

TRENT WOODS

EMERGENCY OPERATIONS PLAN



PROMULGATION OF THE TRENT WOODS EMERGENCY OPERATIONS PLAN

Charles F. Tyson
Mayor
Town of Trent Woods

TRENT WOODS EMERGENCY OPERATIONS PLAN

PROMULGATION

The primary role of government is to provide for the safety and welfare of its citizens. Said safety and welfare is never more threatened than during disasters. The goal of emergency management is to ensure that mitigation, preparedness, response, and recovery actions exist so the safety and welfare of the public is preserved.

The Trent Woods Emergency Operations Plan provides a comprehensive framework for town-wide emergency management. It addresses the roles and responsibilities of government organizations and provides a link to local, State, Federal, and private organizations and resources that may be activated to address disasters and emergencies in the Town of Trent Woods.

The Trent Woods Emergency Operations Plan ensures consistency with current policy guidance and describes the interrelationship with other levels of government. The plan will continue to evolve, responding to lessons learned from actual disasters and emergency experiences, ongoing planning efforts, and training.

Therefore, in recognition of the emergency management responsibilities of the Trent Woods government, and by virtue of the powers and authority vested in me as Mayor, the Trent Woods Emergency Operations Plan is hereby promulgated.

Charles F. Tyson Jr.
Mayor, Town of Trent Woods

APPROVAL AND IMPLEMENTATION

This plan supersedes all previous iterations and versions of the Trent Woods Emergency Operations Plan.

The transfer of management authority for actions during an incident is done through the execution of a written delegation of authority. This procedure facilitates the transition between incident management levels and outlines any specific limitations to that authority.

The Trent Woods Emergency Operations Plan delegates the Mayor’s authority to specific individuals in the event he is unavailable. The chain of succession in a declared emergency or disaster is as follows:

1. Emergency Management Director
2. Emergency Management Director’s designee
3. Emergency Management Director’s designee

STATEMENT OF APPROVAL

I, the undersigned, have reviewed and hereby approve this Emergency Operations Plan for the Town of Trent Woods, and agree to implement the roles and responsibilities set forth within.

_____ Date _____

Charles F. Tyson, Mayor

_____ Date _____

Bill Joiner, Commissioner/Mayor pro-tem

_____ Date _____

M. Shane Turney, Commissioner

Trent Woods Emergency Operations Plan

_____ Date _____
Daniel E. Murphy, Commissioner

_____ Date _____
Tony W. Lee, Chief of Police

_____ Date _____
Nan Holton, Town Clerk

_____ Date _____
Abra Cullen, Finance Officer

_____ Date _____
Michael J. Haber, Maintenance Director

EXECUTIVE SUMMARY

INTRODUCTION

The Trent Woods Emergency Operations Plan (EOP) is a comprehensive framework, establishing procedural guidance for mitigation, preparedness, response, and recovery operations involving declared emergency and disaster events in the Town of Trent Woods. This plan details capabilities, responsibilities, and authorities for specific individuals, offices, agencies, and organizations within the Town of Trent Woods (regarding capabilities, resources, agencies, and organizations maintained by Craven County, refer to the Craven County Emergency Operations Plan).

The Town of Trent Woods understands, in an emergency or disaster, a broad range of community stakeholders, agencies, resources, capabilities, and individuals are necessary to provide the most effective service for those who call Trent Woods home. This plan incorporates concepts and principles from the National Incident Management System (NIMS), and the Incident Command System (ICS), into the town's emergency operations, facilitating effective coordination amongst local, State, and Federal agencies, as well as private sector organizations.

PLAN ORGANIZATION

This plan is organized into a Basic Plan, to provide a broad understanding of emergency and disaster operations in the Town of Trent Woods, as well as plan Annexes which identify specific roles and responsibilities for the town's personnel and departments. The Annexes are based on the Town's capabilities, and detail the actions to be taken based on those capabilities.

This plan does not, however, attempt to specify the manner in which those roles and responsibilities are carried out. Tasks should be performed in accordance with the respective standard operating procedures, guidelines, policies, or directives.

Basic Plan

The Basic Plan is a public policy document, providing a general overview of emergency and disaster operations in the Town of Trent Woods. Intended as an orientation for the entire community, it details emergency response authority, organization, roles, and responsibilities.

Annex A - Operations

The Operations Annex details roles and responsibilities for individuals and departments engaged in emergency and disaster response or recovery operations. Operations can

Trent Woods Emergency Operations Plan

include hazard reduction, establishing control, and actions devoted to saving lives and property.

Annex B - Planning & Coordination

The Planning Annex details the roles and responsibilities involved in gaining initial awareness of the emergency or disaster, organizing initial response, and a continuing cycle of collection, evaluation, and dissemination of intelligence and information.

Annex C - Finance, Logistics, & Resource Management

The Finance, Logistics, & Resource Management Annex details the roles and responsibilities regarding incident management support and facilitation, which can include resource request and allocation, maintaining memorandums of agreement, and State level coordination of resources. Additionally, it details the roles and responsibilities involved in the tracking of financial resources, procurement, and records management.

Hazard-Specific Annexes

Hazard Specific Annexes identify, and go into further detail regarding operations involving hazards identified as having a significant impact on the Town of Trent Woods.

Mapping Annex

The mapping annex provides maps of the operational area.

TABLE OF CONTENTS

PROMULGATION	1
APPROVAL AND IMPLEMENTATION	2
RECORD OF CHANGES	4
RECORD OF DISTRIBUTION	5
EXECUTIVE SUMMARY	6
TABLE OF CONTENTS	8
BASIC PLAN	9
ANNEX A: OPERATIONS	19
ANNEX B: PLANNING AND COORDINATION	22
ANNEX C: FINANCE, LOGISTICS, AND RESOURCE MANAGEMENT	24
ANNEX D: HURRICANES AND NOR'EASTERS	26
ANNEX E: FLOODING AND SEVERE WEATHER	33
ANNEX F: TERRORISM AND MASS CASUALTY	38
ANNEX G: MAPPING	40

BASIC PLAN

PURPOSE

It is the purpose of this Plan to define the actions and roles necessary to provide a coordinated response within the Town of Trent Woods. This plan provides guidance to agencies within the Town of Trent Woods with a general concept of potential emergency assignments before, during, and following emergency situations. It also provides for the systematic integration of emergency resources when activated and does not replace county or local emergency operations plans or procedures.

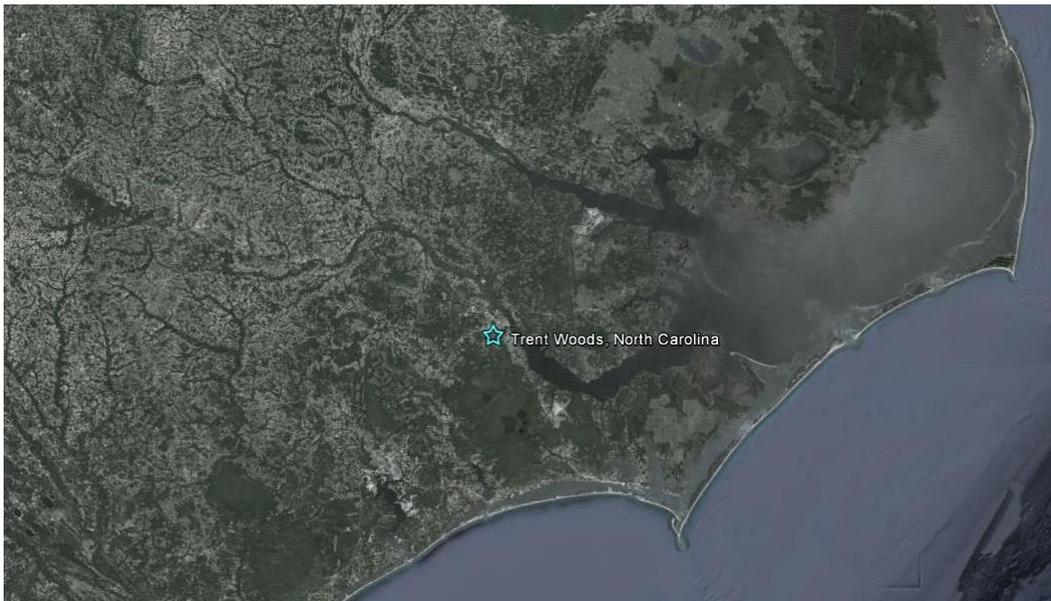
SCOPE

This plan applies to all relevant personnel employed by the Town of Trent Woods and its subordinate department(s) and any participating departments, agencies, or organizations contained within the geographical boundary of the Town of Trent Woods.

SITUATION OVERVIEW

Characteristics

The Town of Trent Woods, covering approximately 3.4 square miles, is located in the central eastern section of North Carolina, on the dividing line between the coastal plains and the tidewater. Trent Woods is the third largest municipality in Craven County, bordered by the Trent River to the South, and the City of New Bern to the North. Additional maps illustrating the areas covered by the plan are shown in the Maps Annex.



(Source: Google Earth)

Trent Woods Emergency Operations Plan

Trent Woods has a resident population of 4,221 (2014), with a slight increase in daytime population due to several commercial areas on the Northern, Southern, and Eastern borders of the jurisdiction. Two town-owned parks within the jurisdiction, as well as access to the Trent River, and a private golf course, are popular destinations for outdoor recreation.

There are four access or egress points in the Town of Trent Woods. River Road provides access and egress in the West, as well as providing access to US Highway 17. Chelsea Road bisects the Town, and provides access and egress in the North. Highland Avenue provides access and egress in the North East. Country Club Road provides access and egress in the East, as well as providing access to US Highway 70.

Hazard Analysis

Emergency and disaster conditions can result from a number of natural and man-made phenomena, which can occur with, or without warning. Severe weather, fires, epidemics, severe heat, or high winds are all pose potential risks to Trent Woods. Apart from natural disasters, the town is subject to a myriad of other disaster contingencies, such as transportation accidents, hazardous material spills, leaks or pollution problems, building or bridge collapses, utility service interruptions, energy shortages, civil disturbances or riots, terrorism, warfare, applicable criminal acts, or a combination of any of these. Specific significant hazards are outlined below:

Flooding: Trent Woods is extremely susceptible to flooding, due to its flat topography, and its proximity to several bodies of water. The Trent River makes up the town's Southern border, with Wilson Creek bisecting the town, and Haywood (Hayward) Creek running along the Western border. Riverine flooding is the most common type of flooding experienced by the town, and usually occurs after a serious weather event. Storm surge also has an effect on the level of river waters, often pushing large amounts of water upstream, causing flooding in and around smaller creeks.

