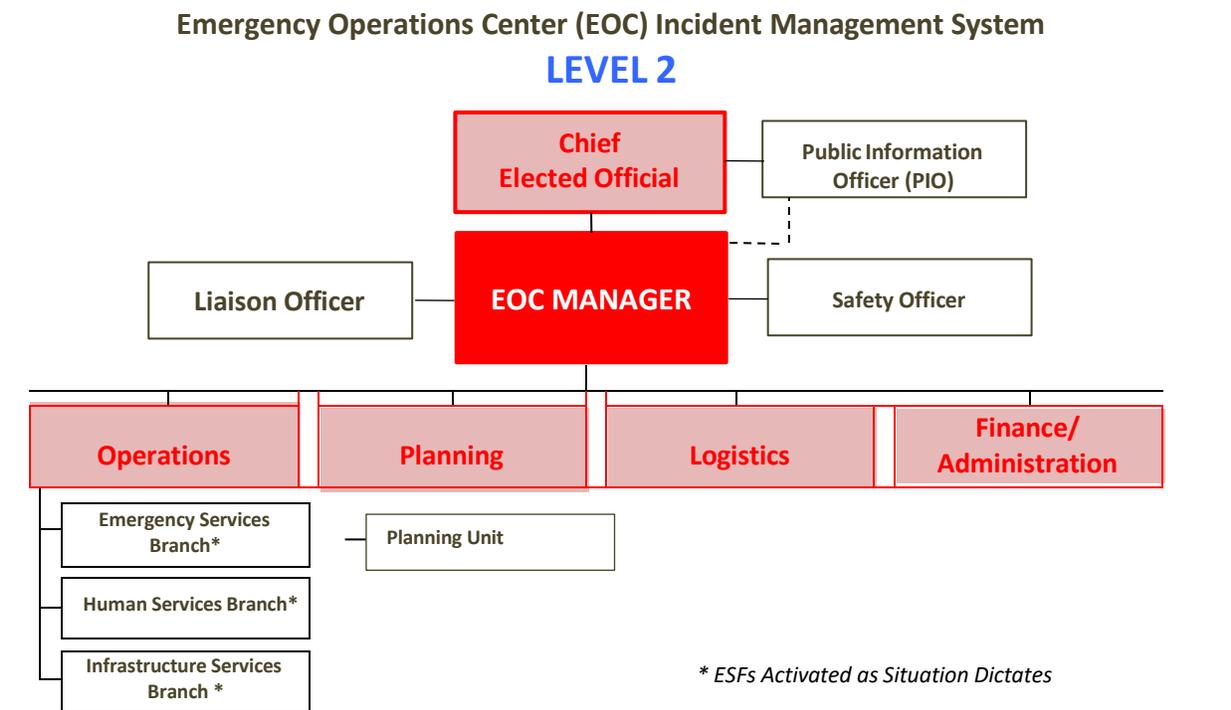
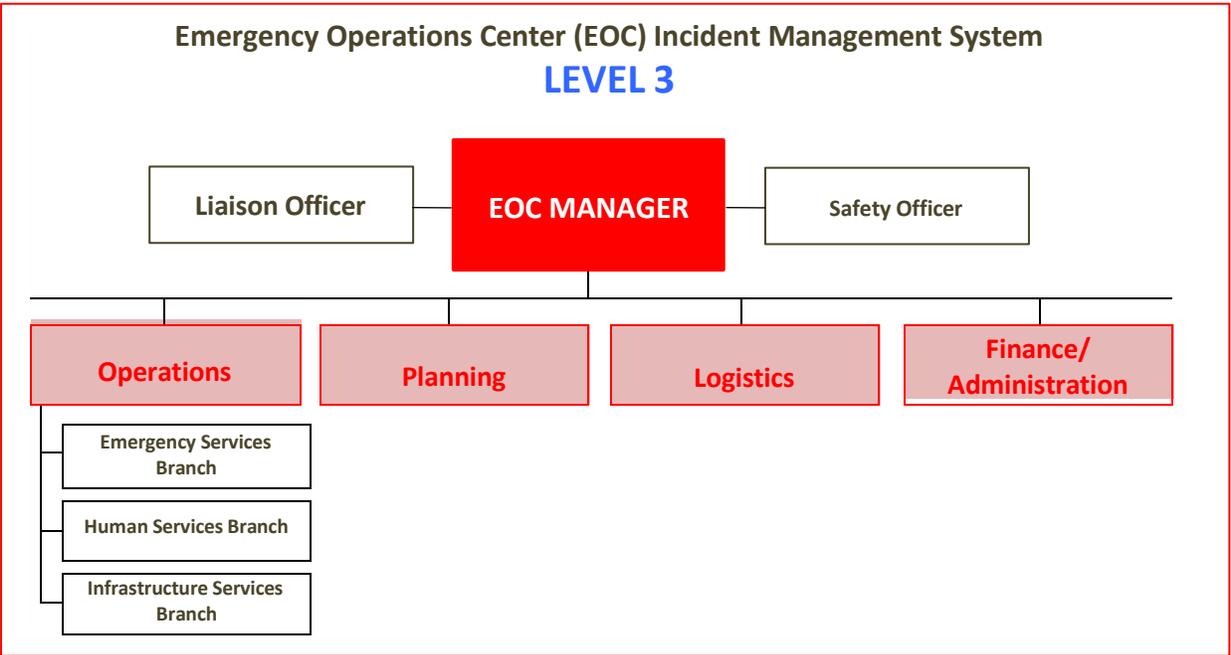
READINESS / EMERGENCY ACTION LEVELS	
Watch Condition	Emergency management officials are aware that a heightened state of concern about a potential threat to life or property exists, usually in the form of a concern for a weather related situation. Public safety departments monitor the situation for developments.

READINESS / EMERGENCY ACTION LEVELS	
Warning Condition	A hazardous condition exists, and there is usually a need for emergency management or public safety officials to issue a public warning.
Level 4 Emergency <i>(Duty Officer Monitoring)</i>	Milwaukee County Office of Emergency Management (OEM) is on call 24 hours a day to receive calls from county departments and local jurisdictions relating to emergency situations. OEM continuously monitors events around the county through frequent contacts with the National Weather Service, local municipalities, neighboring counties and the WEM Duty Officer.
Level 3 Emergency <i>(Minimal EOC Activation, Enhanced Monitoring)</i>	<ol style="list-style-type: none"> The municipal emergency manager, in conjunction with the affected municipalities' Chief elected Official, or other appropriate official and/or on-scene incident commander, determines that a minimal activation of the North Shore Emergency Operations Center will be necessary. Though all activities, manpower and resource management will be handled from a field incident command post, the EOC with minimum staffing would actively monitor field operations and conditions. This type of emergency would be small and localized in nature, not having any significant impact on the health and well-being of citizens outside of the direct confined area of the emergency. The municipal emergency manager will implement damage assessment process. Examples of a Level 3 Emergency would be: a car/bus accident with multiple injuries; a small localized hazardous material spill; a small localized flooding incident; a small airplane crash in un-populated area; a bomb threat.
Level 2 Emergency <i>(Partial EOC Activation)</i>	<ol style="list-style-type: none"> A decision by the municipal emergency manager, in conjunction with the affected municipalities' Chief Elected Official or other appropriate official and/or on-scene incident commander, has been made requiring partial activation of the North Shore Emergency Operations Center. A decision to partially activate the EOC will be made if it is determined that the field incident command post will require additional manpower and resource support or that the media and general citizen interest in the emergency will be great enough to warrant re-direction of media and citizen requests about the incident to the EOC rather than burden the field incident commander with such activity. Other agencies will be put on stand-by in case the situation requires the activation of other agencies. Examples of a Level 2 Emergency would be the following: a moderate hazardous material spill; evacuation of homes or several blocks around the initial incident; a moderate blizzard or heat wave condition requiring community shelters; moderate severe weather, downbursts or tornado damage localized in a central area.
Level 1 Emergency <i>(Full EOC)</i>	<ol style="list-style-type: none"> A decision by municipal emergency manager, in conjunction with North Shore's Chief Elected Officials, other appropriate official and/or on-scene incident commander, that a full scale activation of the EOC is warranted. This type of

READINESS / EMERGENCY ACTION LEVELS	
<i>Activation)</i>	<p>disaster or emergency incident would be catastrophic in nature, or one that impacts a large number of citizens throughout the North Shore other than those directly impacted at the disaster scene. Under a Level 1 Emergency, members of each of the emergency management groups would be required to report to the Emergency Operations Center to support field operations. In addition, radio dispatchers, message controllers, message runners, security officers and others to report to the EOC.</p> <ol style="list-style-type: none"> 2. North Shore’s Chief Elected Officials essential department heads would report to the EOC to make emergency policy decisions, proclaim a state of emergency and/or implement the emergency powers of municipal government, and receive a full scale assessment of the disaster and have the PIO handle all media inquiries, press releases, and citizen inquiries. The EOC would also take over all requests from the field for resources, mutual aid, county, state, and federal assistance as necessary. 3. Examples of a Level 1 Emergency in North Shore would be: a large scale serious hazardous material spill requiring sheltering or evacuation of residents for several miles around the incident; a major airline crash in North Shore; large scale severe weather, downburst or tornado damage; large scale flooding on a non-localized basis; large scale civil disturbance; terrorist activities; prolonged, extreme blizzard or heat wave conditions.

Note: The examples of “Level Emergencies” are not limited to what is cited in this document.

North Shore
Emergency Operations Center (EOC) Incident Management System
LEVEL 4 – Milwaukee County OEM



M. EMERGENCY OPERATIONS CENTER (EOC): ORGANIZATION, OPERATIONS AND STAFFING.

1. Emergency Operations Center (EOC) – Operations and Staffing.

a. Overview.

- (1) The Command Structure is intended to be flexible and should be tailored by “Emergency Management” and the “EOC Section Chiefs,” to meet the demands of any particular situation.
- (2) The municipal emergency manager is responsible to the North Shore municipalities’ Chief Elected Officials and will implement policy directives, and will have overall management responsibility for the incident.
- (3) The municipal emergency manager directs EOC response actions to save lives and protect property and recommends/instigates population protective actions. Within the framework of the Emergency Operations Center (EOC), all available resources are identified and mobilized as necessary. Tasks are prioritized and resources used within this priority framework.

b. Municipal emergency manager.

- (1) The municipal emergency manager will develop policy and strategy, disseminate policy guidance and direction, provide interface to the media and public, and liaison with county, state and federal officials as required.
 - (a) The municipal emergency manager is responsible to maintain the safety and well-being of all citizens within The North Shore Communities. In day-to-day circumstances, the municipal emergency manager oversees mitigation, preparedness, training, exercising and pre-planning activities to ensure that all county plans, operating procedures, resources, and personnel are in a state of readiness for any type of disaster or emergency.
 - (b) In the response and recovery phases, the municipal emergency manager will assume duties in the Emergency Operations Center and will work in cooperation with all impacted elected officials, departments and to the state of normalcy enjoyed before the incident. In the event that the municipal emergency manager is unable to perform the duties outlined in this plan, or in the event that the duration of an incident requires a second shift of EOC staffing, the Milwaukee County OEM will provide a qualified staff member to assume the duties of the municipal Emergency Manager within this plan.
- (2) Chief Elected Officials
 - Depending on the type of disaster or emergency impacting the municipality and the location in which that event occurs, the Chief Elected Officials of each municipality may be impacted and requested to report to the Emergency Operations Center to assist the municipal emergency manager in decision making and policy matters.

- (3) The “Corporation Counsel” function is also staffed by the municipalities’ Corporation Counsel who:
 - (a) Reviews existing plans and procedures.
 - (b) Provides legal advice.
 - (4) The “Public Information Officer’s (PIO’s)” will serve on the municipal Emergency Manager’s Staff, and is in charge of implementing ESF # 15: Public Information. (See Annex III: Response Functions, ESF # 15). Each North Shore municipality will have a PIO who will issue press releases for the municipality they represent. The PIO Section includes the following units: Rumor Control; Public Enquiries; Media Enquiries; Information and Instructions. The Public Information Officers are responsible for disseminating approved emergency public information to all local, state and national news media. With approval of the municipal emergency manager and Incident Commander will draft and disseminate all press release information; will assist field incident commanders with public information where necessary; will coordinate all North Shore press information with the Joint Information Center (JIC), where applicable; and will assist the Communications and Warning Officer with activation of the regional or local emergency broadcast system.
- c. Emergency Management and Staff. (See “North Shore EOC Incident Management System” diagram, this section.) The staff components include:
- (1) The municipal emergency manager reports to the municipalities’ Chief Elected Officials and will assist with an incident, and is responsible for approving the ordering and releasing of resources. This element may include such staff as required to perform or support the management function, and includes the Public Information Officer (indirectly), Liaison Officer, and EOC Support Officer.
 - (2) The municipal emergency manager maintains the EOC readiness, and provides/coordinates the EOC administrative, logistical support, and communication support required during EOC operations.
 - (3) The “Liaison Officer” is the point of contact with other agencies.
- d. EOC Section Chiefs. (See “North Shore EOC Incident Management System” diagram, this section.)
- (1) There are FOUR EOC Sections: Operations; Plans; Logistics and Finance and Administration.
 - (2) Each of these sections will have branches or units that will generally be functionally oriented. The size and functions within this organization will be dictated by the magnitude and nature of the emergency.
- e. EOC Operations Section. (See “North Shore EOC Incident Management System” diagram, this section.)
- (1) The EOC Operations Section is responsible for all tactical command and coordination of incident response assets.

- (2) The Operations Chief position is staffed by the agency having the most operational ownership of the event.

N. FACILITIES.

1. Incident Command Post.
 - When appropriate, an incident command post(s) will be established in the vicinity of the incident site(s). The incident commander will be responsible for directing the emergency response and managing the resources at the incident scene.
2. Emergency Operations Center
 - a. The location of the EOC will be determined based on the location of the incident. Each municipality has identified a location within their municipality that may be used as the EOC and are listed below:
 - i. Bayside:
 - ii. Brown Deer:
 - iii. Fox Point:
 - iv. Glendale:
 - v. River Hills:
 - vi. Shorewood:
 - vii. Whitefish Bay:
 - b. The Milwaukee County Office of Emergency Management will also activate their EOC at the request of a local municipality within Milwaukee County.
3. 911 Communications. (See ESF # 2, Communications.)
 - a. Fire and Police responders involved in disaster operations will maintain operations through their Fire / Police Communications Centers.
 - b. Any department operating from another location other than the EOC will maintain contact with the EOC through direct redundant communications, such as telephone, radio and fax.
 - c. All departments are responsible to insure that communication systems are in place between EOC representatives and their departments.
 - d. Each department will bring to the EOC their own portable radio, charger, spare batteries, headsets, laptops and cellular phones. Land phones will be provided at the EOC.
 - e. Communications to the general public will be through the media, coordinated by the on-scene Public Information Officers (PIOs). The Emergency Alert System (EAS) is accessed through the EOC.
 - f. During large-scale emergencies, communication personnel coordinate countywide communications capabilities.

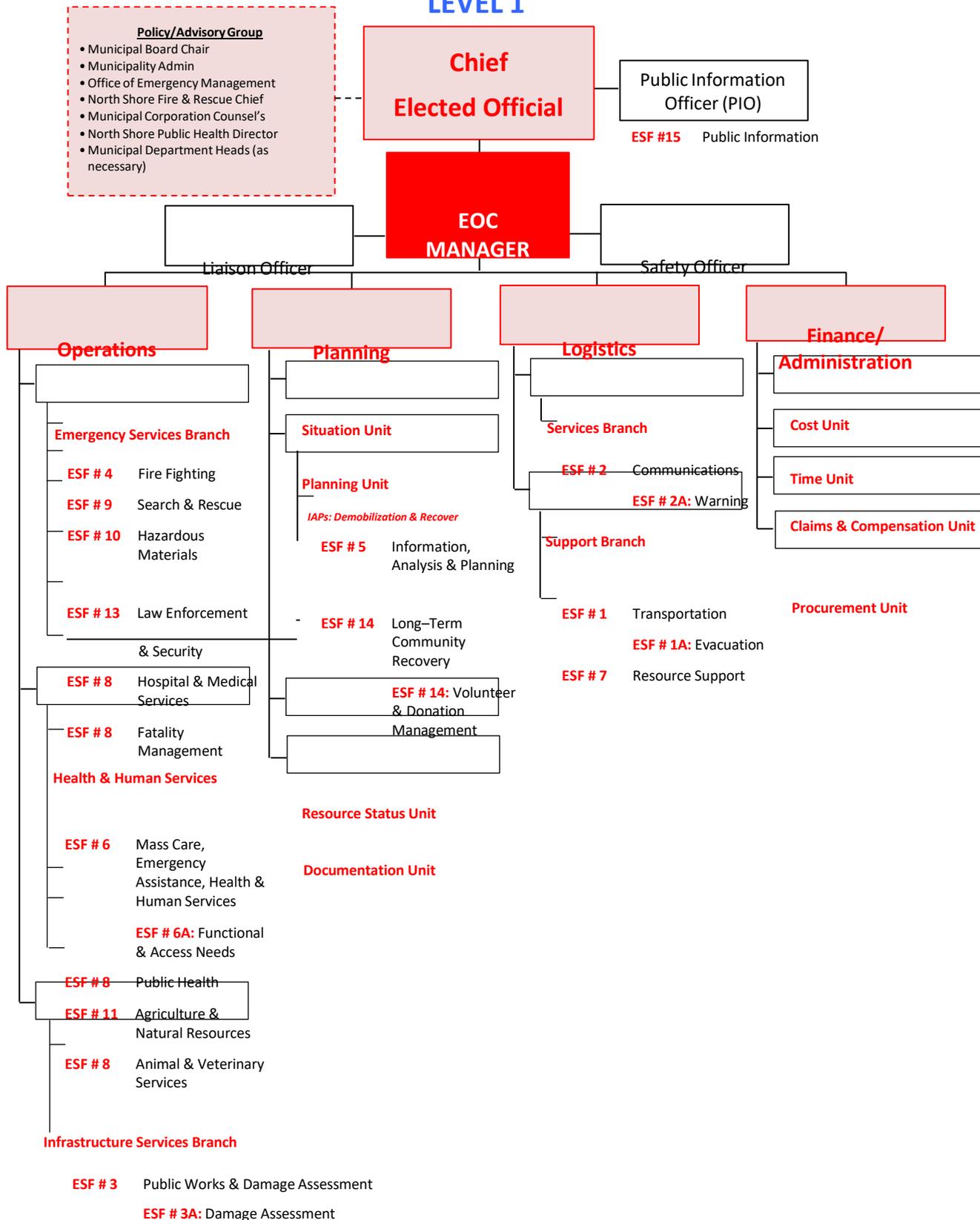
- g. The EOC Communications and Warning Officer activates the EOC Communications Center and provides staff for all shifts to coordinate response activities and to provide communication and repair capabilities to county agencies.
- h. There is a cooperative agreement between the Milwaukee County Office of Emergency Management (OEM) and the Amateur Radio Emergency Services (A.R.E.S.) group to utilize the privately owned services and equipment of county amateur radio operators during severe weather or other disaster or emergency situations throughout the county.

O. STATE OF WISCONSIN RESPONSE.

- 1. State of Wisconsin.
 - a. Provides support services and guidance to the County and local agencies, coordinated by Wisconsin Emergency Management (WEM) or other State agencies.
 - b. Generally has a secondary response role to provide support to the County when local resources are exhausted or when it lacks specialized capability.
 - c. The state has specific responsibilities for monitoring environmental, health, highway traffic matters, etc.
 - d. The State Division of Emergency Management maintains a 24-hour telephone number, 1-800-943-0003, as the State's single-point-of-contact for major emergencies and is the entry point to the State alert monitor system.

North Shore Emergency Operations Center (EOC) Incident Management System

LEVEL 1



ESF # 3B: Debris Management

ESF # 12 Energy & Utilities

BP III – 20

Comprehensive Emergency Management Plan

P. FEDERAL GOVERNMENT RESPONSE.

1. Federal Government:
 - a. Provides emergency response on federally owned or controlled property, such as military installations and federal prisons.
 - b. Provides federal assistance as directed by the President of the United States under the coordination of the Federal Emergency Management Agency (FEMA) and in accordance with federal emergency plans.
 - c. Identifies and coordinates provision of assistance under other federal statutory authorities.
 - d. Provides assistance to State and local governments for response to and recovery from a commercial radiological incident consistent with guidelines as established in the current Federal Radiological Emergency Response Plan and the Federal Response Plan.
 - e. Manages and resolves all issues pertaining to a mass influx of illegal aliens.
 - f. Provides repatriation assistance to U.S. citizens (including noncombatants of the U.S. Department of Defense) evacuated from overseas areas. The U.S. Department of Health and Human Services (DHHS), in coordination with other designated federal departments and agencies, is responsible for providing such assistance.

Q. REFERENCES (SUPPORTING OPERATIONS PLANS AND DOCUMENTS).

- | | | |
|----|--------------------------------------|---|
| 1. | County Emergency Operations Plan | Milwaukee County Office of Emergency Management (OEM) |
| 2. | Standard Operating Procedures | Milwaukee County Office of Emergency Management (OEM) |
| 3. | County Hazard Analysis | Milwaukee County Office of Emergency Management (OEM) |
| 4. | County Hazard Mitigation Plan | Milwaukee County Office of Emergency Management (OEM) |
| 5. | County Wide Hazardous Materials Plan | Milwaukee County Office of Emergency Management (OEM) |
| 6. | County Wide Terrorism Response Plan | Milwaukee County Office of Emergency Management (OEM) |
| 7. | State Emergency Operations Plan | Wisconsin Emergency Management |
| 8. | National Response Plan | Federal Emergency Management Agency |

Comprehensive Emergency Management Plan CEMP**Basic Plan****IV. RESPONSIBILITIES****IV. RESPONSIBILITIES.****A. GENERAL EMERGENCY MANAGEMENT RESPONSIBILITIES.**

1. The following common responsibilities are assigned to each department listed in this plan.
 - a. Upon receipt of an alert or warning, initiate notification actions to alert employees on assigned response duties.
 - b. As appropriate:
 - (1) Suspend or curtail normal business activities.
 - (2) Recall essential off-duty employees.
 - (3) Send non-critical employees home.
 - (4) Secure and evacuate departmental facilities.
 - c. As requested, augment the EOC's effort to warn the public through use of vehicles equipped with public address systems, employees going from door to door, etc.
 - d. Keep the EOC informed of field activities, and maintain a communications link to the EOC.
 - e. Activate a control center to support and facilitate department response activities, maintain events log, and report information to the EOC.
 - f. Report damages and status of critical facilities to the EOC.
 - g. If appropriate or requested, send a representative to the EOC.
 - (1) During response and recovery phases of an incident, Department Directors and municipal employees may be assigned by EOC Management to serve in an Emergency Operations Center function not otherwise assigned during normal everyday operation.
 - (2) Ensure staff members tasked to work in the EOC has the authority to commit resources and set policies.
 - h. Coordinate with the EOC to establish protocols for interfacing with county, state, federal responders.
 - i. Coordinate with the EOC Public Information Officer's before releasing information to the media.
 - j. Submit reports to the EOC detailing departmental emergency expenditures and obligations.
2. Additionally, Department Directors will:
 - a. Be responsible for the call back of all personnel they intend to use in both their routine and assigned functions and directing such personnel where to report and their respective assignment.
 - b. Be responsible for the safety of records, files and equipment assigned to their respective department/

divisions.

- c. Ensure that records are maintained upon the announcement of a “Warning” or following a major disaster. These records are normally comprised of time sheets, supplies and equipment, and include expenses over and above normal operating expenses that are directly related to an incident or when the “Watch” is announced.
- d. Ensure that activity logs are initiated as a matter of record upon announcement of a “Warning” or following a major disaster.
- e. Coordinate, where appropriate, with Public Works, Buildings and Facilities, to ensure that each of their buildings are secure before a disaster strikes.
- f. Assign a safety coordinator for each division or section of their respective department.

B. GENERAL PREPAREDNESS RESPONSIBILITIES.

1. Many municipal departments may have emergency–related functions in addition to their normal daily functions. Each Department Director is responsible for the development and maintenance of their respective Emergency Management Plan and Procedures for each Division and Section, and performing such functions as may be required to effectively cope with and recover from any disaster affecting their respective areas of responsibility. Specifically, the following common responsibilities are assigned to each department listed in this plan.
 - a. Create an emergency plan for their department.
 - b. Create and maintain a department “Calling Tree” for notification.
 - c. Establish department and individual responsibilities (as indicated in this plan); identify emergency tasks.
 - d. Work with other County and municipal departments to enhance cooperation and coordination, and eliminate redundancy. Departments having shared responsibilities should work to complement each other.
 - e. Establish education and training programs so that each division, section, and employee will know exactly where, when and how to respond.
 - f. Develop site specific plans for department facilities as necessary.
 - g. Ensure that employee job descriptions reflect their emergency duties.
 - h. Train staff to perform emergency duties/tasks as outlined in the CEMP or individual department plans.
 - i. Identify, categorize and inventory all available department resources.
 - j. Develop procedures for mobilizing and employing additional resources.
 - k. Ensure communication capabilities with the EOC.
 - l. Fill positions in the emergency organization as requested by the municipal emergency manager, the EOC Coordinator or the Division of Emergency Management, acting in accordance with this plan.
 - m. Prepare to provide internal logistical support to department operations during the initial emergency response phase.

C. GENERAL RESPONSE RESPONSIBILITIES.

1. Most departments within local government have emergency functions, in addition to their normal duties. Each department is responsible for developing and maintaining its own emergency management procedures. Specific responsibilities are outlined below under "Task Assignments", as well as in individual annexes. Responsibilities for certain organizations that are not part of local government are also presented. A chart showing the normal organization of the Milwaukee County government is available.

D. SPECIFIC RESPONSIBILITIES BY DEPARTMENT.

Note: This Section provides a general summary of emergency responsibilities. See Annex III, ESFs, for specific details and tasks.

1. Chief Elected Official's, North Shore Municipalities
 - a. Oversees the overall emergency situation.
 - b. Advises and consults with the Policy & Advisory Groups.
2. Municipal emergency manager
 - a. Special Staff Officer to the Chief Elected Official
 - b. Coordinates all phases of emergency management in the EOC.
 - c. Integrates emergency management planning.
3. Emergency Operations Center Manager, Coordinator of.
 - a. Resource management
 - b. Support Service management.
 - c. Communications and warning.
 - d. Staff Training
 - e. Documentation of time, personnel, resources, and actions.
4. Law Enforcement.
 - a. Maintenance of law and order.
 - b. Traffic control (including aerial monitoring).
 - c. Control of restricted areas.
 - d. Protection of vital installations and critical infrastructure facilities.
 - e. Warning support.
 - f. Damage assessment support.
 - g. Liaison and coordination with other law enforcement agencies.
 - h. Evacuation of prisoners and general public.
 - i. Search and rescue support.
 - j. Policy, coordination, and operations groups.
5. Fire & Safety.
 - a. Coordination of fire resources throughout the North Shore.
 - b. Containment and suppression of fire.
 - c. Containment and suppression of hazardous materials.
 - d. Search and rescue of victims.
 - e. Decontamination support.
 - f. Medical services support.
 - g. Evacuation support.
 - h. Radiological operations support.
 - i. Damage assessment support.

6. Public Works.
 - a. Coordination of engineering and transportation operations.
 - b. Utilization and maintenance of all county vehicles during a disaster.
 - c. Maintaining a resource list of municipal and private sector transportation modes to meet the emergency needs of the North Shore municipalities.
 - d. Planning design, construction, reconstruction, demolition, debris removal, and emergency repairs for restoration of vital services.
 - e. Maintaining accurate records of costs of personnel, equipment, and materials utilized for emergency response.
 - f. Damage assessment of county owned facilities.
 - g. Support services to law enforcement and fire service.

7. Emergency Medical Services (EMS).
 - a. Provide emergency medical care in field and conventional settings.
 - b. Provide preventive and remedial measures to neutralize the effects of radiological, biological, and chemical agents during technological or natural disasters.
 - c. Maintain an inventory of personnel and resources of all medical disciplines in the North Shore (including Emergency Veterinary Services).
 - d. Coordinate and implement training programs.
 - e. Support EMS development.
 - f. Support EMS communications development.
 - g. Rapid Assessment & Documentation.

8. Emergency Public Health and Environmental Services.
 - a. Provide preventative health services, such as communicable disease monitoring and reporting.
 - b. Monitor and evaluate shelter sites – personnel, food handling, preparation, storage, etc., – in cooperation with the American Red Cross.
 - c. Ensure adequate sanitary facilities, air quality, potable water, etc., in shelter sites and public buildings.
 - d. Monitor and evaluate environmental health risks.
 - e. Provide epidemiology and laboratory services.
 - f. Maintain inventory of resources of all public health disciplines in the county.
 - g. Procure and distribute state and federal supplies.
 - h. Provide ancillary public health services to medical personnel as required.
 - i. Keep accurate records of personnel, equipment, resources, and actions.
 - j. Provide training and education to public health personnel and the public.
 - k. Determine health safety for re-entry of evacuees.
 - l. Follow Rapid Assessment and documentation procedures

Comprehensive Emergency Management Plan CEMP**Basic Plan****V. FINANCIAL MANAGEMENT****V. FINANCIAL MANAGEMENT.****A. GENERAL.**

1. During and after emergency/disaster events normal fiscal and administrative functions and regulations may need to be temporarily modified or suspended in order to support emergency operations in a timely manner. Additionally, if certain emergency costs can be documented, certain reimbursements from state and federal sources may be possible.

B. POLICIES.

1. All departments will make every effort possible to assure the safety of cash, checks, accounts receivable, and assist in the protection of other valuable documents/ records.
2. Departments will designate personnel to be responsible for documentation of disaster operations and expenditures. Emergency expenditures will be incurred in accordance with existing municipal emergency purchasing procedures.
3. During the emergency operations, non–essential administrative activities may be suspended, and personnel not assigned to essential duties may be assigned to other departments to provide emergency support.
4. Each department will keep an updated inventory of its personnel, facilities, and equipment resources as part of their emergency plans and procedures.

C. ADMINISTRATION.

1. During an emergency or disaster, administrative procedures may have to be suspended, relaxed, or made optional in the interest of protecting life or property. Departments are authorized to take necessary and prudent actions in response to disaster emergency incidents. Emergency services officers have independent authority to react to emergency situations.
2. Normal procedures which do not interfere with timely accomplishment of emergency tasks, will continue to be used. Those emergency administrative procedures which depart from “business–as–usual” will be described in detail in department emergency and disaster policies, procedures, and instructions or in their incident action plan during an EOC activation.
3. Departments are responsible for keeping records of the name, arrival time, duration of utilization, departure

time and other information relative to the service of emergency workers, as well as documentation of the injuries, lost or damaged equipment, and any extraordinary costs.

4. Preservation of Records.
 - a. In order to continue normal government operations following an emergency situation disaster, vital records must be protected. These include legal documents as well as property and tax records. The principal causes of damage to records are fire and water; therefore, essential records shall be protected accordingly. Each agency responsible for preparation of annexes to this plan will include protection of vital records in its SOPs.
 - b. If records are damaged during an emergency situation, municipalities will seek professional assistance to preserve and restore them.
5. Post-Incident and Exercise Review.
 - The municipal emergency manager is responsible for organizing and conducting a critique following the conclusion of a significant emergency event/incident or exercise. The critique will entail both written and verbal input from all appropriate participants. Where deficiencies are identified, an individual, department, or agency will be assigned responsibility for correcting the deficiency and due date shall be established for that action.

D. FISCAL.

1. Purchasing Division personnel shall facilitate the acquisition of all supplies, equipment, and services necessary to support the emergency response actions of municipal departments.
2. When circumstances dictate, emergency response field personnel may be given purchasing authority after coordination with the Fiscal Director. A complete and accurate record of all purchases, a complete record of all properties commandeered to save lives and property, and an inventory of all supplies and equipment purchased in support of the emergency response shall be maintained.
3. Though certain formal procedures may be waived, this in no way lessens the requirement for sound financial management and accountability. Departments will identify personnel to be responsible for documentation of disaster costs and utilize existing administrative methods to keep accurate records separating disaster operational expenditures from day-to-day expenditures. Documentation will include: logs, formal records and file copies of all expenditures, receipts, personnel time sheets. Department Directors will be held responsible for deviations from the emergency purchasing procedures.
4. A separate Emergency Operations Center (EOC) "Finance Section" may be formed to handle the monetary and financial functions during large emergencies, disasters.
5. Municipalities may qualify for reimbursement of certain emergency costs from state, federal disaster recovery programs. Municipalities may also collect damages from its insurance carriers. Successful documentation of expenditures will maximize the reimbursements and assistance that each municipality and its citizens will receive. All municipal departments and agencies are expected to include requirements for emergency fiscal record keeping in their emergency plans and procedures.

E. LOGISTICS.

1. Departments responding to emergencies and disasters will first use their available resources. When this plan is implemented, the EOC becomes the focal point for procurement, distribution and replacement of personnel, equipment and supplies. Scarce resources will be allocated according to established priorities and objectives of the Incident Commander(s).
2. Logistics will be needed to support the field operations, the Emergency Operations Center (EOC) operations, and disaster victims.
3. All departments are expected to maintain an inventory of all non-consumable items, to include their disposition after the conclusion of the emergency proclamation. Items that are not accounted for, or that are placed in a municipal inventory as an asset will not be eligible for reimbursement.