Flash flooding also poses a risk to the town, and can be caused by large amounts of rainfall over a short period of time. Flash flooding brings fast moving water and debris, often covering roadways, creating additional hazards for motorists who attempt to cross flooded areas. Flash flooding is also aggravated by poor drainage and high ground water levels.

Severe Weather: Trent Woods is highly susceptible to thunderstorms and windstorms, often causing flooding conditions described above, as well as structural damage to homes and outlying buildings. While not very likely to experience blizzard conditions, the town is very susceptible to freezing rain, ice storms, and occasionally heavy snowfall. Damage caused by severe weather impacts roadways, transmission of utilities, and public health overall. Tornadoes have also been documented in Craven County, and thus pose a risk to the town as well.

Hurricanes and Nor'easters: Eastern North Carolina has historically suffered significant damage caused by hurricanes and tropical storms. Nor'easters are functionally similar to hurricanes, but are extratropical. High winds and large amounts of rainfall have caused

Trent Woods Emergency Operations Plan

flooding, structural damage, loss of property, and loss of life. Trent Woods has also suffered damage caused by hurricanes. Susceptibility to flooding, and the number of old growth trees close to structures are aggravating factors.

Terrorism: Governmental, cultural, religious, medical, and academic facilities, as well as infrastructure, such as bridges and utilities, are all ideal targets for terrorist attacks, and can all be found within the Town of Trent Woods.

PLANNING ASSUMPTIONS

The effective prediction and warning systems in use today, make it possible to anticipate certain disaster situations that may occur throughout the jurisdiction or the general area beyond the jurisdiction's boundaries. It is assumed that any of the disaster contingencies could individually, or in combination, cause a grave emergency situation within Trent Woods. It is also assumed that these contingencies will vary in scope and intensity, from an area in which the devastation is isolated and limited, to an event impacting the entire community. For this reason, planning efforts are made as general as possible, so latitude and adaptation are available in their application, considering they could occur in several locations simultaneously.

Initial actions to mitigate the effects of emergency situations or potential disaster conditions in Trent Woods will be conducted as soon as possible by the town government. Should town officials determine our own resources to be insufficient, assistance will be requested from other jurisdictions. This assistance would supplement, not substitute, the efforts of the town, in an efficient, effective, and coordinated response. If town, mutual aid, and county resources are determined to be insufficient or ineffective, assistance will be requested from State and Federal levels. Additionally, should the Town of Trent Woods receive a request for assistance from another jurisdiction, reasonable actions will be taken to provide the assistance as requested, as long as providing said assistance will not negatively impact the Town.

CONCEPT OF OPERATIONS

General

It is the responsibility of the Trent Woods government, the Mayor, the Chief of Police, and their subordinates, to undertake a comprehensive approach to the management of disasters and emergencies within Trent Woods. This comprehensive approach includes the four main concepts of emergency management; mitigation, preparedness, response, and recovery.

Communication is maintained between affected jurisdictions, area emergency response agencies, and Emergency Operations Centers. Personnel from neighboring jurisdictions may respond to Trent Woods to facilitate ongoing information exchange. In addition to more regular means of communication (i.e. telephone), the town has the capability to communicate with various agencies using mobile and portable radios, on a number of

Trent Woods Emergency Operations Plan

different systems and frequencies. This high level of communication facilitates information flow, and provides for a higher level of organization when preparing for, responding to, and recovering from emergencies and disasters.

The Mayor of Trent Woods, along with executives of other jurisdictions, may declare local states of emergency and request State assistance. All requests for State assistance should go through the Craven County Emergency Services Department, to the State Emergency Operations Center (EOC). The Craven County EOC will serve as a clearinghouse for response and recovery operations and for deployment of resources within the county. The Trent Woods EOC will maintain communications and logistical links to the Craven County EOC, and will be responsible for operations within the town.

Planning for recovery will be implemented at the same time local governments are taking the emergency response actions necessary to protect the public. Preparations will be made for rapid deployment of resources necessary to facilitate recovery.

Hazard Control and Assessment

No two hazards are alike; therefore no two hazards can be addressed in the same way. There are, however, a series of steps, or a process, through which hazards can be effectively controlled.

1. Perceive the threat
2. Assess the hazard
3. Select control strategy
4. Control the hazard
5. Monitor the hazard

The response activities listed above usually take place while on the scene of an emergency. Not all emergency and disaster situations have one specific scene, so these activities apply to many but not all hazards.

Protective Action Selection

Hazard assessment and control activities on the scene of an emergency yield valuable information for incident commanders and EOC staff. Once information regarding the hazard has been transmitted to the Trent Woods EOC, incident commanders can begin the protective action selection process.

1. Analyze the hazard
2. Determine protective action
3. Determine public warning
4. Determine a protective action implementation plan

The hazard control and protective action selection processes will not apply to every emergency situation; but they provide a guideline by which emergency responders and

Trent Woods Emergency Operations Plan

incident commanders can determine what they are dealing with, and how best to deal with it.

Protective Action Implementation

After protective actions have been implemented, the situation must continually be monitored for changes and progress. As nature of the hazard or emergency changes, so must the emergency responders and incident commanders adapt to that change. As the situation develops, additional protective actions may be implemented as the need arises; including evacuation decontamination, medical treatment, support of populations with functional limitations, as well as search and rescue operations.

Public Warning

Public warning messages are crucial when preparing for, responding to, or recovering from an emergency event. They allow the town to explain the nature of the hazard, the timing of the hazard, and the recommended or required protective actions the public should implement. Messages can be disseminated in a number of ways, including television, telephone, email, social media, and in person if necessary. When incident commanders decide there is a need to inform the community, they will determine the appropriate message content, determine the most effective method(s), and then disseminate the message to the public.

Emergency Evacuation Assistance Registry

To better meet the emergency preparedness needs of the Town of Trent Woods, and increase the effectiveness of emergency response operations, the Trent Woods Police Department has developed the Emergency Evacuation Assistance Registry (EEAR). The EEAR is intended to benefit residents of Trent Woods who may require assistance during an emergency evacuation.

Enrollment in the EEAR is completely voluntary, free of charge, and was designed for residents with limited mobility, vision or hearing impairments, medical conditions, or any other functional or cognitive impairment that may interfere with the ability to evacuate during an emergency. All EEAR information is confidential, is not subject to public record inquiries (per North Carolina General Statute 166A-19.15(f)(5)), and will only be used by the Trent Woods Police Department and other emergency responders during emergencies involving evacuation.

Short-term Needs

Once the hazard or emergency has been controlled, the Town of Trent Woods can begin to address the short-term needs of the affected population. Operations aimed at addressing short-term needs and stabilizing the area can include shelters, reuniting separated families, continued medical treatment, and increased or additional security.

Trent Woods Emergency Operations Plan

Long-term Needs

After the affected areas and populations have stabilized, long-term needs can be addressed, with the desired outcome being that of a return normalcy. Evacuated residents would be able to return to their homes, and begin the recovery process.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

General

Planning for emergency and disaster response revolves around the concept that local governments are responsible for initial response and recovery operations. Most departments or agencies of government have emergency functions in addition to their normal, day-to-day responsibilities. Emergency functions usually parallel or complement normal functions. Each department or agency is responsible for developing and maintaining its own policies and procedures for emergency function operations, while meshing with other departments and agencies in order to fulfill their respective roles and responsibilities set forth in the EOP. Based on the ICS, each department's ability to concentrate on their area of responsibility comes together with other departments and agencies, to provide an effective multi-faceted approach to emergency and disaster response. Addressing the multiple and specific objectives of emergency and disaster response, all at the same time, increases the level of efficiency and effectiveness.

The delegation of responsibility, based on area of expertise, and statutory authority, is only effective when goals and objectives are organized into clear mission specific strategies, with a clear hierarchy of mission priorities, and a clear chain of command.

Organization and Assignment of Responsibilities

Mayor and Board of Commissioners:

- Disaster declarations
- Evacuation orders
- Re-entry decisions
- Town policy, financial, and other decisions requiring executive approval

Trent Woods Police Department:

- Maintain law and order
- Traffic control
- Protection and security of infrastructure
- Access control
- Assisting with evacuation
- Search and rescue
- Intelligence
- Assist with medical response and triage
- Trent Woods EOC, and coordinate with Craven County EOC
- Communications

Trent Woods Emergency Operations Plan

- Emergency public information
- Mutual aid requests (law enforcement related)
- Damage assessment
- Animal Control

West of New Bern Fire Department:

- Fire protection and fire fighting
- Search and rescue
- Decontamination
- Mutual aid requests (fire/HAZMAT related)
- Damage assessment
- Debris removal (only to open roadways)

Town Finance Officer:

- Maintain town financial resources
- Resource and procurement management
- Records management

Town Clerk:

- Records management

Town Maintenance Director:

- Damage assessment
- Inspection and codes enforcement
- Debris removal

County Level or Contractual Services:

- Emergency medical services
- Carolina East Medical Center
- Craven County Health Department
- City of New Bern Utilities
- Duke Energy Progress
- Craven County Board of Education
- Craven County Department of Social Services
- Trent Woods legal council

Support Functions

Private sector organizations within the jurisdiction may assist with a wide variety of tasks based on their capabilities. Volunteer agencies, such as the Trent Woods Community Emergency Response Team, American Red Cross, local religious congregations, and the Salvation Army, are available to give assistance with sheltering, feeding, and other issues as necessary. Assistance from surrounding jurisdictions may be available through the execution of a memorandum of understanding (MOU) or memorandum of agreement (MOA).

Trent Woods Emergency Operations Plan

Continuity of Government

Trent Woods Government Succession of Command:

Mayor
Mayor pro tem
Commissioners (based on seniority)
Chief of Police

Preservation of Records: It is the responsibility of elected officials, with the assistance of administrative staff, to ensure that all legal documents of both public and private nature recorded by the designated official be protected and preserved in accordance with applicable State and local laws. Examples include ordinances, resolutions, meeting minutes, land deeds, and tax records.

DIRECTION, CONTROL, AND COORDINATION

Authority to Initiate Actions

The Mayor has the authority to declare states of emergency within the Town of Trent Woods. The Chief of Police will have the authority to activate the Trent Woods Emergency Operations Plan, as well as the Emergency Operations Center (EOC). Once activated, the Chief of Police will have overall command of the EOC.

Command Responsibility for Specific Actions

The Chief of Police will be the Town Emergency Manager, and is responsible for general guidance of emergency operations, or assigning responsibility for general guidance of emergency operations. He is also responsible for overall direction of the disaster response activities of all of the jurisdiction's departments and agencies. During emergencies, those responsibilities will be carried out normally from the EOC, however, circumstances may dictate leadership be carried out in the field.

The Chief of Police will act as the chief advisor to the Mayor during any declared emergency affecting the people and property of Trent Woods. The Mayor, or his designee, will be responsible for making requests for assistance from state level agencies.

Should the scale of the emergency or disaster require a state level response, the responding state agency will assume command of the incident scene. The Town of Trent Woods employs personnel with NIMS and ICS training, allowing the Trent Woods EOC to work seamlessly with local, State, and Federal agencies. State and Federal officials will coordinate their operations through the jurisdiction's elected or appointed officials or their designated representatives.

Trent Woods Emergency Operations Plan

Incident Command System

The local incident command structures are responsible for directing on-scene emergency operations and maintaining command and control of on-scene incident operations. If a disaster affects multiple, widely separated facilities or jurisdictions, separate incident command operations and an area command may be set up, applying NIMS and ICS.

Assistance

If the jurisdiction's own resources are insufficient or inappropriate to respond to the emergency situation, a request may be made for assistance from other local jurisdictions, the State, or Federal government. All response agencies are expected to fulfill mission assignments directed by the incident commander.

INFORMATION COLLECTION AND DISSEMINATION

Disaster information managed by the Trent Woods EOC is coordinated through agency representatives located in the EOC. These representatives collect information from, and disseminate information to, counterparts in the field. These representatives also disseminate information within the EOC that can be used to develop courses of action and manage emergency operations.

Detailed procedures that identify the type of information needed, where it is expected to come from, who uses the information, how the information is shared, the format for providing the information, and specific times the information is needed are maintained at the Trent Woods Emergency Operations Center.

COMMUNICATIONS

Emergency communications will be routed through the Craven County Communications Center. The Trent Woods Police Department maintains the ability to communicate with other agencies, as well as the public, utilizing a number of different methods.

ADMINISTRATION, FINANCE, AND LOGISTICS

The administration of resources, manpower, purchasing, contracting, and records management will all be conducted by Trent Woods personnel who are already responsible for fulfilling those roles. Those personnel will follow the respective policies and procedures concerning fulfillment of assigned tasks.

Emergency use of resources and capabilities of organizations that are not part of a government structure will be pre-arranged through agreements to the maximum extent feasible. Duly authorized officials will enter into agreements, which will be formalized in writing whenever possible.

Unless otherwise provided, agreements remain in effect until rescinded or modified. Annual or other periodic updates will prevent them from becoming outdated. A clear statement of agreement regarding payment reimbursement for personal services rendered,

Trent Woods Emergency Operations Plan

equipment costs, and expenditures of material is mandatory. Agreements with private relief organizations provide immediate aid to disaster victims and provide some types of aid that the government is unable to render.

MOUs with adjoining counties or local governments recognize that certain situations require effective coordination and cooperation between jurisdictions to achieve effective response and provide for the general safety and health of residents. These documents formalize and focus attention on commitments and help avoid misunderstandings.

PLAN DEVELOPMENT AND MAINTENANCE

The Chief of Police is responsible for the development, maintenance, and distribution of the Trent Woods Emergency Operations Plan. The plan will be submitted to the Board of Commissioners annually for their review and concurrence. Any revisions will be recorded in the designated area, and the signature page will be updated.

AUTHORITIES AND REFERENCES

Legal Authority

Federal: The Robert T. Stafford Disaster Relief and Emergency Assistance, Public Law 93-288 as amended

State: North Carolina General Statutes §166A-19.15, §166A-19.22, §166A-19.31, §166A-19.72

Local: Town of Trent Woods Emergency Management Ordinance

References

Federal: Comprehensive Preparedness Guide (CPG) 101: Developing and Maintaining State, Territorial, Tribal, and Local Government Emergency Plans, March 2009.

Homeland Security Exercise and Evaluation Program (HSEEP), February 2007.

National Incident Management System (NIMS), December 2008.

National Response Framework, Federal Emergency Management Agency, January 2008.

State: North Carolina EOP

Local: Craven County EOP, MOUs, MOAs, Mutual Aid Agreement(s)

ANNEX A: OPERATIONS

PURPOSE

It is the purpose of this annex to define the actions and roles necessary to provide a coordinated response within the Town of Trent Woods. This annex provides guidance to agencies operating within Trent Woods with a general concept of potential assignments when preparing for, responding to, and recovering from emergencies and disasters. It also provides for the integration of additional resources, but does not replace individual agency policies or procedures.

SCOPE

This plan applies to all relevant personnel employed by the Town of Trent Woods and its subordinate department(s) and any participating departments, agencies, or organizations contained within the geographical boundary of the Town of Trent Woods.

CONCEPT OF OPERATIONS

The Chief of Police is responsible for general guidance of emergency operations, or assigning responsibility for general guidance of emergency operations. He is also responsible for overall direction of the disaster response activities of all of the jurisdiction's departments and agencies. During emergencies, those responsibilities will be carried out normally from the EOC, however, circumstances may dictate leadership be carried out in the field.

The EOC will be staffed by those Trent Woods personnel who are deemed necessary for the completion of the mission, and can include the Mayor/Commissioners, Town Clerk, Finance Officer, Maintenance Director, Police Officers, volunteers, and representatives from other agencies and organizations. EOC staffing will be determined by the Chief of Police.

See the Trent Woods EOP Basic Plan for additional Concept of Operations information.

TRENT WOODS POLICE DEPARTMENT/EOC

In addition to regular law enforcement duties, concerning the general maintenance of law and order, the Trent Woods Police Department (TWPD) may engage in additional emergency and disaster response activities, based on the level of training of its Officers. Those activities will be governed by TWPD policies and procedures. The Chief of Police will have overall command of emergency operations.

The TWPD is the lead agency for all emergency response operations in Trent Woods, and responsible for establishing the EOC. The Chief of Police will have overall command of the EOC, and TWPD Officers may be required to fulfill roles within the EOC, as

Trent Woods Emergency Operations Plan

determined by the Chief of Police. The EOC will be the main hub for emergency and disaster operations, through which all communication, information, and intelligence flows.

The EOC will be situated within the Trent Woods Town Hall, or at another location deemed necessary for the continuity of operations.

Communications

The Craven County Communications Center will receive all 911 calls, and dispatch those calls via radio to the appropriate agency. Radio communications with Craven County are carried out over frequencies in the 154 to 157 MHz range.

Law enforcement related calls for service will be dispatched directly to the Trent Woods EOC. The EOC would then assign those calls for service to TWPD personnel, utilizing TWPD in-house radio frequencies; one channel in the 154 to 157 MHz range, a second channel on an 800 MHz system.

The TWPD has the ability to communicate via radio with agencies in the City of New Bern, operating on an 800 MHz, "Project 25" trunked radio system, including the New Bern Police Department and the New Bern Fire Department.

The TWPD also has the ability to communicate via radio with a number of additional agencies, operating on the 800 MHz, Voice Interoperability Plan for Emergency Responders (VIPER) network.

Communication via telephone (cellular and land lines) will still be utilized where available. The EOC will receive all telephone calls made to the Trent Woods Town Hall and TWPD telephone numbers.

Public information and warning activities conducted by the Trent Woods EOC can be carried out in a number of ways, including telephone, internet, social media, email, television, and AM/FM radio. Should all methods of mass communication fail, every effort will be made to make any necessary notifications in whatever manner shall be available, and deemed appropriate based on the situation.

WEST OF NEW BERN VOLUNTEER FIRE DEPARTMENT

The West of New Bern Volunteer Fire Department (WNBFD) provides fire suppression, fire prevention, and rescue related services to the Town of Trent Woods. All activities conducted by the WNBFD will be carried out according to WNBFD policies, standard operating guidelines, and by-laws.

The Craven County Communications Center will dispatch all fire/rescue related calls for service directly to WNBFD. However, the Trent Woods EOC can act as a secondary dispatch center for WNBFD operations if deemed necessary by the Chief of Police and WNBFD Command Staff.

Trent Woods Emergency Operations Plan

The TWPD and WNBFD can communicate via radio utilizing several radio frequencies in the 154 to 157 MHz range, as well as frequencies on the VIPER network.

Should the circumstances dictate, the WNBFD can request assistance from surrounding fire departments, including other volunteer fire departments, and the New Bern Fire Department.

EMERGENCY MEDICAL SERVICES

Emergency Medical Services (EMS) will be dispatched by the Craven County Communications Center. Carolina East Medical Center is the primary provider of EMS to the Town of Trent Woods, with a number of additional EMS/Rescue agencies in the area available to assist.

The TWPD, as well as WNBFD, can also respond to EMS related calls for service, and will assist EMS personnel as necessary.

ADMINISTRATIVE

Continuity of operations within the Trent Woods government is imperative. The Mayor will have authority over all administrative functions, and will delegate that authority at his discretion. The Town Clerk, Finance Officer, and Maintenance Director will complete assignments and tasks within their respective areas of concentration, in support of emergency and disaster response operations, to ensure the Trent Woods government can continue to serve the Town effectively and efficiently. All operations conducted by administrative staff will be conducted according to their respective departmental policies.

APPENDIX DEVELOPMENT AND MAINTENANCE

The Chief of Police is responsible for the development, maintenance, and distribution of the Trent Woods Emergency Operations Plan. The plan will be submitted to the Board of Commissioners annually for their review and concurrence. Any revisions will be recorded in the designated area, and the signature page will be updated.

AUTHORITIES AND REFERENCES

Refer to the Trent Woods EOP Basic Plan.

ANNEX B: PLANNING AND COORDINATION

PURPOSE

It is the purpose of this annex to define the actions and roles necessary to provide a coordinated response within the Town of Trent Woods. This annex provides guidance to agencies operating within Trent Woods with a general concept of collection, evaluation, and dissemination of information and intelligence, as well as using intelligence and information for the coordination of operations.

SCOPE

This plan applies to all relevant personnel employed by the Town of Trent Woods and its subordinate department(s) and any participating departments, agencies, or organizations contained within the geographical boundary of the Town of Trent Woods.

CONCEPT OF OPERATIONS

The Chief of Police is responsible for general guidance of emergency operations, or assigning responsibility for general guidance of emergency operations. He is also responsible for overall direction of the disaster response activities of all of the jurisdiction's departments and agencies. During emergencies, those responsibilities will be carried out normally from the EOC, however, circumstances may dictate leadership be carried out in the field.

During an emergency or disaster, resulting in the activation of the Trent Woods EOC, the EOC will coordinate all forms of information flowing in and out of Trent Woods. EOC staff will use that information to plan for response and recovery operations.

See the Trent Woods EOP Basic Plan for additional Concept of Operations information.