Comprehensive Emergency Management Plan CEMP

Basic Plan

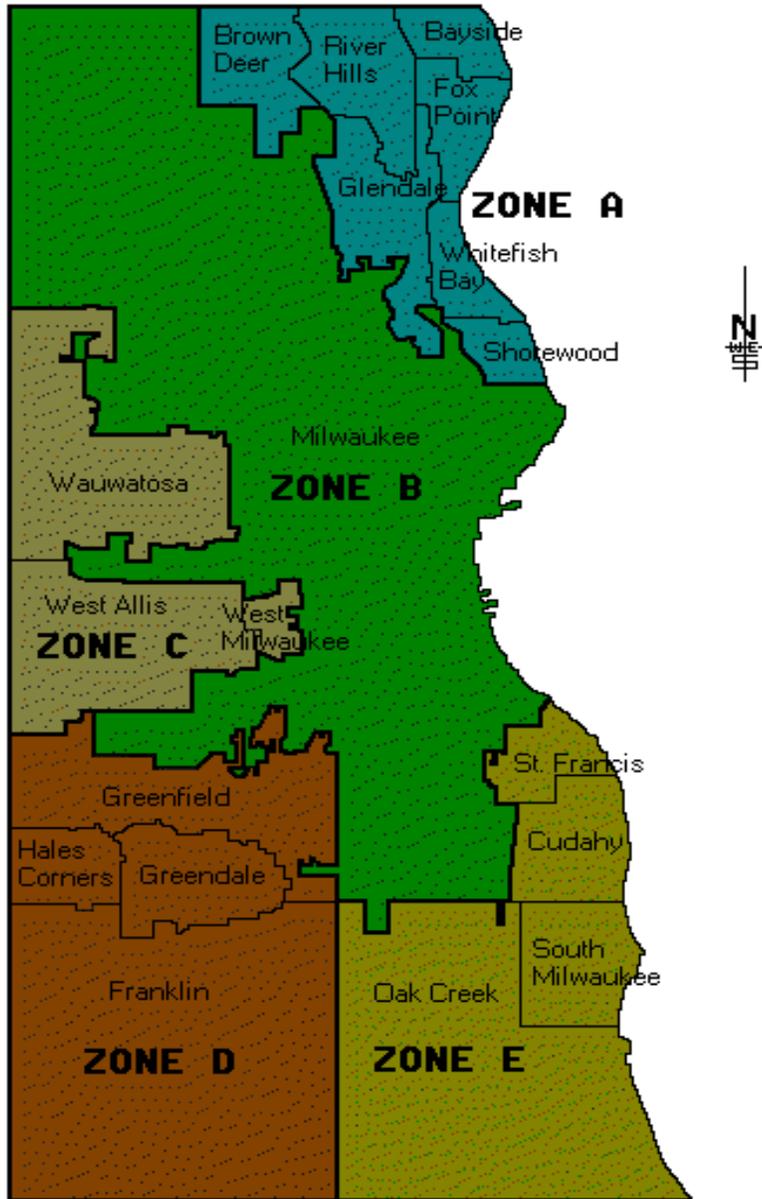
VI. ATTACHMENTS

VI. ATTACHMENTS.

- A. EMERGENCY MANAGEMENT ZONE OPERATIONS.
- B. MAP OF NORTH SHORE COMMUNITIES.

B. EMERGENCY MANAGEMENT ZONE OPERATIONS.

Milwaukee County is divided into five (5) operational zones as shown in the map below. Zone A: Bayside, Brown Deer, Fox Point, Glendale, River Hills, Shorewood and Whitefish Bay; Zone B: City of Milwaukee; Zone C: Wauwatosa, West Allis and West Milwaukee; Zone D: Franklin, Greendale, Greenfield and Hales Corners; and Zone E: Cudahy, Oak Creek, St. Francis and South Milwaukee. An Emergency Management Municipal Services Coordinator is assigned to each zone.



C. MAP OF MILWAUKEE COUNTY.



Emergency Support Function (ESF) # 1

Transportation

Attachment 1A Evacuation

Preface

During emergencies the disruption of normal transportation services is likely. Roadway, rail, maritime and air and pipeline infrastructure and the vehicles that use them can be impaired, damaged or destroyed. Coordinating the restoration of transportation infrastructure and resources is vital to emergency response.

Primary Agency

North Shore Police Departments

North Shore, Wisconsin
Emergency Support Function (ESF) # 1 – Transportation

North Shore

AGENCIES:

Primary

**Glendale Police Department
Brown Deer Police Department
River Hills Police Department
Bayside Police Department
Fox Point Police Department
Whitefish Bay Police Department
Shorewood Police Department**

Support

**Airport, Airfields (Commercial, Private)
Commercial and Private Sector Transportation Companies
Community Based Organizations
Emergency Services Maritime Vessels
North Shore Fire Department
Milwaukee County Sheriff's Office
Milwaukee County Department of Transportation (MCDOT)
Milwaukee County Office of Emergency Management
Municipal Public Works Departments
School Districts**

Emergency Support Function (ESF) # 1

Transportation

PURPOSE.

1. The purpose of Emergency Support Function # 1 is to provide, in a coordinated manner, the resources of participating agencies to support emergency transportation needs and service restoration activities during emergency or disaster situations.
2. Enables agencies, and emergency support functions requiring use of the transportation systems to perform their missions following an emergency. In the context of this plan, transportation refers to the resources and assets necessary to move goods and people.

POLICIES.

1. All transportation resources will be utilized on a priority basis to protect lives, property and environment.
2. Transportation planning will be directed toward satisfying the needs of responding agencies requiring transportation routes to perform their assigned emergency missions.
4. In a major emergency, the relaxation of certain restrictions (waive weight, height, and load requirements for vehicles transporting critical items) is essential to allow rescue and relief equipment into affected areas.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Police Departments	
Pre-Emergency	Work with the municipal Emergency Manager to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Identify and prioritize critical transportation infrastructure. → Develop inventory and sources of transportation resources, staffing resources and equipment to include supplies and maintenance. → Develop Standard Operating Procedures (SOPs).

<p>Emergency</p>	<ul style="list-style-type: none"> → When requested, a police liaison will report to the North Shore EOC. → Provide coordination of transportation assistance to other Emergency Support Functions (ESFs), departments and community based organizations requiring transportation capacity to perform emergency response missions. → Coordinate availability of motor fuels and vehicles involved in emergency operations. → Ensure that support agencies are on alert as appropriate and that their transportation resources, equipment supplies and staff are placed in the appropriate readiness status. → Assist with determining the most viable transportation networks to, from and within the emergency area and regulate the use of these transportation networks. → Provide frequent updates to the North Shore EOC as to the status of the transportation infrastructure.
<p>Emergency Operations Center (EOC)</p>	<ul style="list-style-type: none"> → Staff the ESF # 1 position in the EOC. → Determine condition, status of transportation resources. → Coordinate with support agencies in providing sufficient fuel supplies to agencies, emergency response organizations, and areas along evacuation routes. → Continually assess the situation to address the most critical transportation needs and develop strategies. → Coordinate with the county EOCs and the State EOC to provide evacuation transportation assistance where necessary. → Determine condition, status of transportation systems and routes. Develop and maintain status map. → Prioritize and/or allocate the resources necessary to maintain and restore the transportation infrastructure and services to support other ESFs. → Provide traffic control assistance and damage assessment of the transportation infrastructure. → Make available personnel, equipment and other assets to assist in the restoration and maintenance of the transportation infrastructure.
<p>Recovery Actions</p>	<ul style="list-style-type: none"> → Upon request, provide transportation resources to assist recovery activities. → Develop recovery actions and strategies. → Prepare and submit emergency requisition for goods and services necessary to restore operations. → Long Term: Restore critical transportation routes, facilities, and services.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
Airport, Airfields (Commercial, Private)	<ul style="list-style-type: none"> → Coordinate and report damage assessment of air transportation capabilities. → Identify alternate emergency air transportation facilities and resources. → Manage emergency medical air transportation logistics at airport.
Commercial and Private Sector Transportation Companies	<ul style="list-style-type: none"> → Provide vehicles and drivers to assist. → Provide maintenance mechanics and fuel for vehicles. (may be contracted) → Provide damage assessment information.
Community Based Organizations	<ul style="list-style-type: none"> → Provide vehicles and drivers to assist.
Emergency Services Maritime Vessels	<ul style="list-style-type: none"> → Provide vessels and personnel.
North Shore Fire Department	<ul style="list-style-type: none"> → Provide vehicles and personnel for emergency use. → Provide medical transport.
Milwaukee County Sheriff's Office	<ul style="list-style-type: none"> → When requested by North Shore Police Departments, assist with transportation activities as requested.

<p>Milwaukee County Department of Transportation (MCDOT)</p>	<p>→ When requested by the North Shore EOC or Police Departments, provide and assist with:</p> <ul style="list-style-type: none"> ▪ Coordination and reporting damage assessment of land transportation routes. ▪ Identifying alternate emergency land transportation routes. ▪ Providing vehicles and drivers to assist. ▪ Providing maintenance mechanics and fuel for vehicles and equipment. ▪ Providing road repair equipment.
<p>Milwaukee County Office of Emergency Management</p>	<p>→ Make required notifications to local, county, state and federal authorities.</p> <p>→ Provide a resource management system to ensure appropriate resources are provided to the Incident Commander at the incident scene.</p> <p>→ Provide emergency information regarding public protective actions.</p>
<p>Municipal Public Works Departments</p>	<p>→ Coordinate and report damage assessment of land transportation routes.</p> <p>→ Deploy Public Works units to areas in need of debris removal or road restoration operations.</p> <p>→ Identify alternate emergency land transportation routes.</p> <p>→ Provide vehicles and drivers to assist.</p> <p>→ Provide maintenance mechanics and fuel for vehicles and equipment.</p> <p>→ Provide road repair equipment.</p>

School Districts	→ Provide vehicles and drivers to assist with transportation requirements as available. → Provide maintenance mechanics and fuel for vehicles.
ATTACHMENTS	→ ESF # 1A: Evacuation.

Attachment 1A – Evacuation

Preface

ESF is based on an emergency and/or incident that requires all or part of North Shore's population to be re-located away from the threat. The magnitude and location of the event will dictate the establishment of evacuation routes.

Primary Agency

North Shore Police Departments

North Shore

AGENCIES:

Primary

Glendale Police Department

Brown Deer Police Department

River Hills Police Department

Bayside Police Department

Fox Point Police Department

Whitefish Bay Police Department

Shorewood Police Department

Support

American Red Cross, NGO's

ARES/RACES

Bus Companies

Chief Elected Officials

North Shore Fire Department

Milwaukee County Sheriff's Department

Media: Broadcast & Print

Municipal Lawyers

North Shore Health Department

North Shore Emergency Medical Service

North Shore Joint Information Center

Utilities

A.

Emergency Support Function (ESF) # 1A

Evacuation

PURPOSE.

1. To provide for the evacuation of part or all of the population from any threatened or stricken disaster area within the North Shore municipalities to locations providing safety and shelter and to provide guidance for in-place sheltering when evacuation is not feasible.

B. POLICIES.

1. Evacuation.
 - a. Citizens are advised to follow evacuation orders.
 - b. Consideration will be given to access and functional needs populations during the evacuation process.
 - c. “Shelter-in-Place” is the preferred option whenever possible.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Police Departments	
Pre-Emergency	The municipal Emergency Manager works with Police Departments to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Identify and sign evacuation routes within and around the North Shore municipalities. → Develop and maintain procedures and SOP’s for implementing evacuation operations, including evacuation routing. → In coordination with the North Shore Fire Department, develop evacuation plans for incidents at hazardous materials sites and other specialized facilities/events.
Emergency	<ul style="list-style-type: none"> → Coordinate the implementation of ordered evacuations. Use developed SOP’s for response evacuation. → Initiate evacuation orders when necessary to protect lives and property and maintain law and order. → Establish and provide traffic and perimeter control as requested. → Provide security for evacuated and rest areas. → Coordinate with health officials the transportation of elderly, homebound, handicapped/disabled and mobility-impaired persons. → Develop and disseminate evacuation instructions. <ul style="list-style-type: none"> ▪ Shelter In-Place (notifying occupants of buildings, facilities, homes,

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Police Departments	
	<p style="text-align: center;">to seek protection indoors and stay inside until notified that it is safe to exit).</p> <ul style="list-style-type: none"> → When people cannot evacuate before a hazardous material plume arrives, public officials must advise them to stay indoors and reduce the ventilation from outside air as much as possible (HAZMAT). → Ensure emergency orders are implemented. → Initiate, coordinate and monitor evacuation activities. → Assist in warning the public. <ul style="list-style-type: none"> • Provide staff for door-to-door warning. • Activate outdoor warning sirens. • Move through the affected area with sirens and public address systems if necessary. → Keep evacuation routes clear.
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> → Staff the ESF # 1A position in the EOC. → Serve as the North Shore point of contact for ordered evacuation efforts. → Initiate evacuation orders when necessary. → Coordinate the implementation of locally ordered evacuations → Coordinate evacuation operations with municipal infrastructure services → Monitor evacuation process with field operations
Recovery Actions	<p>Re-Entry:</p> <ul style="list-style-type: none"> → Develop notices rescinding evacuation orders. → Coordinate re-entry-return with all other appropriate agencies. → Develop and disseminate instructions for re-entry. → Initiate return, where possible. → Conduct public information activities. → Process for re-entry.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
American Red Cross/NGO'S	<ul style="list-style-type: none"> → Coordinate evacuation and shelter planning with respective agencies. → Plan for populations with access and functional needs with the respective institution administrators to determine specific transportation and shelter needs. → Designate and maintain location of updated shelter and congregate shelter lists. → Assist with emergency public information dissemination. → Establish shelter agreements with the school districts and private businesses within the county. → Open and close public shelters as requested.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
ARES/RACES	→ Assist with warning and emergency information dissemination.
Bus Companies (Private)	→ Provide vehicles for transportation.
Chief Elected Officials	<ul style="list-style-type: none"> → Issue local emergency declarations. → Initiate evacuation/curfews as requested. → Make declarations as warranted. → Issue re-entry orders after consultation with the appropriate response agencies.
North Shore Fire Dept.	<ul style="list-style-type: none"> → Coordinate with the municipal Emergency Manager and Police Departments to establish and sign evacuation routes, traffic control points, blockages, etc. → Provide siren-equipped and/or public address mobile units. → Assist with evacuation/notification, when necessary. → Direct on-scene evacuations as a result of fire, hazardous materials spill, transportation accidents, etc., as necessary.
Milwaukee Sheriff's Department	→ When requested by North Shore Police Departments, assist with evacuation activities as requested.
Media: Broadcast & Print	<ul style="list-style-type: none"> → Disseminate warning messages provided by authorized sources to the general public as rapidly as possible in the event of an impending or actual disaster. → Activate the Emergency Alert System (EAS) as directed by Milwaukee County Office of Emergency Management (Broadcast Media).
Municipal Lawyers	→ Develop for review evacuation orders to be used in conjunction with emergency declarations.
North Shore Health Dept.	<ul style="list-style-type: none"> → Coordinate evacuation and shelter planning with respective agencies. Plan for functional needs with the respective institution administrators to determine specific transportation and shelter needs. Develop and maintain list of functional needs population. → Designate and maintain location of updated shelter and congregate shelter lists. → Establish shelter agreements with the school districts and private businesses within the county. → Provide health care services to designated rest areas during evacuation. → Open and close public shelters.
Municipal Infrastructure Services	<ul style="list-style-type: none"> → Provide vehicles, shuttles, buses and drivers for evacuation as inventory allows. → Inspect buildings and infrastructure of evacuated area and certify for re-entry operations.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
	<ul style="list-style-type: none"> → Provide traffic control signs and barricades, and operational control of traffic signals and flashers. → Coordinate with the municipal Emergency Manager and Police Departments to establish and sign evacuation routes, traffic control points, blockages, etc. → Assist when possible to keep evacuation routes clear.
North Shore EMS	<ul style="list-style-type: none"> → Provide health care services to designated rest areas during evacuation.
North Shore Joint Information Center (JIC)	<ul style="list-style-type: none"> → Develop alert and warning releases to be disseminated to the media. → Disseminate emergency information immediately, advising the public of what evacuation and/or shelter actions to take. → Develop and disseminate information on re-entry issues. → Staff the North Shore EOC, if activated.
Utilities	<ul style="list-style-type: none"> → Inspect evacuated areas before re-entry.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Evacuation and Shelter SOP. 2. Public Protection Decision Tree.

Attachment 1
EVACUATION AND SHELTER SOP GUIDE

A. EVACUATION DECISION.

1. Evacuation is normally ordered by the Chief Elected Official of the affected municipality.
2. If immediate evacuation is critical to the continued health and safety of the population, the Incident Commander may order an evacuation (hazardous materials spills or fires).
3. The line of succession for evacuation recommendations is:
 - a. Chief Elected Official.
 - b. Fire/Police Chief
 - c. Sheriff

B. DIRECTION AND CONTROL.

1. During a large scale evacuation and/or shelter situation, the EOC, under the direction of the Chief Elected Official, coordinates and monitors shelter activities.
2. Evacuation and shelter information is accomplished through the use of the county warning and communication system.
3. If the EOC is activated, direction and control of the incident is conducted from the EOC.

C. EVACUATION ORDER.

1. Evacuation orders are initiated after on-site evaluation and recommendation by the appropriate authorities.
 - a. The affected population is not to be moved into a more dangerous situation than posed by the primary hazard.
 - b. The evacuation area is defined in terms clearly understandable by the general public.
 - c. On slow-moving events, pre-evacuation notice is given to affected residents as hazardous conditions warrant such action.
2. When ordering an evacuation, the following considerations should be addressed:
 - a. Weather and highway conditions.
 - b. Evacuation routes, their capacities, and susceptibilities to hazards.
 - c. The availability and readiness of shelters for evacuees.
 - d. Modes of transportation for evacuees and for those unable to provide their own.
 - e. Functional needs groups.

D. EVACUATION ORDER DISSEMINATION.

1. Affected municipalities use appropriate warning modes to direct the population to evacuation and/or seek shelter.
2. Evacuation and/or shelter information is provided to the Joint Information Center for immediate dissemination.
 - a. The JIC keeps local media sources updated on all evacuation and/or shelter information.
 - b. Local television and radio stations broadcast current evacuation and/or shelter information.
 - c. Law Enforcement Agencies and Fire and Rescue Services may go door-to-door to warn evacuees.

E. TRAFFIC CONTROL.

1. Law enforcement agencies maintain traffic control:
 - a. Traffic points, assembly areas, and reception centers are designated.
 - b. Rest areas are established along evacuation routes to provide the necessary aids. Evacuees are able to obtain fuel, water, medical aid, vehicle maintenance, and emergency information at designated rest areas.
 - c. Law enforcement agencies and the municipal infrastructure services coordinate assistance to those vehicles having mechanical problems or abandoned.

F. SHELTER OPERATIONS.

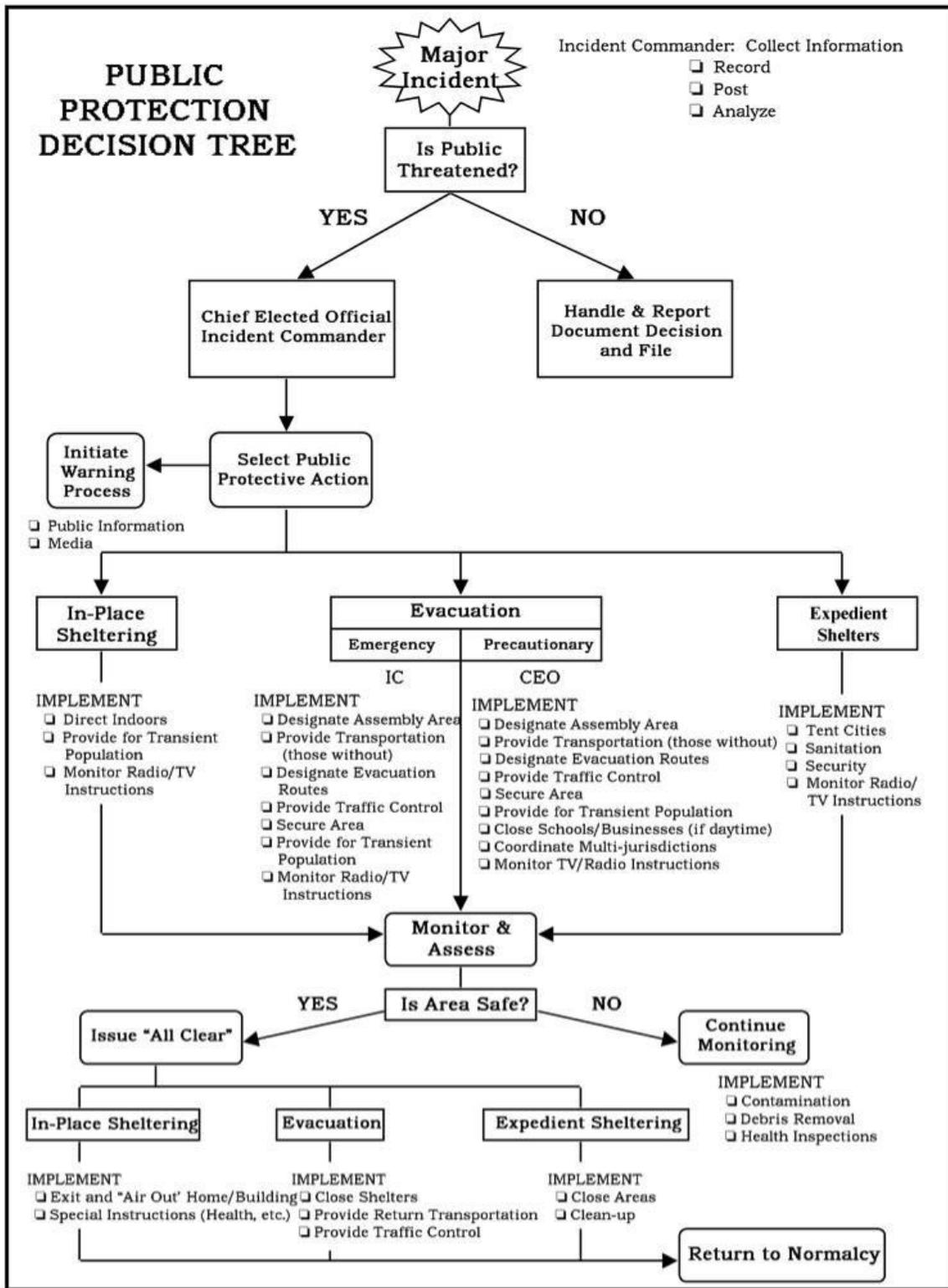
1. Shelter activities are coordinated by the EOC who:
 - a. Determines which shelters should be open.
 - b. Coordinates dissemination of shelter information to the JIC.
 - c. Coordinates reception and shelter activities with American Red Cross.
2. The American Red Cross, Southeastern Wisconsin assists with mass care activities.
3. Sheltering operations are coordinated with the American Red Cross.
 - a. Determines which shelters should be open.
 - b. Coordinates dissemination of shelter information to PIO.
 - c. Reception center personnel register and assign evacuees to shelters.
 - d. American Red Cross personnel coordinate shelter activities.
 - e. Law Enforcement Agencies officers and/or volunteers are assigned as security to congregate care facilities.
 - f. Responsible for crisis upgrade of shelters.

G. RE-ENTRY.

1. The re-entry decision and order are made by the Incident Commander or Chief Elected Official after the threat has passed and the evacuated area has been inspected by Fire and Rescue Services, Law Enforcement

Agencies, Public Works, and local utilities for safety.

2. Re-entry of an evacuated area requires coordination and direction of evacuees from the area by Law Enforcement Agencies.
3. When ordering re-entry, the following considerations are addressed:
 - a. Ensure that threat is over.
 - b. Ensure homes have been inspected and are safe to return to.
 - c. If homes have been damaged, determine any long-term housing needs.
 - d. Determine number of persons in shelter who will need transportation to return to their homes.
 - e. Inform public of proper re-entry procedures and remaining hazards.
 - f. Coordinate traffic control and movement back to the area.
 - g. Issue proper clean-up instructions.
4. The JIC should coordinate and disseminate public information through the local media on re-entry procedures.



Emergency Support Function (ESF) # 2

Communications

Attachment 2A Warning

Preface

Voice and data communications infrastructure may be severely compromised during a catastrophic emergency. This infrastructure is vital for communications to/from emergency responders, the Emergency Operations Center (EOC), general public, NGOs and other levels of government.

Primary Agency

Bayside Communications

North Shore
Emergency Support Functions (ESF) # 2 – Communications

North Shore

AGENCIES:

Primary

Bayside Commutations

Support

Milwaukee County Office of Emergency Management (OEM)

ARES/RACES

North Shore Fire Department

Utilities: Telecommunications

Emergency Support Function (ESF) # 2

Communications

PURPOSE.

1. Support public safety and the operation of North Shore municipalities by maintaining continuity of information and telecommunication infrastructure equipment and other technical resources.

POLICIES.

1. Normal communications systems will be utilized as much as possible during an emergency. Some communications needs will be met by utilizing back-up systems such as mutual aid channels.
4. Bayside Communications will have regularly scheduled computer back up programs in effect for critical computer applications and data.
6. Bayside Communications will coordinate with other departments to ensure the necessary emergency power systems are in place to keep the voice and data communications infrastructure operating when there is a commercial power outage.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
Bayside Communications	
Pre-Emergency	Work with the municipal Emergency Manager to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Ensure that the EOC is equipped with the appropriate voice and data equipment. → Identify communication/IT facilities and resources available for use. → Develop inventories of equipment. → Ensure redundant communications to Milwaukee County EOC and other local, regional and State EOC's. → Maintain list of radio frequencies. → Develop a data recovery plan. → Develop network mutual aid agreements.
Emergency	<ul style="list-style-type: none"> → When notified report to North Shore EOC. → Coordinate activities of support agencies.
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> → Staff the ESF # 2 position in the EOC. → Determine condition, status of the communication and technology systems. → Ensure EOC internal communications and technology systems are adequate. → Support Joint Information Center communications operations, as requested.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
Bayside Communications	
	<ul style="list-style-type: none"> → Assess damages to communication and technology systems. → Provide voice and data support to recovery operations. → Establish and maintain communications links with operational units, field incident commanders and EOC'S. → Request additional communications and technology resources, as needed.
Recovery Actions	<ul style="list-style-type: none"> → Evaluate initial condition of the network infrastructure and equipment and report status to municipal Emergency Manager. → Establish communications with network, application and begin network infrastructure recovery. → Contact necessary organizations to restore services → Accumulate damage information obtained from assessment teams, the local emergency operations center and other departments specific to communication systems → Restore systems in accordance with predefined priorities. → Provide computer, telephones, and data support to disaster operations and recovery.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
ARES/RACES	<ul style="list-style-type: none"> → Coordinate with ESF # 2 to provide communications support. → Provide assistance to enhance emergency communications capabilities when requested. → Provide communications links to areas outside local area for transmission of critical information. → Provide backup communications to critical areas as requested.
North Shore Fire Department	<ul style="list-style-type: none"> → Source for mobile communications on VHF and UHF frequencies, cross band repeaters, VHF hand held radios, cellular capabilities, three VHF repeaters spread throughout the North Shore.
Milwaukee County Office of Emergency Management	<ul style="list-style-type: none"> → Respond to requests for North Shore assistance, identify required support agencies, begin mobilization of resources and personnel, and prepare to activate. → Maintain list of radio frequencies. → Ensure necessary backup power generation to building and facilities. → Establish, maintain contact with State EOC. → Coordinate, acquire and deploy additional resources, equipment and personnel technicians to establish point-to-point communications as required.
Utilities: Telecommunications	<ul style="list-style-type: none"> → Provide cell phones. → Provide phone service in North Shore EOC.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
ATTACHMENTS	<ol style="list-style-type: none">1. Attachment 1, North Shore (EOC) Radio Frequencies & A.R.E.S. Emergency Communications2. ESF # 2A: Warning.

MUNICIPAL CONTACTS

ZONE A

PRIMARY

Bayside Communications	414-351-9900
(Dispatch for North Shore Fire Department and North Shore communities)	414-351-9100

OTHER

Whitefish Bay Police 5300 N. Marlborough Drive	414-962-8177
Bayside Police Department 9075 N. Regent Road	414-247-2302
Brown Deer Police Department 4800 W. Green Brook Drive	414-351-2900
Fox Point Dept. of Public Safety 7300 N. Santa Monica Blvd.	414-351-8914
River Hills Police 7650 N. Pheasant Lane	414-352-8211

LOCATIONS OF COMMUNICATIONS FACILITIES, BASE STATIONS & ANTENNAS

MILWAUKEE COUNTY

PRIMARY

(Warning Center)
Milwaukee County OEM Communications Division
Safety Building, Rm. 305
821 W. State Street

OTHER

Milwaukee County Emergency Operations Center
Sheriff's Training Academy
9225 S. 68th Street, Franklin

BASE STATIONS & ANTENNAE

The locations of base stations and antennae serving Milwaukee County communications system are on file in the office of the Communications Supervisor (IMSD)

A.R.E.S EMERGENCY COMMUNICATION CENTER VAN
CALL UP PROCEDURES

If there is an Emergency Situation in-

North Shore (municipality):

1. Emergency Management will call the A.R.E.S Milwaukee emergency coordinator to call out the ARES Van
2. The A.R.E.S Milwaukee Emergency Coordinator will call out the ARES Van from the list provided and activates the call up of amateur radio operators to support activities if needed.

A.R.E.S. Emergency Coordinator:

Paul Gruettner
EC, Milwaukee County
[REDACTED]
Work: (414) 278-3440

Phone in Vehicle: [REDACTED]

A.R.E.S Van Email: ARES_Van@yahoo.com

Attachment 2

NOTIFICATION AND WARNING**A. NOTIFICATION.**

1. Milwaukee County may receive initial warning of a disaster or pending disaster from County and municipal Departments, the National Warning System, neighboring jurisdictions, the State EOC, the National Weather Service, the news media, or the general public.

B. WATCH, STANDBY PROCEDURES.

1. If a pending disaster has the potential of affecting the North Shore municipalities, departments will take the following actions:
 - a. Review this document.
 - b. Notify employees.
 - c. Review department emergency plans.
 - d. Ensure that department vehicles and equipment are serviced and ready.
 - e. Inventory existing communication equipment. Be prepared to collect and redistribute radios, portable telephones, chargers, batteries, etc.
 - f. Obtain maps, drawings, and other emergency aids.
 - g. Continue to provide routine service to the public, but plan to change to emergency procedures upon warning notification.
2. Recall procedures vary by department, and each department has the responsibility to inform employees of proper recall procedures. Employees who are recalled are expected to secure their families and homes, and report promptly to their assigned positions.
3. Employees who are recalled should realize that the emergency may be several days or longer in duration. Each employee should report to his/her emergency assignment with personal items necessary for 72 hours (e.g. personal articles, toiletries, change of clothing, medications, special non-refrigerated dietary foods, blankets/sleeping bag, etc.)

C. WARNING.

1. Bayside Communications receives warnings regarding technological and natural hazards which may affect the North Shore.
2. Bayside Communications notifies via email, text or telephone to:
 - a. Emergency Notifications alert lists.
 - c. Local Law Enforcement Agencies and Fire Departments who activate local sirens and notify the Chief Elected Officer of the municipality.
3. The general public receives warning information by:
 - a. Activation of outdoor warning sirens.
 - b. Local broadcasts or printed media.

- c. Door-to-door notification by emergency services personnel.
 - d. Mobile public address systems.
 - e. Plectron and weather alert radios.
4. Functional needs groups receive information by:
- a. Door-to-door warnings for handicapped, visually and hearing impaired.
 - b. Foreign language media messages.
 - c. Closed-caption EAS television messages.
5. Upon notification of a warning (imminent or spontaneous event), each department will initiate internal notification actions to:
- a. Alert employees assigned to emergency duties as appropriate to the situation:
 - Suspend or curtail normal business activities.
 - Recall essential off-duty employees.
 - Send non-critical employees home.
 - Secure and evacuate the department's facilities.
 - b. If requested, augment the North Shore's effort to warn the public through use of vehicles equipped with public address systems, sirens, employees going door to door, etc.

Emergency Support Function (ESF) # 3

Public Works

Attachment 3A Damage Assessment
Attachment 3B Debris Management

Preface

Critical public works infrastructure such as roads, waste management and sewer systems can be damaged or destroyed during catastrophic emergency events. This infrastructure is vital to support the health, safety and welfare of the public during emergency response.

Primary Agency

North Shore Public Works Departments

North Shore
Emergency Support Functions (ESF) # 3 – Public Works

North Shore

AGENCIES:

Primary

Municipal Public Works Departments

Support

North Shore Fire Department

Milwaukee County Department of Transportation

Contractors (Local)

Utilities: Electric, Gas, Telecommunications

Emergency Support Function (ESF) # 3

Public Works

PURPOSE.

1. To facilitate protection, repair and restoration of the North Shore municipalities’ government owned physical infrastructure.

POLICIES.