INFORMATION COLLECTION, ANALYSIS, AND DISSEMINATION

The intelligence cycle is the process of gathering raw information, analyzing that information, creating a refined intelligence product, and then disseminating that intelligence to the appropriate personnel and agencies.

Intelligence activities will be conducted concurrently with other emergency response operations, however, lifesaving activities will take priority. Information gathered in the field will be forwarded to the EOC for analysis. The EOC will then disseminate intelligence to other personnel and agencies. The EOC is also responsible for receiving intelligence and information from outside agencies, and disseminating it to Trent Woods personnel.

Trent Woods Emergency Operations Plan

The EOC is responsible for the identification of information needed, where that information may come from, who may need the information, and how the information will be disseminated. Communications will be conducted according to the Operations Annex.

SITUATIONAL AWARENESS

Once intelligence has been obtained, the EOC will plan response and recovery actions based on that information. Restoration of utilities, damage assessment, contingency planning, and resource management, are all part of planning for response and recovery.

EOC or Town administrative staff may be assigned to coordinate with outside agencies to obtain the necessary information for recovery and response operations. Assigned personnel will need to communicate with both public and private sector entities to achieve operational goals.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

EOC or Town administrative staff will be responsible for facilitating the restoration of Town owned facilities and assets, as well as coordinating the restoration of facilities, roadways, utilities, and other public concerns maintained on a county or state level.

The Trent Woods Police Department (TWPD), West of New Bern Volunteer Fire Department (WNBFD), and the Trent Woods Maintenance Director, will all assist in gathering information. They will assess and report power outages, damage to infrastructure, damage to utility systems, and damage to residential and commercial structures.

EOC staff, as determined by the Chief of Police, will maintain records of any reports, information, or intelligence, to be used for situational reports, as well as preservation of documentation.

APPENDIX DEVELOPMENT AND MAINTENANCE

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AUTHORITIES AND REFERENCES

Refer to the Trent Woods EOP Basic Plan.

ANNEX C: FINANCE, LOGISTICS, AND RESOURCE MANAGEMENT

PURPOSE

It is the purpose of this annex to define the actions and roles necessary to provide a coordinated response within the Town of Trent Woods. This annex provides guidance to agencies operating within Trent Woods with a general concept of incident management support and facilitation, resource request and allocation, maintaining memorandums of agreement, and State level coordination of resources. Additionally, it details the roles and responsibilities involved in the tracking of financial resources, procurement, and records management.

SCOPE

This plan applies to all relevant personnel employed by the Town of Trent Woods and its subordinate department(s) and any participating departments, agencies, or organizations contained within the geographical boundary of the Town of Trent Woods.

CONCEPT OF OPERATIONS

Finance, logistics, and resource management are all dependent upon one another, and require a high level of cooperation and coordination in order to function efficiently. To be most effective, coordination with other sections, including operations, and planning and coordination must be an on-going process.

See the Trent Woods EOP Basic Plan for additional Concept of Operations information.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The administration of finance, logistics, resources, manpower, purchasing, contracting, and records management will all be conducted by Trent Woods personnel who are already responsible for fulfilling those roles. Those personnel will follow the respective policies and procedures concerning fulfillment of assigned tasks.

The Finance Officer will maintain records of expenditures resulting from manpower, purchasing, and contracting, as well as assisting with the acquisition of resources. All Trent Woods personnel will facilitate records management regarding any expenditure, and report all expenditures to the Finance Officer.

Administrative staff will be responsible for recording donations made to the Town in support of emergency operations.

The Emergency Operations Center (EOC), managed by the Chief of Police, is responsible for maintaining a record of resources allocated as part of emergency response operations. The EOC is also responsible for identifying resources and capabilities needed for response operations.

Trent Woods Emergency Operations Plan

Emergency use of resources and capabilities of organizations that are not part of a government structure will be pre-arranged through agreements to the maximum extent feasible. Duly authorized officials will enter into agreements, which will be formalized in writing whenever possible.

APPENDIX DEVELOPMENT AND MAINTENANCE

The Chief of Police is responsible for the development, maintenance, and distribution of the Trent Woods Emergency Operations Plan. The plan will be submitted to the Board of Commissioners annually for their review and concurrence. Any revisions will be recorded in the designated area, and the signature page will be updated.

AUTHORITIES AND REFERENCES

Refer to the Trent Woods EOP Basic Plan.

ANNEX D: HURRICANES AND NOR'EASTERS

PURPOSE

It is the purpose of this annex to define the actions and roles necessary to provide a coordinated response within the Town of Trent Woods. This annex provides guidance to agencies operating within Trent Woods with a general concept of potential assignments when preparing for, responding to, and recovering from hurricanes, tropical storms, and nor'easters. It also provides for the integration of additional resources, but does not replace individual agency policies or procedures.

SCOPE

This plan applies to all relevant personnel employed by the Town of Trent Woods and its subordinate department(s) and any participating departments, agencies, or organizations contained within the geographical boundary of the Town of Trent Woods.

CONCEPT OF OPERATIONS

The Chief of Police is responsible for general guidance of emergency operations, or assigning responsibility for general guidance of emergency operations. He is also responsible for overall direction of the disaster response activities of all of the jurisdiction's departments and agencies. During emergencies, those responsibilities will be carried out normally from the EOC, however, circumstances may dictate leadership be carried out in the field.

The EOC will be staffed by those Trent Woods personnel who are deemed necessary for the completion of the mission, and can include the Mayor/Commissioners, Town Clerk, Finance Officer, Maintenance Director, Police Officers, volunteers, and representatives from other agencies and organizations. EOC staffing will be determined by the Chief of Police.

See the Trent Woods EOP Basic Plan for additional Concept of Operations information.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

EOC or Town administrative staff will be responsible for facilitating the restoration of Town owned facilities and assets, as well as coordinating the restoration of facilities, roadways, utilities, and other public concerns maintained on a county or state level.

The Trent Woods Police Department (TWPD), West of New Bern Volunteer Fire Department (WNBFD), and the Trent Woods Maintenance Director, will all assist in gathering information. They will assess and report power outages, damage to infrastructure, damage to utility systems, and damage to residential and commercial structures.

Trent Woods Emergency Operations Plan

EOC staff, as determined by the Chief of Police, will maintain records of any reports, information, or intelligence, to be used for situational reports, as well as preservation of documentation.

HURRICANES AND NOR'EASTERS

“Hurricanes are violent storms which bring intense winds, heavy rain, a storm surge, floods, coastal erosion, landslides, and tornadoes. While it is difficult to predict the exact time, place, and force of hurricanes, residents of the Atlantic and Gulf Coast states must be prepared. The season for hurricanes is June through November, with most hurricanes occurring mid-August to late October. Each season, on average, six hurricanes form in the Atlantic Ocean of which two become major hurricanes.” (FEMA, “Fact Sheet – Hurricane,” July 2006, p. 1)

Hurricanes begin as tropical cyclones, often called tropical storms or tropical depressions, depending on wind speed. Once a tropical cyclone’s wind speed reaches 74 miles per hour (mph), it is then classified as a Hurricane. Hurricane intensity is measured on the Saffir/Simpson Hurricane Scale, ranging from Category 1 to Category 5, and is used to estimate property damage. Category 3 and above are considered major hurricanes.

Tropical Depression

Wind speed less than or equal to 38 mph.

Tropical Storm

Wind speed from 39 to 73 mph.

Category 1 Hurricane

Wind speed from 74 to 95 mph.

Very dangerous winds can produce damage to shingles, siding, and gutters.

Small trees may be uprooted; larger branches may break off of trees.

Damage to power lines and power poles will result in power outages.

Storm surge water levels 4 to 5 feet above normal and coastal flooding may occur.

Hurricane Ernesto, in 2006, was a Category 1 Hurricane.

Category 2 Hurricane

Wind speed from 96 to 110 mph.

Extremely dangerous winds can produce extensive damage to structures.

Larger trees may break and fall, blocking roadways, and cause power outages.

Utility outages may last up to several weeks.

Storm surge water levels 6 to 8 feet above normal.

Coastal flooding will begin 2 to 4 hours before arrival of storm center.

Trent Woods Emergency Operations Plan

Hurricane Arthur, in 2014, was a Category 2 Hurricane.

Category 3 Hurricane

Wind speed from 111 to 130 mph.

Devastating damage to structures, landscapes, and trees will occur.

Small structures may be completely destroyed.

Utility outages may last up to several weeks.

Storm surge water levels 9 to 12 feet above normal.

Wide spread coastal flooding will destroy low-lying structures, and damage large structures with floating debris.

Hurricane Irene, in 2011, was a Category 3 Hurricane.

Category 4 Hurricane

Wind speed from 131 to 155 mph.

Catastrophic damage to structures, utilities, and infrastructure will occur.

Utility outages may last for months.

Storm surge water levels 13 to 18 feet above normal.

Massive coastal flooding, requiring evacuation of low lying areas.

Hurricane Floyd, in 1999, was a Category 4 Hurricane.

Category 5 Hurricane

Wind speed 156 mph or greater.

Catastrophic damage to structures, utilities, and infrastructure will occur.

Utility outages may last for months.

Storm surge water levels greater than 18 feet above normal.

Massive coastal flooding, requiring evacuation within 10 miles from shoreline.

Hurricane Katrina, in 2005, was briefly a Category 5 Hurricane.

Nor'easters

A Nor'easter is an extra-tropical cyclonic storm, functionally similar to a hurricane, which moves along the East Coast of North America, with high winds over coastal areas blowing from a northeasterly direction. Nor'easters can occur any time of the year, but are most frequent and strongest between September and April.

Nor'easters can be just as devastating as hurricanes, causing storm surge flooding, heavy rain, high winds, coastal flooding, and even snow. Nor'easters usually move slower than hurricanes, resulting in the storm lingering over an area for days at the time.

In order to be called a Nor'easter, according to the Northeast Regional Climate Center, a storm must have the following conditions:

Must persist for at least 12 hours.

Trent Woods Emergency Operations Plan

Must have a closed circulation.
Show general movement from the South-Southwest to the North-Northwest.
Wind speed great than 23 mph.

OPERATIONAL TIMELINE

Routine Operations during Hurricane Season

Monitor the tropics and coordinate with Craven County Emergency Services.
Develop, maintain, test, and exercise plans and standard operating procedures
Identify vulnerable dependent populations
Maintain mutual aid agreements and contracts for resources.
Partner with local media representatives, community groups and faith based organizations to educate the citizens and businesses on preparedness and the management of expectations.