1. Municipal Public Works refers to each North Shore municipality’s departments that perform infrastructure related tasks (public works, sewer, water, building inspections, etc).
2. In the event of a disaster that requires aid of equipment and personnel beyond that which each municipality is able to provide for itself, all North Shore municipalities agree that at the request of any municipality, the others will loan equipment and personnel at their discretion without placing their own community in jeopardy.
3. The first priority of Municipal Public Works will be to assist public safety personnel in life safety activities.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
Municipal Public Works	
Pre-Emergency	Work with the municipal Emergency Manager to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Maintain inventories of resources and equipment. → Maintain pre–event contracts to support public works needs in an emergency. → Assist ESF # 3B with the development of a Debris Management Plan. → Maintain mutual aid agreements.
Emergency	<ul style="list-style-type: none"> → Pre–position resources and verify resource inventory in advance of an impending emergency. → When notified of an emergency situation, send response teams/personnel, equipment, and vehicles to the emergency scene, staging area, or other location, as appropriate. → Assist Law Enforcement Agencies and fire services personnel in life safety activities to include: heavy rescue of people in collapsed buildings; clearing of roads and traffic control; construction of emergency access roads; communication support; use of vehicles for transportation, sheltering, and rescue personnel support; provide technical support for the inspection of critical facilities. → Municipal Public Works operations may include: <ul style="list-style-type: none"> ▪ Flood control.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

Municipal Public Works	
	<ul style="list-style-type: none"> ▪ Maintain water and sewer systems. ▪ Provide potable water. ▪ Assisting damage assessment activities. ▪ Providing emergency generators, fuel, lighting, sanitation to support emergency responders at the emergency scene and at the EOC. ▪ Emergency clearance and removal of debris for reconnaissance of the damaged areas and passage of emergency personnel and equipment for health and safety purposes. ▪ Temporary construction of emergency access routes that include damaged streets, roads, bridges, waterways and any other facilities necessary for passage of rescue personnel. ▪ Provide emergency traffic signs and signal service. ▪ Emergency demolition or stabilization of damaged structures and facilities designated as immediate hazards to the public health and safety. ▪ Assist in the restoration of public utilities and services. ▪ Debris removal operations in areas affected by emergencies or disasters. <p>→ Send a senior representative to the North Shore EOC when activated.</p>
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> → Staff the ESF # 3 position in the EOC. → Determine condition, status of Public Works resources. → Identify incident sites requiring Public Works services. → Obtain and coordinate public works response teams/personnel, equipment, and vehicles to the emergency scene, staging area, or other location(s), as appropriate. → Track resources deployed for disaster response. → Develop priorities and coordinate with utility companies the restoration of utilities to critical and essential facilities. → Recommend disposal sites for debris. → Provide logistical support for demolition operations.
Recovery Actions	<ul style="list-style-type: none"> → Provide engineers, skilled personnel, construction workers, etc., with construction equipment and materials to assist in recovery activities. → Review recovery actions and develop strategies. → Coordinate with state or federal agencies as requested to accomplish damage assessments and repairs. → Maintain access to current drainage maps and plans at the EOC.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

North Shore Fire Department	→ Assist in debris clearance and removal of hazards.
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SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
Contractors (Local)	→ Source for equipment and manpower.
Utilities: Electric, Gas, Telecommunications	<ol style="list-style-type: none"> 1. Assess all damage. 2. Restore all services to essential facilities and EOC. 3. Provide electric, telephone and gas service.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Municipal Contacts. 2. Mutual Aid Agreement. 3. ESF # 3A: Damage Assessment. 4. ESF # 3B: Debris Management.

Attachment 1

Agency Name	Contact Name	Alternate Name	Contact	Office Phone	After Hours Phone
BAYSIDE					
Engineering	Dept. of Public Works	CONTRACTED OUT			
Public Works	Dept. of Public Works	Director		247-7711	351-8808
BROWN DEER					
Engineering	Dept. of Public Works	Engineer		371-3060	371-2900 (P.D.)
Public Works	Dept. of Public Works	Superintendent		357-0120	371-2900 (P.D.)
FOX POINT					
Engineering	Dept. of Public Works	Head of Engineering		351-8900	351-8911 (P.D.)
Public Works	Dept. of Public Works	Director		351-8900	351-8911(P.D.) 351-8914 (Dispatch)
GLENDALE					
Engineering	Dept. of Public Works	Engineer		228-1746	228-1753
Public Works	Dept. of Public Works	Director		228-1746	228-1753
RIVER HILLS					
Engineering	Dept. of Public Works	(Contractor)		416-1671	416-1671 
Public Works	Dept. of Public Works	Director		352-0080	247-2302 (P.D.)
SHOREWOOD					
Engineering	Dept. of Public Works	Engineer		847-2650	847-2610 (P.D.)
Public Works	Dept. of Public Works	Director		847-2650	847-2610 (P.D.)
WHITEFISH BAY					
Engineering	Dept. of Public Works	Engineer		962-6690	962-3830 (P.D.)
Public Works	Dept. of Public Works	Director		962-6690	962-3830 (P.D.)

Attachment

3A – Damage Assessment

Preface

Emergencies may create widespread damage and life-threatening situations. North Shore municipalities must make an initial determination of where damage is, damage severity, the kinds of resources needed and locations where they are needed. This assessment begins the municipality's emergency response to locate and quantify the scope and severity of life threatening situations and identify escalating emergencies.

North Shore municipalities must also gather detailed damage information necessary to organize longer term response and recovery efforts. This information is essential to obtaining a state of emergency declaration by the Governor or a federal disaster declaration, which are necessary to obtain external assistance from these sources.

Primary Agency

North Shore Public Works Departments

Emergency Support Functions Attachment 3A Damage Assessment

Municipal Public Works

AGENCIES:

Primary

Municipal Public Works Departments

Support

American Red Cross

Area Manufactures & Commerce

Assessor (Municipal)

Building Inspection/Code Enforcement (Municipal)

North Shore Fire Department

Law Enforcement Agencies

Municipal Departments, All

Specialists (As situation requires.)

Utilities, Private

Attachment 3A

Damage Assessment**A. PURPOSE.**

1. **Life Safety Assessment:** Coordinate the conduct of the initial life safety assessment and ongoing damage assessments of the County so that accurate and timely information on the situation post-emergency are obtained.
2. **Damage Assessment:** Accomplish comprehensive assessment and reporting of damage to public and private property resulting from an emergency and requesting state or federal disaster assistance.

B. POLICIES.

1. All North Shore municipal personnel that are out on the streets will regularly report operational information and damages observed by them to the EOC through their normal dispatch centers.
2. North Shore municipalities will share assessment information with response and relief organizations in the EOC.
3. Personal information regarding emergency victims will be kept confidential and will only be shared with the response and recovery organizations identified within this plan for the sole purpose of providing assistance to these emergency victims.
4. In the event of a law enforcement agency's related event, some assessment information may need to be kept confidential by the EOC staff or have limited distribution within the EOC until such time as the Police Chief or designee deems it appropriate for release within the EOC or to the public.
5. Life safety assessment will begin immediately upon occurrence of an emergency and damage assessment will begin as soon as it can safely be done.
6. Damage assessment should be conducted using surveys by teams of qualified personnel representing both the public and private sectors. Where required, these teams will be augmented by inspectors from appropriate County, State and Federal agencies. Types of damage assessment include:
 - a. **Individual Assistance.** Damage assessment relates to estimates of damage to the private sector and individuals, and includes damages to homes, businesses, farms, possessions, and other improvements.
 - b. **Public Assistance.** Damage assessment involves damage to public buildings, facilities, roads, bridges, sewer plants, etc. Public assistance is composed of emergency work and permanent restoration. Emergency work is defined as that necessary to save lives, protect public health and safety, and protect property. An example of emergency costs would be those associated with temporary facilities or temporary

restoration of services. Permanent restoration is the cost associated with bringing a facility back to pre-emergency condition.

- c. **Building Inspection.** This is a more thorough, professional evaluation of individual building safety and habitability conducted by municipal inspectors.
7. All affected North Shore municipalities will provide damage assessment reports regarding damage to buildings, equipment, vehicles, communications, and personnel availability to the EOC.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
Municipal Public Works	
Pre-Emergency	<p>Municipal Public Works Departments will work to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Develop and coordinate damage assessment procedures with the County EOC. 3. Develop system and forms for tabulating damage assessment. 4. Develop damage assessment teams. 5. Conduct damage assessment training. 6. Maintain pre-emergency maps, photos, and other documents. 7. Participate in drills, exercises. 8. Develop emergency action checklists.
Emergency	<ol style="list-style-type: none"> 1. When notified, report to the North Shore EOC.
Emergency Operations Center (EOC)	<ol style="list-style-type: none"> 1. Staff the ESF # 3A position in the EOC. <ul style="list-style-type: none"> • Conduct damage assessment of public and private property to determine the extent of damage. 2. Collect and analyze initial life safety assessment information from field units to include: <ol style="list-style-type: none"> a. Locations of injuries, deaths, damages. b. Types and extent of damages. c. Impact on people. d. Identify immediate victim needs (need for shelters, water availability, etc.). e. Identify resource requirements (assistance needed) in the affected areas. f. Identify local resources available. 3. Local public works assist in damage assessment of municipal buildings, taking photos, and obtaining approval for emergency repairs. 4. As appropriate compile the information gathered by damage assessment teams, complete the state Uniform Disaster Situation Report (UDSR) report for the county and submit it within 24 hours to WEM. (See Attachment 4 to this ESF.) 5. Provide initial life safety assessment data and information to the EOC Planning Section Situation Unit. 6. Prepare an initial situation map illustrating the footprint (location, size, etc.) of the affected area to aid in deploying response and recovery resources.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
Municipal Public Works	
	<ul style="list-style-type: none"> • The footprint may be revised several times during emergency response until the full extent of the impacted area is clearly identified. <ol style="list-style-type: none"> 7. Make recommendations based on the assessment information. 8. Provide a consolidated situation report for responding agencies/ departments. 9. Provide information necessary for the EOC Public Information Officer. 10. Activate, deploy damage assessment teams. <ul style="list-style-type: none"> • Assign municipal personnel and volunteer professionals to damage assessment teams based on levels of certification and expertise. 11. Prepare initial damage assessment reports for the Situation Unit Leader. 12. Request and coordinate structural engineers to assist in the evaluation of building safety, especially during search and rescue (SAR) operations. 13. Receive, record and consolidate all damage reports. <ol style="list-style-type: none"> a. Assemble damage assessment information and create visual displays and computerized GIS maps of the affected areas. b. Determine the extent of damages. This information will provide a basis for determination of actions necessary, establishment of priorities among essential actions and allocation of municipal resources in the emergency area during the early stages of the recovery effort. 14. Provide data to support Chief Elected Official’s local declarations of emergency and formal requests for assistance. Information to include: <ol style="list-style-type: none"> a. The extent of emergency impact on the municipality (description of the emergency, where the emergency struck, approximate number of people affected, demographics of the affected area). b. The dollar amount of damages. c. Any conditions that could affect the ability to carry out relief coordination. 15. Determine unsafe facilities. <ul style="list-style-type: none"> • Assess and post all damaged buildings, structures, and facilities for structural integrity and occupant safety. 16. Provide damage assessment data and information to the Planning Section. 17. Compile damage assessment reports and provide information on damages to the County EOC. 18. Provide appraisers to assist with damage assessment. <ul style="list-style-type: none"> • Arrange for appraisers to arrive at affected sites. 19. Coordinate damage assessments with County, State, and federal agencies as appropriate. <ol style="list-style-type: none"> a. Because federal funding may be involved, and as part of the public assistance application process, County, State and federal damage assessment teams may want to identify and validate damaged property, define scope of repairs, and determine repair or replacement costs. b. Escort County, State and federal damage survey officials on inspection of damaged areas. c. Develop map(s) for affected areas:

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

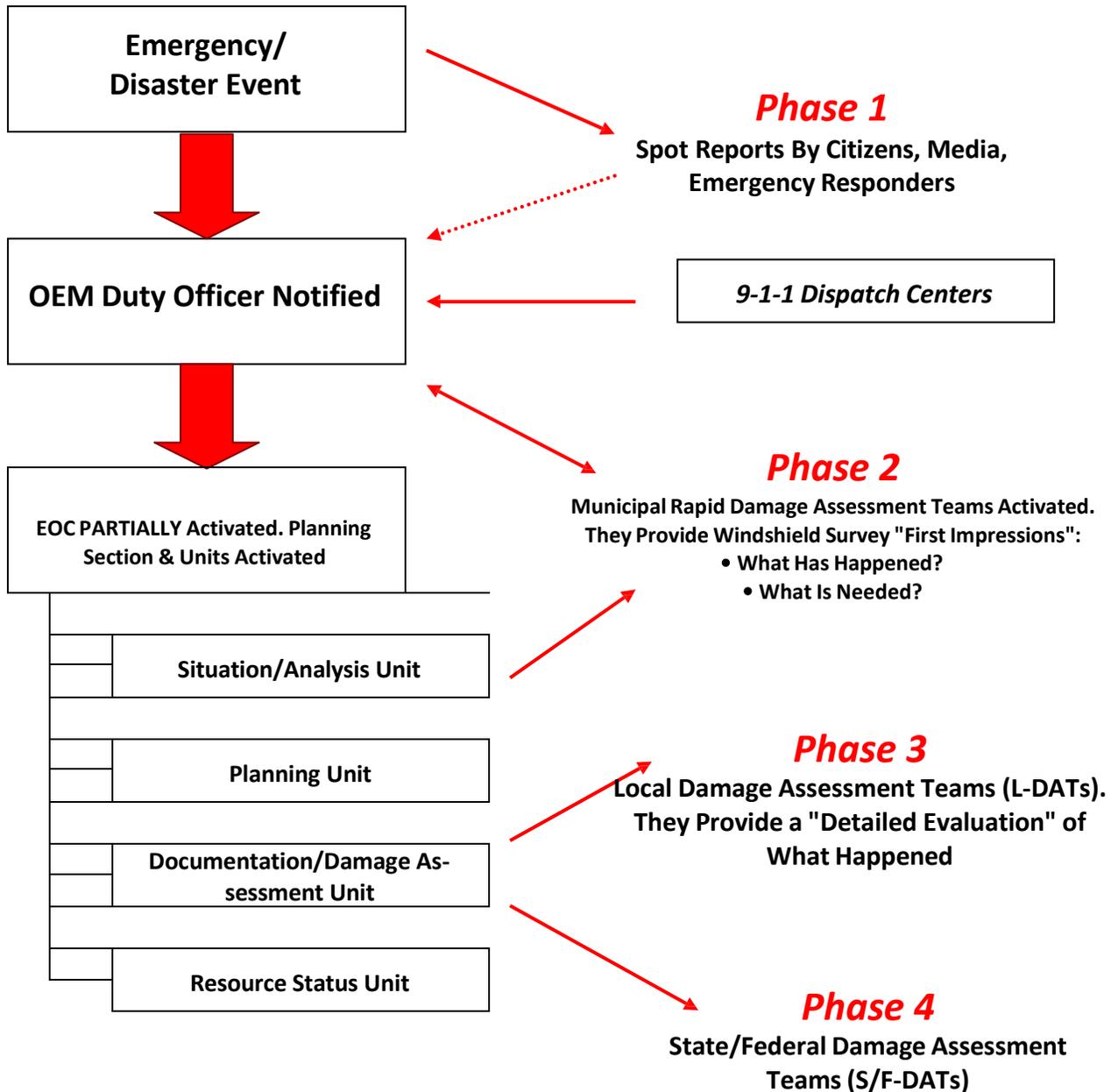
Municipal Public Works	
	<ul style="list-style-type: none"> * Sites are numbered on municipal map. * Damages are described on separate sheets of paper by numbers corresponding to numbers on maps. <p>d. Prioritize sequence of site visitations to ensure most heavily damaged areas are visited; it may not be necessary to visit isolated damage sites.</p> <p>20. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/ Administration Section Chief.</p>
Recovery Actions	<ol style="list-style-type: none"> 1. Based on the damages and community development plans, provide guidance for post emergency mitigation and redevelopment opportunities. 2. Prepare Hazard Mitigation Reports. 3. Coordinate emergency permitting procedures. 4. Analyze damages from floods and make recommendations to EOC Director and Disaster and Emergency Services related to the National Flood Insurance Program (NFIP). 5. Serve as liaison to insurance industry in event of build-back issues and FEMA/NFIP requirements. 6. Coordinate and monitor the movement and activity of contractors entering the municipalities working on restoration projects. 7. Assist Real Estate Assessments with reappraisal of properties following an emergency for tax adjustments. 8. Prepare Project Worksheets. <ul style="list-style-type: none"> • A Project Worksheet identifies a specific damaged property or structure, defines the scope of work, and establishes the cost of repair or replacement. A separate Project Worksheet is assigned to each site or project. The compendium of Project Worksheets comprise in total the County’s Public Assistance Application (federal monies granted to repair, replace damaged or destroyed public facilities). 9. Train and deploy personnel for damage assessment. 10. Provide administrative advice and support relative to preparation of damage assessment forms and reports. 11. Analyze the damage assessment information to determine if the damages meet the criteria to request Federal Disaster Assistance (SBA or Presidential Declaration). 12. Coordinate Damage Assessment reports for submission to state. 13. Request assistance from emergency relief organizations as indicated from the damage assessment. 14. Provide liaison to County EOC.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
American Red Cross	<ol style="list-style-type: none"> 1. Provide and deploy damage assessment teams to augment municipal damage assessment.
Area Manufactures & Commerce	<ol style="list-style-type: none"> 1. Provide assistance and coordination of business damage assessments.
Assessor (Municipal)	<ol style="list-style-type: none"> 1. Provide assessment records on real estate properties, i.e. ownership, mailing address, type of building, value of property. 2. Provide computer system to report parcel data, etc.
Code Enforcement/ Building Inspector	<ol style="list-style-type: none"> 1. Provide inspectors to assist with damage assessment.
North Shore Fire Department	<ol style="list-style-type: none"> 1. Conduct inspections and enforce fire safety regulations and laws. 2. Support damage assessment teams as appropriate. 3. Provide damage assessments of fire–rescue buildings and equipment.
Law Enforcement Agencies	<ol style="list-style-type: none"> 1. Provide damage assessments of police buildings and equipment. 2. Support damage assessment teams as appropriate. 3. Provide security for damage assessment teams as requested.
Municipal Clerks	<ol style="list-style-type: none"> 1. Provide historical documents to assist with damage assessments.
Municipal Departments, All	<ol style="list-style-type: none"> 1. Provide damage reports. 2. Support damage assessment teams as appropriate.
Milwaukee County Municipal Finance Departments	<ol style="list-style-type: none"> 1. Provide administrative advice and support relative to preparation of damage assessment forms and reports. 2. Support damage assessment teams as appropriate. 3. Gather applicable information. 4. Identify sources for reimbursement. 5. Assure compliance with all provisions for financial reimbursement. 6. Secure reimbursement.

<p>Municipal Information Technology</p>	<ol style="list-style-type: none"> 1. Provide computer support to assemble damage assessment information.
<p>Milwaukee County Office of Emergency Management</p>	<ol style="list-style-type: none"> 1. Coordinate training and deployment of and deploy personnel for damage assessment. 2. Provide administrative advice and support relative to preparation of damage assessment forms and reports. 3. Analyze the damage assessment information to determine if the damages meet the criteria to request Federal Disaster Assistance (SBA or Presidential Declaration). 4. Coordinate damage assessment reports for submission to the State. 5. Request assistance from disaster relief organizations as indicated from the damage assessment. 6. Provide liaison to County EOC.
<p>Municipal Parks Department</p>	<ol style="list-style-type: none"> 1. Support municipal damage assessment. 2. Provide damage assessments of parks and recreation facilities, buildings and equipment. 3. Perform post disaster damage assessment. <ol style="list-style-type: none"> a. Perform physical inspection of recreation facilities. b. Complete appropriate damage assessment forms.
<p>Specialists (As situation requires.)</p>	<ol style="list-style-type: none"> 1. Real Estate Agencies – Provide real estate expertise with damage assessment. 2. Private Sector Architects, Engineers – Assist with damage assessment and participate in post disaster structural evaluations.
<p>Utilities, Private</p>	<ol style="list-style-type: none"> 1. Conduct infrastructure damage assessment of utility “life lines” (water, power, telecommunications, sewer, waste services) owned by each utility.
<p>ATTACHMENTS</p>	<ol style="list-style-type: none"> 1. Damage Assessment Phases & Concept Of Operations Flowchart. 2. Damage Assessment And Recovery Assessment Areas. 3. Milwaukee County Damage Assessment SOP. 4. Local Government Cumulative Initial Damage Assessment Report.
<p>REFERENCES</p>	<p>None.</p>

Attachment 1
DAMAGE ASSESSMENT

**DAMAGE ASSESSMENT PHASES &
CONCEPT OF OPERATIONS FLOWCHART**



*Attachment 2***DAMAGE ASSESSMENT AND RECOVERY ASSESSMENT AREAS**

AREA	GROUP ASSIGNMENT
Private Residences	American Red Cross, Realtors, MC Health & Human Services, Building Inspectors
Small Businesses, Industry and Private Utilities	RAMAC Utilities Building Inspectors
Agriculture	USDA Local FSA
Debris Removal	Municipal Public Works, MCDOT – Highway Division, Wisconsin Dept. of Transportation, Wisconsin Dept. of Natural Resources
Protective Measures	Each Emergency Response Agency
Public Road System	Municipal Public Works, MCDOT – Highway Division
Public Water Control Facilities	Municipal Public Works, MCDOT – Highway Division , WI DNR, WI DOT
Public Buildings and Equipment	Municipal Departments, Municipal Clerk, Building Inspectors
Public Utilities	Public Utilities, Municipal Public Works, MCDOT, WI DOT
Facilities under Construction	Building Inspectors
Private Non–profit Facility	Private Non–profit Facility Manager
Recreation	Municipal Parks Departments, Municipal Clerks
Economic Impact	Job Service, Health & Human Services, American Red Cross, USDA Local FSA
Public Health	North Shore Health Department, MC Public Health Departments, WI Health Office, WI DNR

Attachment 3

MILWAUKEE COUNTY DAMAGE ASSESSMENT SOP**A. OVERVIEW OF DAMAGE ASSESSMENT PROGRAM.**

1. The Milwaukee County Office of Emergency Management organizes a county-wide damage assessment team. The team members are trained on a routine basis and are prepared for activation 24 hours a day, 7 days a week subsequent to a disaster occurrence.
2. Each team member is pre-assigned to cover a specific geographical area (e.g., a given municipality or township) or a specific type of damage (e.g., county-wide damage to roads or forests). In addition, each team member knows what information is required to be reported (i.e., is familiar with the UDSR, the State's Standard Damage Assessment Report form), the timeframes for reporting, who to report to (e.g., the County Emergency Management at the EOC if activated), and by what means (i.e., via phone, electronic mail, 2-way radio, in person, etc.).
3. During a disaster, county and local response agencies will, on an ongoing basis, report on the extent of their involvement, estimate damages, and gather information regarding the disaster's impact on the public and private sectors. Such information is used by county decision-makers to direct the response and recovery effort. The County Emergency Management coordinates receiving and disseminating this information as appropriate. The County EOC may be activated or a field command post set up to facilitate this process. The County Coordinator will notify WEM, through the Area Director, when such a disaster occurs.
4. When there is the potential need for state and/or federal assistance to supplement county and local efforts or when requested by the WEM Area Director, the county is required to submit a 24-hour "flash damage report" to WEM via the TIME Teletype. The Uniform Disaster Situation Report (UDSR) is used for this purpose. (See Appendix C, "State of Wisconsin Guidelines for Assessing and Documenting Disaster Damage" which explains the reporting requirement and provides instructions for completing the form.) At a minimum, the 24-hour report should include the following:
 - a. Time, date, location, and type of disaster.
 - b. Time and date of the UDSR submission, as well as name of person submitting the report.
 - c. Number of people injured or deceased.
 - d. Number of persons homeless and number evacuated and in shelters.
 - e. Damage estimates for the public and private sectors.
 - f. An estimate of the amount of damage covered by insurance.
5. To obtain the information required on the UDSR, the Milwaukee County Office of Emergency Management will activate the pre-designated county damage assessment team. (See organization chart which follows and Appendix A for specific names and phone numbers.) The team will operate per instructions provided by the County Emergency Management. The County Emergency Management will coordinate the team's efforts and compile the information gathered by the team into an overall report for the county and submit it within 24 hours to WEM, also providing a copy to the WEM Area Director.
6. As the disaster progresses and emergency response efforts are curtailed, the county will continue to assess the impact of the disaster through information received from response agencies and from the county damage assessment team. This information will allow decision-makers to prioritize recovery efforts and to determine

the need for supplemental state or federal assistance. The Milwaukee County Office of Emergency Management will be responsible for transmitting updated information to WEM so that WEM can revise the original 24-hour UDSR submission.

7. The Milwaukee County Office of Emergency Management, on behalf of the County Executive, will consult with the WEM Area Director on the need for state and/or federal assistance. A decision will be made jointly by WEM and the county as to whether or not and what types of federal assistance will be requested. “The State of Wisconsin County Emergency Management Director’s Guide to Key Federal and State Disaster Assistance Programs” (Appendix D) describes the programs available and the county’s role in requesting those programs.
8. When a decision is made to request Presidential Disaster Assistance, the county is required to participate in the Preliminary Damage Assessment (PDA) process. The PDA is the first step in requesting such assistance. The process and its purpose are described in “The State of Wisconsin Guidelines for Assessing and Documenting Disaster Damage.” The Milwaukee County Office of Emergency Management is responsible for assigning a knowledgeable county/local representative to each of the PDA teams.

B. RESPONSIBILITIES.

1. The Milwaukee County Office of Emergency Management is responsible for doing the following:
 - a. Organizes county-wide damage assessment team. Ensures that each municipality is represented and that county/local agencies/departments are aware of their responsibilities. Also ensures that all other potential sources of expertise are tapped to obtain necessary and required information. Maintains current listing of team member names and 24-hour phone numbers.
 - b. Trains damage assessment team members. Ensures that they understand the following:
 - (1) The purpose of the team and its damage assessment function. Also, the conditions under which it would be activated and how it would operate.
 - (2) Their role as team members, including how they will be apprised of the team’s activation, what information would be expected of them, including geographic or assessment area of responsibility, and how and when it would be transmitted to the County Emergency Management.
 - (3) The state’s requirements with regard to submitting the Uniform Disaster Situation Report (UDSR), and participating in the Preliminary Damage Assessment (PDA) process.
 - c. In a disaster situation, determines if the team should be activated and which members. Consults with the County Executive and the WEM Area Director and activates the team, as appropriate.
 - d. Upon activation, briefs the team on details of the disaster and on the specific timeframe for submitting information to the County Emergency Management. Reviews with the team damage assessment procedures and reporting requirements.
 - e. Receives and compiles information from the team members and uses it to complete a Uniform Disaster Situation Report. Submits the report as required to the Division of Emergency Management via FAX or TIME Teletype within 24 hours of the occurrence. Submits updated reports, as necessary, to WEM.
 - f. Provides damage assessment information to the Milwaukee County Office of Executive and other decision makers on an ongoing basis. Obtains specific or additional damage assessment information at their request.

- g. Maintains records of all damage reports and disaster–related expenditures.
 - h. Ensures that all affected municipalities and government agencies are maintaining separate and accurate records of disaster–related expenditures.
 - i. If required, appoints and briefs county representatives on Preliminary Damage Assessment (PDA) teams.
 - j. If required, coordinates with WEM and the Federal Emergency Management Agency (FEMA) in conducting the PDA. If requested, locates facility to be used as headquarters for PDA teams and coordinators.
 - k. Upon request, provides appropriate information and documentation to WEM in support of requests for federal disaster assistance, e.g., Small Business Administration (SBA) Disaster Loan Program, Farmers Home Administration (FmHA) Emergency Loan Program, and Presidential Emergency or Major Disaster Declarations.
2. County–wide Damage Assessment Team Members are responsible for doing the following:
- a. Attend training sessions and briefings conducted by the Milwaukee County Office of Emergency Management to develop an understanding of the following:
 - (1) The purpose of the damage assessment team and its damage assessment function. Also, the conditions under which it would be activated and how it would operate.
 - (2) Their role as team members, how they would be activated, what area they would be responsible for assessing, what information they would be expected to provide, and how and when they would be expected to transmit the information to the Milwaukee County Office of Emergency Management.
 - (3) The county’s reporting responsibilities with regard to the Uniform Disaster Situation Report (UDSR) and its role in the Preliminary Damage Assessment (PDA) process.
 - b. Determine, prior to a disaster occurrence, how they will obtain the damage information they are responsible for submitting to the Milwaukee County Office of Emergency Management.
 - c. Upon activation of the team, obtain information on or attend a briefing conducted by the Milwaukee County Office of Emergency Management to review damage assessment procedures and reporting requirements and to be apprised of specific timeframes for submitting damage assessments.
 - d. Perform damage assessment and submit assessment information to the Milwaukee County Office of Emergency Management within the required timeframe. Submit updated information, or other requested information, to the Milwaukee County Office of Emergency Management. Maintain record of all submitted information.
 - e. As appropriate (e.g., if representing a local unit of government or emergency response agency), maintain separate and accurate records of disaster–related expenditures.
 - f. If requested by the Milwaukee County Office of Emergency Management, participate, as instructed, in the Preliminary Damage Assessment (PDA) process as a county/local representative.

- g. Upon request by the Milwaukee County Office of Emergency Management, obtain and submit additional information to be used as documentation in support of requests for federal disaster assistance.

C. POST-INCIDENT.

1. The Milwaukee County Office of Emergency Management is required to submit a complete and final Uniform Disaster Situation Report (UDSR) to the State Division of Emergency Management. In its final form, it will serve as both a damage assessment report and a record-keeping document which describes the full extent of the disaster's impact on the public and private sectors and which summarizes the involvement of local/county, private, and NGOs in the response effort. This report should be mailed by the Milwaukee County Office of Emergency Management to WEM Madison, with a copy to the Area Director, within two to three weeks of the disaster occurrence.
2. Milwaukee County Office of Emergency Management.
 - a. As required, assists in the administration and implementation of Presidential Emergency and Major Disaster Declarations. In particular, acts as Designated Agent or Single Point of Contact for all public assistance project applications in the county. Works with applicants in preparing for federal-state engineers. In coordination with applicants, reviews findings of engineers on completed Damage Survey Reports (DSR).
 - b. In a Presidential Disaster Declaration, works with the State Hazard Mitigation Officer (SHMO) in identifying and recommending hazard mitigation projects. Assists in the development of the federally required 180-day hazard mitigation plan. If projects are funded, coordinates with SHMO to ensure they are completed as approved by FEMA.
 - c. Prepares and submits a final UDSR to WEM (copy to Area Director), summarizing total extent of disaster-related damages in the public and private sectors and the amount of county/local disaster-related expenditures to date.
 - d. Debriefs damage assessment team and critiques damage assessment operations. Makes appropriate changes in Damage Assessment Annex to improve future operations.
3. County-wide Damage Assessment Team Members.
 - a. As appropriate (e.g., if representing an applicant for public assistance), cooperate with the Milwaukee County Office of Emergency Management in complying with FEMA public assistance grant requirements.
 - b. Attend damage assessment team debriefing conducted by Milwaukee County Office of Emergency Management. Critique damage assessment operation and make recommendation for improvement.

**Attachment 4
UNIFORM DISASTER SITUATION REPORT**

2400 Wright Street P.O. Box 7865 Madison, WI 53707-7865		TELEPHONE (608) 242-3223 (800) 943-0009 FAX (608) 242-3348	WEM ONLY DATE & TIME REPORT RECEIVED RECEIVED BY			
DEPARTMENT OF MILITARY AFFAIRS WISCONSIN EMERGENCY MANAGEMENT		UNIFORM DISASTER SITUATION REPORT				
1 NAME OF PERSON SUBMITTING REPORT		ADDRESS, CITY, STATE, ZIP				
2 DATE & TIME OF INCIDENT		3 TYPE OF INCIDENT / EMERGENCY				
		4 DATE REPORT SUBMITTED TO WEM				
5 LOCATION OF INCIDENT:		WEM REGION				
CITY		COUNTY				
SECTION		VILLAGE				
		TOWNSHIP				
		OTHER LOCATION DETAILS (ATTACH A MAP SHOWING LOCATIONS)				
6 ESTIMATED NO. OF CASUALTIES:		DEATHS	INJURIES			
		HOMELSS	EVACUATED			
7 PRIVATE SECTOR DAMAGE ESTIMATES:						
RESIDENTIAL	ESTIMATED NO. OF HOMES			ESTIMATED DOLLAR AMOUNT	ESTIMATED PERCENT COVERED BY INSURANCE	
	AFFECTED	MINOR	MAJOR			DESTROYED
BUSINESS	ESTIMATED NO. OF BUSINESSES			ESTIMATED DOLLAR AMOUNT	ESTIMATED PERCENT COVERED BY INSURANCE	
	AFFECTED	MINOR	MAJOR			DESTROYED
AGRICULTURAL	ESTIMATED NO. OF FARM BUILDINGS			ESTIMATED DOLLAR AMOUNT	ESTIMATED PERCENT COVERED BY INSURANCE	
	AFFECTED	MINOR	MAJOR			DESTROYED
AGRICULTURAL (Continued)	LIVESTOCK LOST			CROPS AFFECTED		
	NO.	ESTIMATED DOLLAR AMOUNT		NO. OF ACRES	ESTIMATED DOLLAR AMOUNT	
8 TOTAL ESTIMATED PRIVATE SECTOR DAMAGE					\$0	
9 PUBLIC SECTOR DAMAGE ESTIMATES:						
A) DEBRIS CLEARANCE		B) PROTECTIVE MEASURES		C) ROAD SYSTEMS		
D) WATER CONTROL FACILITIES		E) PUBLIC BUILDINGS & RELATED EQUIPMENT		F) PUBLIC UTILITY SYSTEMS		
G) OTHER (NOT IN PRECEDING CATEGORIES)						
10 TOTAL ESTIMATED PUBLIC SECTOR DAMAGE					\$0	
11 DESCRIBE LOCAL ACTIONS TAKEN OR TO BE TAKEN, INCLUDE NAMES OF AGENCIES AND PUBLIC OFFICIALS INVOLVED IN THE RESPONSE EFFORTS.						
12 DESCRIBE OUTSIDE ASSISTANCE NEEDED OR BEING REQUESTED.						
13 ADDITIONAL COMMENTS (INCLUDING ECONOMIC OR OTHER IMPACTS ON AFFECTED COMMUNITIES).						
DMA Form 1111 (6/99)					Total Event Damage: \$0	

Attachment

3B – Debris Management

Preface

Emergencies may create a variety of debris that impact a municipality's ability to provide emergency response and may affect the health and safety of the public. Clearing debris to permit travel emergency vehicles and removal of debris to protect health and safety are vital components of the municipality's emergency response.

Primary Agency

Municipal Public Works Departments

North Shore

Milwaukee County

AGENCIES:

Primary

Municipal Public Works Departments

Support

Debris Management Contractors

North Shore Fire Department

Home Builders & Contractor's Associations

Law Enforcement Agencies

Municipal Parks Departments

North Shore Health Department

Specialists (As situation requires.)

Utilities

Utilities, Private

Utilities: Solid Waste/ Landfill

Utilities: Water and Wastewater Public Works, Building and Facilities

State of Wisconsin

Note

State support to this ESF may be available in coordination with the State Emergency Operations Center (EOC).

Federal

Likely Support Includes:

- Manage, monitor, and/or provide technical advice in the clearance, removal, and disposal of debris from public property. The scope of actions related to debris may include waste sampling, classification, packaging, transportation, treatment, demolition, and disposal.
- When ESF # 3 is activated for a debris mission may also: collect, segregate, and transport to an appropriate staging or disposal site hazardous materials that are incidental to building demolition debris, such as household hazardous waste and oil and gas from small motorized equipment; remove and dispose of Freon from appliances; and remove, recycle, and dispose of electronic goods. (The removal of hazardous material containers that may have become intermingled with construction debris, such as drums, tanks, and cylinders containing oil and hazardous materials, is managed under ESF # 10.)
- Management of contaminated debris (e.g., chemical, biological, radiological, or nuclear contamination) will be a joint effort with ESF # 10 and FEMA. The scope of actions related to contaminated debris may include waste sampling, classification, packaging, transportation, treatment, demolition, and disposal of contaminated debris and soil.

Attachment 3B

Debris Management

A. PURPOSE.

1. To provide for the coordination of emergency road clearance, debris collection and disposal.

B. POLICIES.

1. Debris clearance is critical to life safety and security. Debris removal efforts will first focus on clearing of major transportation routes and roadways into damaged areas to allow for the movement of emergency vehicles, personnel, equipment and supplies.
2. Debris removal is necessary in affected areas to prevent the development and spread of vector-based epidemiological agents, general sanitation problems and environmental damage.
3. All disposal activities will be conducted with health and environmental concerns being the foremost consideration.
4. North Shore municipalities will encourage the use of contracted services.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

Municipal Public Works Departments

Pre-Emergency	<p>Municipal Public Works Departments will work to:</p> <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Maintain inventories of resources and equipment. 3. Participate in tests and exercises. 4. Develop emergency action checklists and Standard Operating Procedures (SOPs). 5. Maintain pre-event contracts to support debris management needs in an emergency. 6. Work with ESF # 1 to establish and maintain priorities for roadway corridors that will have priority in regard to debris removal and repair to allow access into damaged areas. 7. Develop and maintain a Debris Management Plan; Coordinate development of the plan with Public Works & Engineering ESF # 3. Plan content should include strategies for: <ol style="list-style-type: none"> a. Debris clearing. b. Debris collection. c. Identification of temporary storage and areas. d. Recycling.
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PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
Municipal Public Works Departments	
	<ul style="list-style-type: none"> e. Disposal. f. Hazardous waste identification and handling. g. Administration. h. Dissemination of information to the public. 8. Pre-identify means of transporting the debris if normal channels are unavailable. 9. Establish pre-event working relationships and understandings with neighboring jurisdictions and contractors. 10. Establish and maintain a comprehensive record keeping system for continuous updating and recording of debris numbers. 11. Maintain mutual aid agreements.
Emergency	<ul style="list-style-type: none"> 1. Implement the North Shore Debris Management Plan; coordinate debris operations. 2. Send a senior representative to the North Shore EOC, when the EOC is activated during an emergency. 3. Coordinate with ESF # 3 for emergency road clearance and removal of debris for reconnaissance of the damaged areas and passage of emergency personnel and equipment for health and safety purposes. 4. Administer and manage contracted services. 5. Coordinate emergency road clearance and removal of debris for reconnaissance of the damaged areas and passage of emergency personnel and equipment for health and safety purposes.
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> 1. Staff the ESF # 3B position in the EOC. 2. Appoint a debris management coordinator; Implement the North Shore Debris Management Plan. 3. Contact debris management contractors; Maintain a debris management contract. 4. Coordinate emergency road clearance and removal of debris for reconnaissance of the damaged areas and passage of emergency personnel and equipment for health and safety purposes. 5. Identify incident sites requiring debris clearance and management: <ul style="list-style-type: none"> a. Public rights-of-way. b. Public property. c. Private property. 6. Recommend disposal sites for debris: <ul style="list-style-type: none"> • Temporary staging areas and debris reduction sites. 7. Coordinate debris collection and hauling: <ul style="list-style-type: none"> a. Coordinate debris removal operations in areas affected by emergencies or disasters. b. Coordinate or assist in removal of debris from private property, within the limits established by the Chief Elected Official. 8. Coordinate the removal of debris with County, State, and federal environmental officials.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

Municipal Public Works Departments	
	9. Coordinate debris separation. Debris from residential and commercial properties will be separated into four general groups: <ol style="list-style-type: none"> a. Raw garbage, rubbish garbage, yard waste and construction/building rubble. b. Separate hazardous materials and hazardous waste from debris to the extent possible. 10. Coordinate debris disposal. <ol style="list-style-type: none"> a. Identify debris disposal issues, i.e. hazardous materials. b. Secure necessary environmental permits and legal clearances. 11. Determine methods of disposal as appropriate: <ol style="list-style-type: none"> a. Open pit burning and burning by incineration methods. b. Mulching and chipping clean horticultural waste. c. Hauling mulched or chipped waste out of the municipality. d. Mixing mulch or chipped clean waste with soil to improve agricultural productivity. e. Reuse/recycle for aluminum, plastic and horticultural waste to the extent possible. 12. Provide logistical support for demolition operations. 13. Administer and manage contracted services. 14. Sources for additional resources can include: <ol style="list-style-type: none"> a. Mutual aid. b. Municipal, state and federal resources. c. Private companies, contractors. 15. Maintain records of cost and expenditures to accomplish this ESF and forward them to the EOC Finance/ Administration Section Chief.
Recovery Actions	1. Contact the municipality’s debris management contractor; Activate the municipality’s debris management contract; Monitor contractor services.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

Debris Management Contractors	1. Provide debris clearing and management services.
North Shore Fire Department	1. Provide vehicles and personnel for emergency use. 2. Assist with road and debris clearance. Engine crews can assist with: <ol style="list-style-type: none"> a. Road clearing with chainsaws, winch and come-a-longs. b. Manpower for moving equipment and driving vehicles. 3. Approve debris management burn sites in accordance with appropriate local requirements to ensure safe burning. 4. Issue bans on open burning based upon assessment of local conditions and ensure dissemination of information to the public.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
	<ol style="list-style-type: none"> Supervise burn sites in accordance with all appropriate local requirements to ensure safe burning, subject to amendments by the Health Department and/or Fire Marshal.
Home Builders & Contractor's Associations	<ol style="list-style-type: none"> Source for heavy equipment to include: backhoes, front-end loaders, motor graders, and dump trucks.
Law Enforcement Agencies	<ol style="list-style-type: none"> Identify locations where debris clearance and management is necessary. Provide security at debris clearing and dumping sites.
Municipal Facilities Management	<ol style="list-style-type: none"> Oversee debris removal at county facilities and property. Recommend disposal sites for debris. Assist with identifying temporary debris staging areas for debris at county facilities and property.
Municipal Public Works Departments	<ol style="list-style-type: none"> Provide vehicles and personnel for emergency use. Provide vehicles and/or heavy equipment (with trained users) to assist in debris removal/relocation as necessary and as inventory allows. Recommend disposal sites for debris. Assist with identifying and mapping of debris staging areas and disposal sites.
Municipal Parks Departments	<ol style="list-style-type: none"> Assist Facilities Management and Municipal Public Works in debris removal and restoring access in public right of way priority corridors. Provide temporary debris staging sites. Recommend disposal sites for debris. Assist with identifying and mapping of debris staging areas and disposal sites. Support debris removal operations in areas affected by emergencies or disasters.
North Shore Health Department	<ol style="list-style-type: none"> Assist in monitoring debris management site operations and closeout activities. Assist as necessary on all environmental and health issues. Regulate the burning at debris management sites.
Utilities	<ol style="list-style-type: none"> Support debris removal operations in areas affected by emergencies or disasters. Source for heavy equipment to include: backhoes, front-end loaders, and dump trucks.
Utilities Solid Waste / Landfill	<ol style="list-style-type: none"> Recommend disposal sites for debris. Support debris removal operations in areas affected by emergencies or disasters.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
Utilities Water and Wastewater	1. Support debris removal operations in areas affected by emergencies or disasters.
ATTACHMENTS	None.
REFERENCES	None.

Emergency Support Function (ESF) # 4

Fire Fighting

Preface

Large scale incidents involving fire service response will place extraordinary demands on available resources and logistical support systems.

Primary Agency

North Shore Fire Department

North Shore
Emergency Support Functions (ESF) # 4 – Fire Fighting

North Shore

AGENCIES:

Primary

North Shore Fire Department

Support

American Red Cross

Area Fire Departments

North Shore Police Departments

MABAS – Mutual Aid Box Alarm System

Municipal Infrastructure Services

Milwaukee Fire Bell

Utilities

Emergency Support Function (ESF) # 4

FIRE FIGHTING

PURPOSE.

1. The purpose of Emergency Support Function # 4 is to facilitate use of North Shore Fire Department resources in fire prevention, suppression and control of urban, rural, and wildland fires and other hazardous emergencies.

POLICIES.

1. Provide support services in the prevention, preparedness, detection and suppression of fires, emergency medical services, technical rescue operations, other hazardous conditions; and in mobilizing and providing personnel, equipment, and other supplies.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Fire Department	
Pre-Emergency	Work with the municipal Emergency Manager to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Maintain inventories of resources and equipment. → Participate in drills, exercises and other ongoing training. → Develop emergency action plans. → Maintain mutual aid agreements, including MABAS. → Provide fire prevention and other outreach programs. → Provide facility life safety code enforcement inspections.
Emergency	<ul style="list-style-type: none"> → When mobilized for emergency situations, send response teams/personnel, equipment, and vehicles to the emergency site, staging areas, or other location, as appropriate. → Manage fire/rescue resources, direct fire operations, rescue injured people during emergency operations, and determine the need, as appropriate, for evacuation of the immediate area in and around the emergency scene. → Report initial damage assessment to EOC when activated. <ul style="list-style-type: none"> ▪ Report the need for rescue, the numbers of dead or injured, damage to buildings, public facilities such as roads and bridges, and utilities. (Compiled by dispatch and communicated to the EOC.) ▪ Advise if an event exceeds local capabilities and advise if an event requires notification of the County EOC. → Order evacuations due to unsafe buildings, fire danger, hazardous materials, or any other reason identified by competent authority.



PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Fire Department	
	<ul style="list-style-type: none"> → Coordinate with Incident Commander, the North Shore EOC, the County EOC and the State EOC, as appropriate in the evacuation of people at risk in the evacuation area. → Alert “On Scene First Responders” of the dangers associated with technological hazards and fire during emergency operations.
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> → Staff the ESF # 4 position in the EOC. → Identify incident sites requiring firefighting services. → Determine condition, status and future need of North Shore firefighting resources. → Assure Incident Command receives needed resources when available. → Establish, maintain contact with other EOCs through as appropriate: <ul style="list-style-type: none"> • Provide information on damages, status of North Shore firefighting systems. • Request additional firefighting resources. → The Incident Commander will activate mutual aid support through MABAS as required.
Recovery Actions	<ul style="list-style-type: none"> → Conduct post-incident reviews to evaluate cause and performance. → Provide estimates for damages, repairs, and other costs. → Participate as member of Recovery Team as requested. → Recommend prevention, protection, and mitigation and redevelopment projects.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
American Red Cross	<ul style="list-style-type: none"> → Provide mass care for major fire scenes. → Support Fire Department actions by providing individual assistance, and shelter staffing. → Provide support to firefighting personnel during large incidents as requested.
North Shore Police Depts.	<ul style="list-style-type: none"> → Communicate with Fire Department on reports of fires. → Enforce orders of fire officers and implement/enforce evacuation orders, when necessary. → Provide traffic control in support of Fire Department actions. → Order/conduct evacuations when necessary to save lives and protect property. → Provide security for essential facilities. → Assist Fire Department in restricting access to unsafe buildings or areas. → Manage re-entry process into affected area(s).
Milwaukee Fire Bell	<ul style="list-style-type: none"> → Provide support to firefighting personnel during large incidents.
Municipal Infrastructure	<ul style="list-style-type: none"> → Position traffic control devices as per Fire Department instructions.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
Services	<ul style="list-style-type: none">→ Clear roads for emergency vehicles.→ Support firefighters with general manpower, earthmovers, and like equipment.→ Shut-off utilities as requested.→ Perform building demolitions.→ Assist with maintaining water flow as requested.
Utilities	<ul style="list-style-type: none">→ Provide logistical support and specialized resources to support fire operations.→ Shut-off utilities in support of firefighting operations.→ Restore utilities as soon as possible.

Emergency Support Function (ESF) # 5

Emergency Management

Preface

During large scale emergencies and disasters, the EOC (if activated) is the single point where all information is received and analyzed; where decisions are made, priorities established, and resources allocated. EOC information management consists of three interrelated functions:

- The information collection function entails the gathering, consolidation, and retention of raw data and information from sources that include human sources, observation and technical sources;
- The information analysis and planning function provides the ability to merge data and information for the purpose of analyzing, linking, and disseminating timely and actionable information with an emphasis on the larger public safety threat picture (situation reports) and needed future actions (incident action plans);
- The information sharing and dissemination function is the multi-jurisdictional, multidisciplinary exchange and dissemination of information among local layers of government, the private sector and citizens.

Primary Agency

North Shore Emergency Manager

Emergency Support Functions (ESF) # 5 – Emergency Management

North Shore

AGENCIES:

Primary

Municipal Emergency Manager

Support

Milwaukee County Office of Emergency Management

North Shore Fire Department

North Shore Health Department

North Shore Police Departments

Chief Elected Officials

Municipal Public Works Departments

Milwaukee County Sheriff's Office

Emergency Support Function (ESF) # 5

Emergency Management**PURPOSE.**

1. To describe how the municipal Emergency Manager will collect, analyze, and disseminate information about a potential or actual emergency or disaster to enhance response and recovery activities.
2. To establish a North Shore Emergency Management system consisting of representatives from each municipality and led by a North Shore Emergency Manager.

POLICIES.

1. ESF # 5 will be coordinated from the North Shore Emergency Operations Center (EOC) or alternate site if the EOC is non-operational.
2. The EOC will be managed by the municipal Emergency Manager.
3. Participating departments and agencies will participate and contribute to the incident action planning process coordinated by ESF # 5.
4. The EOC will assist in coordinating the activities of all departments and other organizations in support of the response and recovery from a major emergency in a timely manner.
5. The EOC will strive to maximize the use of the available resources.
6. All affected municipalities and participating organizations and ESFs are to provide continuous information to the EOC Planning Section related to their department's current and planned response and recovery activities.
7. The Planning Section will produce periodic situation reports that will be distributed to EOC staff and Field incident commanders.
8. All affected municipalities and participating organizations and ESFs are to be actively involved in the development and implementation of the EOC Incident Action Plan.
9. All affected municipalities and participating organizations and ESFs are to consider the goals, objectives, and tasks stated in the EOC Incident Action Plan as official priorities and policy for the period covered by the EOC Incident Action Plan.
10. All affected municipalities and participating organizations and ESFs shall develop action plan components for implementing their assigned tasks within the EOC Incident Action Plan.

11. All municipalities will participate in the development of an after action review of the event.
12. All municipalities and ESFs will continually report operational information updates to the EOC.
14. Personal information regarding emergency victims will be kept confidential and will only be shared with the response and recovery organizations for the sole purpose of providing assistance.
15. Law enforcement sensitive information will be kept confidential by the EOC staff until such time as the law enforcement agencies deems it appropriate for release to the public.
16. Organization:
 - The EOC is organized under the basic concepts of the National Incident Management System (NIMS) and consists of several functional areas: Policy Group, EOC Manager, Public Information, Liaison, Operations, Planning, Logistics, and Finance/ Administration.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
OFFICE OF EMERGENCY MANAGEMENT	
Pre-Emergency	Emergency Management works with partner agencies to: <ol style="list-style-type: none"> 1. Maintain this Emergency Support Function (ESF). 2. Prepare a standard template for the Declaration of Emergency with Chief Elected Official. 3. Prepare standardized reporting formats and forms, and establish reporting procedures. 4. Maintain EOC supplies and data displays. 5. Participate in drills, exercises. 6. Develop emergency action checklists. 7. Develop procedures for After Action review, critique and debriefing. 8. Maintain situational awareness by monitoring activity in the North Shore as well as the region. 9. Monitor severe weather systems for their potential impact on the North Shore. 10. Advise North Shore municipalities' staff of changes in National Terrorism Advisory System status and of any announcements of credible threats from the Joint Terrorism Task Force (JTTF) and other intelligence sources.
Emergency	<ol style="list-style-type: none"> 1. Activate the EOC. 2. Request and receive situation reports from field responders. 3. Develop reporting procedures and determine schedule with the field representatives. 4. Share the information received by posting status boards, making announcements, routing messages to other EOC staff, and preparing periodic situation reports (SITREPS).
Emergency Operations Center	<ol style="list-style-type: none"> 1. Staff the ESF # 5 position in the EOC. 2. Compile information from weather, media and other relevant sources.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
OFFICE OF EMERGENCY MANAGEMENT	
(EOC)	<ol style="list-style-type: none"> 3. As a part of the Situation Unit, deploy or coordinate damage assessment teams to compile damage assessment reports. 4. Ensure daily reconnaissance of all impacted areas. <ul style="list-style-type: none"> • Compile status report to assist ongoing incident action planning. 5. Plan for future emergency operational periods. Prepare the Incident Action Plan. Make appropriate recommendations. <ol style="list-style-type: none"> a. Collect, process and disseminate essential elements of information for use by response operations and provision of input for reports, briefings, displays and plans. b. Consolidate information into reports and other materials that describe and document overall response activities. c. Keep the North Shore EOC and other Emergency Support Functions apprised of overall operations. d. Maintain displays of pertinent information for use in briefings. e. Research technical information. f. Collect and manage information from all sources. g. Liaison with state and federal agencies as needed. h. Provide for a written incident action plan which identifies the objectives and tasks to be performed during the next operational period and the resource requirements to complete those tasks, as well as identifying future issues to be addressed (what's to be done next, and what will it take to do it). IAP elements include: <ol style="list-style-type: none"> (1) Summary/Briefing Document. (2) Objectives: specific and measurable. (3) Organization: North Shore EOC staff, Incident Commanders, etc. (4) Tasks and Assignments: who's doing what, where, resources required. (5) Supporting Materials (as requested): maps, traffic plan, security plan, medical plan, communications plan, etc., as well as weather data, special precautions, and safety messages. 6. Establish, maintain contact with County, State and Regional EOC's through the EOC Manager. <ol style="list-style-type: none"> a. Provide situation status and damage information. b. Receive County, State situation information. 7. Establish, maintain EOC message center. <ul style="list-style-type: none"> • Monitor flow of information to/from EOC and field forces. 8. Conduct regular EOC and municipal staff briefings. 9. Prepare the Chief Elected Official's Declaration of Emergency and any amendments. 10. Process requests for specific state and federal emergency and disaster related assets and services. 11. Coordinate staffing the Planning Section of the EOC, and identify resources, personnel, and types of assistance required for emergency operations; de-

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

OFFICE OF EMERGENCY MANAGEMENT

	<p>velop an initial situation assessment, and anticipate the needs that the recovery effort may demand.</p> <ol style="list-style-type: none"> 12. Provide information and planning, collect information essential for the briefing of appropriate personnel. Facilitate information exchange, briefings, displays, and operational planning related to emergency activities. 13. Collect information from County, State, federal, and local organizations and other ESFs, and analyze the data for operational purposes. Collect critical information from other ESFs and develop Incident Action Plans, reports, briefings, and displays, in order to provide information to the general staff of the EOC, field Incident Commanders, and other appropriate users and agencies. 14. Provide and maintain pertinent information to local response agencies; dissemination of information will be by regular briefings, as well as maps, charts, and other visual media such as status reports within the EOC. Planning Section will disseminate information throughout the EOC and to the support agencies' personnel outside the EOC utilizing radios, telephones, computer networks, electronic mail, and any other means that may become available. 15. Display charts, maps, and other information appropriately so all EOC participants can readily access them. Information updates are passed via telephone and radio lines, as well as by hard copy reports, in accordance with the Emergency Operations Center SOP. 16. Coordinate the location and provision of resources with other ESFs to support their mission. Allocate available resources to each assignment based upon identified priorities. Identify, through the Resource Unit Leader, the status of all primary and support resources and maintain a master list of such resources. Request additional resources from the County EOC if the resources are not available within the municipality. 17. Receive and disseminate information and requests to appropriate agencies, as well as preparing reports, briefings, charts, and action plans. Essential elements of information are received from Federal, State, and local governments, other ESFs, and NGOs. 18. Assess the information provided. Develop and recommend action strategies. 19. Coordinate and prepare periodic SITREPS, and distribute as required. 20. Document incident information (Documentation Unit) 21. Request additional or special information from the field through the EOC ESF structure as necessary. 22. Review PIO statements for accuracy. 22. Maintain records of cost and expenditures to accomplish this ESF, and forward them to the EOC Finance/Administration Section Chief.
<p>Recovery Actions</p>	<ol style="list-style-type: none"> 1. Staff a Demobilization Unit to develop a specific recovery component in the EOC IAP based on the event and impacts. This event specific Recovery Transitional Plan (RTP), in part, will specify which recovery functions need to be activated, when and how they are coordinated with response activities and integrated into the EOC Management structure. 2. Once it is determined that recovery activities should occur they need to be

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

OFFICE OF EMERGENCY MANAGEMENT

	<p>included as a component of the Operations Section as either a recovery group or recovery branch, depending on the number of resources devoted to the task at that particular time.</p> <ol style="list-style-type: none"> 3. The EOC IAP should contain objectives tasks, activities and resources devoted to them just like they are for response activities. 4. The recovery portion of the EOC IAP defines a phased recovery program with a priority of work plan, i.e. priorities and actions to be taken to: <ol style="list-style-type: none"> a. Eliminate life-threatening conditions. b. Restore utility and transportation services. c. Provide and restore suitable housing conditions. d. Resume normal economic activity. e. Expedite the securing of financial assistance from both the public and private sectors. f. Restore other important municipal services to normal levels. g. Restore the community’s physical facilities, both public and private, such as waste collection, street lighting, street cleaning, traffic control, schools, nurseries, day care, etc. h. Return of all essential services (e.g. water, sewage, electricity, gas, refuse pickup, etc.) to normal operations. i. Return personnel to normal work schedules and assignments. 5. The recovery portion of the EOC IAP should: <ol style="list-style-type: none"> a. Outline the municipal recovery management structure and management process and how it interfaces with the emergency response phase, and how that transition will take place. b. Describe the organizational networks and structures appropriate to recovery. c. Formalize arrangements for the effective management of the recovery process. d. Facilitate the recovery of affected individuals, businesses, infrastructure and municipal government as quickly and practicably as possible. e. Involve all agencies with a role to play in the recovery process. f. Ensure community participation in the recovery process. g. Identify responsibilities and tasks of key agencies. h. Describe appropriate resource arrangements. 6. Recovery elements in the EOC IAP include: <ol style="list-style-type: none"> a. Recovery Team Composition. b. Priority of efforts. <ol style="list-style-type: none"> (1) Activities that reestablish services that meet the physical and safety needs of the community: to include water, food, ice, medical care, emergency access, continuity of governmental operations, emergency communications, security of residents and possessions from harm, health, and temporary housing. (2) Reestablishing infrastructure necessary for community reconstruction: e.g., electrical distribution systems, potable water and sanitary
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PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

OFFICE OF EMERGENCY MANAGEMENT	
	<p>sewer service, restoring medical and health care, rebuilding damaged transportation facilities, and housing facilities.</p> <p>(3) Restoring the economic base.</p> <p>(4) Improving the ability to withstand the effects of future major or catastrophic emergencies.</p> <p>c. Establish milestones for recovery tasks.</p> <p>d. Support requirements.</p> <p>e. Coordination requirements.</p> <p>f. Methodologies.</p> <p>g. Reporting requirements.</p> <p>7. Develop and distribute after action reviews.</p>

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

All Municipal Departments Involved	<ol style="list-style-type: none"> 1. Provide situation reports from field forces to EOC. 2. Participate in the incident planning process as required. 3. Support the documenting of incident information and damage assessment. 4. Provide EOC with information relative to their departmental needs, priorities and planned activities during the next designated incident period. 5. Provide information as to potential or expected events which could affect future Incident Plans. 6. As requested, identify resource needs both from within departmental resources and any external resources needed to accomplish stated goals, objectives and tasks. 7. Apply departmental resources to implement the Incident Plan.
Chief Elected Officials	<ol style="list-style-type: none"> 1. Advisor to municipal Board during emergencies/disasters. 2. Establish policy concerning the response and recovery priorities and tasking activities to appropriate departments. 3. Provide overall direction and control and for the continuance of effective and orderly governmental control required for emergency operations. 4. Ensure participation of all necessary municipal departments. 5. Ensure that the municipalities continues to function administratively. 6. Proclaim a "State of Emergency" when necessary. 7. Declare the municipality a disaster area and request County, State and federal assistance. 8. Issue emergency rules and proclamations that have the force of law during the proclaimed emergency period.
North Shore Health Department	<ol style="list-style-type: none"> 1. Provide information and planning for 1) Emergencies caused by public health events including pandemic influenza, other emerging infectious diseases or acts of bioterrorism and 2) Other emergencies that have the potential to

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
	threaten the public’s health.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Operational Period Duties And Tasks (Example) 2. Standard Operating Guidelines For EOC Incident Action Plans
REFERENCES	<ol style="list-style-type: none"> 1. EOC Staff Position Desk Books. 2. EOC “Quick Start” Guides. 3. EOC Forms. 4. EOC Incident Action Plan.

Attachment 1

OPERATIONAL PERIOD DUTIES AND TASKS (EXAMPLE)
(Based on a 12–Hour Shift)

<p>Hour 1 (Beginning Shift):</p>	<ol style="list-style-type: none"> 1. Status Briefing by EOC Manager or Planning Chief to all EOC staff. 2. Position/section briefings, emphasis on specific objectives and work to be performed during this operational period. 3. Use of logs and message forms (hardcopy and electronic) by all EOC staff.
<p>Hours 2 to 6:</p>	<ol style="list-style-type: none"> 1. Continued use of logs and message forms (hardcopy and electronic) by all EOC staff to document their activities. 2. Heads–up briefings by EOC Manager and Section Chiefs as appropriate. 3. Position/section meetings, briefings as necessary.
<p>Hours 7 – 10:</p>	<ol style="list-style-type: none"> 1. Continue operations. 2. Planning meetings to develop Incident Action Plan (IAP) for next operational period. 3. Develop written IAP for next operating period.
<p>Hours 11–12:</p>	<ol style="list-style-type: none"> 1. All Positions/sections submit their situation reports in writing. 2. Debrief of personnel going off–shift. 3. Relief shifts arrive. 4. Individuals brief their replacement. 5. End of shift briefing.

*Attachment 2***STANDARD OPERATING GUIDELINES FOR EOC INCIDENT ACTION PLANS****A. PURPOSE.**

1. The EOC Manager shall follow the policy direction received from the Information, Analysis & Planning Team in setting the objectives for the operating period.
2. The EOC Incident Action Plan sets forth objectives and tasks to be completed during the next operational period, the resources necessary to accomplish those tasks, and how they are organized.
3. Accurate and complete EOC Situation Reports (EOC SITREPs) are essential to the development of each operational period EOC Incident Action Plan. SITREPs are developed by the Planning Section from situational information received from each component of the EOC. The next operational period's objectives are derived from progress in achieving the previous operational period's EOC Incident Action Plan as reflected in the EOC SITREP, and from policy direction issued by the Information, Analysis & Planning Team.

B. EOC INCIDENT ACTION PLANNING PROCESS OVERVIEW.

1. The EOC General Staff, under direction of the EOC Manager and led by the EOC Planning Section Chief, will prepare a written EOC Incident Action Plan for the next operational period when emergencies last for more than one operational period, .
2. The EOC incident action planning process is an essential tool for the North Shore EOC, particularly in managing sustained operations. If the emergency organization is to have a well planned and executed approach to resolving the problems posed by the emergency, the EOC organization must remain focused and unified in its efforts. The EOC incident action planning process is a key element to ensure that the entire EOC organization will be focused and acting as a unified coordinated body. If the organization is going to move forward in a unified manner, there must be a clear understanding of what goals are being pursued, what time frame is being used (the Operational Period) and how individual unit efforts are a part of the overall organizational efforts.
3. Once the EOC SITREP has been delivered, the EOC Manager finalizes the goals and strategic objectives for the next operational period. These strategic operational objectives must be verifiable and measurable.
4. Once the goals and strategic objectives are set, they should be communicated through the EOC Management and general staff to all EOC components so that they can be considered. Each EOC Section needs to address how it will accomplish the goals and strategic objectives by setting tactical objectives and tasks to resolve the problems identified in the EOC Situation Report. The various branches, and divisions/groups in the EOC Operations Section should each address this issue and develop a coordinated EOC Operations Section approach, including the resources needed and how they should be organized.
5. Next the EOC Logistics and Planning Sections determine how they will support the EOC Operations Section's approach to meet the established strategic objectives and to anticipate equipment and supply procurement and personnel acquisition issues. If resources cannot be obtained, then EOC Operations may need to modify their approach based on the actual resources available.

6. The EOC Administration & Finance Section must determine how they will support the EOC Operations Section's efforts to meet the established strategic objectives and to establish specific cost tracking and contracting methods to procure needed resources in a timely manner.
7. The EOC Planning Section must also consider their ongoing efforts to continue to produce and post situation reports and information as well as continuing to support the EOC incident action planning process throughout future operational periods.
8. This will require continual briefing and rotation of staff in key information gathering roles in the EOC.

C. WRITTEN EOC INCIDENT ACTION PLANS.

1. Written EOC Incident Action Plans are a significant management tool and provide:
 - a. A clear statement of EOC goals and strategic objectives, and EOC operational tactical objectives and task assignments.
 - b. A basis for measuring EOC work effectiveness and cost effectiveness.
 - c. A basis for measuring EOC work progress and providing accountability.
 - d. Documentation of expected emergency or planned event flow.

D. OPERATIONAL PERIODS.

1. EOC operational periods can be of various lengths, but are usually no longer than 24 hours. A 12 hour operational period is common when needing to staff EOC operations 24 hours a day, using a two shift schedule. The length of the Operational Period is determined based on a number of issues, including:
 - a. Length of time needed to achieve EOC tactical objectives.
 - b. Availability of fresh resources.
 - c. Future involvement of additional resources.
 - d. Environmental considerations. (e.g., available light or weather conditions).
 - e. Diminished mental and physical effectiveness of tired workers.
 - f. Safety considerations.

E. ESSENTIAL ELEMENTS IN THE WRITTEN EOC INCIDENT ACTION PLAN.

1. Statement of Objectives – This is a clear listing of what is expected to be achieved. Objectives must be attainable, measurable, and flexible.
2. Organization of resources – Describes what elements of the EOC organization will be active and in place for the next Operational period.
3. Tactics and Assignments – This describes the EOC tactics and operations to be employed to achieve the objectives. The EOC Operations Section will normally set the tactical methods for accomplishing the objectives and implement actions (e.g. how, when and where to open shelters). The EOC Planning, Logistics and the Finance/Administration Sections will accomplish resource ordering and acquisition of necessary personnel and materials to support the Operations Section activities.