Forecast Arrival of Tropical Storm Force Winds within 144 to 96 Hours

Continue monitoring and coordinating with Craven County Emergency Services.
Monitor National Weather Service and maintain situational awareness.
Prepare for a local declaration of emergency.
Activate the Trent Woods EOC, notify staff and confirm staffing plans.
Communicate with surrounding localities to coordinate evacuation and shelter.

Forecast Arrival of Tropical Storm Force Winds within 96 to 48 Hours

Coordinate with Craven County EOC for storm track information and situational awareness.
Begin issuing evacuation information/instructions through local media partners, based on the anticipated severity of the storm.
Stage necessary supplies and equipment.
Begin shelter staging and preparation, and coordination with local volunteers.

Forecasted Arrival of Tropical Storm Force Winds within 48 to 24 Hours

Coordinate with Craven County EOC regarding the status of local evacuation routes and shelters.
Participate in any coordination regarding “mandatory” evacuation and timing
At 36 hours before landfall, the National Hurricane Center will issue a Hurricane “WARNING” for potential impacted areas.
Open shelters for public use.
Make contact with residents in the Emergency Evacuation Assistance Registry.

Arrival of Tropical Storm Force Winds within 24hrs to Landfall

Trent Woods Emergency Operations Plan

Continue to monitor projections from the National Hurricane Center, and coordinate with Craven County EOC to discuss protective actions and evacuation status.

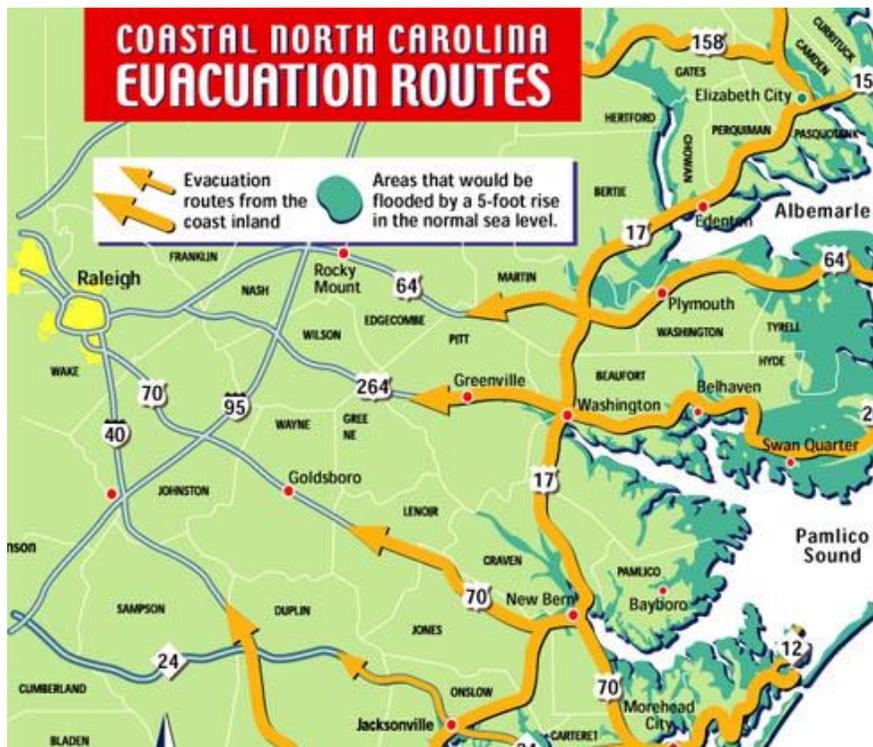
EMERGENCY RESPONSE CONSIDERATIONS

The Trent Woods Police Department (TWPD) is the lead agency for all emergency response operations within the Town. The TWPD operates 24 hours per day, assigned with general law enforcement duties, traffic control, evacuation assistance, and public warning during emergency and disaster situations. The Trent Woods EOC will coordinate all law enforcement response within the Town.

At the discretion of the Chief of Police, the TWPD may be held in the EOC, or a centralized staging location, until conditions are safe for emergency response operations to be carried out. Should the needs of the community overwhelm the capabilities of the Town, assistance may be requested from the Craven County EOC, or from state or federal level agencies.

The EOC will coordinate responses to calls for service between TWPD and West of New Bern Volunteer Fire Department (WNBFD). Operations conducted by the respective agencies will be conducted based on the respective policies and procedures, and response actions will not exceed the responder's level of training.

EVACUATION ROUTES



DAMAGE ASSESSMENT AND RECOVERY

Post emergency or disaster, the EOC will coordinate damage assessment and recovery operations. Damage assessment information, including location mapping, population affected, mass care, damage to infrastructure, and economic impact, will be compiled into a damage assessment report. The damage assessment report will be forwarded to the Craven County EOC, who will then forward the county wide damage assessment to the North Carolina Division of Emergency Management, Eastern Branch Office.

The Governor may request a Presidential declaration of a "major disaster," "major emergency," or a specific federal agency disaster declaration (SBA, Dept. of Agriculture, and Corps of Engineers) to augment state/local/private relief efforts. When the President issues a "Major Disaster Declaration", two basic types of disaster relief assistance is authorized:

- a. Individual Assistance (IA) includes:
 - Temporary housing (100% federal dollars)
 - Individual/Family Grants (IFG) 25% state and 75% federal dollars
 - Disaster unemployment assistance
 - Disaster loans
 - Legal Services to low-income families
 - Consumer counseling; assistance in obtaining insurance benefits
 - Social Security benefits assistance
 - Veterans Assistance
 - Casualty loss tax assistance
- b. Public Assistance (PA) 75% federal/25% state funds
 - Debris removal
 - Emergency protective measures
 - Funds to permanently repair/replace road systems, water control/disposal/treatment facilities, public buildings, public equipment, public recreational facilities, etc.

When a major federal declaration is received, the president appoints a Federal Coordinating Officer (FCO) and the Governor appoints a Governor's Authorized Representative (GAR) to coordinate relief efforts and delivery of disaster assistance.

A disaster field office (DFO) will be established near the disaster area. If the disaster affects a large region, a satellite DFO may be opened to handle disaster claims from state and local government. Disaster Application Centers (DAC's) will be established in the disaster area for individuals to make application in for assistance. When needed, DAC's can be opened in the following locations:

- a. National Guard Armory Drill Hall
- b. Other facilities would be made available

Trent Woods Emergency Operations Plan

If the declaration includes public assistance, an applicant briefing will be conducted for those officials in County, state, local, and private non-profit entities wishing to apply for reimbursements of disaster-related expenses. During this briefing, each eligible entity will submit a Notice of Interest (NOI) and appoint an Applicant's Agent to coordinate the submission of disaster documentation to the Disaster Field Office. (Craven County EOP ESF-18, 2010)

EOC or Town administrative staff will be responsible for facilitating the restoration of Town owned facilities and assets, as well as coordinating the restoration of facilities, roadways, utilities, and other public concerns maintained on a county or state level.

The Trent Woods Police Department (TWPD), West of New Bern Volunteer Fire Department (WNBFD), and the Trent Woods Maintenance Director, will all assist in gathering information. They will assess and report power outages, damage to infrastructure, damage to utility systems, and damage to residential and commercial structures.

EOC staff, as determined by the Chief of Police, will maintain records of any reports, information, or intelligence, to be used for situational reports, as well as preservation of documentation.

APPENDIX DEVELOPMENT AND MAINTENANCE

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AUTHORITIES AND REFERENCES

Refer to the Trent Woods EOP Basic Plan.

ANNEX E: FLOODING AND SEVERE WEATHER

PURPOSE

It is the purpose of this annex to define the actions and roles necessary to provide a coordinated response within the Town of Trent Woods. This annex provides guidance to agencies operating within Trent Woods with a general concept of potential assignments when preparing for, responding to, and recovering from flooding events. It also provides for the integration of additional resources, but does not replace individual agency policies or procedures.

SCOPE

This plan applies to all relevant personnel employed by the Town of Trent Woods and its subordinate department(s) and any participating departments, agencies, or organizations contained within the geographical boundary of the Town of Trent Woods.

CONCEPT OF OPERATIONS

The Chief of Police is responsible for general guidance of emergency operations, or assigning responsibility for general guidance of emergency operations. He is also responsible for overall direction of the disaster response activities of all of the jurisdiction's departments and agencies. During emergencies, those responsibilities will be carried out normally from the EOC, however, circumstances may dictate leadership be carried out in the field.

The EOC will be staffed by those Trent Woods personnel who are deemed necessary for the completion of the mission, and can include the Mayor/Commissioners, Town Clerk, Finance Officer, Maintenance Director, Police Officers, volunteers, and representatives from other agencies and organizations. EOC staffing will be determined by the Chief of Police.

See the Trent Woods EOP Basic Plan for additional Concept of Operations information.