4. Supporting Material – Examples include maps, weather information, special information, the EOC Communications Plan, EOC Medical Plan, and any other special data.

F. RESPONSIBILITIES FOR EOC INCIDENT ACTION PLANNING.

1. The EOC Planning Section Chief is responsible for developing the EOC Incident Action Plan in conjunction with other sections. The EOC Operations and Logistics Sections will provide a great deal of support in the construction of the EOC Incident Action Plan. The EOC Situation Unit will provide a situation report at the beginning of the planning meeting.

G. SEQUENCE OF ACTIVITIES IN THE ACTION PLANNING PROCESS.

1. The EOC PLANNING Section will present a formal current Situation Report. This report should include all key categories and other appropriate forms.
2. The EOC MANAGER will define the organizational priorities for the next operational period (short term) as well as for the intermediate goals. This should include no more than four or five broad goals and represents the strategic goals of the EOC organization. Goals should be measurable and verifiable. (Example: The municipalities have a water issue. The short term goal is providing bottled drinking water for those who need it, while the intermediate goal is restoration of water purification and delivery systems).
3. The EOC PLANNING Section posts the goals and strategic objectives as determined by the EOC Manager.
4. The EOC OPERATIONS Section will then address how it will tactically address the problems identified in the EOC Situation Report, based on the EOC organizational priorities. Each branch must develop tactical plans. The liaison agencies should address how they will support the overall goals of the EOC keeping in mind that they will also address within their own organizations the same process for their own organization goals.
5. The EOC LOGISTICS Section determines what is required for them to obtain the needed personnel, supplies and materials to support the OPERATIONS Section in their pursuit of the organizational goals, as well as what the specific needs are.
6. The EOC ADMINISTRATION/FINANCE Section determines what is required for them to pay for, document, and recover the funds for the needed personnel, supplies, and materials to support the EOC OPERATIONS Section in their pursuit of the organizational goals.
7. The EOC PLANNING Section continues to capture the information necessary to produce reliable and current situation status reports, project future needs and outcomes and to facilitate the EOC incident action planning process and planning meetings.

H. THE EOC PLANNING MEETING.

1. The EOC planning meeting is critical and there may be a tendency for these meetings to last longer than necessary unless they are kept on track and have good focus. The EOC Planning Section Chief will be responsible for running the EOC planning meeting. There are some important tenants for this meeting:
 - a. All participants must come prepared.
 - b. Strong leadership must be evident.

- c. Agency representatives must be able to commit resources for their agencies.
- d. Cell phones and pagers on vibrate only.

I. SEQUENCE AND SUMMARY OF ACTIVITIES BY SECTION.

1. EOC PLANNING	Present the Situation Report.
2. EOC MANAGER	Set goals and strategic objectives.
3. EOC PLANNING	Post goals and strategic objectives for organizations use.
4. EOC OPERATIONS	Determines tactics to achieve goals, resources needed and the organization of the resources.
5. EOC LOGISTICS	Determines how it will obtain the needed resources.
6. EOC FINANCE/ ADMIN	Determines how it will pay for and document the needed resources.
7. EOC PLANNING	Prepares EOC Incident Action Plan (document); continues collecting, analyzing and displaying information and continues Action Planning process.

To assist in the completion of the EOC Incident Action Plan a standardized fill-in-the-blank document format is used. The EOC Planning Section should distribute the appropriate fill-in-the-blank pages to the EOC Section Chiefs for completion.

Emergency Support Function (ESF) # 6

Mass Care, Emergency Assistance, and Health & Human Services

Attachment 6A Functional Needs

Preface

The damage created by emergencies often disrupt the ability for citizens to provide their own basic health and human needs such as food, water, sanitation and housing/sheltering, and mental health. Municipalities must be prepared to temporarily provide those services when they are needed.

Primary Agency

North Shore Health Department

North Shore
**Emergency Support Functions (ESF) # 6 –
Mass Care, Emergency Assistance, and Health & Human Services**

North Shore

AGENCIES:

Primary

North Shore Health Department

Support

American Red Cross

ARES / RACES

Civic and Community Center(s)

Faith Based Organizations

North Shore Fire Department

Hospitals

North Shore Police Departments

Milwaukee County Department of Transportation (MCDOT)

Milwaukee County Office of the Emergency Management

Municipal Public Works

NGOs & Community Based Organizations

School Districts

Emergency Support Function (ESF) # 6

Mass Care, Emergency Assistance, and Health & Human Services

PURPOSE.

1. The purpose of this Emergency Support Function is to describe a coordination framework and serve as a guide to provide sheltering, mass care, emergency assistance and health and human services following an emergency or disaster.

POLICIES.

1. North Shore's responsibility for mass care operations **is in support of the American Red Cross (ARC)** in opening and maintaining shelter operations and provide coordination oversight. However, if ARC is unable to open and staff a shelter, it then becomes local government's responsibility to provide care and shelter function.
2. The basic essential life support to be provided for the displaced population includes food, water, clothing, medical services, sanitation, lodging and communications. The North Shore EOC determines which shelters will be opened for shelter use.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

North Shore Health Department	
Pre-Emergency	Work with the municipal Emergency Manager to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Analyze Mass Care, Health & Human Services resources and equipment. → Identify mass care facilities (temporary lodging and emergency feeding sites) and protective shelters. → Develop a liaison with other community service organizations for providing mass care to the public. → Identify population groups requiring special assistance during an emergency and conduct preparations to provide assistance.
Emergency	<ul style="list-style-type: none"> → When notified, report to the EOC. → Provide approval for deployment of the FAST Team. → Assist in coordinating Medical and nursing aid. → Partner with county departments (Aging, BHD, DSD), contracted staff members, and external community organizations to ensure individuals with disabilities are provided with the supports they need.
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> → Staff the ESF # 6 position in the EOC. → Verify current and needed resources. Sources for resources can include: <ul style="list-style-type: none"> ▪ County agencies. ▪ American Red Cross. ▪ Salvation Army. → Establish, maintain contact with the County EOC → Identify incident sites requiring Mass Care, Health & Human Services. → Obtain and coordinate Mass Care, Health & Human Services resources as requested by field incident commanders.
Recovery Actions	<ul style="list-style-type: none"> → Continue to utilize multiple means of communicating public information and education. → Continue EOC operations until it is determined that EOC coordination is no longer necessary. → Deactivate shelters and mass care facilities and return them to normal use. → Participate in after action reviews. → Updates plans and procedures based on critiques and lessons learned during an actual event. → Implement appropriate protective actions and studies to address the long-term health effects on individuals after an incident.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

American Red Cross	→ Support the North Shore Health Department by <u>being the lead organization</u>
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SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
	<p>for management and coordination of sheltering, feeding, emergency first aid services, and DWI services to the disaster-affected population.</p> <ul style="list-style-type: none"> → Provide facilities, personnel, equipment, supplies and other resources needed to assist in shelter operations or mass feeding for victims. → Facilitate the opening and operation of emergency shelter and mass feeding sites upon request by the North Shore EOC of the North Shore Health Department. → Provide mass feeding of evacuees and relief workers at the shelter sites. → Assist in the development and maintenance of a shelter operations plan. → Provide caseworkers, mental health and health services.
ARES / RACES	<ul style="list-style-type: none"> → Assist with primary or alternate emergency radio communications support.
Civic and Community Center(s)	<ul style="list-style-type: none"> → Prepare facilities to support mass care operations → Provide assistance with site logistics, transportation, and resources at shelter sites.
Faith Based Organizations	<ul style="list-style-type: none"> → Provide facilities for emergency shelter, feeding, food, and water distribution points, child care facilities, as needed.
North Shore Fire Department	<ul style="list-style-type: none"> → Provide emergency medical care as requested and assist in shelter operations.
Hospitals	<ul style="list-style-type: none"> → Support shelter operations by coordinating medical care and resources for shelters. → Coordinate other professional medical staff as necessary for effective medical screening and care, including physicians, as necessary. → Assist in procurement of pharmacy needs.
North Shore Police Departments	<ul style="list-style-type: none"> → Provide security at mass care and shelter facilities. → Provide traffic control during evacuee movement to mass care and shelter facilities.
Milwaukee County Department of Transportation (MCDOT)	<ul style="list-style-type: none"> → Provide vehicles for the movement of food, clothing, supplies, water, etc.
Milwaukee County OEM	<ul style="list-style-type: none"> → Ensure that mass care operations in Milwaukee County are serving the population. → Assist the North Shore as needed.
NGOs & Community Based Organizations	<ul style="list-style-type: none"> → Provide staff and unmet needs services at shelters or feeding stations, as requested.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
	<ul style="list-style-type: none"> → Assist with meeting the needs of special populations and individuals.
Municipal Public Works	<ul style="list-style-type: none"> → Provide manpower and vehicles to obtain and distribute food, clothing, supplies, water, shelter, etc. → Coordinate the disposal of solid waste from congregate care facilities (shelter/mass feeding). → According to disaster circumstances, provide for the maintenance, repair and construction of roads and facilities required in support of congregate care facilities operations. → Provide engineering and safety inspections of shelter facilities to assure suitability for occupancy.
School's	<ul style="list-style-type: none"> → 1. Provide facilities/properties, for emergency shelter as needed.
ATTACHMENTS	<ul style="list-style-type: none"> 2. ESF # 6A: Functional & Access Needs.

Attachment 6A

Functional Needs**A. PURPOSE.**

1. To coordinate activities involved with the identification, registering, transportation, sheltering and care of people with functional needs before, during, and after a significant emergency.

B. POLICIES.

1. The North Shore municipalities recognize the need to undertake additional reasonable efforts to protect and assist people with functional needs at the time of emergencies and disasters, and especially during evacuations, sheltering and reentry.
2. Functional needs individuals are those who are in situations that would prohibit them from receiving, understanding and/or implementing governmental recommendations or orders regarding protective actions (evacuation and/or sheltering), and need support from others to effectively take protective actions. Functional needs individuals will include those who, due to physical or mental limitations, require assistance in implementing protective actions. It also includes individuals who lack the vehicles or structures to effectively implement recommendations or orders to evacuate or shelter-in-place, respectively.

DEFINITION OF FUNCTIONAL POPULATION

Shelter operations can accommodate individuals who have a health condition that does not require institutionalization, but may require:

- Intermittent skilled observation, assessment, and/or maintenance;
- Assistance with activities of daily living (e.g., feeding, ambulating, self-medication or personal hygiene);
- Dependence on electricity;
- Receiving dialysis treatments.

Shelter operations cannot provide 24-hour skilled care and the following individuals will be referred to an appropriate health care facility:

- Persons who will require hospitalization or institutionalization;
- Residents of nursing homes, Assisted Living Facilities, Intermediate Care Facilities and facilities caring for the Developmentally Disabled or those with a mental illness;
- Persons who are bedridden;
- Women experiencing high-risk pregnancies who are within four weeks of estimated date of delivery or any pregnant woman in active labor;

- Persons who are in a sudden acute medical or emergency condition; and/or,
- An individual arriving at a Special Populations Shelter whose condition exceeds the capabilities of the shelter.

3. There are facilities and institutions within the North Shore municipalities that house and care for functional needs individuals, which by Wisconsin law, must have plans, procedures and resources in place to implement protective actions for their patients during emergencies. The North Shore municipalities will expect that such facilities within its jurisdiction have complied with this law and will not require, without advanced planning, municipal resources or personnel to complete protective actions for their patients. The North Shore municipalities do recognize, however, that disaster-related damage to structures and transportation infrastructures could limit or prohibit implementation of facility emergency plans, and under such circumstances, municipal assistance could be necessary to minimize injury or loss of life.
4. NONDISCRIMINATION. No services will be denied on the basis of race, color, national origin, religion, sex, age, or disability, and no special treatment will be extended to any person or group in an emergency over and above what normally would be expected in the way of government services. The North Shore municipal activities pursuant to the Federal /State Agreement for major emergency recovery will be carried out in accordance with Title 44, Code of Federal Regulations (CFR), Section 205.16.—Nondiscrimination. Federal disaster assistance is conditional on full compliance with this rule.
5. It is the policy of the North Shore municipalities to comply with the American Disabilities Act and its standards set forth in Title 41. CFR Section 101.19–6, to the extent permitted by fiscal constraints.

*Attachment 1:***FORWARD ASSESSMENT SERVICE TEAM (FAST) SHELTER ASSESSMENT PROTOCOLS**

In 2010, FEMA provided “Guidance on Planning for Integration of Functional Needs Support Services in General Population Shelters”. This guidance is based on federal laws such as the Americans with Disabilities Act (ADA) of 1990, and various civil rights laws that mandate integration and equal opportunity for people with disabilities in general population shelters.

Providing appropriate emergency sheltering in the North Shore municipalities is a collaborative effort that must incorporate the resources of several County and local agencies and organizations.

Often, small-scale emergencies require short-term sheltering that can be coordinated and managed by a stand-alone community shelter, but protocols must be in place to respond to larger emergencies that will require efforts from multiple response agencies. Milwaukee County has developed plans to provide sheltering assistance to individuals with disabilities and other functional needs in the event of disaster or emergency which requires these individuals to evacuate their homes.

The following protocols will be utilized to conduct a systematic, organized, and efficient assessment of a community shelter to determine if Milwaukee County Functional Needs Emergency Shelter components shall be mobilized to assist in sheltering functions.

1. Establishment and selection of the Forward Assessment Service Team (FAST).
 - a. One representative and two alternates from each:
 - i. Milw. Co. Department on Aging
 - ii. Milw. Co. Disabilities Services
 - iii. Milw. Co. Behavioral Health Division
 - iv. Milw. Co. Emergency Management
 - v. Milw. Co. Family Care
 - vi. Milw. Co. Dept. of Health & Human Services Operations
 - b. **NOTE:** *the FAST team is to be established and updated during non-emergency times*
2. Notification of the FAST
 - a. Milwaukee County Emergency Management (EM) receives information about the status of community shelter openings during emergencies.
 - b. Community reception centers and/or shelters shall record the number of people arriving at the facility, as well as the needs of the people.
 - c. When a shelter manager identifies that the shelter may be not have adequate resources to accommodate the needs of the people, a request shall be made to Emergency Management to deploy the FAST.
 - i. Potential triggers
 1. Insufficient number of staff and/or volunteers
 2. Lack of staff with specific skills
 3. Lack of proper supplies & equipment and means to obtain them.
 4. Inadequate shelter location and/or amenities
 5. Need for specific services
 6. Extended duration of event

3. Mobilization of the FAST
 - a. EM will activate a call to the specified FAST representatives to include:
 - i. Details about the shelter location
 - ii. Shelter manager contact information
 - iii. Other necessary information, such as the meeting time for the FAST.
 - b. FAST representatives will notify their respective division that the FAST has been deployed to perform an assessment, and will ask the division to begin preparations for a potential shelter deployment. The preparations will include:
 - i. Preparing staffing plans to cover regular responsibilities and provide assistance on site at the shelter as needed.
 - ii. Gathering supplies & materials that may be used at the shelter
 - iii. Activating the divisional contingency/COOP plan to maintain standard or altered office function
 - iv. If available, provide lists / files of clients from the affected area
4. Shelter Assessment
 - a. **NOTE:** *an onsite shelter visit with all FAST representatives present is the preferred method of performing the assessment. If this is not possible, the FAST team can perform an assessment by means of a conference call with the shelter manager.*
 - b. FAST representatives will meet as a team at the community shelter and meet with the shelter manager.
 - c. Shelter manager will provide the FAST team with the most recent shelter census numbers:
 - i. Number of people who registered at the shelter
 - ii. Number of individuals needing assistance or specialty items
 - iii. Number of volunteers & staff available
 - iv. Any other information, i.e., pets, service animals, etc.
 - d. Shelter manager will provide any additional information about client needs that resulted in the request for the FAST.
 - e. The FAST will conduct a needs assessment, evaluating the following:
 - i. Facility, equipment and supply needs:
 1. Does the shelter have unmet needs for specialty medical and adaptive care equipment and supplies?
 2. Does the shelter have sufficient electrical capacity to provide power to necessary medical and assistive equipment?
 3. Is the size of the facility appropriate to accommodate the anticipated number of clients?
 - ii. Human needs:
 1. Does the shelter staff have appropriate registration, intake, and triage protocols to properly assist the number of clients with medical or functional needs?
 2. Does the shelter have sufficient staff and volunteers to properly care for the needs of the shelter clients, including mental health needs?
 3. Is the facility that is being used as a shelter appropriate and accessible to people with disabilities or functional needs?
 4. Will Milwaukee County program staff and representatives and Service Provider contract staff and representatives be useful to the shelter clients, providing information and/or care that would not otherwise be available?

- f. FAST representatives will prepare a report and recommendation to present to Emergency Management, the County Executive, and the Director of Health and Human Services. The decision to mobilize the MCFNES will be made based upon the report and recommendation.

Emergency Support Function (ESF) # 7

Resource Support

Preface

Emergencies have the potential to disrupt the availability of resources needed to effectively respond. North Shore may find it necessary to request help from Milwaukee County, State and federal agencies to aid in emergency operations.

Primary Agency

Municipal Emergency Manager

North Shore
Emergency Support Functions (ESF) # 7 – Resource Support

North Shore

AGENCIES:

Primary

Municipal Emergency Manger

Support

Milwaukee County Office of Emergency Management (OEM)

Area Fire Departments

Area Police Departments

All Municipal Departments

Milwaukee County Department of Transportation (MCDOT)

Chief Elected Officials

Area Public Health Departments

Area Public Works

School Districts

NGO'S

Emergency Support Function (ESF) # 7

Resource Support

PURPOSE.

1. Provide resources and logistical support for emergency response and recovery efforts by North Shore municipalities.
2. Provide for the effective procurement, utilization, prioritization, and conservation of available local resources during emergencies.
3. Provide for acquisition of resources from the state or federal government when local resources are depleted.

POLICIES.

1. The Milwaukee County OEM is responsible for securing resources from outside North Shore municipalities. Municipalities that obtain resources from the public or private sector by any other means may not be reimbursed for their expenses.
2. Milwaukee County Office of Emergency Management is responsible for securing State and federal resources.
3. Additional resources will be requested from Wisconsin Emergency Management after all available Milwaukee County resources have been utilized.
4. The Chief Elected Officials and municipal Boards may invoke temporary controls on local resources and establish priorities for use.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
OFFICE OF EMERGENCY MANAGEMENT	
Pre-Emergency	The municipal Emergency Manager works with partner agencies to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Analyze resource requirements. → Identify and maintain current resource inventories. → Establish inventory, control, and delivery systems where applicable.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
OFFICE OF EMERGENCY MANAGEMENT	
	<ul style="list-style-type: none"> → Develop agreements with resources. → 7. Identify potential staging area locations and storage facilities.
Emergency	<ul style="list-style-type: none"> → When notified, report to the North Shore EOC. → Coordinate implementation of resource support activities with the appropriate tasked organizations. → Identify, locate and procure available resources of food, transportation, equipment, storage and distribution facilities.
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> → Staff the ESF # 7 position in the EOC. → Coordinate with the EOC Management and General Staff to determine resource needs → Establish, maintain contact with State EOC. → Determine present and future need for food resources. → Procure storage facilities. → Assist with other duties as requested.
Recovery Actions	<ul style="list-style-type: none"> → Coordinate with the EOC Management and General Staff to determine recovery resource needs.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
North Shore Fire Department	<ul style="list-style-type: none"> → Deploy fire resources and equipment to support other departments. 2. → Obtains resources through mutual aid agreements. → Assist with distribution. → Provide and coordinate rehab type resources.
North Shore Police Departments	<ul style="list-style-type: none"> → Deploy police resources and equipment and resources to support other departments. → Obtains resources through mutual aid agreements.
All Municipal Departments	<ul style="list-style-type: none"> → Provide personnel, equipment, supplies and facilities as available and appropriate.
Milwaukee County Department of Transportation (MCDOT)	<ul style="list-style-type: none"> → Provide drivers, transportation vehicles, fuel and necessary support equipment for the mobilization of persons.
Chief Elected Officials	<ul style="list-style-type: none"> → May invoke temporary controls on local resources and establish priorities for use.
NGOs	<ul style="list-style-type: none"> → Provide personnel, equipment, supplies and other resources.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
North Shore Health Department	→ Provide personnel, equipment; supplies and other resources necessary to maintain the safety of the food and water.
Municipal Public Works	→ Provide physical space, manpower, equipment. → Assist with identifying, negotiating, obtaining, allocating, and distributing resources.
School Districts	→ Provide personnel, equipment, supplies and other resources necessary to aid the resource support needs utilizing existing staff and facilities as requested.
ATTACHMENTS	<ol style="list-style-type: none"> 1. Commonly used governmental resources and NGO's. 2. Milwaukee County Resources (attached as a separate MS Excel worksheet).

*Attachment 1***COMMONLY USED GOVERNMENTAL RESOURCES AND NGO'S**

Adventist Community Services
American Red Cross (ARC)
Americorps NCCC (National Civilian Community Corps)
Catholic Charities USA
Christian Disaster Response (CDR)
Christian Reformed World Relief Committee (CRWRC)
Church World Service (CWS) Emergency Response Program
Citizens and Organizations Active in Disasters (COAD)
Citizens Corps (FEMA)
Corporation for National & Community Service (CNCS)
Goodwill
Impact 211
Lutheran Disaster Response, Evangelical Lutheran Church in America (ELCA)
Lutheran Social Services (LSS)
Mennonite Disaster Service
Milwaukee Center For Independence (MCFI)
MN-WI Baptist Convention (MWBC)
NECHAMA Jewish Disaster Response
Operation Blessing International Relief (OBI)
Presbyterian Disaster Assistance
readywisconsin.wi.gov (Wisconsin Emergency Management)
RSVP (Retired Senior Volunteer Program)
Society of St. Vincent de Paul
Second Harvest Foodbank of Southern Wisconsin
The Salvation Army
United Methodist Committee on Relief (UMCOR)
United Way
WI Council of Churches (WCC)
WI ARES/RACES (Amateur Radio Emergency Services/Radio Amateur Civil Emergency Services)
WI Corporation for National and Community Service (CNCS)
WI United Church of Christ (UCC)
WIVOAD (Voluntary Organizations Active in Disasters)

Emergency Support Function (ESF) # 8

Public Health

Attachment 8A Hospitals and Medical Services

Attachment 8B Animal and Veterinary Services

Attachment 8C Fatality Management

Attachment 8D Radiological (Non-Ingestion)

Preface

Emergencies have the potential to create widespread public health problems while resources and facilities may be in short supply. Protecting the population from negative public health impacts in the mission of the North Shore Health Department.

Primary Agency

North Shore Health Department

North Shore
Emergency Support Functions (ESF) # 8 – Public Health

North Shore

AGENCIES:

Primary

North Shore Health Department

Support

American Red Cross

North Shore Fire Department

Hospitals

North Shore Police Departments

Municipal Facilities Management

Milwaukee County Department of Health and Human Services

North Shore Emergency Medical Services

Milwaukee County Medical Examiner

Municipal Public Works

Wisconsin Department of Health Services

Public Health

PURPOSE.

1. Coordinate comprehensive public health services during an emergency.
2. Provide measures and resources for communicable disease prevention and control (disease surveillance, investigation, containment and communication), including environmental health to first responders and the impacted community.

POLICIES.

1. The North Shore Health Department is responsible for coordinating the response to a public health emergency with local and state-level partners. Emergency public health services are the responsibility of the North Shore Health Department.
2. The North Shore Health Department Director is to serve as the Director of Emergency Public Health during any emergency situation.
3. Expedient health services are coordinated by public health and provided by private health care facilities and North Shore EMS.
4. During a state of emergency the North Shore Health Department may use the State of Wisconsin Department of Health Services (DHS) as a resource and/or may give over public health authority to the DHS.
5. If the Governor declares a state of emergency related to public health and designates DHS as the lead state agency, the North Shore Health Department may give over the public health authority to DHS.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Health Department	
Pre-Emergency	Work with the municipal Emergency Manager to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Maintain inventories of resources and equipment. → Provide evidenced based public education information concerning unsanitary practices following emergencies. → Develop procedures for deploying personnel into affected areas to provide surveillance and monitoring of public health following major emergencies. → Participate in trainings and exercises. → Develop and maintain the Public Health Emergency Response Plan (PHERP)

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Health Department	
	<ul style="list-style-type: none"> → Maintain mutual aid agreements. → Develop and test methods for providing large scale prophylaxis. → Provide preventive health services.
Emergency	<ul style="list-style-type: none"> → When notified, report to the North Shore EOC. → Ascertain need for public health surveillance and monitor as needed. → Direct and lead staff during Public Health Emergencies.
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> → Staff the ESF # 8 position in the North Shore EOC. → Determine condition, status of North Shore health resources. → Obtain, coordinate Public Health resources as requested by field incident commanders. → Coordinate through the JIC the dissemination of emergency-related public health information to the public. → Coordinate with hospitals and other health providers on response to health needs. → Provide investigation, surveillance, and take measures for containment of harmful health effects. → Coordinate assessment of general public health needs of the affected population, including: <ul style="list-style-type: none"> ▪ Surveillance and monitoring of conditions that could impact general health. ▪ Evaluation of food, drug or medical safety. ▪ Identification of biological, chemical, radiological or physiological hazards. ▪ Advise on potable water sources and disposition of solid waste and wastewater. → Establish, maintain contact with County EOC to: <ul style="list-style-type: none"> ▪ Provide information on damages, status of North Shore Public Health Department. ▪ Request additional Public Health resources → Support fatality management through the coordination of the County Medical Examiner
Recovery Actions	<ul style="list-style-type: none"> → Continue to monitor the public and environment for short and long term adverse public health impacts. → Identify and implement appropriate protective actions to adverse public health impacts. → Participate in re-entry planning for evacuees as it relates to public health impacts. → Make public health recommendations. → Assure follow-up on health status and release of isolated or quarantined individuals.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
American Red Cross	<ul style="list-style-type: none"> → Provide State licensed medical and mental health support personnel as requested. → Provide shelter and feeding as needed. → Assist in the reunification of victims and families.
North Shore Fire Department	<ul style="list-style-type: none"> → Assist with immunizations and medicine distribution. → Provide assistance with public health related assessments. → Participate in re-entry planning.
Hospitals	<ul style="list-style-type: none"> → Communicate morbidity and mortality data. → Assist public health with community health issues.
North Shore Police Departments	<ul style="list-style-type: none"> → Provide security at vulnerable sites and help to maintain order at distribution sites. → Work with the health departments regarding isolation and quarantines. → Participate in re-entry planning.
Municipal Public Works	<ul style="list-style-type: none"> → Assist with water quality control. → Monitor sewerage treatment capabilities. → Provide resources, i.e.; barricades, fencing, etc.

<p>Milwaukee County Department of Health & Human Services</p>	<p>→ Assist the North Shore Health Department with Public Health responsibilities as requested.</p>
<p>North Shore Emergency Medical Services</p>	<p>→ Provide transportation to designated medical facilities. → Maintain a patient casualty tracking system. → Perform triage and appropriate on-scene medical care to victims and responding personnel. → Coordinate the location, procurement, screening and allocation of health and medical supplies and resources. → Maintain communications with the ICS, EOC, hospitals and other health care facilities to provide for and/or seek support and assistance.</p>
<p>Milwaukee County Medical Examiner</p>	<p>→ Determine if there have been fatalities and the numbers involved. → Coordinate activities with agencies performing decontamination of potentially contaminated remains at the incident scene prior to transportation. → Identify potential sites and/or storage facilities for the dead, as well as processing sites. → Coordinate mortuary services.</p>
<p>Wisconsin Department of Health Services</p>	<p>→ DHS will manage a general infectious/communicable disease surveillance system → DHS will initiate medical orders to provide large amounts of vaccinations and supplies to mass clinics. → DHS will act as liaison between State EOC and other state and federal agencies, as well as provide technical assistance to local public health departments (LPHDs). → Redistribute federal assets of the SNS to LPHDs in response to bioterrorism or other public health emergencies. → DHS will provide public Information staff to provide information regarding mass clinics and health and safety issues to the public.</p>
<p>ATTACHMENTS</p>	<p>1. Local Public Health Departments–Milwaukee County.</p>

Attachment 1

LOCAL PUBLIC HEALTH DEPARTMENTS – MILWAUKEE COUNTY

<p><u>Cudahy Health Dept.</u> Katie Lapel, PH Officer 5050 South Lake Dr. Cudahy, WI 53110-6106 414.769.2239 latieL@ci.cudahy.wi.us</p>	<p><u>North Shore Health Dept.</u> Ann Christiansen, Health Officer 4800 W. Green Brook Dr. Brown Deer, WI 53223 414.371-2980 achristi@villageofshorewood.org achristi@browndeerwi.org</p>	<p><u>West Allis Health Dept.</u> Sally Nusslock, Health Officer 7120 W. National Ave. West Allis WI 53214 414-302-8600 snusslock@westalliswi.gov</p>
<p><u>Franklin Health Dept.</u> Bill Wucherer, Health Officer 9229 West Loomis Rd. (Hwy. 36) Franklin, WI 53132 414.425.9101 bwucherer@franklinwi.gov</p>	<p><u>Oak Creek Health Dept.</u> Judi Price, Health Officer 8640 South Howell Av. Oak Creek, WI 53154-2948 414.768.6520 jprice@oakcreekwi.org</p>	<p><u>Wauwatosa Health Dept.</u> Nancy Kreuser, Health Officer 7725 West North Av. Wauwatosa, WI 53213-0068 414.479.8936 nkreuser@wauwatosa.net</p>
<p><u>Greendale Health Dept.</u> Sue Sheppard, Health Officer 5650 Parking Street Greendale, WI 53129 414.423.2110 ssheppard@greendale.org</p>	<p><u>St. Francis Health Dept.</u> Kathy Scott, Health Officer 4235 South Nicholson Av. St. Francis, WI 53235 414.481.2300 sfhd@stfranwi.org</p>	<p><u>City of Milwaukee Health Dept.</u> Bevan Baker, Health Commissioner 841 N. Broadway (Rm 315) Milwaukee, WI 53202 414.286.3521 bkbaker@milwaukee.gov</p>
<p><u>Greenfield Health Dept.</u> Darren Rausch, Health Officer 7325 West Forest Home Av. Greenfield, WI 53220 414.329.5275 darrenr@greenfieldwi.us</p>	<p><u>So. Milwaukee Health Dept.</u> Jacqueline Ove, Health Officer 2424 15th Av. So. Milwaukee, WI 53172 414.768.8057 ove@smwi.org</p>	<p><u>Hales Corners Health Dept.</u> Kathy Radloff, Health Officer 5885 S. 116th St. (lower level) Hales Corners, WI 53130 414.529.6155 kradloff@halescornerswi.org</p>

Attachment 8A

Hospital & Medical Services

Preface

A large scale disaster would rapidly impact North Shore's resources and ability to provide medical services. Hospitals and medical services would be hard pressed in providing adequate health care during the aftermath of a disaster. Coordination of effort together with emergency management planning will ensure an appropriate level of medical care to those affected.

Primary Agency

North Shore Health Department

Emergency Support Functions (ESF) # 8A – Hospital and Medical Services

North Shore

AGENCIES:

Primary

North Shore Health Department

Support

Private Ambulance Services

American Red Cross

Attending Emergency Room Physicians

Bus Companies

Bayside Communications

North Shore Fire Department

North Shore Police Departments

Medical Helicopter Services

Military – Air National Guard and Army National Guard

Milwaukee County Medical Examiner

Milwaukee County Office of Emergency Management (OEM)

School Districts

Wisconsin Healthcare Emergency Readiness Program (HERC)

Hospital & Medical Services

PURPOSE.

1. Manage and organize the response of emergency medical care resources. Act as the liaison between local, state and federal agencies in the coordination of emergency response and emergency medical support.

POLICIES.

1. The North Shore Health Department delegate the responsibility for this ESF to other organizations including area hospitals and medical services. The North Shore Health Department will act in an advisory and coordination capacity.
2. North Shore will endeavor to assure the quality of care given to its citizens will be at the highest level possible. However, emergency measures to protect life and health during disasters in all likelihood will be exclusively dependent upon local and area resources.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Health Department	
Pre-Emergency	The NSHD will work with hospitals to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Maintain inventories of medical resources and equipment. → Maintain mutual aid agreements. The NSHD will advise and delegate the North Shore EMS to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Reduce risk to first responders and the community → Develop internal plans and standard operating procedures. → Respond to EMS calls.
Emergency	The NSHD will advise and delegate area hospitals to: <ul style="list-style-type: none"> → Evacuate patients from affected hospitals as ordered. → Isolate, decontaminate, and treat victims of hazardous chemical or infectious diseases, as needed. → Activate internal resources in response to a mass casualty incident. → Track disaster patients within hospital. → Coordinate patient admissions and transfers. → Activate hospital command center. → Activate MOUs with alternate care facilities. → If available share resources and staff. The NSHD will advise and delegate the North Shore Fire Department to: <ul style="list-style-type: none"> → Respond to the emergency scene with emergency medical personnel and

	<p>equipment.</p> <ul style="list-style-type: none"> → Triage, treat and transport the sick and injured to other medical facilities as needed. → Establish and maintain field communications and coordination with other responding emergency teams and radio or telephone communications with area hospitals, as appropriate. → Assist with decontamination of responders or victims
Emergency Operations Center (EOC)	<p>A NSHD designee along with a North Shore Fire Department designee will:</p> <ul style="list-style-type: none"> → Staff the ESF # 8A position in the EOC. → Activate the communications links between emergency medical responders and hospital. → Determine condition, status of Milwaukee County hospital and North Shore medical resources. → Obtain, coordinate medical resources as requested by field incident commanders, includes: <ul style="list-style-type: none"> ▪ Provision for pre-hospital and hospital emergency medical care. ▪ Assist in identification, coordination and mobilization of medical equipment, supplies and personnel. → Establish, maintain contact with County EOC if activated. <ul style="list-style-type: none"> ▪ Request additional medical resources as needed. → Request status and capabilities of medical care facilities and medical transport.
Recovery Actions	<ul style="list-style-type: none"> → Continue providing essential medical care services. → Assist Recovery Operations; Identify barriers to recovery. → Assist restoration of the area’s medical care delivery capacity.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
Private Ambulance Services	<ul style="list-style-type: none"> → Responsible for triage and appropriate on-scene treatment. → Transport casualties to the designated medical facilities.
American Red Cross	<ul style="list-style-type: none"> → Provide emergency first aid, food, and health services to supplement local emergency medical and health services through coordination with local health authorities. → Provide appropriate mental health services to disaster victims, survivors, bystanders, responders and their families and other community caregivers. → Assist with recruiting trained volunteers to supplement medical and nursing resources.
Bus Companies (Private)	<ul style="list-style-type: none"> → Assist with evacuation of large numbers of people. → Transport of equipment.
Bayside Communications	<ul style="list-style-type: none"> → Dispatch the appropriate EMS unit in whose primary service area a disaster occurs

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
North Shore Fire Department	<ul style="list-style-type: none"> → Suppress fires and contain and stabilize hazardous incidents. → Remove victims from hazardous areas. → Triage, treat and transport the injured. → Extricate trapped victims when needed. → Requests for assistance from surrounding counties will be made through the MABAS.
North Shore Police Departments	<ul style="list-style-type: none"> → Provide basic first-aid assistance and scene security. → Maintain law and order through traffic and crowd control. → Provide security for vital facilities and supplies. → Control access to operating scenes and vacated areas.
Milwaukee County Medical Examiner	<ul style="list-style-type: none"> → Coordinate and direct all Medical Examiner related services within the county. → Responsible for the final disposition of the dead, identifying remains and arranging for their transportation.
Medical Helicopter Services	<ul style="list-style-type: none"> → Provide air ambulance service.
Military – Air National Guard and Army National Guard	<ul style="list-style-type: none"> → Provide personnel and equipment from medical evacuation and hospital units. → Provide helicopters and crews for use in evacuation of casualties or transport of supplemental personnel and supplies.
Milwaukee County Office Emergency Management	<ul style="list-style-type: none"> → Activate the EOC, if necessary. → Coordinate personnel, material, supplies, transportation, hazard mitigation, security, communications, public information, and other resources and support as necessary.
School Districts	<ul style="list-style-type: none"> → Provide shelter for large numbers of injured or displaced people.
Wisconsin Hospital Emergency Preparedness Program (WHEPP)	<ul style="list-style-type: none"> → When notified, report to the Milwaukee County EOC. → Maintain a patient casualty tracking system via WiTrac.
ATTACHMENTS	<ol style="list-style-type: none"> 1. EMS Resource List. 2. Mass Casualty Unit - Disaster Management Equipment and Supplies. 3. EMS Transportation List.

Attachment 1
MILWAUKEE COUNTY EMS RESOURCES

HOSPITAL & LOCATION	EMER. DEPT. TELEPHONE #	EMER. DEPT. FAX #	ADMIN. ON-CALL #	ADMIN. FAX #
*1. Children's Hospital of Wisconsin 9000 W. Wisconsin Avenue Milwaukee, WI 53226	266-2626	266-2496	266-2000	266-2179
*2. Clement J. Zablocki (VA Medical Center-Milwaukee) 5000 W. National Avenue Milwaukee, WI 53295	384-2000 X41885	389-4211	384-2000	382-5319
*3. Froedtert Memorial Lutheran Hospital 9200 W. Wisconsin Avenue Milwaukee, WI 53226	805-6717	805-6732	805-3000	805-7790
*4. Aurora Sinai Medical Center 950 N.12th Street Milwaukee, WI 53223	219-6666	219-6650	219-2000	219-7315
*5. St. Francis Hospital 3237 S. 16th Street Milwaukee, WI 53215	647-5165	647-5047	647-5100	647-5565
*6. St. Joseph's Hospital 5000 W. Chambers Milwaukee, WI 53216	447-2171	874-4364	447-2000	874-4393
*7. St. Luke's Medical Center 2900 W. Oklahoma Avenue Milwaukee, WI 53215	649-6333	649-5657	649-6000	649-7982
*8. St. Luke's- South Shore 5900 S. Lake Drive Cudahy, WI 53110	489-4055	489-4013	489-9000	489-4153
*9. Columbia St. Mary's Hospital 2301 N. Lake Drive Milwaukee, WI 53211	291-1469	291-1644	291-1000	291-1048
10. St. Mary's Ozaukee 13111 N. Port Washington Rd. Mequon, WI	262-243-7373	262-243-7377	262-243-7300	
*11. West Allis Memorial Hospital 8901 W. Lincoln Avenue West Allis, WI 53227	328-6111	328-8584	328-6000	328-8536
12. Wheaton Franciscan Healthcare- Franklin 10101 S. 27th Street Franklin, WI 53132	325-8460	325-8461	325-4700	325-4511
13. Aurora Grafton 975 Port Washington Rd. Grafton, WI 53204	262-329-1900	262-329-1901	262-329-1000	

*Paramedic Receiving Hospitals

Attachment 2
MASS CASUALTY UNIT

Disaster Management Equipment and Supplies

Rescue 9 is a step van type vehicle that is based at the airport. It contains the necessary basic EMS equipment to handle a mass casualty incident. Replacement cost of expended or damaged equipment will be the responsibility of the requesting agency.

The equipment on board is designed to process victims by using the SALT system (sort-assessment-lifesaving interventions-treatment/transport). This includes Incident Command vests, portable radios, triage flags, cones and colored tarps (red and yellow). It carries sufficient bandages, dressings, long boards, orthopedic stretchers and various restraints. The equipment is sufficient to handle in excess of fifty (50) victims. Rescue 9 is also equipped with an auxiliary generator and lighting system.

The mass casualty unit is available to any Milwaukee County area EMS division by contacting the General Mitchell International Airport Fire Department at 747-5329, or by radio on FIRECOM (154.295 MHz).

Attachment 3

**MILWAUKEE COUNTY EMS TRANSPORT SERVICES FIRE
DEPARTMENTS DAILY AMBULANCE AVAILABILITY**

DEPARTMENT	DISPATCH NO.	BLS UNITS	ALS UNITS	ALS/BLS UNITS
Franklin Fire Department 8901 W. Drexel Avenue	425-1420	2	1	1
Greenfield Fire Department 48 4333 S. 92nd Street	761-5395	3	2	0
Milwaukee Fire Department 711 W. Wells Street	286-8999	0	12	0
North Shore Fire Department 108 4401 W. River Lane	357-0113	3	2	0
South Milwaukee Fire Dept. 24 929 N. Marshall Avenue	762-1235	1	1	1
Wauwatosa Fire Department 1463 Underwood Avenue	471-8490	1	0	3
West Allis Fire Department 8 2040 S. 67th Street	302-8900	5	2	1
Cudahy Fire Department 4626 S. Packard Avenue	769-2232	3	0	0
Greendale Fire Department 6200 W. Loomis Road	423-2131	2	0	0
Hales Corners Fire Department 10000 W. Forest Home Avenue	529-6168	2	0	0
Oak Creek Fire Department 51 7000 S. 6th Street	768-6555	4	1	2
St. Francis Fire Department 4235 W. Nicholson Avenue	483-4424	1	0	0
TOTAL		27	21	8

Attachment 8B

Animal & Veterinary Services

Preface

During emergencies or disasters the normal capabilities and services to animals may be disrupted, requiring emergency measures to meet the functions of lost, sick, stray, stranded, injured or dead animals.

Primary Agency

North Shore Public Health Department

Emergency Support Functions (ESF) # 8B – Animal & Veterinary Services

North Shore

AGENCIES:

Primary

North Shore Health Department

Support

North Shore Fire Department

North Shore Police Departments

Milwaukee County Office of Emergency Management (OEM)

Milwaukee Area Domestic Animal Control Commission (MADACC)

Wisconsin Humane Society

Wisconsin Veterinary Corps

Animal & Veterinary Services

PURPOSE.

1. Identify, manage, and organize the response of resources needed for the care and disposition of domestic pets, livestock, wildlife, and exotic animals following a significant emergency, and to coordinate emergency response and relief assistance.
2. Provide guidance regarding animal related issues caused by an emergency/ disaster.

POLICIES.

1. The North Shore Health Department Director is to serve as the Director of Emergency Public Health during any emergency situation involving Zoonotic disease.
2. In the interest of public health and safety, the North Shore Health Department will direct the Milwaukee Area Domestic Animal Control Commission and the WI Humane Society to identify and attempt to meet the care and emergency needs of animals following emergencies, disasters.
3. Priorities will be directed toward animal care functions after human needs are met.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Health Department	
Pre-Emergency	The North Shore Health Department will: <ul style="list-style-type: none"> → Maintain this Emergency Support Function. → Prepare a resource list that identifies the agencies/organizations that are responsible for providing the supplies needed to treat and care for injured and sick animals during large-scale emergencies and disasters. → Maintain inventories of resources and facilities.
Emergency	<ul style="list-style-type: none"> → Provide zoonotic prevention, surveillance, detection, and intervention functions in support of community health. The NSHD will direct area animal welfare organizations to: <ul style="list-style-type: none"> → Rescue and capture of animals that have escaped confinement, and displaced wildlife. → Evacuate, shelter and care for injured, sick, and stray animals. → Dispose of dead animals.
Emergency	<ul style="list-style-type: none"> → Staff the ESF #8 position in the EOC. → Assess and prioritize animal service emergency needs; coordinate public and

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

North Shore Health Department	
Operations Center (EOC)	private sector efforts. → Provide information and/or services for the disposal of dead animals.
Recovery Actions	→ Support recovery operations led by animal welfare agencies → Serve as the point of contact for the public and North Shore agencies for Zoonotic Disease concerns.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

North Shore Fire Department	→ Communicate with animal control regarding loose domestic or wild animals.
North Shore Police Departments	→ Communicate with animal control regarding loose domestic or wild animals.
Milwaukee Area Domestic Animal Control Commission (MADACC)	→ Provide animal control services which protect the health, public safety and welfare of people and animals. → Rescue and assure safe, temporary shelter, veterinary and human care for stray, unwanted, abandoned, mistreated, and injured animals.
Milwaukee County Office of Emergency Management	→ Coordinate resources for the North Shore Public Health Department.
Wisconsin Veterinary Corps / Humane Society	→ Coordinate the humane care, treatment, and sheltering of companion animals.

Attachment 8C

Fatality Management

Preface

Disasters have the capacity to produce large numbers of fatalities. The profound effects of mass fatalities on both loved ones and the entire community, and the ability to coordinate and obtain the needed fatality management resources are critical emergency response functions of the County.

Primary Agency

Milwaukee County Medical Examiner

Emergency Support Functions (ESF) # 8C – Fatality Management

North Shore

AGENCIES:

Primary

Milwaukee County Medical Examiner

Support

American Red Cross

Community / Faith Based Organizations

Disaster Mortuary Operational Response Team (D-MORT), and

Dane Fatality Incident Response Support Team (D-FIRST)

North Shore Fire Department

Area funeral homes

Hospitals

North Shore Police Departments

Milwaukee County Office of Emergency Management (OEM)

North Shore Health Department

Municipal Public Works

Fatality Management

PURPOSE.

1. This function addresses general policies and procedures for the mitigation, preparedness, response to and recovery from incidents with fatalities. It also provides an initial coordination framework of mass fatality response activities.

POLICIES.

1. It is understood that the Milwaukee County Medical Examiner is primarily responsible for body recovery, identification, and examination during mass fatality operations.
2. Human remains should only be removed if authorized by the Medical Examiner or his/her designee.
3. The Medical Examiner is in charge of the human remains until the release of the body has been approved by the Medical Examiner or his/her designee. Non-remains scene features will remain the jurisdiction of other investigating agencies.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
MILWAUKEE COUNTY MEDICAL EXAMINER	
Pre-Emergency	Work with municipal Emergency Manager to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Maintain inventories of resources and equipment. → Participate in drills, exercises.
Emergency	<ul style="list-style-type: none"> → Conduct on scene death investigations in accordance with State Statutes and Medical Examiner’s Office policies. → Supervise and coordinate the recovery, transportation, and storage of human remains. → Request scene/morgue security and evidence identification. → When notified, report to the North Shore EOC. → Implement and coordinate the Milwaukee County Mass Fatality Incident Plan. → Procure equipment and supplies necessary for death investigations. → Advise on the use of Personal Protective Equipment as appropriate. → Assure epidemiological monitoring and surveillance is occurring. <p>→ Coordinate activities with those of agencies performing decontamination of</p>

	<p>potentially contaminated (HAZMAT, Chemical, Biological, or Radiologic) remains at the incident scene prior to transportation to the Medical Examiner’s Office or temporary mortuary facility.</p> <ul style="list-style-type: none"> → Establish and maintain a comprehensive recordkeeping system for continuous updating and recording fatality numbers.
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> → Staff the ESF # 18C position in the North Shore EOC. → Implement and coordinate the Milwaukee County Mass Fatality Incident Plan. → Determine present and future need for medical examiner/fatality management resources. → Obtain, coordinate fatality management resources as requested by Medicolegal Investigators → Establish and maintain a comprehensive record keeping system for continuous updating and recording of fatality numbers. → Establish, maintain contact with the county EOC. → Coordinate with funeral home directors to provide assistance in the mass fatalities incidents by providing mortuary operations.
Recovery Actions	<ul style="list-style-type: none"> → Compilation of final reports. → Participate in after-action/improvement planning incident evaluation process. → Provide continued support to fatality management personnel. → Revise plans to reflect changes in programs and procedures.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
American Red Cross	<ul style="list-style-type: none"> → Assist with the identification and establishment of support facilities for responder care and feeding. → Provide additional services such as family escorts, public inquiry and locator program, childcare services, and assistance with planning of memorial services. → Establish Family Assistance Centers and provided needed support.
Community / Faith Based Organizations	<ul style="list-style-type: none"> → Advise on issues of cultural/religious sensitivity → Provide grief counseling. → Provide assistance with mental health support for emergency workers and families as appropriate. → Assist in providing language services for family assistance centers as requested.
D–MORT/D-FIRST	<ul style="list-style-type: none"> → Support local authorities and provide technical assistance and personnel to recover, identify, and process deceased victims → Provide forensic pathologists and mortuary personnel for assistance. → Provide temporary portable mortuary facilities
North Shore Fire Department	<ul style="list-style-type: none"> → Assist with emergency services at disaster scene. → Provide hazardous materials consultation. → Support search and recovery efforts. → Conduct gross decontamination.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
	→ Provide assistance to the medical examiner for the removal/recovery of remains.
Area Funeral Homes	→ Coordinate embalming, transportation and final disposition of bodies.
Hospitals	→ Report to the Medical Examiner's Office disaster related victims who become deceased at their respective healthcare facility.
North Shore Police Departments	<ul style="list-style-type: none"> → Secure the disaster scene until such time that resources can be organized to properly mark and plot debris, bodies and body parts at the disaster scene. → Secure and restrict access to bodies until relieved by the Medical Examiner or his/her designee. → Provide security at designated mortuaries.
Milwaukee County Office of Emergency Management	→ Coordinate resources for the Medical Examiner.
North Shore Health Department	→ Assure epidemiological monitoring and disease control surveillance are occurring.
Municipal Public Works	→ Provide equipment, personnel, and other resources for heavy and specialized equipment.

Attachment 8D

Radiological (non-ingestion)

Preface

Radioactive hazardous materials are commonly used in medical facilities, building infrastructure, and nuclear power plants, to name a few. Radiological weapons of mass destruction have been suggested as a possible weapon of terrorism used to create panic and casualties in densely populated areas. A radioactive spill or act of terrorism could also render a great deal of property useless for an extended period, requiring costly remediation.

Primary Agency

North Shore Health Department

I.

Emergency Support Function (ESF) # 8A

Radiological (non-ingestion)**PURPOSE**

This annex identifies resources and responsibilities for agencies that will respond to accidents involving radioactive materials.

II. **CONCEPT OF OPERATIONS**

Radioactive hazardous materials are commonly used in a variety of settings (e.g., medical facilities, building and infrastructure construction and inspection, nuclear power plants.) The materials needed for these applications are transported via special and common carrier on the road, air, rail and water. If released into the environment, these materials require special consideration regarding their safe handling and disposal.

The on-scene Incident Commander has responsibility for this operation. The North Shore Health Department Director will act as the liaison between the on-scene responders and additional resources.

Statutory authority for oversight regarding the remediation of radiological materials incidents rests with the State of Wisconsin. Recommend protective actions as necessary (ss. 213.095).

III. **RESPONSIBILITIES AND TASKS**A. **General**

Response

1. Use the Incident or Unified Command System to organize the response and to request and manage additional resources as necessary.
2. Notify the Wisconsin Emergency Management (WEM) on-call Duty Officer (DO) and the Department of Health Services – Radiation Protection Section (DHFS-RPS).
3. Set up a perimeter around the facility or spill and enact an access control system.
4. Document all personnel who might have been exposed to radiation or radioactive contamination.
5. Provide for staff to address media inquiries and public information regarding the event.

6. Ensure staff and equipment are not returned to service until qualified personnel have monitored both for radioactive contamination.
7. No eating, drinking or smoking in controlled areas.

Recovery

1. Support continuing operations as needed.

B. Municipal Emergency Manager*Response*

1. Coordinate with the WEM Duty Officer to have other appropriate state and federal response agencies work with the first responders. These agencies may include:
 - Wisconsin Department of Natural Resources (DNR)
 - Level A Hazardous Materials Team
 - U.S. Department of Energy Radiological Assistance Program (DOE-RAP) Team
2. Request Activation the County Emergency Operations Center, as necessary.
3. Refer to the Basic Plan and Direction and Control of the EOP.

C. North Shore Fire Department*Response*

1. Notify the municipal Emergency manager and North Shore Health Director of the radiological release.
2. Restrict access to area. Keep all non-emergency personnel & vehicles at least 500 feet from scene.
3. Approach scene that may involve radioactive materials with meters on and with personnel dosimetry in place. Do not enter area > 100 mR/hr unless it is necessary to treat injured personnel or prevent the spread of radioactive contamination.
4. Measure exposure levels at scene if possible and minimize personnel exposure by using appropriate time, distance, and shielding methods.
5. Setup controlled area for emergency personnel at least 100 feet from the scene. Remain upwind if possible. Exposure levels in uncontrolled areas must be less than 2 mR/hr.

6. Contact the shipper or facility representative for more information regarding the hazardous material and to notify them of the incident.
7. Use appropriate guidance {e.g., US DOT Hazardous Materials Guidebook, shipping papers, Materials Safety Data Sheet (MSDS)} for recommendations regarding:
 - Extinguishing or controlling fires
 - Appropriate personal protective equipment (PPE) for responders
 - First aid recommendations for those exposed to the substance.
8. Do not handle or move radioactive materials. Cover or contain materials to prevent contamination from spreading. Do not decontaminate anything at the scene unless directed by personnel from the Radiation Protection Section.
9. Control access to and from controlled area if the possibility of radioactive contamination exists at the scene. No unnecessary personnel or equipment shall enter the controlled area.
 - a. A control point should be established to control access to and exits from the scene. The control point should be manned at all times. All personnel shall enter or leave the scene through the control point.
 - b. All material and equipment should remain within the controlled area.
 - c. Personnel must be surveyed for radioactive contamination before they leave the controlled area. If survey equipment is not available, and personnel involved must leave the area, they should leave outer clothing and all equipment within the controlled area and change into fresh clothing when they pass through the control point. Personnel not surveyed should make themselves available for a survey as soon as possible. Contamination is considered to be readings of 100cpm > background or greater when measured with a Geiger Mueller type instrument equipped with a "pancake" detector.
 - d. The names, SSN's, addresses, and survey results if available should be obtained from all personnel that enter the controlled area.
10. **All equipment at scene shall be surveyed by Radiation Protection Section personnel. The Section will arrange for the disposal of radioactive waste and evaluate exposure to all personnel involved with the incident.**

D. North Shore Emergency Medical Services

Response

1. Park upwind and outside controlled area set-up by police or fire dept. personnel. If no controlled area is designated, park at least 100 ft. upwind of accident scene.

2. Don protective clothing. Wear gloves, booties, and coveralls.
3. Provide emergency life-saving care to victim.
4. When medically feasible, remove victim from immediate area of suspected contamination. Remain within the controlled area.
5. Notify the hospital as soon as possible of the victim's potential exposure to radioactive materials so that hospital personnel may prepare the receiving area. Area hospitals under practicing WI TRAC will also be notified by an alert through Emergency Medical Services – Communications (EMS Communications).
6. Remove victim's clothing, if possible, and wrap victim in a clean sheet or similar covering.
7. Prior to leaving the scene, remove outer protective clothing and change gloves. Clothing and non-essential equipment should remain within the controlled area.
8. Do not decontaminate personnel or equipment unless state health personnel are present.
9. Transport victim to hospital. Change gloves after handling victim while en route.
10. Transfer victim to clean hospital gurney. Ambulance personnel, sheets, blankets, and equipment should remain with the ambulance. The equipment and personnel are in a controlled area.
11. Ambulance personnel, equipment, and vehicle should not return to service until checked for radioactive contamination by state health or qualified hospital personnel.

E. North Shore Police Departments

Response

1. Upon request, assist with establishing a perimeter and controlling access. Keep all non-emergency personnel & vehicles at least 500 feet from scene. Setup for controlled area for emergency personnel should be at least 100 feet from the scene. Remain upwind if possible.
2. Assist with the notification and implementation of any protective actions that have been ordered. In the event of an escalating emergency outside of a city or village limits, the Sheriff of the affected county has the authority to recommend an evacuation of residents (ss. 66.325).
3. Provide escort for emergency response personnel and equipment dispatched to the emergency site, when requested.

F. Chief Elected Official

Response

1. Within incorporated jurisdictional limits, order protective actions as necessary (ss. 66.325).
2. If response activities exceed local capabilities, declare a local state of emergency and request state aid.

G. Municipal Infrastructure Services

Response

1. Provide equipment and staff to augment operations, upon request.
2. Assist law enforcement with traffic control activities as needed.

H. Resources

Response

1. The following may respond to scene or provide consultation by phone is available.

RADIATION TECHNICAL ADVISORS AVAILABLE TO MILWAUKEE COUNTY

Southeast Regional Response Team	WORK	HOME	FAX NO.
Milwaukee Fire Department Special Teams Coordinator	██████████ or 911		286-8996
State of Wisconsin Division of Public Health - Radiation of Protection Services			
Kurt Pedersen pederkh@dhfs.state.wi.us	██████████		1-608-267- 3695
24 Hr. On-Call	██████████		
U.S. Nuclear Regulatory Commission Additional Information @ www.nrc.gov			
Switchboard	██████████		
Emergency Operations Center	██████████		

U.S. Nuclear Regulatory Commission

Mission

The NRC's mission is to regulate the Nation's civilian use of byproduct, source, and special nuclear materials to ensure adequate protection of public health and safety, to promote the common defense and security, and to protect the environment.

The NRC's regulatory mission covers three main areas:

1. Reactors - Commercial reactors for generating electric power and non-power reactors used for research, testing, and training

2. Materials - Uses of nuclear materials in medical, industrial, and academic settings and facilities that produce nuclear fuel
3. Waste - Transportation, storage, and disposal of nuclear materials and waste, and decommissioning of nuclear facilities from service

NRC protects the public health and safety, and the environment from the effects of radiation from nuclear reactors, materials, and waste facilities. We also regulate these nuclear materials and facilities to promote the common defense and security. NRC carries out its mission by conducting the following activities:

NRC sets direction and conducts policymaking - policy formulation, rulemaking, and adjudication oversight activities, which are performed by NRC's five-member Commission.

Radiation Protection – NRC provides information about radiation and how and NRC's role in ensuring protection of the public and radiation workers.

The U.S. Nuclear Regulatory Commission (NRC) is an independent agency established by the Energy Reorganization Act of 1974 to regulate civilian use of nuclear materials. NRC is headed by a five-member Commission.

- ◆ Organization - leadership, organizational structure, major programs
- ◆ Locations - addresses, directions, and contact information for our headquarters complex in Rockville, Maryland, and our four regional offices in Pennsylvania, Georgia, Illinois, and Texas
- ◆ Plans, Budget, and Performance - strategic plan, annual performance plan, annual budget, annual performance and accountability report and independent assessments by the Inspector General and the General Accounting Office
- ◆ License Fees - fees licensees pay NRC for reviewing license applications, issuing licenses, and related services
- ◆ Governing Legislation - statutory authority for NRC's mission
- ◆ History - the origins and evolution of NRC's regulatory policies
- ◆ Values - principles of good regulation, NRC organizational values
- ◆ Contracting Opportunities - what and how NRC buys products and services, how to learn about contract opportunities, and opportunities available for small businesses
- ◆ Employment Opportunities - student programs and career opportunities for engineers, scientists, computer specialists, health physicists, attorneys, and administrative staff
- ◆ Contact Us - Send us your comments and questions
- ◆ NRC Telephone Directory - alphabetical listing of NRC Staff
- ◆ For additional information on NRC and the nuclear industry, see our publication NRC: Regulator of Nuclear Safety.

How NRC Regulates

- ◆ Rulemaking
- ◆ Guidance Development
- ◆ Generic Communications
- ◆ Standards Development
- ◆ Oversight
- ◆ Inspection
- ◆ Assessment of Performance
- ◆ Enforcement
- ◆ Investigations
- ◆ Allegations
- ◆ Licensing and Certification
- ◆ Licensing

- ◆ Certification
- ◆ Operational Experience
- ◆ Emergency Response
- ◆ Events Assessment
- ◆ Generic Issues
- ◆ Support for Decisions
- ◆ Research
- ◆ Advisory Activities
- ◆ Adjudication (Hearings)
- ◆ Nuclear Security and Safeguards - information on how we promote the common defense and security
- ◆ Public Affairs - interactions with the media and the public
- ◆ Congressional Affairs - interactions with Congress
- ◆ State and Tribal Programs - cooperative activities and interactions with Federal, State, and local governments, inter-state organizations, and Indian Tribes
- ◆ International Programs - cooperative activities with other governments and the international nuclear regulatory community and licensing for nuclear imports and exports

Contact Info

U.S. Nuclear Regulatory Commission, Office of Public Affairs (OPA)
Washington, D.C. 20555

Toll-free: [REDACTED]

NRC Telephone Directory

Use the information in this Telephone Directory only for authorized government purposes. Personal solicitation of an employee is unlawful.

Switch Board: Toll free: [REDACTED]

Office of Public Affairs: 301-415-8200

Emergency Support Function (ESF) # 9

Search & Rescue

Preface

Emergencies can cause rescue situations where people become lost, entrapped and endangered. The emergency response to these situations may require the use of organized, highly technical methods and specially trained responders.

Primary Agency

North Shore Fire Department

North Shore
Emergency Support Function (ESF) # 9 – Search & Rescue

North Shore

AGENCIES:

Primary

North Shore Fire Department

Support

ARES/RACES

Municipal Public Works

Civil Air Patrol

North Shore Police Departments

Milwaukee County Department of Transportation (MCDOT) – Highway Division

Milwaukee County Office of Emergency Management

Milwaukee County Sheriff's Office

Milwaukee Fire Department Heavy Urban Rescue Team (HURT)

U.S. Coast Guard/Auxiliary

Emergency Support Function (ESF) # 9

Search & Rescue

PURPOSE.

1. Provide a coordinated process of locating, extricating, and providing initial medical treatment to victims trapped, threatened or stranded in harm's way by any emergency or hazardous event when they cannot remove themselves.

POLICIES.

1. The North Shore Fire Department shall coordinate and establish resources that are qualified in emergency response as a member of the local search and rescue organization.
2. If activated, regional, state and national USAR Teams are under the control of local incident commanders. The USAR Leaders are responsible for planning, coordinating and managing a USAR response when requested and authorized to mobilize.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Fire Department	
Pre-Emergency	Work with the municipal Emergency Manager to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Develop a system to quickly identify and establish search and rescue grids. → Identify high occupancy structures, critical facilities and other places of public assembly having potential for mass casualty. → Maintain standard operating procedures, inventories of resources and equipment. → Coordinate and participate in sponsored training and exercises. → Maintain mutual aid agreements/MOUs.
Emergency	<ul style="list-style-type: none"> → When notified, report to North Shore EOC. → Initiate search for victims throughout the impacted area. → Coordinate search and rescue activities with the appropriate tasked organizations.
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> → North Shore Fire Department designee to staff the ESF # 9 position in the EOC. → Identify incident sites or situations requiring search and rescue services. → Determine condition, status of North Shore Search and Rescue resources. → Coordinate search and rescue resources as requested by field incident commanders. → Provide strategic command and control of search and rescue teams not assigned to specific incidents.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Fire Department	
	<ul style="list-style-type: none"> → Determine need for USAR Task Force. <ul style="list-style-type: none"> ▪ Coordinate response with USAR Coordinator. ▪ Assist with implementation of an appropriate mobilization plan in coordination with the assigned Task Force Leader and/or Incident Commander. → Direct SAR activities according to the National Incident Management System, the Incident Command System, and department policies and procedures. → Provide personnel, equipment, supplies and other resources necessary to locate, extricate and treat the injured/trapped victims. → Establish, maintain contact with County and State EOC: <ul style="list-style-type: none"> ▪ Provide information on damages, status of North Shore search and rescue systems. ▪ Request additional Search & Rescue resources, as requested.
Recovery Actions	<ul style="list-style-type: none"> → Participate in after-action reviews. → Return SAR organization and personnel to a state of operational preparedness. → Support personnel with Critical Incident Stress Management as necessary.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
ARES/RACES	<ul style="list-style-type: none"> → Provide primary and/or supplemental local area, point-to-point, and long distance communications as requested. → Provides staff, resources, and equipment as requested to support EOC and emergency operations.
Civil Air Patrol	<ul style="list-style-type: none"> → Provide airborne search, airborne disaster assessment, airborne and ground Electronic Locator Transmitter (ELT) tracking, transportation of officials, and assistance in a variety of ground operations
North Shore Police Departments	<ul style="list-style-type: none"> → Provide search and rescue assistance, equipment allocation, security, crowd control and traffic direction. → Assist with manpower and equipment as requested
Municipal Public Works	<ul style="list-style-type: none"> → Provide building and safety inspections. → Provide personnel, equipment and heavy equipment/operators to assist with heavy rescue activities.
Milwaukee County Department of Transportation (MCDOT)	<ul style="list-style-type: none"> → Provide personnel, equipment and heavy equipment/operators to assist with heavy rescue activities.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
Milwaukee County Sheriff's Office	<ul style="list-style-type: none"> → Provide personnel, equipment, supplies and other resources necessary to locate, extricate and treat the injured/trapped victims.
Milwaukee County Office of Emergency Management	<ul style="list-style-type: none"> → Provide resources for SAR activities. → Locate specialized rescue equipment and/or personnel if required.
Milwaukee Fire Department Heavy Urban Rescue Team (HURT)	<ul style="list-style-type: none"> → Provide personnel, equipment, supplies and other resources necessary to locate, extricate and treat the injured/trapped victims.
U.S. Coast Guard/Auxiliary	<ul style="list-style-type: none"> → Conduct maritime search and rescue activities. → Provide small boats, personnel, and related equipment for maritime search and rescue operations under control of U.S. Coast Guard.
ATTACHMENTS	<ol style="list-style-type: none"> 1. National USAR Response System.

Attachment 1

NATIONAL URBAN SEARCH AND RESCUE (USAR) RESPONSE SYSTEM

The National Urban Search & Rescue (USAR) Response System is a framework for organizing federal, state and local partner emergency response teams as integrated federal search and rescue task forces. The 28 National USAR Task Forces, complete with the necessary tools, equipment, skills and techniques, can be deployed by FEMA to assist state and local governments in rescuing victims of structural collapse incidents or to assist in other search and rescue missions.

The 28 task forces are located throughout the continental United States. Any task force can be activated and deployed by FEMA to a disaster area to provide assistance in structural collapse rescue, or, they may be prepositioned when a major disaster threatens a community. Each task force must have all its personnel and equipment at the embarkation point within six hours of activation so that it can be dispatched and en route to its destination.