FLOODING

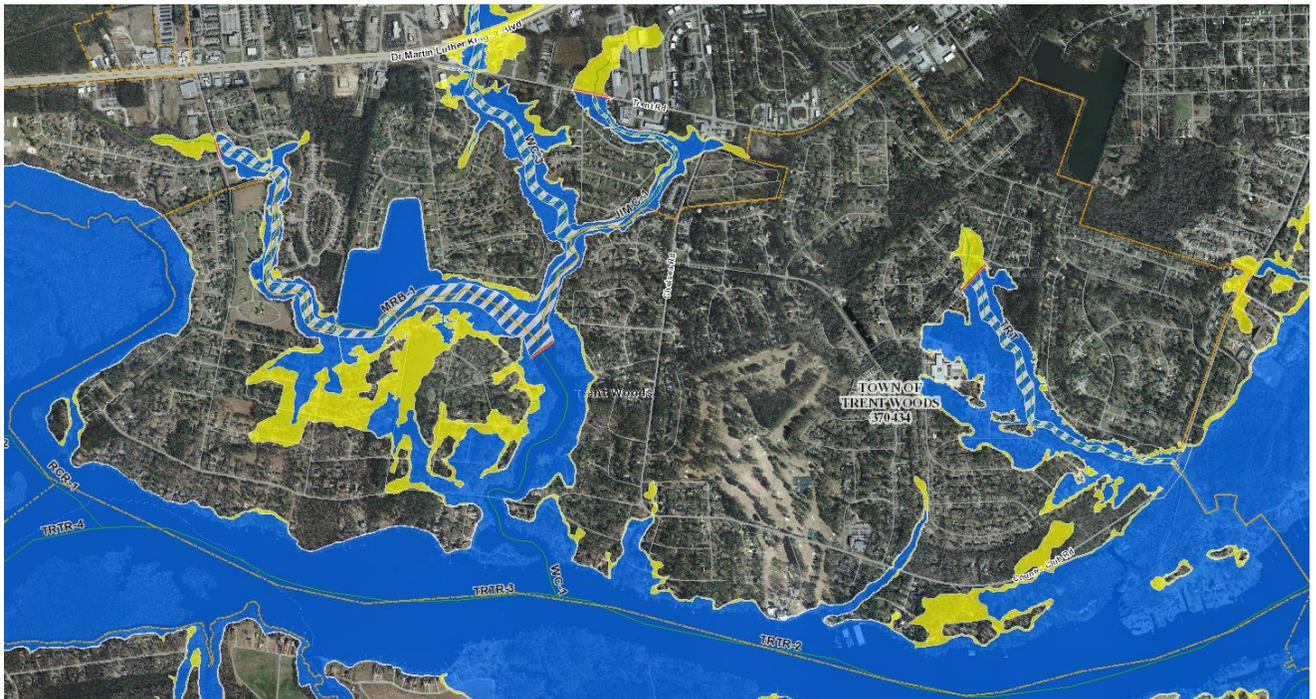
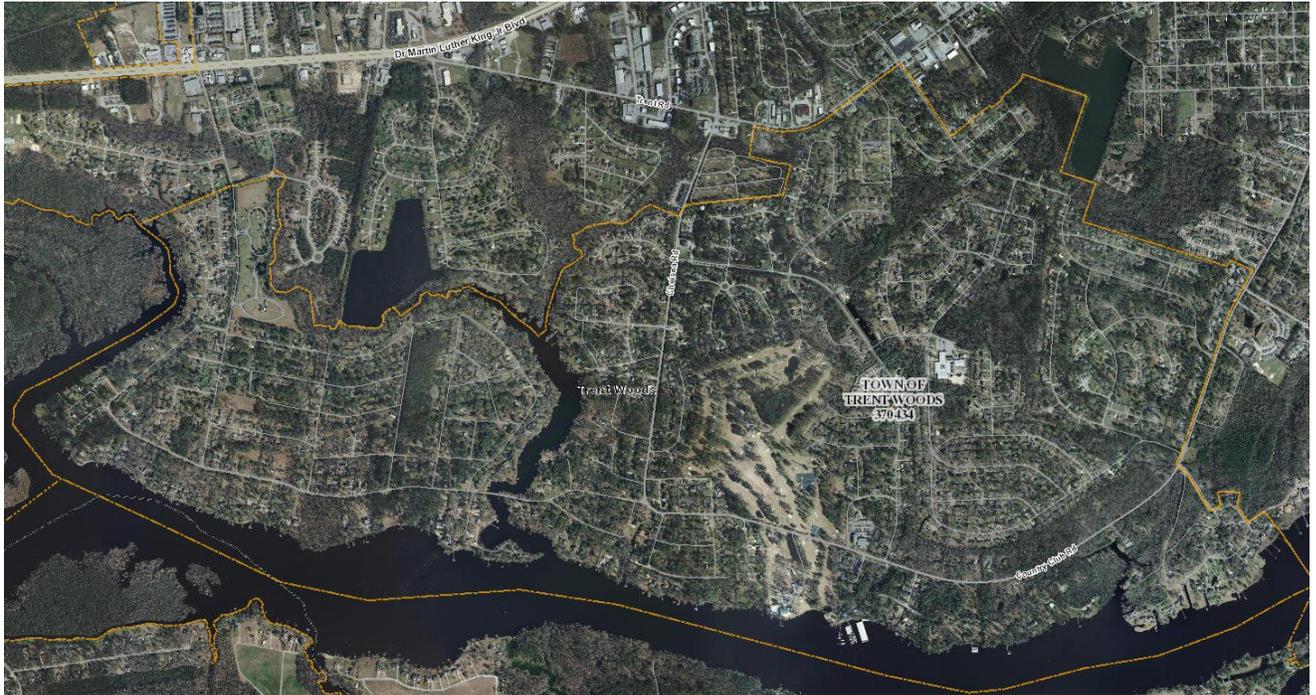
Trent Woods is extremely susceptible to flooding, due to its flat topography, and its proximity to several bodies of water. The Trent River makes up the town's Southern border, with Wilson Creek bisecting the town, and Haywood (Hayward) Creek running along the Western border. Riverine flooding is the most common type of flooding experienced by the town, and usually occurs after a serious weather event. Storm surge also has an effect on the level of river waters, often pushing large amounts of water upstream, causing flooding in and around smaller creeks.

Flash flooding also poses a risk to the town, and can be caused by large amounts of rainfall over a short period of time. Flash flooding brings fast moving water and debris, often

Trent Woods Emergency Operations Plan

covering roadways, creating additional hazards for motorists who attempt to cross flooded areas. Flash flooding is also aggravated by poor drainage and high ground water levels.

The North Carolina Flood Risk Information System provides flood mapping information. The images below show first, an imagery map of Trent Woods, and second, an imagery map with flood risk overlay.



SEVERE WEATHER

Trent Woods is highly susceptible to thunderstorms and windstorms, often causing flooding conditions described above, as well as structural damage to homes and outlying buildings. While not very likely to experience blizzard conditions, the town is very susceptible to freezing rain, ice storms, and occasionally heavy snowfall. Damage caused by severe weather impacts roadways, transmission of utilities, and public health overall. Tornadoes have also been documented in Craven County, and thus pose a risk to the town as well.

EMERGENCY RESPONSE CONSIDERATIONS

The Trent Woods Police Department (TWPD) is the lead agency for all emergency response operations within the Town. The TWPD operates 24 hours per day, assigned with general law enforcement duties, traffic control, evacuation assistance, and public warning during emergency and disaster situations. The Trent Woods EOC will coordinate all law enforcement response within the Town.

At the discretion of the Chief of Police, the TWPD may be held in the EOC, or a centralized staging location, until conditions are safe for emergency response operations to be carried out. Should the needs of the community overwhelm the capabilities of the Town, assistance may be requested from the Craven County EOC, or from state or federal level agencies.

The EOC will coordinate responses to calls for service between TWPD and West of New Bern Volunteer Fire Department (WNBFD). Operations conducted by the respective agencies will be conducted based on the respective policies and procedures, and response actions will not exceed the responder's level of training.

DAMAGE ASSESSMENT AND RECOVERY

Post emergency or disaster, the EOC will coordinate damage assessment and recovery operations. Damage assessment information, including location mapping, population affected, mass care, damage to infrastructure, and economic impact, will be compiled into a damage assessment report. The damage assessment report will be forwarded to the Craven County EOC, who will then forward the county wide damage assessment to the North Carolina Division of Emergency Management, Eastern Branch Office.

The Governor may request a Presidential declaration of a "major disaster," "major emergency," or a specific federal agency disaster declaration (SBA, Dept. of Agriculture, and Corps of Engineers) to augment state/local/private relief efforts. When the President issues a "Major Disaster Declaration", two basic types of disaster relief assistance is authorized:

- a. Individual Assistance (IA) includes:
 - Temporary housing (100% federal dollars)

Trent Woods Emergency Operations Plan

- Individual/Family Grants (IFG) 25% state and 75% federal dollars
- Disaster unemployment assistance
- Disaster loans
- Legal Services to low-income families
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- Social Security benefits assistance
- Veterans Assistance
- Casualty loss tax assistance
- b. Public Assistance (PA) 75% federal/25% state funds
 - Debris removal
 - Emergency protective measures
 - Funds to permanently repair/replace road systems, water control/disposal/treatment facilities, public buildings, public equipment, public recreational facilities, etc.

When a major federal declaration is received, the president appoints a Federal Coordinating Officer (FCO) and the Governor appoints a Governor's Authorized Representative (GAR) to coordinate relief efforts and delivery of disaster assistance.

A disaster field office (DFO) will be established near the disaster area. If the disaster affects a large region, a satellite DFO may be opened to handle disaster claims from state and local government. Disaster Application Centers (DAC's) will be established in the disaster area for individuals to make application in for assistance. When needed, DAC's can be opened in the following locations:

- a. National Guard Armory Drill Hall
- b. Other facilities would be made available

If the declaration includes public assistance, an applicant briefing will be conducted for those officials in County, state, local, and private non-profit entities wishing to apply for reimbursements of disaster-related expenses. During this briefing, each eligible entity will submit a Notice of Interest (NOI) and appoint an Applicant's Agent to coordinate the submission of disaster documentation to the Disaster Field Office. (Craven County EOP ESF-18, 2010)

EOC or Town administrative staff will be responsible for facilitating the restoration of Town owned facilities and assets, as well as coordinating the restoration of facilities, roadways, utilities, and other public concerns maintained on a county or state level.

The Trent Woods Police Department (TWPD), West of New Bern Volunteer Fire Department (WNBFD), and the Trent Woods Maintenance Director, will all assist in gathering information. They will assess and report power outages, damage to infrastructure, damage to utility systems, and damage to residential and commercial structures.

Trent Woods Emergency Operations Plan

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APPENDIX DEVELOPMENT AND MAINTENANCE

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AUTHORITIES AND REFERENCES

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ANNEX F: TERRORISM AND MASS CASUALTY

PURPOSE

It is the purpose of this annex to define the actions and roles necessary to provide a coordinated response within the Town of Trent Woods. This annex provides guidance to agencies operating within Trent Woods with a general concept of potential assignments when preparing for, responding to, and recovering from terrorism and mass casualty events. It also provides for the integration of additional resources, but does not replace individual agency policies or procedures.

SCOPE

This plan applies to all relevant personnel employed by the Town of Trent Woods and its subordinate department(s) and any participating departments, agencies, or organizations contained within the geographical boundary of the Town of Trent Woods.

CONCEPT OF OPERATIONS

The Chief of Police is responsible for general guidance of emergency operations, or assigning responsibility for general guidance of emergency operations. He is also responsible for overall direction of the disaster response activities of all of the jurisdiction's departments and agencies. During emergencies, those responsibilities will be carried out normally from the EOC, however, circumstances may dictate leadership be carried out in the field.

The EOC will be staffed by those Trent Woods personnel who are deemed necessary for the completion of the mission, and can include the Mayor/Commissioners, Town Clerk, Finance Officer, Maintenance Director, Police Officers, volunteers, and representatives from other agencies and organizations. EOC staffing will be determined by the Chief of Police.

See the Trent Woods EOP Basic Plan for additional Concept of Operations information.