A FEMA Type I Task Force is made up of 70 multi-faceted, cross-trained personnel who serve in six major functional areas, including search, rescue, medical, hazardous materials, logistics and planning. These elements are supported by canines that are trained and able to conduct physical search and heavy rescue operations in damaged or collapsed reinforced concrete buildings. Each task force can be divided into two 35-member, Type III, Light Task Force. What the task force can do:

- Conduct physical search and rescue in collapsed buildings.
- Emergency medical care to trapped victims.
- Search-and-rescue dogs.
- Assessment and control of gas, electric service and hazardous materials.
- Evaluation and stabilization of damaged structures.

US&R Response System Task Forces

Emergency Support Function (ESF) # 10

Hazardous Materials

Preface

Emergencies can cause the release of hazardous materials into the environment. North Shore Fire Department's response to these situations requires the use of highly technical methods and equipment and specially trained responders.

Primary Agency

North Shore Fire Department-Special Operations Unit

North Shore
Emergency Operations Center ESF # 10 – Hazardous Materials

North Shore

AGENCIES:

Primary

North Shore Fire Department Special Operations Unit

Support

Milwaukee Fire Department's Hazardous Material Team

Environmental Clean Up Contractors

Hospitals

North Shore Police Departments

LEPC – Reporting/Planning/ Exempt Facilities

Milwaukee County Office of Emergency Management

North Shore Health Department

Municipal Public Works

Emergency Support Function (ESF) # 10

Hazardous Materials

PURPOSE.

1. Coordinate response to an actual or potential discharge or release of hazardous materials.

POLICIES.

1. For the purpose of this plan, a hazardous material is defined as “Any substance or material, including radioactive materials, which, when uncontrolled, can be harmful to people, animals, property or the environment.
2. The North Shore Fire Department and municipal agencies will exercise broad lawful authority, within existing capabilities, to protect life, property and the environment threatened by hazardous materials incidents, to include ordering evacuations, in-place sheltering, and necessary actions to contain the spill or release.
3. The North Shore Fire Department will retain the role of Incident Commander (IC) until the immediate threat to public safety is abated. Thereupon, the Incident Commander will normally be turned over to the responsible party (spiller) who has primary responsibility for cleanup of the spill/release (under the direction of the Wisconsin Department of Natural Resources).

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Fire Department Special Operations Unit	
Pre-Emergency	Work with the municipal Emergency Manager to: <ul style="list-style-type: none">→ Maintain this Emergency Support Function (ESF).→ Schedule drills, exercises.→ Maintain information on facilities with extremely hazardous substances.→ Maintain a hazardous materials response team capability.
Emergency	<ul style="list-style-type: none">→ Identify, locate hazardous materials incident site(s).→ Assess incident to determine level of response required.→ Issue warnings and/or notifications to populations at-risk.→ Notify emergency personnel, including medical facilities, of dangers and anticipated casualties and proper measures to be followed.→ Manage contaminated casualties.→ Address environmental impacts.→ On-Scene Response Activities:<ul style="list-style-type: none">▪ Execute response as trained for.▪ Determine and implement public safety measures, e.g. warning, evacuation, shelter-in-place.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Fire Department Special Operations Unit	
	<ul style="list-style-type: none"> ▪ Preserve as much evidence as possible to aid in the investigation process.
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> → Staff the ESF # 10 position in the EOC. → Identify incident sites requiring HazMat response services. → Obtain, coordinate HazMat response resources as requested by field incident commanders. → Notify Milwaukee County OEM Duty Officer: <ul style="list-style-type: none"> ▪ Provide information on damages, status of HAZMAT response systems. ▪ Request additional HAZMAT response resources, as needed. → Establish contact/coordinate with appropriate State and Federal agencies. → Request mutual aid, if needed. → Make contact with Terrorism Warning Point if CBRNE/WMD event is suspected to be resulting from intentional act. → Coordinate hazardous materials cleanup activities with the appropriate tasked organizations. → Ensure on-scene recovery activities are completed to include.
Recovery Actions	<ul style="list-style-type: none"> → Provide information to support agencies on existing level of contaminants and other safety issues for population relocation. → Coordinate with DNR to ensure proper completion of clean up and disposal of contaminated materials.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
Environmental Clean Up Contractors	→ Provide environmental clean-up, disposal and remediation services.
MFD HazMAT Team	→ Provide additional HazMat support and coordination.
Hospitals	→ Provide personnel, equipment, supplies and other resources necessary to aid in the treatment of the injured or contaminated victims.
North Shore Police Departments	<ul style="list-style-type: none"> → Provide support to Incident Commander as requested. Actions can include: <ul style="list-style-type: none"> ▪ Enforce the warm zone perimeter established by the Fire IC. ▪ Implement evacuation as requested by the Fire IC. ▪ Provide security of evacuated area, traffic rerouting, and re-entry. ▪ provide security for command post, media areas, etc.
LEPC - Reporting/ Planning/ Exempt	→ Submit chemical inventories, reports, plans, etc. to the Local Emergency Planning Committee (LEPC) and the local Fire Departments.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

Facilities	<ul style="list-style-type: none">→ Cooperate with local officials in developing and reviewing emergency plans.→ Report any actual or potential releases immediately.→ Provide immediate response to the scene with trained personnel and equipment to contain, clean up and decontaminate the affected area as requested.→ Establish contact with the Fire Incident Commander with information pertinent to the emergency.
Milwaukee County Office of Emergency Management	<ul style="list-style-type: none">→ Make required notifications to state and federal authorities.→ Provide a resource management system to ensure appropriate resources are provided to the Incident Commander at the scene of an emergency.→ Provide emergency information regarding public protective actions.
North Shore Health Department	<ul style="list-style-type: none">→ Conduct surveillance on exposed individuals.→ Provide public health information.→ Provide personnel, equipment, supplies and other resources necessary to aid the hazardous materials response.→ Provide expertise and guidance in remediation of the affected sites.
Municipal Public Works	<ul style="list-style-type: none">→ Support on-scene operations with personnel, equipment, supplies as requested.→ Assist Fire Department with containment and diking.→ Provide traffic control devices and advice on evacuation routing.

Emergency Support Function (ESF) # 11

Agriculture & Natural Resources

Preface

When incidents involve or impact, agricultural, cultural or natural resources North Shore must be ready to:

- a. Control and eradicate or manage foreign animal diseases (including infectious, non-infectious and zoonotic diseases);
- b. Control and eradicate or manage exotic plant diseases;
- c. Control and eradicate or manage exotic pest infestations;
- d. Assurance of food safety and nutrition assistance;
- e. Protect natural and cultural resources and historic properties (NCH) resources prior to, during, and/or after a disaster.

Primary Agency

North Shore Health Department

North Shore
Emergency Support Functions (ESF) # 11 – Agriculture & Natural Resources

North Shore

AGENCIES:

Primary

North Shore Health Department

Support

WI DATCP – WI Department of Agriculture, Trade & Consumer Protection

American Red Cross

North Shore Fire Department

North Shore Police Departments

Milwaukee Area Domestic Animal Control Commission (MADACC)

Chief Elected Officials

Municipal Public Works

Milwaukee County Office of Emergency Management

Wisconsin Department of Trade Agriculture and Consumer Protection

Wisconsin Veterinary Corps / Wisconsin Humane Society

Emergency Support Function (ESF) # 11

Agriculture & Natural Resources

PURPOSE.

1. To coordinate and support efforts to respond effectively to an incident involving agriculture, food, natural or cultural resources and provide a process to integrate State and Federal ESF # 11 response/recovery actions.

POLICIES.

1. The North Shore Health Department will serve in an advisory and alert role in matters pertaining to this ESF. When notified of an emergency involving agriculture or natural resources, NSHD will report the situation to the WI Department of Agriculture, Trade and Consumer Protection (WI-DATCP).
 - a. WI-DACP will then become the primary agency and lead response efforts.

State Agency Policies As Related To ESF # 11:

2. **The Department of Agriculture, Trade and Consumer Protection has broad authority to investigate and control animal diseases, investigate and eradicate plant infestations, and exotic pest species, and to ensure the safety of our food supplies through inspections and other activities.** The department may test animals, regulate imports and movement of animals and plants and impose quarantines on diseased plants and animals.
3. The Wisconsin Department of Natural Resources has authority for natural resources, wildlife that may be affected by a foreign animal disease, and environmental regulations for activities conducted as part of ESF # 11, including carcass management and incineration.
4. The Wisconsin Historical Society duties and responsibilities include serving as the principal historic preservation agency of the state, identification of historic and archeological sites, review of federal and state funded, licensed, and permitted activities that affect cultural and historic properties.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Health Department	
Emergency	<ul style="list-style-type: none"> → When notified of an emergency involving agriculture or natural resources, NSHD will investigate and report situation to WI-DATCP. <ul style="list-style-type: none"> • WI-DATCP will then take over as primary agency and lead response efforts. → When notified, report to the North Shore EOC.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Health Department	
	<ul style="list-style-type: none"> → Provide assistance and epidemiology services in dealing with zoonotic (animal spread to humans) diseases.
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> → Staff the ESF # 11 position in the EOC. → North Shore Health Department staff will support response activities for the control and eradication of a foreign animal disease in the North Shore and the coordination with DATCP and other agencies → Maintain liaison with county, state and NGOs service agencies. → Issue advisories and protective action recommendations to the public as necessary.
Recovery Actions	<ul style="list-style-type: none"> → Continue coordination/monitoring activities in support of WI-DATCP.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
American Red Cross	→ Coordinate sheltering and feeding operations at specified sites.
North Shore Fire Department	→ Within limits of training and equipment, provide assistance with decontamination, hazardous material and protection as required by the Veterinary Teams. → Provide EMS services as requested.
North Shore Police Departments	→ Assume the command position for local North Shore Police functions. → Provide the initial incident security to the personnel and the quarantine zone. → Provide communications support and coordinate law enforcement response with support from the National Guard if activated.
Milwaukee Area Domestic Animal Control Commission (MADACC)	→ Provide assistance with animal care and treatment, rescue, sheltering, mass casualty care, evacuation, vaccination, specimen collection, decontamination, euthanasia, necropsy, and other support activities.
Chief Elected Officials	→ Maintain direction and control of governmental activities; declare a municipal emergency and provide local resources as available.
Municipal Public Works	→ Respond to requests for traffic control in the quarantine zone. → Assist by providing excavation and transportation equipment and operators to move soil, carcasses or debris as directed.
Milwaukee County Office of Emergency Management	→ Activate County EOC if warranted. → Coordinate requests for additional support, communicate with and advise the chief elected officials and WEM of local conditions and activities.
WI Department of Trade Agriculture and Consumer Protection	→ DATCP will provide overall leadership, coordination, assessment and technical assistance in response to foreign animal diseases, plant diseases and pest infestations, land and water conservation issues, agrichemical releases, plant, food, milk and dairy product contamination and shortages of food supplies in large-scale emergencies.
Wisconsin Veterinary Corps/Wisconsin Humane Society	→ Provide assistance with animal care and treatment, rescue, sheltering, mass casualty care, evacuation, vaccination, specimen collection, decontamination, euthanasia, necropsy, and other support activities.

Emergency Support Function (ESF) # 12

Energy & Utilities

Preface

Critical energy and utility infrastructure such as electrical power, natural gas, fuel and drinking water distribution and wastewater systems can be damaged or destroyed during catastrophic emergency events. This infrastructure is vital to support the health, safety and welfare of the public during emergency response.

Primary Agency

North Shore Municipal Public Works

North Shore
Emergency Operations Center ESF # 12 – Energy & Utilities

North Shore

AGENCIES:

Primary

North Shore Municipal Public Works

Support

Community Development Agency (and/or Planning and Zoning) (Municipal)

North Shore Fire Departments

Private Sector Fuel Suppliers

Public Health (Municipal)

Utilities: Electric

Utilities: Natural Gas Utilities:

Telecommunications

Utilities: Water & Wastewater

Emergency Support Function (ESF) # 12

Energy & Utilities

PURPOSE.

1. Respond to and recover from shortages and disruptions in the supply and delivery of electricity, telecommunications, wastewater and public utilities, and other forms of energy and fuels.

POLICIES.

1. The Chief Elected Official may establish energy allocation, conversation, use and restoration priorities.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Municipal Infrastructure Services	
Pre-Emergency	Work with the municipal Emergency Manager to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Identify local energy systems and providers. → Develop procedures for assessing damages to local utility distribution systems. → Encourage mitigation practices at utility distribution facilities to reduce the potential effects of hazards on the utility’s ability to deliver energy to local users. → Monitor public utility related issues to prevent a surprise public utility shortage. → Develop an operations plan for responding to public utilities shortages.
Emergency	<ul style="list-style-type: none"> → When notified, report to the North Shore EOC. → Coordinate energy utility activities with the appropriate tasked organizations.
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> → Staff the ESF # 12 position in the EOC. → Determine condition, status of North Shore energy and utility systems. → Establish contact and coordinate with WE Energies <ul style="list-style-type: none"> ▪ Request that WE Energies send a representative to North Shore EOC to provide liaison contact information. → Coordinate the provision of energy materials, supplies, and personnel for the support of emergency activities being conducted by the North Shore EOC. → Maintain communication with utility representatives to determine emergency response and recovery needs. Sources for resources can include: <ul style="list-style-type: none"> ▪ State and federal agencies. ▪ Private Industry. → Obtain, coordinate energy and utilities resources as requested by field incident commanders.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

North Shore Municipal Infrastructure Services	
Recovery Actions	<ul style="list-style-type: none"> → Coordinate the provision for resources to assist restoring emergency power and fuel needs. → Review recovery actions and develop strategies for meeting local energy needs. → Coordinate restoring of all utilities to all municipal buildings. → Participate in after reviews. → Return organization and personnel to a state of operational preparedness.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

North Shore Police Departments	<ul style="list-style-type: none"> → Provide security of fuel storage facilities, retail stores and distribution facilities / vehicles.
---------------------------------------	--

Private Sector Fuel Suppliers	<ul style="list-style-type: none"> → Coordinate and facilitate the provision of fuel supplies to the North Shore municipalities in quantities necessary to provide support to the recovery effort and to maintain the basic fabric of the community. → Provide mobile fueling resources.
North Shore Health Department	<ul style="list-style-type: none"> → Provide emergency public information and protective actions related to public health issues. → Test and certify water pot ability.
Telecommunications – Public Providers	<ul style="list-style-type: none"> → Assist in finding, obtaining, managing or distribution of telecommunication resources. → Restore telecommunication systems.
Utilities: Electric	<ul style="list-style-type: none"> → Provide an assessment report on the status of electric systems and the impact of system outages. → Provide personnel, equipment, supplies, and other resources needed to restore electric systems critical to saving lives, protecting health, safety and property.
Utilities: Natural Gas	<ul style="list-style-type: none"> → Provide an assessment report on the status of natural gas systems and the impact of system outages. → Provide personnel, equipment, supplies, and other resources needed to restore natural gas systems critical to saving lives, protecting health, safety and property.

Emergency Support Function (ESF) # 13

Law Enforcement & Security

Preface

Emergencies may create circumstances where public safety and order are disrupted. Restoring order, protecting public safety and preventing crime is a vital component of the North Shore's emergency response.

Primary Agency

North Shore Police Departments

Emergency Support Functions (ESF) # 13 – Law Enforcement & Security

North Shore

AGENCIES:

Primary

North Shore Police Departments

Support

Milwaukee County Sheriff's Office

Bayside Communications Center

American Red Cross

ARES/RACES

North Shore Fire Department

Office of District Attorney—Investigations Unit

Municipal Public Works

Emergency Support Function (ESF) # 13

Law Enforcement & Security

PURPOSE.

1. This function provides for the timely and coordinated efforts of each North Shore Police Department’s personnel for public safety and protection. Activities which relate to evacuation, curfew, traffic management, crowd control, security and other extra–ordinary Law Enforcement functions are necessary to provide for the safety and welfare of the public within an emergency environment.
2. The overall coordination of the command and control of each North Shore Police Department’s personnel and equipment in support of emergency response and recovery operations.

POLICIES.

1. Each North Shore Police Department will exercise lawful authority to save lives and property, enforces laws, and enforces emergency orders and regulations during emergencies/disasters.
2. A law enforcement agency-oriented event is a situation where the primary response demand is the preservation of law and order and/or security.
3. The Incident Command System (ICS) will be employed at all emergency and/or disaster incidents.
4. Each municipal police department will have its own Incident Command to manage the operations in their respective jurisdiction. In the event that two or more jurisdictions are affected, an AREA COMMAND may be established to facilitate coordination and resources between the North Shore Police Departments.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Police Departments	
Pre-Emergency	Work with the municipal Emergency Manager: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Maintain inventories of resources and equipment. → Participate in drills, exercises. → Develop procedures and policies for use in dealing with civil disorders, terrorist activity, and other Law Enforcement Agencies–intensive emergencies. → Develop, maintain mutual aid agreements; refer to Suburban Mutual Aid Response Teams (SMART).
Emergency	<ul style="list-style-type: none"> → When notified of an emergency situation, send response teams/personnel, equipment, and vehicles to the emergency scene or other location, as requested.



PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
North Shore Police Departments	
	<ul style="list-style-type: none"> ▪ Utilize lawful authority to maintain law and order. → Notify the municipal Emergency Manager of the situation, if the original notification did not come from the Emergency Manager. → Manage Police Department resources and direct field operations. <ul style="list-style-type: none"> ▪ Assist in the evacuation of people at risk in and around the emergency scene. ▪ Request assistance through the state Law Enforcement Agencies mutual aid system as necessary. → When notified, a designee from one North Shore Police Department shall report to the North Shore EOC.
Emergency Operations Center (EOC)	<ul style="list-style-type: none"> → Staff the ESF # 13 position in the EOC. → Coordinate response to identify incident sites requiring law enforcement and security services. → Determine condition and status of all North Shore Police Department’s resources. → Coordinate activities with the National Guard, county and state Law Enforcement personnel, and/or federal military officials. → Organize and direct Law Enforcement activities. → Ensure public safety and welfare → Support damage assessment activities.
Recovery Actions	<ul style="list-style-type: none"> → Return equipment and vehicles to pre-incident operational condition. → Participate in After Action briefings, critiques, and report documentation to After Action Reviews.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
Bayside Communications Center	<ul style="list-style-type: none"> → Assure needed radio systems continue to function.
American Red Cross	<ul style="list-style-type: none"> → Assists with coordination of sheltering, feeding, and first aid of injured. → Provide personnel, equipment, supplies, and other resources needed to assist in Law Enforcement activities.
ARES/RACES	<ul style="list-style-type: none"> → Assist with primary or alternate emergency radio communications support as requested.
North Shore Fire Department	<ul style="list-style-type: none"> → Provide personnel, equipment, supplies and other resources needed to assist in Law Enforcement activities as requested.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
Milwaukee County Sheriff's Office	<ul style="list-style-type: none">→ Assist with traffic control, crowd control, barricades, security, etc.→ Assist with criminal investigation and other law enforcement functions.
Office of District Attorney- Investigations Unit	<ul style="list-style-type: none">→ Assist law enforcement with criminal investigation and other law enforcement functions.
Municipal Public Works	<ul style="list-style-type: none">→ Provide signs and other traffic control devices to support traffic control operations.→ Provide manpower, vehicles, equipment in support of police as requested.

Emergency Support Function (ESF) # 14

Long Term Community Recovery

Attachment 14A Volunteer & Donation Management

Preface

Recovery is both a short-term activity taken to return vital life support systems to minimum operating standards and a long-term activity designed to return people and areas affected by a disaster to pre-disaster or better conditions with mitigation projects.

Primary Agency

Milwaukee County Office of Emergency Management (OEM)

North Shore

AGENCIES:

Primary

Milwaukee County Office of Emergency Management

Support

American Red Cross

Chief Elected Officials

Municipal Planning/Zoning

Disaster Recovery Manager

North Shore Police Departments

Municipal Public Works

Utilities

Emergency Support Function (ESF) # 14

Long Term Community Recovery

PURPOSE.

1. To support county, local, tribal, nongovernmental organizations (NGOs), the private sector and volunteer efforts to enable community recovery from the long-term consequences of an emergency or disaster. This support consists of available programs and resources to reduce or eliminate risk from future incidents, where possible.

POLICIES.

1. **The Milwaukee County Office of Emergency Management (OEM) is the primary coordinating agency for ESF # 14 and has the authority to plan for and respond to disasters under Emergency Management in Chapter 323 of the Wisconsin Statutes.** Additional authorization is contained in the Federal Disaster Relief and Emergency Assistance Act (Stafford Act-Public Law 93-288, the Disaster Relief Act of 1974, as amended by PL 100-707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act) and applicable Milwaukee County Ordinances.
2. ESF # 14 policy and concept of operations applies to county agencies/organizations, tribal, local agencies, nongovernmental and NGOs for activities relating to potential or actual emergencies and disasters. It may include participation from private businesses

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
OFFICE OF EMERGENCY MANAGEMENT (OEM)	
Pre-Emergency	The Office of Emergency Management (OEM) works with partner agencies to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Facilitate preparation of pre-event disaster recovery plans commensurate with local risk and vulnerability for public organizations, private entities and individual households that comply with all applicable laws, including civil rights laws. → Articulate recovery needs and priorities to facilitate support and collaboration with the state and federal governments, private and non-profit sector organizations. → Ensure plans, agreements, and mechanisms address the provision of disability related assistance & functional needs support services. → Ensure plans incorporate worker safety and health.
Stabilization	<ul style="list-style-type: none"> → Stabilization is the process in which the immediate impacts of an event on community systems are managed and contained, thereby creating an environment where recovery activities can begin. The various elements of a community sys-

	tem will stabilize on different time frames, leading to a situation in which response, stabilization, and restoration activities can occur concurrently.
Intermediate Recovery	→ Intermediate recovery activities involve returning individuals and families, critical infrastructure and essential government or commercial services back to a functional, if not pre-disaster state. Such activities are often characterized by temporary actions that provide a bridge to permanent measures.
Long Term Recovery	→ Long-term recovery is the phase of recovery that follows intermediate recovery and may continue for months to years. It is the process of rebuilding or relocating damaged or destroyed social, economic, natural, and built environments in a community to conditions set in a long-term recovery plan. The goal underlying long-term redevelopment is the impacted community moving toward self-sufficiency, sustainability, and resilience. Activities may continue for years depending on the severity and extent of the disaster damages, as well as the availability of resources.
Post Disaster	<ul style="list-style-type: none"> → Organize, implement, modify and develop recovery plans as requested. → Ensure integrated efforts across government offices, the private sector, and nongovernmental organizations during the implementation phase of recovery projects and activities. → Manage recovery rebuilding in a manner which optimizes risk reduction opportunities and complies with standards for accessible design. → Receive and manage private, state, and federal grant resources; ensure effective and nondiscriminatory use of funds; and enforce accountability and compliance.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
American Red Cross	<ul style="list-style-type: none"> → Assist with damage assessments. → Provide mass care services; individual immediate and long-term family services; post-event mitigation; referral support; and limited health and mental health services.
Municipal Public Works	<ul style="list-style-type: none"> → Provide, coordinate repair and restoration of public infrastructure and services to return the public infrastructure and government services to pre-event levels or better. → Assist with damage assessments, inspections, and code enforcement.
Chief Elected Officials	→ Develop policy and strategy, disseminate policy guidance and direction through the Disaster Recovery Manager.
Municipal Planning/ Zoning	<ul style="list-style-type: none"> → Participate in the recovery and mitigation process by identifying any zoning changes needed. → Appraise properties and maintains records of property values. → Provide mapping and basic property information.

	<ul style="list-style-type: none"> → Review the nature of damages, identify and evaluate alternate program objectives for repairs and reconstruction, and formulate recommendations to guide community recovery. → Help develop replacement–housing strategies. → Make recommendations for new ordinances, plans, codes, and /or standards to assist in recovery from future disasters.
Disaster Recovery Manager	<ul style="list-style-type: none"> → Implement recovery policy directives and has overall management responsibility of recovery activities. → Ensures that the appropriate recovery support functions (RSFs) are identified and activated, that appropriate tasks are identified and prioritized, and that resources are applied within this priority framework. → Determine the organizational structure for recovery operations.
North Shore Police Departments	<ul style="list-style-type: none"> → Provide security in the area affected by the emergency to protect the public and private property. → Issue notifications of current restricted areas, curfew orders, travel restrictions, etc. → Develop plan, procedures for the timely reentry of essential response and recovery personnel, government officials, property owners, business owners.
Utilities	<ul style="list-style-type: none"> → Repair and reestablish utilities to affected areas.
ATTACHMENTS	<ol style="list-style-type: none"> 1. ESF # 14A: Volunteer & Donation Management Plan.

Attachment 14A – Volunteer & Donation Management

Preface

Emergencies may create an influx of volunteers as well as donations (both money and goods) intended to aid the victims of the emergency. Managing volunteers and donated cash/goods is an important part of the recovery process.

Primary Agency

Milwaukee County Office of Emergency Management

North Shore

AGENCIES:

Primary

Milwaukee County Office of Emergency Management

Support

American Red Cross

ARES/RACES

Bus Companies (Private)

Community/Faith Based Organizations

Faith Based Organizations

North Shore Police Departments

Medical Reserve Corps

North Shore Health Department

Municipal Public Works

Salvation Army

VOAD

Attachment 14A

Volunteer & Donation Management

A. PURPOSE.

1. The purpose of this ESF is to define the organization, operational concepts, responsibilities and procedures to accomplish volunteer and donations management requirements. The ESF is designed to include coordination of solicited and/or unsolicited goods, undesignated cash donations, and large numbers of affiliated and unaffiliated (spontaneous) volunteers.

B. POLICIES.

1. The role of Milwaukee County OEM in donated goods and volunteer management is to ensure that an organized, equitable, and thorough disaster support is rendered to affected citizens.
2. Milwaukee County OEM has primary responsibility for responding to those seeking to help and directing them to appropriate disaster agencies and organizations.
3. Milwaukee County OEM primary responsibility for the coordination and management of unsolicited goods and spontaneous volunteers.
4. Milwaukee County OEM in charge of the donations management system. Federal/State government, international organizations and WI-VOAD/NVOAD activities.
5. Volunteers must be managed to ensure that volunteers do not become victims, casualties, or impede rescue, response and recovery operations. Milwaukee County does not accept responsibility for risk taking and negligent actions by volunteers.
6. Milwaukee County will coordinate with the State EOC to assure the expeditious delivery of donated goods to the affected area(s) and individuals.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
OFFICE OF THE SHERIFF – DIVISION OF EMERGENCY MANAGEMENT	
Pre-Emergency	The Office of Emergency Management works with partner agencies to: <ul style="list-style-type: none"> ➔ Maintain this Emergency Support Function (ESF). ➔ Develop a County Volunteer Management Plan for coordinating the influx of

	<p>volunteers offering their services to the North Shore in time of emergency. Coordinate planning with other participant organizations.</p> <ul style="list-style-type: none"> → Identify potential sites for Volunteer Reception Centers. → Develop procedures for coordinating assignment of non-emergency personnel. → Develop procedures for development with the state donations management plan for the receiving, storing, sorting and distributing donated goods. → Develop procedures and policies for accepting special types of donations (e.g. cash, perishable materials, etc.). → Plan and coordinate with State VOAD.
<p>Emergency</p>	<ul style="list-style-type: none"> → When notified, report to the North Shore EOC. → Establish Volunteer Reception Center for registration of unaffiliated/ spontaneous volunteers. . → When an ESF requests services offered by volunteers, implement procedures to arrange for the deployment of personnel to areas where need exists. → Implement the Donations Management Plan. → Coordinate transportation requirements for incoming donations
<p>Emergency Operations Center (EOC)</p>	<ul style="list-style-type: none"> → Staff the ESF # 14A position in the EOC. → Provide information to the media (through the JIC) concerning the proper method(s) of offering services to emergency victims in North Shore should be developed. → Set up collection/distribution centers in service areas. → Implement procedures to solicit, register, screen, receive, and deploy local volunteers. Establish Volunteer Reception Center. → Provide coordination of donations with the appropriate tasked organizations. → Implement cash management policies/procedures to insure accountability for all cash donations received by the County during the emergency.
<p>Recovery Actions</p>	<ul style="list-style-type: none"> → Assess the need for recovery goods and services. → Continue to collect and coordinate donated goods and volunteer services at service sites.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
American Red Cross	<ul style="list-style-type: none"> → Provide food, water and shelter (as applicable) for the volunteer workers. → Assist with the delivery of donated goods directly related to the American Red Cross services. → Provide personnel, supplies and other resources necessary to assist with acceptance, sorting, storage, and distribution of donated goods. → Provide assistance at Volunteer Reception Centers to recruit, register, and process volunteers.
ARES/RACES	<ul style="list-style-type: none"> → Provide available personnel to assist with primary or alternate emergency radio communications for the Volunteer and Donations facilities, staging area, distribution points, and volunteer work areas, as requested.
Bus Companies (Private)	<ul style="list-style-type: none"> → Assist in the transportation of volunteers.
Community/Faith Based Organizations	<ul style="list-style-type: none"> → 1. Provide available volunteers in support of Volunteer & Donation Management ESF initiatives.
North Shore Police Departments	<ul style="list-style-type: none"> → Provide security, access, and traffic control at Volunteer Reception Centers and distribution sites.
Medical Reserve Corps	<ul style="list-style-type: none"> → Assist in the coordination of volunteers.
Municipal Public Works	<ul style="list-style-type: none"> → Provide signage indicating routes to warehouses, reception centers staging areas, or other locations.
North Shore Health Department	<ul style="list-style-type: none"> → Provide personnel, supplies and other resources necessary to coordinate the inspections and other health concerns related to perishable donations intended for human consumption. → Ensure health standards, including food, sanitation and water, are maintained at all donations, volunteer, and points of distribution sites.
Salvation Army	<ul style="list-style-type: none"> → Provide food, water and shelter (as applicable) for the volunteer workers. → Staff donated goods receiving/distribution sites. → Assist with the delivery of donated goods.
VOAD	<ul style="list-style-type: none"> → Assist in the coordination of volunteers.

Emergency Support Function (ESF) # 15

Public Information

Preface

Dissemination of information to the public is essential for protecting health and safety before, during and after emergencies and informing the public of North Shore's emergency response efforts.

Primary Agency

North Shore Joint Information Center

North Shore
Emergency Support Functions (ESF) # 15 – Public Information

North Shore

AGENCIES:

Primary

North Shore Joint Information Center

Support

All municipal departments

Chief Elected Officials

Milwaukee County Office of Emergency Management (OEM)

Emergency Support Function (ESF) # 15

Public Information

PURPOSE.

1. To establish a system that gathers and disseminates emergency-related information through the media and directly to the general public. This does not include the Alert and Warning information covered in the Public Protection ESF # #2
2. Ensure that sufficient municipal assets are deployed to provide accurate, coordinated, and timely information to the public, the media, and local, state and federal governmental partners.

B. POLICIES.

1. It is the goal of the North Shore municipalities to release timely and accurate emergency information to the public in a cooperative manner with the media.
2. Each North Shore Municipality will be represented by a Public Information Officer (PIO) who will form the Joint Information Center (JIC).
3. The JIC will:
 - a. Will be the single, information center and the official point of contact for the media during an emergency.
 - b. Manage all aspects of emergency public information that occurs in each municipality.
 - c. Each municipality/department may issue a press release independently or under the North Shore municipalities as a whole.

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE	
Joint Information Center	
Pre-Emergency	Work with the municipal Emergency Manager to: <ul style="list-style-type: none"> → Maintain this Emergency Support Function (ESF). → Prepare emergency information and instructions for release during emergencies. → Develop, maintain system to release timely emergency information and instructions. → Coordinate and maintain a working relationship with the media; particularly those who will disseminate emergency information to the public. <ul style="list-style-type: none"> ▪ List and maintain available media resources (call letters, names, ad-

PRIMARY DEPARTMENT RESPONSIBILITIES/TASKS BY PHASE

Joint Information Center	
	<p>resses, and telephone numbers) that will disseminate emergency information to the public.</p> <ul style="list-style-type: none"> → Ensure ability to provide emergency information/instructions to hearing impaired and non-English speaking populations.
Emergency	<ul style="list-style-type: none"> → All Public Information Officer’s (PIO’s): When notified, report to the North Shore JIC. → Activated by EOC to disseminate emergency information and instructions to the public. → PIO Liaison will report to the North Shore EOC and staff the PIO position. <ul style="list-style-type: none"> ▪ Brief EOC management and staff on procedures/rules to release public information.
Joint Information Center (JIC)	<ul style="list-style-type: none"> → Prepare official emergency public information: <ul style="list-style-type: none"> ▪ Gather and verify information. ▪ Monitor media reports. ▪ Gain appropriate approval. → Issue official emergency instructions and information to the public through all available means. → Establish communication links with local media. → Monitor and respond to rumors. → Schedule news conferences. → Establish, maintain contact with County EOC. <ul style="list-style-type: none"> ▪ Participate in, coordinate with state and federal Joint Information Cen → Establish contact with the elected and appointed officials representing affected areas to provide information on the incident.
Recovery Actions	<ul style="list-style-type: none"> → Prepare and release information about the disaster incident to the news media, affected community citizens, response personnel and other agencies and organizations. → Keep all citizens continuously informed about recovery issues and changes in the recovery process. → Ensure outreach to non-English speaking population. → Publicize Redevelopment Plan Policies.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS

Chief Elected Officials	<ul style="list-style-type: none"> → Approves PIO news releases as appropriate.
Milwaukee County Office of Emergency Management (OEM)	<ul style="list-style-type: none"> → Distribute approved information to the public using warning systems as requested. → Request the assistance of WEM or State EOC to activate the JPIC as necessary.

SUPPORT DEPARTMENTS RESPONSIBILITIES/TASKS	
All Municipal Departments	→ Provide consultation, resource material, related to their departments responsibilities.
ATTACHMENTS	<ol style="list-style-type: none">1. Media Reliability Contact List.2. Media Resource List (attached as a separate MS Excel worksheet).

Attachment 1

NAME	NEWS CONTACT	NEWS PHONE (414)	NEWS FAX (414)	ENGINEER CONTACT	ENGINEER PHONE (414)	24hr PHONE (414)	MAIN BIZ PHONE (414)	ADDRESS	CITY
WITI - FOX 6	Jim Lemon	586-2160	586-2141	John Workman john.workman@foxtv.com	586-2302 313-5041 (c)	586-2321	355-6666	9001 N. Green Bay Rd	Milwaukee
WTMJ - Channel 4	Jim Cullen	967-5318	967-5378	Kent Aschenbrenner kent@journalbroadcastgroup.com	967-5204 852-5204(c)	967-5230	332-9611	720 E. Capitol Drive	Milwaukee
WCGV Channel 24		874-1895	874-1899	Dennis Brechlin dbrechli@sbg-net.com	874-1856 305-3906(c)	442-8077	442-7050	4041 N. 35th Street	Milwaukee
WVTV- Channel 18	Amy Jahns	874-1896	874-1899	Dennis Brechlin	874-1856 305-3906(c)	442-8077	442-7050	4041 N. 35th Street	Milwaukee
WDJT TV Channel 58	Herman Ward	607-8140	777-5802	Dan Dyer ddyer@cbs58.com	607-8162 788-3339 (c)	607-8156	777-5800	809 S. 60th St.	Milwaukee
WMLW Channel 41	Herman Ward	607-8140	777-5802	Dan Dyer	788-3339 (c)	607-8156	777-5800	809 S. 60th St.	Milwaukee
WYTU Channel 63	Herman Ward	607-8140	777-5802	Dan Dyer	788-3339 (c)	607-8156	777-5800	809 S. 60th St.	Milwaukee
WJJA – Channel 49	Herman Ward	607-8140	777-5802	Dan Dyer	788-3339 (c)	607-8156	777-5800	809 S. 60th St.	Milwaukee
WISN - Channel 12	Susi Quinones	937-3331	342-7505	Tony Coleman tcoleman@hearst.com	937-3375 702-0771(c)	342-3070	342-8812	759 N. 19th Street	Milwaukee
WMVS - Channel 10/36	Joe Bauer	271-1036	297-7536	Kevin Kukowski kukowsk@matc.edu	297-7576 852-0720 (c)	297-7624	271-1036	1036 N. 8th St., 4th Floor	Milwaukee
WVCY – Channel 30	NA	935-3000	935-3015	Jim Cronin	935-3000		935-3000	3434 W. Kilbourn Ave	Milwaukee
WBWT – Channel 38				Dave Janzer djanzer@atswi.com	476-4200 477-0663 (c)			Bustos Media	Milwaukee
WPXE – Channel 55									
WWRS-Channel 52				Gary Wallace	920-387-9052				
WQBW / FM 97.3	Ken Herrera	545-8900	327-3200	Steve George SteveGeorge@clearchannel.com	545-8900 208-8396(c)	944-5430	545-8900	12100 W. Howard Ave	Greenfield
WOKY / AM 920	Ken Herrera	545-8900	327-3200	Steve George	545-8900	944-5430	545-8900	12100 W. Howard Ave	Greenfield
WMIL / FM 106.1	Ken Herrera	545-8900	327-3200	Steve George	545-8900	944-5430	545-8900	12100 W. Howard Ave	Greenfield
WKKV / FM 100.7	Ken Herrera	545-8900	327-3200	Steve George	545-8900	944-5430	545-8900	12100 W. Howard Ave	Greenfield

NAME	NEWS CONTACT	NEWS PHONE (414)	NEWS FAX (414)	ENGINEER CONTACT	ENGINEER PHONE (414)	24hr PHONE (414)	MAIN BIZ PHONE (414)	ADDRESS	CITY
WLTV / FM 97.3	Ken Herrera	545-8900	327-3200	Steve George	545-8900	944-5430	545-8900	12100 W. Howard Ave	Greenfield
WISN / AM 1130	Ken Herrera	545-8900	327-3200	Steve George	545-8900	944-5430	545-8900	12100 W. Howard Ave	Greenfield
WRIT / FM 95.7	Ken Herrera	545-8900	327-3200	Steve George	545-8900	944-5430	545-8900	12100 W. Howard Ave	Greenfield
WXSS / FM 103.7	Mike Clemens	529-1250	529-2122	Christopher Tarr ctarr@entercom.com	445-0681(c)	425-4669	529-1250	11800 W. Grange Ave	Hales Corners
WMYX / FM 99.1	Mike Clemens	529-1250	529-2122	Christopher Tarr	445-0681(c)	529-1470	529-1250	11800 W. Grange Ave	Hales Corners
WSSP / AM 1250	Mike Clemens	529-1250	529-2122	Christopher Tarr	445-0681(c)	529-1020	529-1250	11800 W. Grange Ave	Hales Corners
WTMJ / AM 620	Jon Byman	967-5310	967-5492	Kent Aschenbrenner kent@journalbroadcastgroup.com	967-5204 852-5204(c)	967-5235	332-9611	720 E. Capitol Drive	Milwaukee
WKTI / FM 94.5		967-5339	967-5492	Kent Aschenbrenner	967-5204 852-5204(c)	967-5551	332-9611	720 E. Capitol Drive	Milwaukee
WKLH / FM 96.5	Carol Caine	978-9000	978-9001	Phil Longenecker	349-4130(c) plongenecker@milwaukeeeradio-grp.com	978-9510	978-9000	5407 W. McKinley Ave	Milwaukee
WJYI / AM 1340	NA	978-9000	978-9001	Phil Longenecker	349-4130(c)	978-9472	978-9000	5407 W. McKinley Ave	Milwaukee
WJMR / FM 98.3	NA	978-9000	978-9001	Phil Longenecker	349-4130(c)	978-9530	978-9000	5407 W. McKinley Ave	Milwaukee
WHQG / FM 102.9	Carrie Wendt	978-9000	978-9001	Phil Longenecker	349-4130(c)	978-9520	978-9000	5407 W. McKinley Ave	Milwaukee
WJZX / FM 106.9	NA	978-9000	978-9001	Phil Longenecker	349-4130(c)	978-9540	978-9000	5407 W. McKinley Ave.	Milwaukee
WLUM / FM 102.1	Neil Robbins	771-1021		John Church jchurch@milwaukeeeradio.com	771-1021 491-3882(c)	434-6199	771-1021	N72 W 12922 Good Hope Rd,	Menomonee Falls, WI 53051
WLDB / FM 93.3	Stan Atkinson	778-1933	771-3036	John Church	771-1021 491-3882(c)	434-6197	771-1021	N72 W 12922 Good Hope Rd,	Menomonee Falls, WI 53051
WMCS / AM 1290	Keith Murphy	444-1290	444-1409	John Church	771-1021 491-3882(c)	444-6909	444-1290	N72 W 12922 Good Hope Rd,	Menomonee Falls, WI 53051

NAME	NEWS CONTACT	NEWS PHONE (414)	NEWS FAX (414)	ENGINEER CONTACT	ENGINEER PHONE (414)	24hr PHONE (414)	MAIN BIZ PHONE (414)	ADDRESS	CITY
WYMS / FM 88.9	NA	475-8989	475-8989	Dave Janzer djanzer@atswi.com	476-4200 477-0663 (c)		475-8989	5225 W. Vliet St	Milwaukee
WUWM / FM 89.7	Marge Pitrof	270-1160	270-1151	Tom May tmay@uwm.edu	412-4252 (c)	270-1210	227-3355	161 W. Wisconsin Ave.	Milwaukee
WHAD / FM 90.7				Phil Mikalofsky Phil.Mikalofsky@wisconsin.gov	608-264-9805 608-575-0879 c		227-2040	111 E. Kilbourn Ave	Milwaukee
WGTD / FM 91.1				Dave Janzer djanzer@atswi.com	476-4200 477-0663 (c)		262-564-3062	3520 - 30TH Ave. Gateway Tech.	Kenosha
WMSE / FM 91.7	NA	277-7247	277-7149			799-1917		820 N. Milwaukee St	Milwaukee
WEZY / FM 92.1	Tom Karkow	(262) 634-3311	(262) 634-6515					4201 Victory Lane	Racine
WBWI / FM 92.5	NA	(262) 334-2344	(262) 334-1512					Box 33	West Bend
WIIL / FM 95.1	NA	(262) 694-7800					262-694-7800		Kenosha
WDDW / FM 104.7				Dave Janzer djanzer@atswi.com	476-4200 477-0663 (c)		607-1800	1138 S. 108 th St. West Allis	Pleasant Prairie
WKMZ / FM 105.3	NA	258-1700	266-5353	Dave Janzer djanzer@atswi.com	476-4200 477-0663 (c)		258-1700	135 S. 84 th St	Milwaukee
WVCY / FM 107.7	Gordon Morris	935-3000	935-3015	Andy Eliason			935-3000	3434 W. Kilbourn Ave	Milwaukee
WAUK / AM 540							273-3776	770 N. Jefferson St	Milwaukee
WNOV / AM 860	Ed Brown	449-9668	449-9945				449-9668	3815 N. Teutonia Ave	Milwaukee
WLIP / AM 1050		262 694-1050	262 694-7767					8500 Green Bay Ave.	Kenosha
WRJN / AM 1400		262 634-9756	262 634-6515						Racine
WBJX / AM 1460								2310 S Green Bay Rd,	Racine
WBKV / AM 1470	NA	(262) 334-2344	(262) 334-1512					Box 33	West Bend
WRRD / AM 1510	Bill Johnson						273-3776	770 N. Jefferson St Milwaukee	Waukesha
WGLB / AM 1560		284-2666	284-2667				527-4365	900 e. Green Bay Road	Milwaukee
Time Warner Cable	Bev Greenberg	277-4190	908-0327	Shaz Sherer	277-4261	918-1912	277-4000	1320 N. Martin Luther King Jr. Drive	Milwaukee
Charter Cable	Bruce Wasleske	(715) 342-2539							

NAME	NEWS CONTACT	NEWS PHONE (414)	NEWS FAX (414)	ENGINEER CONTACT	ENGINEER PHONE (414)	24hr PHONE (414)	MAIN BIZ PHONE (414)	ADDRESS	CITY
Associated Press	Gretchen Ehlke						225-3580	918 N. 4 th St	Milwaukee
WBA	Michelle Vet-terkind						800-236-1922	44 E. Mifflin St.	Madison
MARS	Jack Lee						(262) 691-3707	P. O. Box 791	Pewaukee
EAS	Gary Timm		967-5298				967-5232	720 E. Capitol Dr	Milwaukee

Transportation (ESF 1) Contacts List

Milwaukee County		
Milwaukee County Highway	24 Hour	
Milwaukee County Transit	MCTS Dispatch	414-937-3278
Milwaukee County Sheriff	OEM Dispatch	414-278-4788
Gen Mitchell Int Airport	Airport Operations	414-747-5325
State of Wisconsin		
WI DOT	Traffic Management Center	800-375-7302
WI State Patrol	Southeast Dispatch	262-785-4700

Communications (ESF 2) Contacts List

Milwaukee County		
OEM – Radio Services Division	24-hour EM Hotline	414-257-4709
State of Wisconsin		
WI Office of Emergency Communications		608-242-3000
WEM Duty Officer		800-943-0003

Public Works (ESF 3) Contacts List

Village of Bayside		
Name	Title	Phone Number
Shane Albers	Director of Public Works	█ (cell)
Andy Pederson	Village Manager	█ (cell)
Village of Brown Deer		
Matthew Maederer	Director of Public Works	█ cell
Dan Bishop	Asst. Director of Public Works	█
Tom Nennig	City Water	█
Village of Fox Point		
Scott Brandmeier	Director of Public Works	█ cell
Bill Wojtanowski	Asst. Director Public Works	█ cell
Jim Voight	Water Utility	█ cell
Village of River Hills		
Randy Groth	Asst Superintendent	█ cell
Village of Shorewood		
Leeann Butschlick	Director of Public Works	█ cell
Joel Kolste	Assistant Public Works Director	█ cell
Dave Kunze	Sewer / Water Utility	█ cell
Dave Best	Electrical Department	█ cell
Village of Whitefish Bay		
John Edlebeck	Director of Public Works	█ (cell)
Kevin Kaegi	Superintendent of Public Works	█ (cell)
Paul Gorecki	Water Utility	█ (cell)
City of Glendale		
Charlie Imig	Director of Public Works	█ cell
Steve Scheldroup	Superintendent of Public Works	█

Firefighting (ESF 4) Contacts List

Village of Bayside		
<i>Name</i>	<i>Title</i>	<i>Phone Number</i>
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of Brown Deer		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of Fox Point		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of River Hills		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of Shorewood		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of Whitefish Bay		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
City of Glendale		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900

Emergency Management (ESF 5) Contacts List

Village of Bayside		
Name	Title	Phone Number
Doug Larsson	Chief of Police	[REDACTED]
Andy Pederson	Village Manager	[REDACTED]
Sam Dickman	Village President	[REDACTED]
Village of Brown Deer		
Michael Kass	Chief of Police	[REDACTED]
Michael Hall	Village Manager	[REDACTED]
Wanda Montgomery	Village President	[REDACTED]
Village of Fox Point		
Christopher Freedy	Police Chief / Emergency Mgr	[REDACTED]
Scott Botcher	Village Manager	[REDACTED]
Douglas Frazer	Village President	[REDACTED]
Village of River Hills		
Milton Mrozak	Chief of Police/Emerg Mgr	[REDACTED]
Tammy Laborde	Village Manager	[REDACTED]
Village of Shorewood		
Peter Nimmer	Chief of Police	[REDACTED]
Rebecca Ewald	Village Manger	[REDACTED]
Tyler Burkart	Assistant Village Manager	[REDACTED]
Allison Rozek	Village President	[REDACTED]
Village of Whitefish Bay		
Paul Boening	Village Manager	[REDACTED]
Michael Young	Chief of Police	[REDACTED]
Julie Siegel	Village President	[REDACTED]
City of Glendale		
Rachel Safstrom	City Administrator	[REDACTED]
Bryan Kennedy	Mayor	[REDACTED]

Mass Care (ESF 6) Contacts List

Village of Bayside		
<i>Name</i>	<i>Title</i>	<i>Phone Number</i>
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980
Village of Brown Deer		
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980
Village of Fox Point		
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980
Village of River Hills		
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980
Village of Shorewood		
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980
Village of Whitefish Bay		
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980
City of Glendale		
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980

Public Health (ESF 8) Contacts List

Village of Bayside		
<i>Name</i>	<i>Title</i>	<i>Phone Number</i>
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980
Village of Brown Deer		
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980
Village of Fox Point		
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980
Village of River Hills		
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980
Village of Shorewood		
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980
Village of Whitefish Bay		
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980
City of Glendale		
Ann Christiansen	Health Director/Officer	414-371-2980
Lori Ahrenhoerster	PH Manager/Emer. Prep. Coord.	414-371-2980

Search and Rescue (ESF 9) Contacts List

Village of Bayside		
<i>Name</i>	<i>Title</i>	<i>Phone Number</i>
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of Brown Deer		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of Fox Point		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of River Hills		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of Shorewood		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of Whitefish Bay		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
City of Glendale		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900

Hazardous Materials (ESF 10) Contacts List

Village of Bayside		
Name	Title	Phone Number
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of Brown Deer		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of Fox Point		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of River Hills		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of Shorewood		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
Village of Whitefish Bay		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900
City of Glendale		
Robert Whitaker	Fire Chief	[REDACTED]
Andrew Harris	Assistant Fire Chief	[REDACTED]
On Duty Shift Commander	Battalion Chief	(414) 351-9900

Agriculture and Natural Resources (ESF 11) Contacts List

Milwaukee County		
Milwaukee County Parks Department		414-257-7275
State of Wisconsin		
WI DNR	24-hour	800-943-0003
WI DATCP – Farm Center Helpline		800-942-2474
WI DATCP – Food Emergency	Mon – Fri	608-224-4714

Energy Utilities (ESF 12) Contacts List

Local		
MMSD	24 Hour	414-282-7200
WE Energies	24 Hour	
State of Wisconsin		
Public Service Commission of Wisconsin		608-266-5481

Law Enforcement (ESF13) Contacts List

Village of Bayside		
<i>Name</i>	<i>Title</i>	<i>Phone Number</i>
Douglas Larsson	Chief of Police	[REDACTED]
Eric Miller	Lieutenant - Dayshift	[REDACTED]
Paul Picciolo	Lieutenant - Afternoons	[REDACTED]
Cory Fuller - Lieutenant - Midnight Shift 414-562-7060 Cell		
Village of Brown Deer		
Michael Kass	Chief of Police	[REDACTED]
Jonathan Schmitz	Captain	[REDACTED]
George King	Investigative Lieutenant	[REDACTED]
Dan Krohn	Administrative Lieutenant	[REDACTED]
Amy Koeppel	Operations Lieutenant	[REDACTED]
Village of Fox Point		
Christopher Freedy	Chief of Police	[REDACTED]
Douglas Dubnicka	Police Captain	[REDACTED]
Police Supervisor	On-Duty supervisor	[REDACTED]
Village of River Hills		
Milton Mrozak	Chief of Police	[REDACTED]
Michael Gaynor	Sergeant	[REDACTED]
Christopher Malek	Sergeant	[REDACTED]
Village of Shorewood		
Peter Nimmer	Chief of Police	[REDACTED]
Kevin Carini	Deputy Chief of Police	[REDACTED]
Police Supervisor	On-duty Supervisor	[REDACTED]
Village of Whitefish Bay		
Michael Young	Chief of Police	[REDACTED]
Police Supervisor	On-Duty Supervisor	[REDACTED]
City of Glendale		
Mark Ferguson	Chief of Police	[REDACTED]
Rhett Fugman	Captain	[REDACTED]
	On duty supervisor	[REDACTED]

Public Works (ESF 3) Resource List

Village of Bayside		
<i>Resource Type</i>	<i>Description</i>	<i>Quantity</i>
Pick-Up Truck Water Tank	200-gallon plastic tank W/ engine	1
Compact 55 gal. utv water tank 12V	small poly tank, Red mount	1
Sewage Pump	Yellow cage fluid pump	5
Sewage Pump	small pump mounted on wheels	1
Honda Fluid Transfer Pump	small Black cage, engine and pump	1
Synergy Generator	Tan Trailer Genset	1
Portable Generator	orange/Black	1
Portable Generator	Yellow /Black	1
Portable Generator	Small Red	1
Air Compressor	Red trailer mounted air comp.	1
Garbage Truck	White Packer Garbage truck	1
Garbage Truck	White and Red Packer Garbage Truck	1
Excavator	Yellow excavator	1
Garbage Truck	White automated Garbage truck	1
Dump Truck	White and Red Dump truck	3
Utility Body pick up	Red and White Utility body	1
Dump Truck	White with dump body	1
Sewer Jetter	Trailer mounted Sewer Jetter	1
Skid Steer	Yellow skid steer	1
Leak Sucker	front mount Red and black	1
Skid Loader	Yellow skid loader	1
Wheel Loader	Yellow /Black wheel loader	1
Silver Pick up	Silver pick up, lift gate	1
Open Cab UTV	Maroon. Open cab, UTV	1
Enclosed Cab UTV	Maroon. Enclosed cab UTV	1
Skid Loader	gray 32" broom	1
Village of Brown Deer		
Pick-Up Truck	1/2 Ton	1
Pick-Up Truck	3/4 Ton	1
Mechanic's Vehicle		1
Aerial Lift Truck		1
Pick-Up Truck Crew Cab		1
Pick-Up Truck	2007 Super duty F250 Truck w/ plow	1

Plow Truck	2014 International 5-yd Patrol Truck w/ Plows (No. 1375)	1
Plow Truck	5 Yd. Dump/Plow Truck	1
Plow Truck	5 YD International 7400	2
Dump/Plow Truck	5 yd.	2
1 ton Truck with stake bed		1
Dump Truck	2 yd. Ford	2
Dump Truck	2 yd w/plow & salter	1
End-loader		1
Loader backhoe		1
Ford Escape	Director's Vehicle	1
Excavator		1
Skidsteer	w/ Bucket/ blade	2
Toolcat	Toolcat	2
Shouldering machine		1
Electric Generator	for sewer lift station	1
Toro 325D/4W 72"		1
Morbark – Beaver M12R	w/ Kubota 99-HP Chipper	1
John Deer Tractor	w/ mower	1
Air Compressor		1
Gas 2" Pump		1
Gas 4" Pump 2 Wacker		3
6" Trash Pump	WA-PL6LT	1
Super Products CJ 1600 Truck		1
Mounted Sewer Cleaner		1
Street Sweeper (Johnston)		1
Screener		1
Utility Truck		2
Backhoe w/trailer		1
Dump Truck		1
Utility Van		1
Ford Escape	Engineering Tech Vehicle	1
Ford Escape	Inspector's Vehicle	1
Village of Fox Point		
8 - Dump Trucks	1 - Skid Steer	2 - Mowers
8 - Pickup Trucks	1 - Backhoe Loader	1 - Chipper
7 - Cushman Scooters	1 - Front End Loader	1 - Excavator
3 - Refuse Packers	1 - Jetter	
Village of River Hills		

Village of Shorewood		
2 Refuse Compactors	2 Skid Steers	2 Kubota UTV's
4 Refuse Trucks	1 Street Sweeper	2 John Deere UTV's
9 Dump Trucks (7 w/plowing capabilities)	2 Front End Loader	1 Tractor
10 Specialty Pickup Trucks (7 w/plowing capabilities)	2 Tractor Backhoes	2 Brush Chippers
2 Lift/ Bucket Trucks		
Village of Whitefish Bay		
6 Dump Trucks	1 Skid Steer	2 Mowers
6 Pick-up Trucks	1 Backhoe Loader	2 Chippers w/ Trucks
6 Garbage Packers	1 Vac Con Sewer Cleaner	3 – 1 Ton Trucks
2 Lift/ Bucket Trucks	1 Kubota UTV	1 Front End Loader
City of Glendale		
12 Dump Trucks	1 Bucket Truck	1 Skid Steer
7 Pickup Trucks	1 Street Sweeper	1 Bobcat UTV
2 Front end Loaders	1 Sewer Jetter/Vac truck	1 Backhoe Loader
1 Chipper	1 Log Loader	

Firefighting (ESF 4) Resource List

North Shore Fire Department		
<i>Resource Type</i>	<i>Description</i>	<i>Quantity</i>
Fire Engine	Pumper	6
Quint	Pumper/Ladder 105'	3
Water Tender	3,000 gallon water tender	2
Ambulance	Ambulance	6
Inflatable Raft with Motor	Boat	1
Small SUVs, Staff Cars	Misc Vehicles	10
Pick Up Truck	Pick Up Truck	2
Haz-Mat Trailer	18" Enclosed Trailer	1

Law Enforcement (ESF 13) Resource List

Village of Bayside		
<i>Resource Type</i>	<i>Description</i>	<i>Quantity</i>
Marked Police Squad Car	Ford Explorer - Black & White	4
Unmarked Police Squad Car	Ford Taurus - Gray	1
Village of Brown Deer		
Marked Police Squad Car	Ford Police Utility	9
Unmarked Police Squad	Ford Police Utility	4
Mobile Command Post	Ford Transit Van	1
Police Motorcycle	Harley Davidson	1
Humvee		1
Village of Fox Point		
Marked Police Squad Car	Ford Police Utility	4
Unmarked Police Squad	Ford Police Utility	1
Unmarked Police Squad	Ford Police Interceptor	1
Village of River Hills		
Marked Squad Car		4
Unmarked Squad Car		1
Village of Shorewood		
Marked Police Squad	Chevy/Ford Police SUV	6
Unmarked Police Squad	Ford Police Utility	4
Marked CSO Vehicle	Jeep Wrangler	1
Village of Whitefish Bay		
Marked Police Squad	Ford SUV/ Chevy Tahoe	5
Unmarked Police Squad	Dodge/ Ford/ Chevy	3
Marked CSO Vehicle	Ford Escape	1
City of Glendale		
Marked Police Squad Car	Chevy/Ford Police SUV	10
Unmarked Police Squad Cars	Ford Police Explorer	4



VILLAGE BOARD STAFF REPORT

REPORT TO: President Julie Siegel & Village Board of Trustees

REPORT FROM: Tim Blakeslee – Assistant Village Manager

DATE: 11/14/19

AGENDA ITEM: Discussion/Action on Memorandum of Agreement and Privilege between Lake Park Synagogue and East Side Eruv LLC for installation of an Eruv structure on six Village light poles on N. Wilson Dr.

ACTION REQUESTED: Ordinance Resolution Motion

BACKGROUND

In November 2019, Village Staff was contacted by Rabbi Joel Dinin of Lake Park Synagogue about the addition to an Eruv structure to several Village street lights on the west side of Wilson Drive. Rabbi Dinin provided the following information about Eruvs:

"This improvement would allow the Sabbath observant Jewish community to be able to carry outside of their homes by utilizing public infrastructure as symbolic walls and doors creating a collective shared "home." Our Jewish neighbors would then be permitted to carry bags, keys and push strollers and wheelchairs, building a stronger sense of community and giving great access to shared public space. On occasion, there are gaps in these symbolic borders that are usually formed by electric wires and fences, and to close the gaps we can add our own safe, non-invasive and undetectable wires, poles and fencing, when necessary. All of these improvements are funded by, built and maintained by the Jewish community."

In Whitefish Bay, the Eruv would be comprised of 80 lb., nylon coated, and nearly invisible fishing line atop several street lights on the west side of Wilson Drive. Village Staff and the Village Attorney developed the draft Memorandum of Agreement and Privilege (Attachment 1). Per the agreement, The Lake Park Synagogue and East Side Eruv LLC will install, maintain, and insure the structure. Also the Eruv must be removed within 10 days for any reason with a request from the Village or State of Wisconsin.

Most of the proposed Eruv is in Shorewood. Shorewood has already approved the request from Lake Park Synagogue and East Side Eruv LLC. Public Works has reviewed the request and has no issue with the Eruv on these particular street lights.

RECOMMENDED ACTION BY VILLAGE BOARD

Move to approve the Memorandum of Agreement and Privilege between Lake Park Synagogue and East Side Eruv LLC for installation of an Eruv structure on six Village

light poles on N. Wilson Dr.

ATTACHMENTS

Memorandum of Agreement and Privilege

C: Department Heads
Attorney Jaekels

MEMORANDUM OF AGREEMENT AND PRIVILEGE

This Agreement is entered into between Lake Park Synagogue, Ltd. and East Side Eruv LLC (collectively, the "Synagogue") and the Village of Whitefish Bay ("Village");

WHEREAS, Synagogue wishes to install and maintain a Jewish Eruv structure located in the Village and neighboring committees ("Eruv"); and

WHEREAS, Synagogue is desirous of obtaining permission from the Village for the installation and maintenance of the Eruv utilizing six (6) Village light poles along the west side of north Wilson Drive;

NOW, THEREFORE, pursuant to Section 8-17B of the Municipal Code and 66.0425 Wis. Stats., Village hereby agrees and grants permission to Synagogue to install and maintain an Eruv, on the public right-of-way subject to the terms herein;

1. ERUV Installation and Maintenance. Synagogue agrees that Eruv may only occupy the tops of certain Village light poles and strung aerial nylon filament between Village light poles and between Village light poles and other non-Village structures including areas within the Village right-of-way ("Area") as set forth in the attached Exhibit A. Eruv will be installed and maintained in a good and workmanlike fashion and will conform with Exhibit A and the Village Municipal Code.

2. Indemnification. Synagogue agrees to indemnify and hold the Village harmless from any and all claims, demands, damages, causes of action or liability of any kind or description whatsoever, including attorney's fees, arising from or in connection with the installation and maintenance of the Eruv, and the use by Synagogue of the Area.

3. Insurance. Synagogue agrees to provide comprehensive general public liability insurance against claims for bodily injury, death or property damage arising out of Synagogue's use of the Area, in a combined single limit amount of not less than One Million Dollars (\$1,000,000.00); that Synagogue shall present to the Village a Certificate of Insurance satisfactory to the Village Attorney or Village Manager evidencing such insurance and providing for not less than thirty (30) days' notice to the Village of cancellation of such insurance coverage.

4. Municipal Code and Statutory Requirements. Synagogue agrees to follow all applicable rules for Privileges in public rights-of-way as set forth by Section 8-17 of the Village Municipal Code and 66.0425 Wis. Stats., including but not limited to:

- a. Synagogue assumes primary liability for damage to persons or property resulting from this Agreement.
- b. Synagogue agrees to remove the Eruv from the right-of-way on ten (10) days' notice from the Village or the State of Wisconsin.
- c. Synagogue waives the right to contest in any manner the validity of 66.0425 Wis. Stats., or Section 8-17 of the Municipal Code, or any portion thereof.

5. Agreement Not Transferable. This Agreement is with Synagogue, and does not represent a covenant running with the land. In the event full or partial ownership or control of the Eruv is transferred by Synagogue to any other person or entity, this Agreement shall terminate unless such assignment is approved by the Village (which approval shall not be unreasonably withheld). Synagogue agrees, warrants, and represents that Synagogue will provide notice of this Agreement to any Grantee or Vendee to whom it transfers the Property.

6. Joint and Several Duties, Obligations and Liabilities. The duties, obligations, and liabilities of Synagogue under this Agreement are joint and several as between Lake Park Synagogue, Ltd. and East Side Eruv LLC until such time as Eruv is installed and operational, and East Side Eruv, LLC provides the requisite insurance coverage and agrees, in writing, to assume all responsibilities of Synagogue under this Agreement.

Dated at Whitefish Bay, Wisconsin this _____ day of _____, 2019.

VILLAGE OF WHITEFISH BAY

By: _____
Julie Siegel, President

By: _____
Jennifer Amerell, Clerk-Treasurer

LAKE PARK SYNAGOGUE, LTD.

By: _____
Rabbi Joel Dinin

EAST SIDE ERUV LLC

By: _____
Steve Werner, Treasurer

EXHIBIT A

DESCRIPTION OF ERUV

[See attached single narrative description of Eruv and single page map of Village light poles on which Eruv will be installed.]



Lake
Park
Synagogue

ג"ה

JOEL DININ
Rabbi

ELLIS D. AVNER MD
President

To the Board of the Village of Whitefish Bay:

On behalf of the East Side Eruv LLC (explained below), we are applying for approval to install an eruv (symbolic enclosure) on top of three light poles on the west side of N. Wilson Dr.

An eruv would allow members of the Sabbath-observant Jewish community to carry objects outside of their homes by utilizing public infrastructure as symbolic walls and doors, creating a shared "home." These Jewish neighbors would then be permitted to carry bags and keys, and to push strollers and wheelchairs. This would build a stronger sense of community and give greater access to public space.

The eruv would be comprised of 80 lb., nylon coated, and nearly invisible fishing line attached atop the poles. The wire would be connected to the poles with a stainless steel shoulder eye bolt attached to the cap of each pole. The eruv (wire in this case) will extend further southward into Shorewood also on top of the light poles and then will continue southward at E. Olive St. to a utility pole and fencing along the Oak Leaf Trail before going over E. Capitol Dr. at the bicycle/pedestrian bridge owned by Milwaukee County.

The three poles are north of E. Glendale. We would connect them to the Shorewood poles as described above and then connect the most northern pole to the electricity pole which is directly across from the Goodman Bensman Funeral Home. One we have attached the wire to that pole, we would not need to do any more work as we can rely on the wires already in place. We will get permission from the city to attach from your light pole to that electricity pole.

The eruv will be funded by the East Side Eruv LLC. We will pay for all maintenance and repairs. If the Village of Whitefish Bay needs to remove our links for any reason or requires us to adjust or remove them, we will fully comply. If any legal issues are created by our eruv, we will take full responsibility. We can list Whitefish Bay on our insurance if requested.

We will check our eruv regularly. The Village is not required to inform of us any damage or if workers for the Village take the eruv down; but if there is planned maintenance, it would be appreciated if the Village would inform us if possible so we can plan to repair the eruv as soon as possible.

On occasion, gaps might appear in these symbolic borders that are usually formed by electric wires and fences. To close the gaps, we can add our own safe, non-invasive, and undetectable wires, poles and fencing, when necessary.

Other eruvs exist in the Milwaukee area with full public support. The average person is unaware of an eruv's existence. The eruv does not promote any religious view, nor does it discriminate against any religious group. It is a passive amendment to existing infrastructure.

On behalf of myself and the entire East Side Jewish community, we are grateful for the assistance and we hope for approval for this project which will increase the quality of life for many residents.

Rabbi Joel Dinin
Lake Park Synagogue
East Side Eruv LLC

1
Home of LPS Learning Center, Adult Jewish Education classes

3207 N. Hackert, Milwaukee, Wisconsin 53211 • (414) 962-5508 • Fax (414) 964-2837

Web: www.lakeparksynagogue.org • E-mail: info@lakeparksynagogue.org