TERRORISM AND MASS CASUALTY

Terrorists, to a greater extent than other criminals, tend to operate in unpredictable ways, aiming to create fear and turmoil. They rely on surprise to achieve both, striving to defy deterrence interventions. When terrorist screening protocols used in the months after the 9/11 attack ignored women as suicide bombers, terrorists responded by enlisting women to participate in suicide bombing. Terrorists tend to operate intentionally outside of predictable patterns to exploit elements of fear and uncertainty, so such patterns are less likely to show up in the data. In the case of terrorism, it may well be that the only thing that can be safely predicted is that successful acts of terrorism will continue to surprise us, even if infrequently (NCTC Report on Terrorism, 2009).

Trent Woods Emergency Operations Plan

Explosives have been the most common weapons utilized in both international as well as domestic terrorist attacks. Resources and instructions for producing a bomb are easily acquired, leading to the widespread use of explosives in acts of terrorism, involving very little risk and producing desired effects in an immediate and devastating manner.

The Trent Woods Police Department (TWPD) is the lead agency when responding to terrorism and mass casualty events in Trent Woods, and will be notified immediately once such an event is suspected or identified. Additional assistance from neighboring, state, and federal agencies may be necessary and will be requested accordingly. Terrorism and mass casualty events can be caused by Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) threats and hazards. The CBRNE spectrum ranges from easily obtainable common high yield explosives, industrial chemicals, and radiological medical products to more difficultly obtained military grade nuclear, biological, and chemical (NBC) weapons and material.

The TWPD will be initially responsible for investigations to determine the extent of an incident and those responsible. Investigative operations include collecting evidence, conduct crime scene control and security, evacuation of the affected area is necessary, and gather and appropriately disseminate intelligence information.

The TWPD will also coordinate with neighboring agencies to provide for necessary medical care, fire and rescue response, and other needs as identified by command staff.

TWPD operations in response to a terrorism or mass casualty event, are conducted according to TWPD policies and procedures.

APPENDIX DEVELOPMENT AND MAINTENANCE

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AUTHORITIES AND REFERENCES

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ANNEX G: MAPPING

OPERATIONAL MAPS

The operational maps below are divided into operational areas. To determine the operational area for a specific street, locate the street name and corresponding area number, then refer to the respective area map. A list of all streets within a specific operational area is also shown.

Street	Area	Street	Area
Alexander lane	Area 1	Dorset Way	Area 6
Abner Nash Road	Area 5	Downing Circle	Area 6
Baron's Way	Area 6	Edgehill Road	Area 3
Berkley Drive	Area 1	Edgewood Drive	Area 2
Bridle Path	Area 8	Fairway Drive	Area 4
Buckingham Road	Area 6	Forest Drive	Area 7
Cambridge Court	Area 6	Fox Chase Road	Area 6
Camelia Road	Area 4	Fox Horn Road	Area 8
Canterbury Road	Area 6	Gloucester Drive	Area 1
Carolina Avenue (1000)	Area 7	Greenleaf Cemetery	Area 11
Carolina Avenue (4700)	Area 2	Greenside Court	Area 4
Carteret Drive	Area 1	Greenwood Road	Area 4
Chatham Pass	Area 1	Grenville Court	Area 1
Chelsea Road (even #)	Area 1	Hampton Way	Area 6
Chelsea Road (even #'s)	Area 4	Hatcher Road	Area 11
Chelsea Road (odd #'s)	Area 2	Hawthorne Road	Area 3
Chinquapin Lane	Area 3	Haywood Creek Drive	Area 11
Circle Drive	Area 2	Hedgerow Circle	Area 8
Colleton Way	Area 1	Hermitage Road	Area 3
Coopers Court	Area 1	Highland Avenue*	Area 7 *lots with even #'s between
Coquina Court	Area 1	Hillandale Road	Area 3 1104 & 1212 are in New Bern
Corral Circle	Area 8	Hillcrest Road	Area 4
Country Club Circle	Area 4	Holly Ridge Road	Area 4
Country Club Drive (1000)	Area 2	Horseshoe Bend	Area 8
Country Club Drive (200-500)	Area 4	Hounds Circle	Area 8
Country Club Drive (700 & 912)	Area 1	Hounds Trail	Area 8
Country Club Road (3100 even #'s)	Area 8	Hunt Club lane	Area 8
Country Club Road (3300-3900)	Area 5	Hunt Master Road	Area 8
Country Club Road (4000-4600)	Area 4	Hydes Corner	Area 1
Creekwood Drive	Area 2	Ives Avenue	Area 2
Darby Road	Area 6	Leeward Drive	Area 11
Devonshire Drive (1000)	Area 1	Llewlyn Drive	Area 11
Diane Drive	Area 8	Longwood Drive	Area 6
Discovery Bay	Area 11	Matthews Lane	Area 2
Dogwood Lane	Area 4	Meadowbrook Drive (5100)	Area 3

Trent Woods Emergency Operations Plan

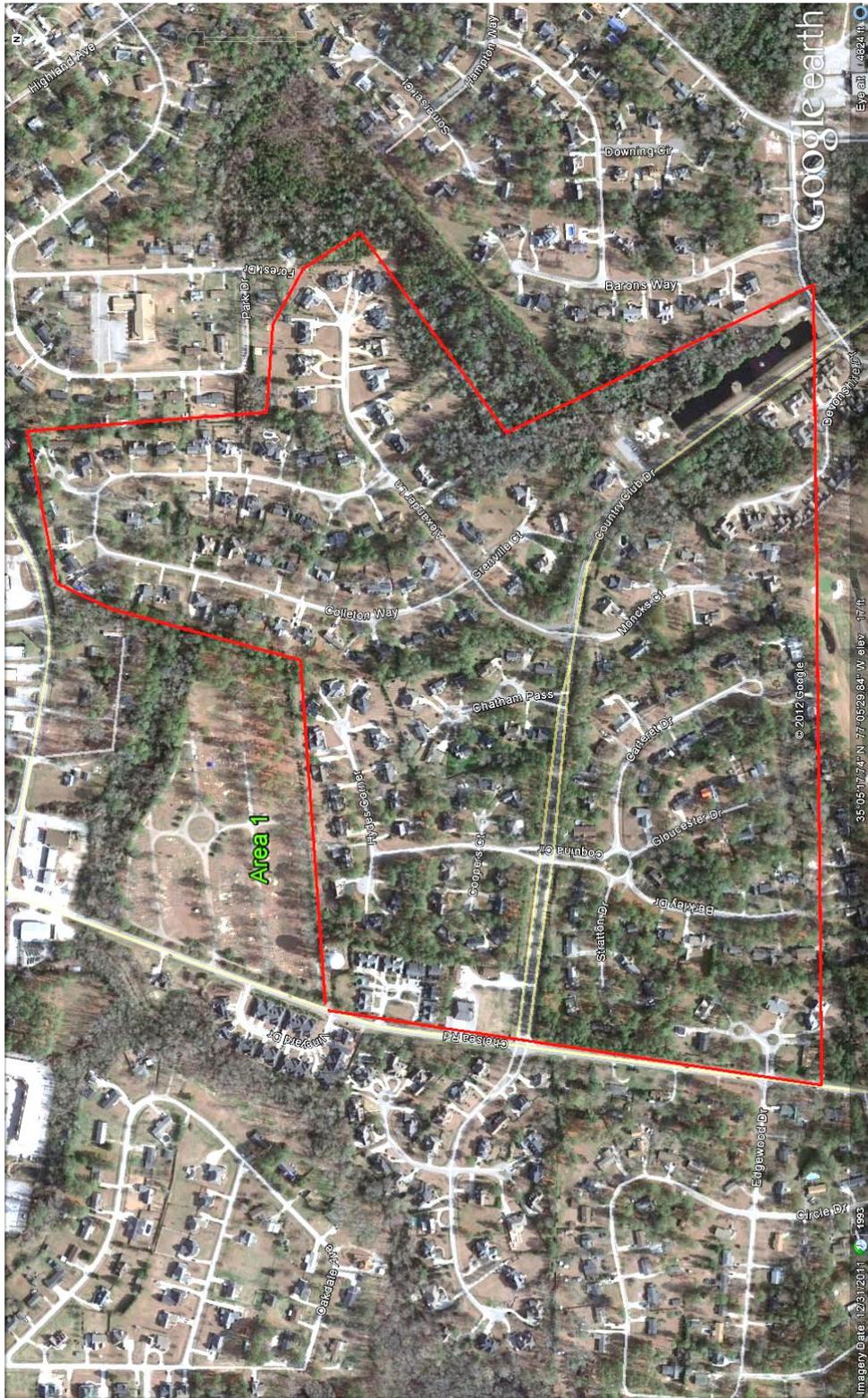
Street	Area	Street	Area
Meadowbrook Drive (5200)	Area 11	Stratton Drive	Area 1
Melody Lane	Area 3	Surrey Lane	Area 2
Moncks Court	Area 1	Tack House Road	Area 8
Morgan lane	Area 4	Tenella Road	Area 4
Moye Road	Area 11	Trent Pines Drive	Area 4
Norman Road	Area 4	Trent River Drive	Area 2
Park Drive	Area 7	Trent Road (3100 odd #'s & 3311)	Area 7
Pearson Circle	Area 3	Trent Shores Drive	Area 5
Pine Crest Road (even #'s)	Area 3	Trent Woods Drive (4700-4800)	Area 2
Pine Crest Road (odd #'s)	Area 11	Trent Woods Drive (5200-5300)	Area 11
Pine Tree Lane (5200)	Area 11	Trilliums Hideaway	Area 11
Pinetree Lane (5100)	Area 3	Village Green Drive	Area 4
Red Fox Road	Area 8	Village Way	Area 8
River Road	Area 11	Virginia Avenue	Area 5
Rogers Court	Area 2	Virginia Lane	Area 11
Rossie Road	Area 11	Wedgewood Drive	Area 6
Runaway bay	Area 11	West Fairway Drive	Area 4
Sandhurst Road	Area 3	West Wilson Creek Drive	Area 3
Side Saddle Lane	Area 8	Westward Court	Area 11
Somerset Court	Area 6	Wexford Place	Area 2
Springwood Drive (5100)	Area 3	White Oak Drive	Area 3
Springwood Drive (5200)	Area 11	Windsor Avenue	Area 6
Steeple Chase Drive	Area 8	Yacht Club Road	Area 4
Stratford Drive	Area 6		

Trent Woods Emergency Operations Plan

Area 1	Area 3	Area 5	Area 8
Alexander lane	Chinquapin Lane	Abner Nash Road	Bridle Path
Berkley Drive	Edgehill Road	Country Club Road (3300-3900)	Corral Circle
Carteret Drive	Hawthorne Road	Trent Shores Drive	Country Club Road (3100 even #'s)
Chatham Pass	Hermitage Road	Virginia Avenue	Diane Drive
Chelsea Road (even #)	Hillandale Road	Area 6	Fox Horn Road
Colleton Way	Meadowbrook Drive (5100)	Baron's Way	Hedgerow Circle
Coopers Court	Melody Lane	Buckingham Road	Horseshoe Bend
Coquina Court	Pearson Circle	Cambridge Court	Hounds Circle
Country Club Drive (700 & 912)	Pine Crest Road (even #'s)	Canterbury Road	Hounds Trail
Devonshire Drive (1000)	Pinetree Lane (5100)	Darby Road	Hunt Club lane
Gloucester Drive	Sandhurst Road	Dorset Way	Hunt Master Road
Grenville Court	Springwood Drive (5100)	Downing Circle	Red Fox Road
Hydes Corner	West Wilson Creek Drive	Fox Chase Road	Side Saddle Lane
Moncks Court	White Oak Drive	Hampton Way	Steeple Chase Drive
Stratton Drive	Area 4	Longwood Drive	Tack House Road
Area 2	Camelia Road	Somerset Court	Village Way
Carolina Avenue (4700)	Chelsea Road (even #'s)	Stratford Drive	Area 11
Chelsea Road (odd #'s)	Country Club Circle	Wedgewood Drive	Discovery Bay
Circle Drive	Country Club Drive (200-500)	Windsor Avenue	Greenleaf Cemetery
Country Club Drive (1000)	Country Club Road (4000-4600)	Area 7	Hatcher Road
Creekwood Drive	Dogwood Lane	Carolina Avenue (1000)	Haywood Creek Drive
Edgewood Drive	Fairway Drive	Forest Drive	Leeward Drive
Ives Avenue	Greenside Court	Highland Avenue*	Llewellyn Drive
Matthews Lane	Greenwood Road	Park Drive	Meadowbrook Drive (5200)
Rogers Court	Hillcrest Road	Trent Road (3100 odd #'s & 3311)	Moye Road
Surrey Lane	Holly Ridge Road	*lots with even #'s between	Pine Crest Road (odd #'s)
Trent River Drive	Morgan lane	1104 & 1212 are in New Bern	Pine Tree Lane (5200)
Trent Woods Drive (4700-4800)	Norman Road		River Road
Wexford Place	Tenella Road		Rossie Road
	Trent Pines Drive		Runaway bay
	Village Green Drive		Springwood Drive (5200)
	West Fairway Drive	Note- Areas 9 & 10 not mapped	Trent Woods Drive (5200-5300)
	Yacht Club Road	Note- Area 12 = Waterways	Trilliums Hideaway
			Virginia Lane
			Westward Court

Trent Woods Emergency Operations Plan

Operational Area 1 (operational areas outlined in red)



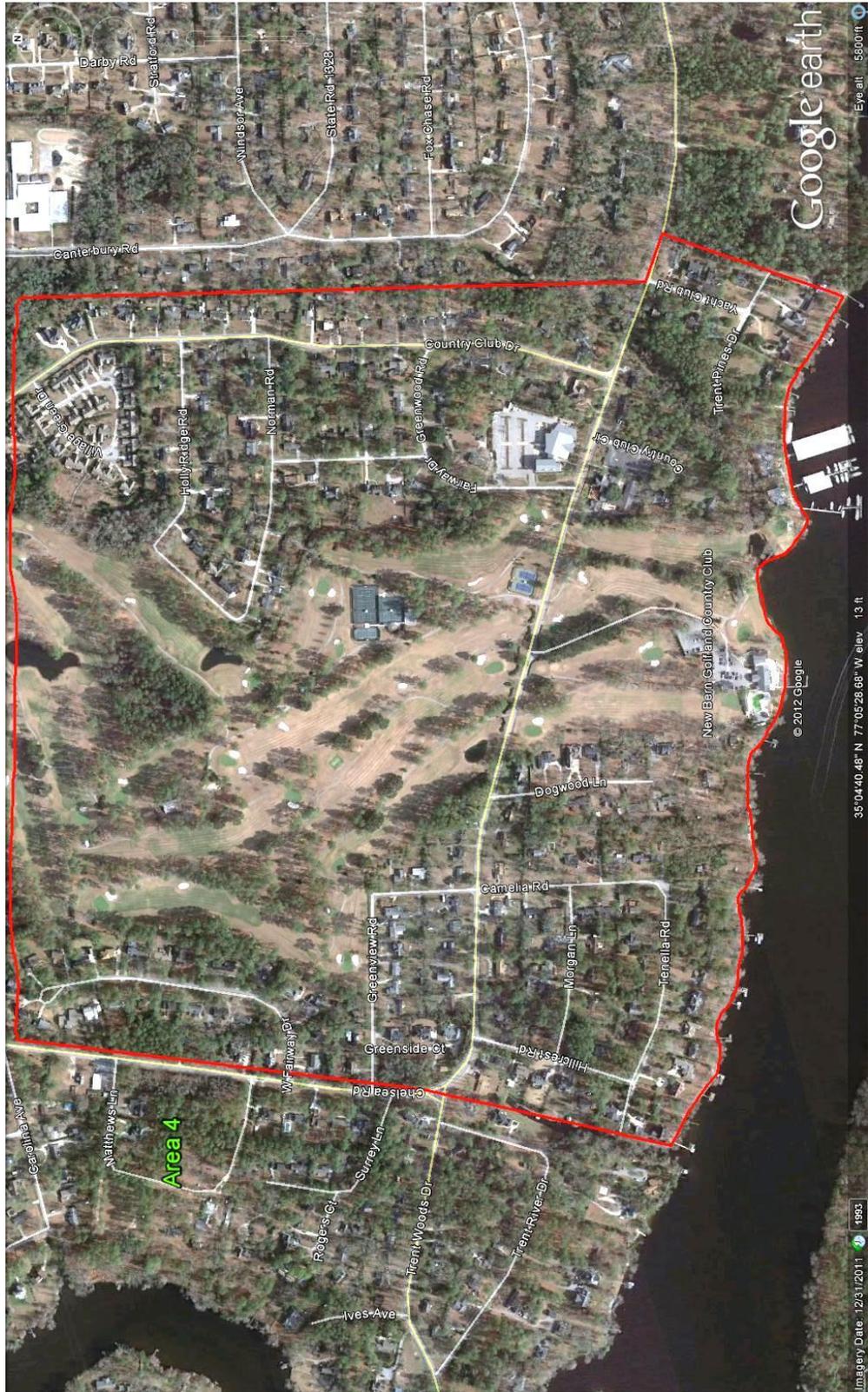
Trent Woods Emergency Operations Plan

Operational Area 3



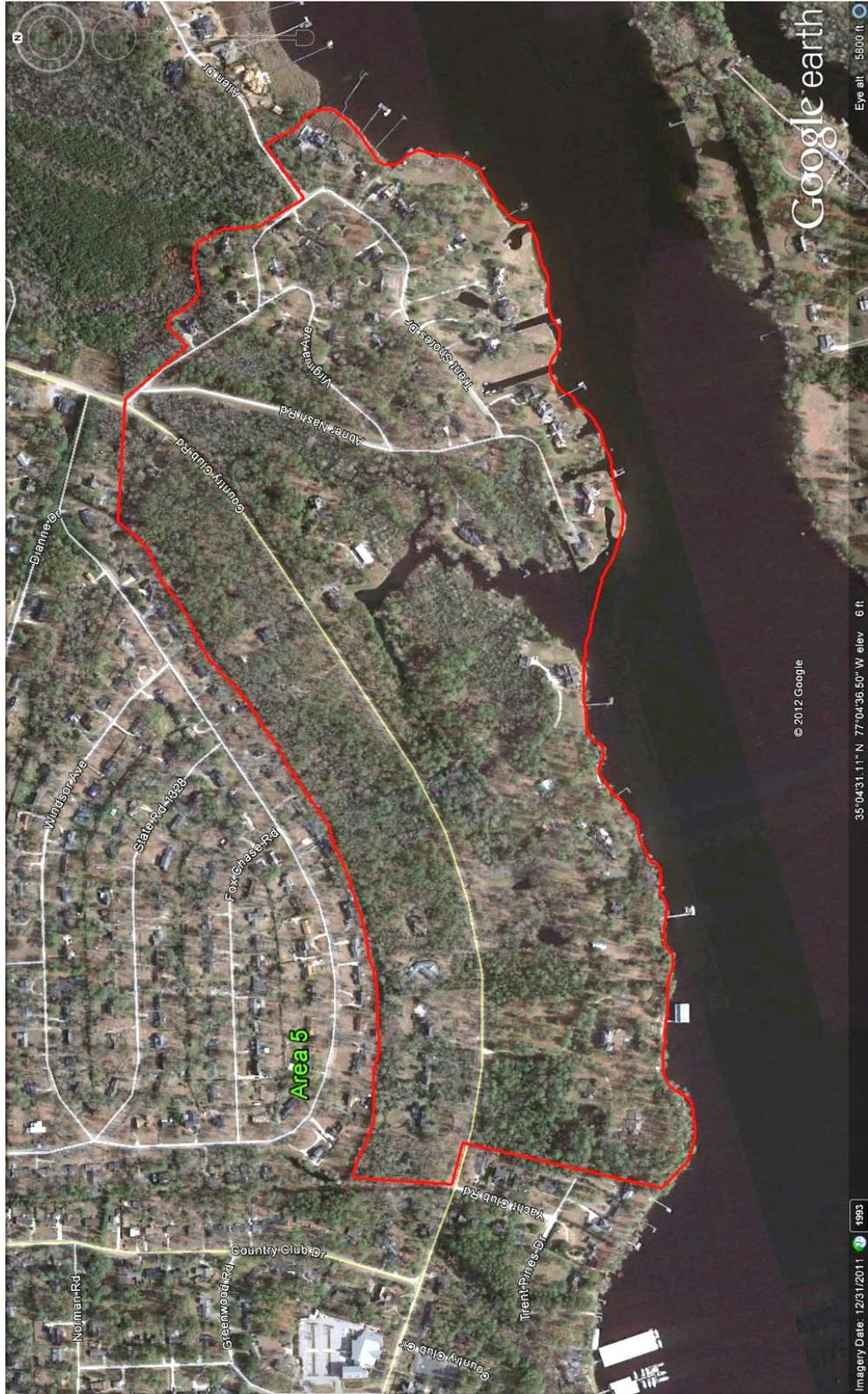
Trent Woods Emergency Operations Plan

Operational Area 4



Trent Woods Emergency Operations Plan

Operational Area 5



Trent Woods Emergency Operations Plan

Operational Area 6



Trent Woods Emergency Operations Plan

Operational Area 8



Trent Woods Emergency Operations Plan

Operational Area 11

